

Mayor:
David Grant

Councilmembers:
Brenda Holden
Fran Holmes
Dave McClung
Jonathan Wicklund



**Regular City Council
Agenda
June 13, 2016
7:00 p.m.
City Hall**

Address:
1245 W Highway 96
Arden Hills MN 55112

Phone:
651-792-7800

Website:
www.cityofardenhills.org

City Vision

Arden Hills is a strong community that values its unique environmental setting, strong residential neighborhoods, vital business community, well-maintained infrastructure, fiscal soundness, and our long-standing tradition as a desirable City in which to live, work, and play.

CALL TO ORDER

1. APPROVAL OF AGENDA

2. PUBLIC INQUIRIES/INFORMATIONAL

Public inquiries/informational is an opportunity for citizens to bring to the Council's attention any items not currently on the agenda. In addressing the Council, please state your name and address for the record, and a brief summary of the specific item being addressed to the Council. To allow adequate time for each person wishing to address the Council, we ask that individuals limit their comments to three (3) minutes. Written documents may be distributed to the Council prior to the meeting, or as bench copies, to allow a more timely presentation.

3. STAFF COMMENTS

3.A. Rice Creek Commons (TCAAP) And Joint Development Authority (JDA) Update

Sue Iverson, Interim City Administrator and Director of Finance
and Administrative Services

Documents: [MEMO.PDF](#), [ATTACHMENT A.PDF](#)

3.B. Transportation Update

John Anderson, Acting Director of Public Works

Documents: [MEMO.PDF](#)

4. APPROVAL OF MINUTES

4.A. April 25, 2016, Regular City Council

Documents: [04-25-16-R.PDF](#)

4.B. May 16, 2016, City Council Work Session

Documents: [05-16-16-WS.PDF](#)

5. CONSENT CALENDAR

Those items listed under the Consent Calendar are considered to be routine by the City Council and will be enacted by one motion under a Consent Calendar format. There will be no separate discussion of these items, unless a Councilmember so requests, in which event, the item will be removed from the general order of business and considered separately in its normal sequence on the agenda.

5.A. Motion To Approve Claims And Payroll

Sue Iverson, Interim City Administrator and Director of Finance
and Administrative Services
Ashley Bertrand, Accounting Analyst

Documents: [MEMO.PDF](#)

5.B. Authorization To Appoint Seasonal Maintenance Worker

Sue Iverson, Interim City Administrator and Director of Finance
and Administrative Services

Documents: [MEMO.PDF](#), [ATTACHMENT A.PDF](#)

5.C. Lakeshore Place Landscaping

John Anderson, Acting Public Works Director

Documents: [MEMO.PDF](#)

5.D. Round Lake Road Area Improvement - Payment #11

John Anderson, Acting Public Works Director

Documents: [MEMO.PDF](#), [ATTACHMENT A.PDF](#), [ATTACHMENT B.PDF](#)

5.E. Resolution 2016-18 Ordering Public Hearing For I-35W MnPASS Project

John Anderson, Acting Public Works Director

Documents: [MEMO.PDF](#), [ATTACHMENT A.PDF](#), [ATTACHMENT B.PDF](#),
[ATTACHMENT C.PDF](#), [ATTACHMENT D.PDF](#)

6. PULLED CONSENT ITEMS

Those items that are pulled from the Consent Calendar will be removed from the general order of business and considered separately in its normal sequence on the agenda.

7. PUBLIC HEARINGS

Under this Public Hearing section, citizens have an opportunity to discuss ideas regarding TCAAP development. Please be sure to complete a "Request to Appear before City Council" form (available at the back table). Completed forms may be given to the City Clerk.

7.A. TCAAP Development Discussion Opportunity For Residents

8. NEW BUSINESS

9. UNFINISHED BUSINESS

10. COUNCIL COMMENTS

ADJOURN



DATE: June 13, 2016

TO: Honorable Mayor and City Councilmembers

FROM: Sue Iverson, Interim City Administrator/Finance and Administrative Services Director

SUBJECT: Rice Creek Commons (TCAAP) and Joint Development Authority (JDA) Update

Attached is an update on recent activities as prepared by Stacie Kvilvang of Ehlers.

Attachment A: June 10, 2016 TCAAP Update from Ehlers



Date: June 10, 2016
To: City Council
From: Stacie Kvilvang
Subject: TCAAP Update

Preliminary Development Agreement

- On June 6, 2016 the JDA approved a Preliminary Development Agreement (PDA) with Alatus Arden Hills LLC. which provides them with exclusive development rights to the property until December 31, 2016. During this time they will work in good faith to negotiate the terms of a Master Development Agreement (MDA). If by October 31, 2016 the JDA and the master developer have not reached substantial agreement on terms of an MDA or the developer determines the project isn't feasible, either party can terminate the PDA with 30 days written notice.

Meetings

- City and County staff, consultants (Ehlers, Kimley Horn, etc.), attorneys (County, City, JDA and Master Developer) and the master developer continue to meet regularly to provide (1) required information to the master developer team (2) work on framework for MDA; and (3) weekly project management to make sure all elements of the development are progressing. City and County staff as well as the Master Developer are present at all meetings. Attorneys and other consultants are present at meetings as required. Following are the meetings held in the last two weeks:
 - May 31, 2016 –Design guidelines/standards review and site issues
 - June 1 and June 8, 2016 - Weekly project management meeting
 - June 2, 2016 – Infrastructure meeting with Kimley Horn
 - June 7, 2016 - Environmental conditions overview



DATE: June 13, 2016

TO: Honorable Mayor and City Councilmembers
Sue Iverson, Acting City Administrator

FROM: John Anderson, Acting Public Works Director

SUBJECT: Transportation Update

Background

A brief oral update will be provided at the meeting regarding road construction/transportation in the City of Arden Hills.



DRAFT

Approved: June 13, 2016

**CITY OF ARDEN HILLS, MINNESOTA
REGULAR CITY COUNCIL MEETING
APRIL 25, 2016
7:00 P.M. - ARDEN HILLS CITY COUNCIL CHAMBERS**

CALL TO ORDER/ROLL CALL

Pursuant to due call and notice thereof, Mayor David Grant called to order the regular City Council meeting at 7:00 p.m.

Present: Mayor David Grant, Councilmembers Brenda Holden, Fran Holmes, Dave McClung and Jonathan Wicklund

Absent: None

Also present: Interim City Administrator Sue Iverson; Community Development Director Jill Hutmacher; Acting Public Works Director John Anderson; City Planner Ryan Streff; Senior Planner Matthew Bachler; Finance Analyst Dave Perrault; Accounting Analyst Ashley Bertrand; and City Clerk Amy Dietl

PLEDGE OF ALLEGIANCE

1. APPROVAL OF AGENDA

Mayor Grant requested the addition of Item 2A a Police Week Proclamation.

Acting Public Works Director Anderson requested Items 8B and 8C be switched.

MOTION: Councilmember Holden moved and Councilmember Holmes seconded a motion to approve the meeting agenda as amended. The motion carried unanimously (5-0).

2. PUBLIC INQUIRIES/INFORMATIONAL

Ann Marie Hoelscher, 1750 Gramsie Road, explained that she represents 120 residents in Valentine Hills. She expressed concern with the quality of the work conducted during the 2015 street restoration project in her neighborhood. She reviewed the streets that were reconstructed and questioned when the lawns would be replaced. She indicated that a great deal of soil was missing and that the replacement sub soil/crab grass was unsatisfactory. She noted that the

subsoil had glass and plastic in it. She stated that the topsoil needs to be removed, along with the crab grass and that the contractor needs to try again. She requested further information from the City regarding the plan to address this concern.

Mayor Grant stated that he toured the site and he understood that the current situation was inadequate. He thanked Ms. Hoelscher for bring this concern before the Council. He requested comment from staff regarding the status of this project.

Acting Public Works Director Anderson explained that the houses in this neighborhood were restored at various times throughout the project and that the grass growth was in different stages. He indicated that staff has had multiple communications with the neighborhood last fall and this spring. He reported that staff has not signed off on the turf work and that this would not be signed off until the City was satisfied with the work.

Councilmember Holden commented that she has only received two calls regarding the turf in this neighborhood. She asked if crab grass seed was planted in the boulevard.

Acting Public Works Director Anderson stated that this did not occur, but that the crab grass seed may have been imported in the topsoil.

Councilmember Holden requested further information regarding the substandard topsoil.

Acting Public Works Director Anderson explained that this was the first time he had heard that the topsoil contained glass and plastic.

Mayor Grant stated that he believed that the contractor needed to come forward and address this issue. He suggested that the fill height be addressed and be made even on properties and that proper seed be planted where necessary.

Councilmember Holmes stated that she lives on Venus Avenue and that her grass was planted early. She indicated that she has no complaints regarding the situation but understood that the streets that were planted in late October were still waiting for their grass to germinate. She discussed the letters that were sent from the City to the residents within the project area. She understood that staff is aware of this situation and encouraged the homeowners to be patient.

Mayor Grant requested that staff review the soil grades and conditions.

Acting Public Works Director Anderson explained that staff had a punch list that addressed the concerns of residents. He noted that Valley Paving would have to address these items this spring before the City would sign off on the contract.

A. Police Week Proclamation

Mayor Grant read a Proclamation in full for the record declaring May 15 through May 21, 2016, to be Police Week in the City of Arden Hills.

3. STAFF COMMENTS

A. Rice Creek Commons (TCAAP) Update

Community Development Director Hutmacher stated that on Tuesday, April 19, the JDA interviewed Alatus, LLC and the Opus/Pulte Homes team for the TCAAP Master Developer. The final interview with the Ryan Corporation/Lennar team is scheduled for Tuesday, April 26 at 5:00 pm at Arden Hills City Hall. Agendas for all JDA meetings are posted on the City's website. The JDA is scheduled to select a master developer at its regular meeting on Monday, May 2 at 5:30 pm at Arden Hills City Hall.

B. Transportation Update

Acting Public Works Director Anderson discussed the I-694 traffic shift noting that work has begun on this project.

Acting Public Works Director Anderson stated that work continues on Lexington Avenue from I-694 to County Road F. He described the utility work that would be completed through this project.

Acting Public Works Director Anderson indicated that the County Road E2 bridge was closed today and would be demolished this weekend. He noted that I-35W would be closed overnight during the bridge demolition. Traffic along I-35W would have to use the ramps during the overnight hours.

Acting Public Works Director Anderson explained that the contractor was working to complete the concrete trail on the County Road 96 bridge. He anticipated that this project would be finished soon.

Acting Public Works Director Anderson commented that staff met with Valley Paving and a punch list from the PMP was delivered. He stated that the rainy weather this spring has led to delays.

Mayor Grant questioned why the County Road E2 bridge was already closed.

Acting Public Works Director Anderson explained that this would allow the contractor time to relocate utilities and cable lines prior to the bridge being demolished.

Councilmember McClung asked how long the County Road 96 ramp would be closed.

Acting Public Works Director Anderson stated that he would check with MnDOT and report back to the City Council.

Councilmember Holden noted that Fairview Avenue south of Lydia was closed. She questioned how long this would occur and requested staff to discuss this matter with MnDOT.

C. Clean-Up Day Event Update

City Planner Streff stated that the Spring Cleanup Day event is scheduled for Saturday, May 21, from 7 am to 12 pm. It will be held at the Ramsey County Public Works Facility at 1425 Paul Kirkwold Drive. The event is co-sponsored by the cities of Arden Hills and Shoreview and would be open to residents of both cities.

City Planner Streff explained that residents who participate in the event will pay a nominal fee based on the vehicle type and load they bring. Car loads will be charged \$10; trucks, sport utility vehicles and vans will be charged \$25; and trailers will be charged \$35. Oversized loads and large trailers will be subject to additional charges. Residents must remember to bring their ID and payment in the form of cash or check only. No credit cards will be accepted during the Cleanup Day event.

City Planner Streff indicated that notice of the Spring Cleanup Day has been included in the April issue of the Arden Hills Notes and that it will also be in the May edition. The event will be advertised on the City's website, placed on the TV Bulletin Board, and a flyer will be mailed to every resident in the City.

4. APPROVAL OF MINUTES

- A. March 14, 2016, Regular City Council
- B. March 28, 2016, Regular City Council
- C. March 28, 2016, Special City Council Work Session
- D. April 11, 2016, Regular City Council

MOTION: **Councilmember McClung moved and Councilmember Holden seconded a motion to approve the March 14, 2016, regular City Council meeting minutes, the March 28, 2016, regular City Council meeting minutes, March 28, 2016, special City Council work session minutes; and the April 11, 2016, regular City Council meeting minutes as presented. The motion carried unanimously (5-0).**

5. CONSENT CALENDAR

- A. Motion to Approve Consent Agenda Item - Claims and Payroll
- B. Motion to Approve Summer Hours
- C. Motion to Approve 2017 Budget Calendar
- D. Motion to Accept 2016 1st Quarter Actuals
- E. Motion to Approve Ordinance 2016-006 in Planning Case 16-009 (Mixed Business & Mixed Residential Districts) and a Motion to Approve Publishing a Summary of Ordinance 2016-006
- F. Motion to Approve Planning Case 16-006 – Sign Standard Adjustment – Scherer Brothers Lumber Company
- G. Motion to Approve Planning Case 16-008 – Variance – 1865 County Road D
- H. Motion to Approve Handbook for Public Works Seasonal Employees
- I. Motion to Support becoming a GreenStep City
- J. Motion to Approve Toro Workman Purchase
- K. Motion for the Cancellation of May 9, 2016 City Council Meeting

- L. Motion for Authorization to Appoint Seasonal Maintenance Workers
- M. Motion for Authorization to Appoint Public Works Maintenance Worker Position

MOTION: Councilmember Holden moved and Councilmember Holmes seconded a motion to approve the Consent Calendar as presented and to authorize execution of all necessary documents contained therein. The motion carried unanimously (5-0).

6. PULLED CONSENT ITEMS

None.

7. PUBLIC HEARINGS

None.

8. NEW BUSINESS

A. PC 16-003 – Master and Final PUD – 1160 County Road E (Arden Square)

Senior Planner Bachler stated that the property at 1160 County Road E was first developed as a seasonal ski and golf shop in the early 1970s. In 1992, the Commers Company completed site modifications to accommodate a new bank user, including the removal of a portion of the west side of the building for five drive-up lanes under the existing building roof. Today, the 4,500 square foot space that was occupied by TCF Bank is vacant and the roof over the drive-up lanes has been removed. American Red Cross is the only tenant in the building and occupies approximately 5,000 square feet of space.

Senior Planner Bachler indicated that the proposed site modifications are part of a broader reinvestment in the property being undertaken by Arden Square in an effort to attract a new tenant to the building. In conjunction with the County Road E improvements completed in 2015, the property owner agreed to close off two driveways that were replaced with one, 24-foot wide driveway. Arden Square also recently completed renovations to the front façade of the building. These improvements included the removal of the mansard and gable roof on the west side of the building, increasing window and brick masonry coverage, and adding awnings and decorative lighting.

Senior Planner Bachler explained that the proposed site improvements would modify the property's drive lanes and parking stalls for a more efficient use of space. The existing parking area on the north side of the building would be rearranged to include two one-way drive aisles and angled parking stalls. One drive-up lane on the west side of the building would be retained while the remaining lanes would be removed and replaced with parking. As a result of the project, the overall parking lot area would expand by 2,182 square feet and 21 additional parking stalls would be constructed. Other site modifications would include a new monument sign, a trash enclosure constructed with decorative rock face concrete block, bicycle racks, and updated pavement and sidewalk surfaces. Landscaping on the property would be enhanced as well with additional tree

and perennial plantings at the County Road E entrance driveway and new parking lot landscape islands.

Senior Planner Bachler reported that the project will require a separate permit from the Rice Creek Watershed District (RCWD) because of the increase in impervious surface coverage. Arden Square will improve existing stormwater management on the site to comply with RCWD regulations on rate control and water quality. This would be accomplished with a new subsurface basin and EcoStorm Plus structure that will capture the majority of the runoff from the property and allow for a slower release of stormwater into the City's sewer system. Currently, the property does not include any rate control or water quality facilities to manage runoff.

Senior Planner Bachler stated that the Special Requirements for the B-2 General Business District in Section 1320.085 of the Zoning Code state that Site Plans approved for properties before November 24, 2008, will remain in effect, but that the PUD process will be used for any future site amendments. In this case, a Master and Final PUD are required for the proposed site modifications.

Senior Planner Bachler noted that the PUD process is a tool that provides additional flexibility for development that an underlying zoning district would not otherwise allow. For example, a PUD may make exceptions to setbacks, lot coverage, parking requirements, signage, building materials, or landscaping requirements. It is intended to overcome the limitations of zoning regulations and improve the overall design of a project. While the PUD process allows the City to negotiate certain aspects of the development, any conditions imposed on the PUD must have a rational basis related to the expected impact of the development.

Senior Planner Bachler reviewed the Plan Evaluation and offered the following Findings of Fact:

1. The property at 1160 County Road E West is located in the B-2 - General Business Zoning District and in Sign District 4.
2. Section 1320.085 of the Zoning Code states that Site Plans approved for properties in the B-2 District before November 24, 2008 will remain in effect, but that the PUD process will be used for any future site amendments.
3. Arden Square, LLC has requested a Master and Final PUD at 1160 County Road E West to amend the Site Plan approved for the property in Planning Case 92-016.
4. The proposed Master and Final PUD includes expanding and rearranging the property's drive lanes and parking spaces, and installing a new monument sign, trash enclosure, bicycle racks, and stormwater management system on the property.
5. The City has adopted the Guiding Plan for the B-2 District that outlines future development principals for the area.
6. The City has adopted Design Standards for the B-2 District within the Zoning Code.
7. The proposed Master and Final PUD is in substantial conformance with the requirements of the City's Zoning Code. The applicant has requested flexibility for landscape lot coverage of 14.6 percent where the zoning regulations require a minimum of 20 percent coverage.
8. The proposed Master and Final PUD is in conformance with the Guiding Plan for the B-2 District.

9. The proposed Master and Final PUD is in substantial conformance with the requirements of the City's Sign Code. The applicant has requested flexibility to install a monument sign that exceeds the height, sign copy area, and total sign area requirements for Sign District 4.
10. The proposed Master and Final PUD is in conformance with the City's Comprehensive Plan.
11. The PUD process allows for flexibility within the City's regulations through a negotiated process with a developer. Where the plan is not in conformance with the City's Zoning or Sign Code, flexibility has been requested by the applicant and/or conditions have been placed on an approval that would mitigate the nonconformity.
12. The proposed Master and Final PUD is not anticipated to create a negative impact on the immediate area or the community as a whole.

Senior Planner Bachler stated that the Planning Commission was supportive of the request to reduce landscape coverage on the property to 14.6 percent. The Commissioners discussed the challenges associated with redeveloping commercial properties in order to provide sufficient parking and meet RCWD requirements for stormwater management. It was the consensus of the Planning Commission that the proposed subsurface basin and treatment system would be an improvement to the existing conditions on the site and beneficial to the City.

Senior Planner Bachler indicated that the Planning Commission was concerned that the location of the monument sign on the opposite side of the property from where the driveway is located could result in confusion for drivers. Several of the Commissioners did not support the request for a larger sign. The applicant noted that the main purpose of the sign was to provide advertising for the building tenants and not to indicate the entrance to the site.

Senior Planner Bachler noted that as a condition of their recommendation for approval, the Planning Commission directed staff to evaluate the location and size of the monument sign with the applicant prior to City Council review. The applicant has provided an addendum to the project narrative describing this evaluation process and an alternative location for the sign along the eastern edge of the entrance drive. To address their concerns about the visibility of the sign from Lexington Avenue, the applicant believes that the sign height and size in the original proposal is necessary. Staff is requesting that the City Council review the proposal and make a final determination regarding the location and size of the monument sign in their motion language.

Senior Planner Bachler explained that the Planning Commission recommends approval (6-1, Zimmerman) of Planning Case 16-003 for a Master and Final PUD at 1160 County Road E West, based on the Findings of Fact and the submitted plans in the April 25, 2016, Report to the City Council, as amended by the following nine (9) conditions:

1. The project shall be completed in accordance with the submitted plans as amended by the conditions of approval. Any significant changes to these plans, as determined by the City Planner, shall require review and approval by the Planning Commission and the City Council.
2. The Developer shall obtain the required development permits within one year of the approval date or the approval shall expire, unless extended by the City Council prior to the approval's expiration date. Extension requests must be submitted in writing to the City at least 45 days prior to the expiration date.

3. A PUD Agreement shall be prepared by the City Attorney and subject to City Council approval. The Agreement shall be executed prior to the issuance of any development permits.
4. The Developer shall submit a financial surety in the amount of 125 percent of the estimated costs of landscaping prior to the issuance of any development permits. The financial surety shall be in the form of a letter of credit issued by a FDIC-insured Minnesota bank. The purpose of the letter of credit is to ensure that landscaping is completed in the event that the developer defaults on the Development Agreement. The City will hold the letter of credit for two years after the installation of landscaping. The letter of credit should not expire during the two-year period.
5. The Developer shall provide the City with a copy of the Rice Creek Watershed District permit for the project prior to the issuance of any development permits.
6. Final grading, drainage, utility, and site plans shall be subject to approval by the City Engineer, Building Official, City Planner, and Fire Marshall prior to the issuance of a Grading and Erosion Control Permit or other development permits.
7. The Developer shall maintain a minimum drive aisle width of twenty (20) feet along the west side of the building between the drive-up lane and parking stalls at all times.
8. No certificate of occupancy will be issued or remain in effect for tenant or business space using the existing drive-up window on the west side of the building for a fast food restaurant use. In the event that the Developer or subsequent owner sells or leases building space or otherwise proposes to use the drive-up window on the west side of the building for a fast food restaurant use, the Developer or subsequent owner shall submit a PUD Amendment application proposing modifications to the Site Plan that provides the minimum vehicle stacking spaces required as specified by the City Code, conform to the additional minimum requirements included in Section 1325.04 of the City Code, and satisfies any conditions of approval imposed by the Council.
9. A Sign Permit shall be required for the monument sign on County Road E.

Councilmember McClung understood that the Fire Marshal recommended a 20-foot width be maintained for the drive aisle. He indicated that this had been made a Finding of Fact but asked if this should also be written into the conditions for approval.

Senior Planner Bachler stated that this recommendation was made by the Lake Johanna Fire Department and explained that as the site was currently designed, a 20-foot drive aisle was being provided. He noted that the matter would be addressed by Condition 7.

Councilmember Holden questioned how many parking spaces were required for the building.

Senior Planner Bachler indicated that the Zoning Code requires 35 parking spaces for the existing Red Cross use, and that up to 30 spaces may be required for the remaining space if used for retail. He reported that the site plan shows 67 parking spaces, which meets the City's minimum parking requirements.

Councilmember Holden inquired if the extra two parking stalls should be eliminated and that the applicant be required to put more landscaping on the site. She stated that she was not thrilled with the fact the site would have only 14.6% landscaping coverage, noting that this did not align with the vision for the B2 Zoning District.

Senior Planner Bachler explained that if these two parking spaces were replaced with a landscaped area, this would assist in increasing the percentage of the lot covered by landscaping.

Community Development Director Hutmacher reported that the landscaping coverage would be increased to 15.3% if the two parking spaces were converted.

Councilmember Holden feared that this property was not properly connected to the adjacent properties. She questioned if a sidewalk connection should be made.

Senior Planner Bachler suggested that the applicant respond to this question.

Councilmember Holden asked if the drive-up window was already agreed to.

Senior Planner Bachler indicated that the previous tenant, TCF Bank, had a drive-up window with five lanes on the west side of the building. The drive-up window and one lane would be retained to allow the property owner more flexibility in attracting a tenant to this space. Further discussion ensued regarding the City's car stacking requirements. He explained that the future use of the drive-up window was further addressed by Condition 8, which was drafted by the City Attorney.

Mayor Grant questioned if the City had a limit on the number of drive-up windows and asked if Walgreens was considered to have a drive-up.

Senior Planner Bachler stated that drive-up windows were required to be spaced at least 1,320 feet apart from one another. He noted that Walgreens and Goodwill had drive-up facilities.

Councilmember Wicklund inquired if the City had made other variances for monument signs along County Road E.

Senior Planner Bachler indicated that E Street Flats was granted a PUD amendment for their two monument signs. He explained that flexibility was requested to allow this property to have two signs on their County Road E frontage when only one was allowed. Staff noted that both of these signs were 10 feet in height with a sign copy area of 51.2 square feet.

Councilmember Wicklund questioned if there was a plan to remove any of the trees along County Road E where the monument sign would be placed.

Senior Planner Bachler reviewed the landscape plan with the Council and stated that the original location of the monument sign would not impact any of the existing trees. He commented the alternative location may impact the trees.

Councilmember Holmes expressed concern with the fact that 50% of the greenspace by the sidewalk would be eliminated by the extra parking. She requested further information from staff on the number of trees currently on the site.

Senior Planner Bachler discussed the landscaping plan further and noted the location of existing trees.

Councilmember Holden was in favor of moving some of the trees to allow better sight lines for the monument sign along with having additional perennial plantings.

Mayor Grant commented that a very small variance was approved for E Street Flats but noted that this was done due to the fact that the property had multiple tenants.

Senior Planner Bachler added that the City also allowed flexibility in that both signs fronted County Road E. Staff noted that the second monument sign was only to be 25 square feet based on the sign code requirement and was allowed to be 51.2 square feet in size.

Mayor Grant provided further comment on the monument sign location discussion that was held by the Planning Commission. He did not support this site having a larger monument sign in an effort to attract traffic from Lexington Avenue. He stated that the building was where the building was. He did not believe the Sign Code should be disregarded because of the building's location.

Councilmember McClung feared that even at the sign size requested by the applicant, the sign would not be seen from Lexington Avenue.

Mayor Grant agreed.

Councilmember Holmes understood that Now Bike & Fitness believed that their sign was too small.

Councilmember Holden appreciated the renovations that would be put into the building. She recommended that the applicant consider a sidewalk or safe passageway connection from this property to Arden Plaza. She requested further comment from the applicant regarding the landscaping plan.

Andrew Commers, Commers Property Development, appreciated the Council's consideration. He explained that his small family-owned company has a 25 year history with this building. He was happy to be working with the City on the planned renovations for this property. He discussed the proposed landscaping noting the site was currently under parked. For this reason, additional parking was being proposed. He highlighted the plantings that would be added and noted that the property would only have one entrance to County Road E after the project was completed. He reported that he was willing to make a pedestrian connection to the neighboring property.

Councilmember Wicklund did not object to the percentage of landscaping coverage. He recommended that the Council address the proper placement of the monument sign and trees in exchange for the monument sign size.

Councilmember Holmes further discussed the landscape plan. She understood that the three trees to be planted by the monument sign would be new. She wanted to see more perennial plantings along County Road E versus the trees. She feared that the monument sign would be hidden by all of the trees.

Mr. Commers supported the perennial beds along County Road E being expanded and enhanced.

Councilmember Holmes believed a pedestrian connection was a good idea.

Mr. Commers explained that he would be happy to create a connection to the adjacent property but noted that this would reduce the landscaping on the property slightly. He added that the connection would run only to his property line.

Mayor Grant asked if the building would have signage.

Senior Planner Bachler stated that each tenant would be allowed up to 50 square feet of wall signage. He reported the American Red Cross sign conformed with City Code.

MOTION: **Councilmember Wicklund moved and Councilmember McClung seconded a motion to approve Planning Case 16-003 for a Master and Final PUD at 1160 County Road E West, based on the findings of fact and submitted plans, as amended by the nine (9) conditions in the April 25, 2016, Report to the City Council.**

AMENDMENT: **Councilmember Holden moved and Councilmember Holmes seconded a motion to add Condition 10 requiring the landowner to work with City staff to create a three or four foot sidewalk or trail connection for safe pedestrian passage to the property line.**

Councilmember McClung stated that he would be supporting this amendment.

Councilmember Holmes asked if the applicant supported this recommendation.

Mr. Commers believed that he would be able to work with staff to make a pedestrian pathway on the property.

Senior Planner Bachler asked if the connection had to be made at the southeast corner.

Councilmember Holden stated that she was not making that determination on the connection location but rather, wanted the safe pedestrian passage location to be worked out between the applicant and staff.

Mayor Grant stated that he would be supporting the amendment.

The amendment carried 4-1 (Wicklund opposed).

AMENDMENT: **Councilmember McClung moved and Councilmember Wicklund seconded a motion to amend Condition 9 to include language that would limit the freestanding sign to the size permitted in Sign District 4.**

Mr. Commers understood the Council's concern with the sign size and the precedent that could be set. He discussed the sign that was approved by the City 25 years ago and hoped the Council

could support the larger sign as this would improve visibility of the site from Lexington Avenue. He commented on the importance of gaining a high quality tenant for this space.

Councilmember Holden asked if sign height included the base of the monument sign.

Senior Planner Bachler reported that this was the case.

Mayor Grant questioned if the sign would sit in a valley from the general view of the roadway.

Senior Planner Bachler indicated that there was a slight grade change from the roadway to the proposed monument sign location.

Councilmember Holden estimated the grade change to be two feet.

Councilmember Holmes understood that the applicant wanted the monument sign on the east side of the property for visibility reasons. She asked if the applicant would support moving the sign to the entrance.

Mr. Commers supported the sign remaining at the east corner of the property. However, after speaking with local real estate brokers, he would rather have a 13-foot monument sign and explained that he would be willing to move the sign.

Councilmember Holden suggested that the sign be located in the middle of the property versus to one end or the other.

Mr. Commers indicated that the original monument sign location was proposed based on viewshed with respect to the existing trees on the property.

Councilmember Wicklund inquired how the sign height would be measured on a sloping hill.

Senior Planner Bachler stated that he believed the City would measure the height based on the lowest elevation point to the highest point of the sign.

Councilmember Wicklund recommended that the sign be moved to the alternative location and that the sign height be measured from the tallest point on the sloping hill.

AMENDMENT TO

THE AMENDMENT: Councilmember Wicklund moved and Councilmember McClung seconded a motion to amend the amendment requiring the monument sign to be moved to the alternative location and that the sign height be measured from the tallest point on the sloping hill.

Councilmember Holden did not support the amendment. She believed it would be difficult for staff to properly measure the height of the sign on the slope.

Senior Planner Bachler reviewed the City Code language regarding sign height and sign height measurements. He explained that this language would address how staff would measure the height of the monument sign.

Mayor Grant requested that Councilmember Wicklund withdraw the second portion of his amendment to the amendment.

Councilmember Wicklund withdrew the second portion of his amendment to the amendment.

AMENDMENT TO

THE AMENDMENT: Councilmember Wicklund moved and Councilmember McClung seconded a motion to amend the amendment requiring the monument sign to be moved to the alternative location.

The amendment to the amendment carried 4-1 (Holmes opposed).

The amendment carried 4-1 (Holmes opposed).

Councilmember Holden questioned why there was no handicap parking in front of the new tenant space.

Mr. Commers reviewed the location of the handicap parking stalls in front of the building noting they would serve both tenants.

Mayor Grant questioned if the site had adequate handicap parking.

Senior Planner Bachler reported that the Building Inspector reviewed the plans and verified that the number of handicap parking stalls met ADA requirements.

AMENDMENT: Councilmember Holden and Mayor Grant seconded a motion to add Condition 11 requiring 320 square feet or two parking spaces be used for additional landscaping to bring the landscaping coverage to 15.3%.

Councilmember Holden believed the City consistently had too much parking for its retail sites. She believed it would be advantageous to convert two parking spaces into additional landscaping for this site.

Councilmember Holmes did not believe this site was over parked. She recommended that the parking remain as is. She indicated that she would not be supporting this amendment.

Further discussion ensued regarding the City's retail parking requirements.

The amendment carried 3-2 (Holmes and Wicklund opposed).

Councilmember Holmes asked if the three new trees would hurt the applicant's sign visibility.

Mr. Commers stated that this would be the case.

Councilmember Holmes recommended only one new tree be planted on the property at the previously requested sign location. All other trees will not be required, but instead the City will require additional perennial plantings on the site.

Mr. Commers supported this recommendation.

Councilmember Holden suggested another tree species be selected in order to keep more trees on the site. She supported the applicant further working on the landscaping plan with staff.

Senior Planner Bachler believed that staff had enough direction from the City Council regarding this matter to work through the landscaping plan with the applicant. He noted the plan could be modified and would then be reviewed by the Council in the PUD Amendment Agreement.

AMENDMENT: **Councilmember Holmes and Councilmember Holden seconded a motion requiring the applicant to amend the landscaping plan to accommodate the change in the monument sign location.**

The amendment carried (5-0).

Mayor Grant called the question for the original motion with the amendments.

The amended motion carried (5-0).

C. Lift Station 11 Reconstruction Bids

Acting Public Works Director Anderson stated that the 2016 Capital Improvement Plan (CIP) included a sanitary sewer item to rebuild lift stations 11. Lift Station #11 is located at 1861 Highway 96 which was the main entrance to the manufactured home park prior to the County Road 96 reconstruction. The CIP programmed \$235,000 for the reconstruction of this lift station.

Acting Public Works Director Anderson reported that Seth Peterson of Bolton and Menk was hired to provide engineering services for the reconstruction. The project was bid on Tuesday, April 19, 2016. There were a total of two bids received. The following table contains the bidder and their base bid for the reconstruction of lift station #11.

BIDDER	AMOUNT
Pember Companies Inc.	\$ 214,250.00
Geislinger and Sons, Inc.	\$ 301,709.75

Acting Public Works Director Anderson indicated that the lowest responsive/responsible bidder is Pember Companies, Inc. of Menomonie, WI in the amount of \$214,250.00. Staff reviewed a memo from Bolton & Menk recommending award to Pember Companies, Inc. It was noted that the contract includes installation of both contractor supplied equipment and city purchased equipment. The city has been working to standardize lift station components with upgrades over the last 5 years. As part of this process, lift stations 1, 12 and 13 have been reconstructed with this model of city supplied pumps and controls. Staff is recommending that the same process be utilized in this reconstruction. The next item on the council agenda this evening is approval of a

quote from Electric Pump for the pumps and control panel that will be installed by this contractor. The total cost of this lift station rehabilitation, \$276,279.00 is the amount of this contract, \$214,250.00 plus the cost of the city supplied equipment \$62,029.00. Bolton & Menk had estimated a construction cost of this project to fall in the range of \$250,000 to \$300,000, the combined total cost of construction and owner supplied equipment falls right in the middle of this range. The project will be funded by the Sanitary Sewer Utility Fund

Councilmember Holden questioned why the City only received two bids for this project.

Acting Public Works Director Anderson commented that the vendors were busy and the City only received two quotes for this project. Staff believed the bids were competitive.

Councilmember Holmes asked if this project would cost more than what was set aside within the CIP.

Acting Public Works Director Anderson stated that this was correct. He indicated that the project would cost approximately \$31,000 more than was budgeted. He reported that Bolton & Menk had estimated the project would cost between \$250,000 and \$300,000. He noted that the project cost came in within this range.

Further discussion ensued regarding the proposed transfer switch.

MOTION: **Councilmember Holden moved and Councilmember Holmes seconded a motion to adopt Resolution 2016-014, Awarding the Reconstruction of Lift Station #11 to Pember Companies, Inc. of Menomonie, WI, in the amount of \$214,250.00. The motion carried (5-0).**

B. Lift Station 11 Equipment Procurement

Acting Public Works Director Anderson stated that back in 2010, Public Works undertook a process to standardize 14 lift stations. Up until that time, the City had several different types of pumps, different controllers and different software operating the controller. Through several months of evaluating different pump and controller manufacturers, including site visits to two repair facilities, the Public Works Department developed a standard for all lift stations.

Acting Public Works Director Anderson explained that since that process was completed, the City totally rebuilt three of our oldest lift stations (#1, #12 and #13) and retrofitted six others (#2, #4, #5, #7, #8 and #9). In addition, the City changed the way the lift stations are monitored by converting all 14 stations to the Omni System.

Acting Public Works Director Anderson reported that the proposal includes an optional piece of equipment that will sense a power failure and automatically start a generator. Staff believes that this is an important option to include and is most economical to incorporate this with the initial construction as the control cabinet size needs to accommodate room for the automatic transfer switch.

Mayor Grant asked if other vendors could provide these pumps.

Acting Public Works Director Anderson commented that the pumps were proprietary.

MOTION: **Councilmember Holden moved and Councilmember Holmes seconded a motion to authorize the acceptance of the proposal from Electric Pump Company in the amount of \$62,029.00 for the pumps and control panel for the reconstruction of Lift Station 11. The motion carried (5-0).**

9. UNFINISHED BUSINESS

None.

10. COUNCIL COMMENTS

Mayor Grant noted that the JDA would be meeting on Tuesday, April 26th to interview the Ryan/Lennar team at 5:00 p.m. at the Arden Hills City Hall.

Councilmember Holden requested an update on Round Lake and the Goodwill. She wanted to see the City follow-up with Walgreens regarding their windows.

Mayor Grant discussed an upcoming Beyond the Yellow Ribbon event.

ADJOURN

MOTION: **Councilmember Holmes moved and Councilmember Holden seconded a motion to adjourn. The motion carried unanimously (5-0).**

Mayor Grant adjourned the regular City Council meeting at 9:38 p.m.

Amy Dietl
City Clerk

David Grant
Mayor



DRAFT

Approved: June 13, 2016

**CITY OF ARDEN HILLS, MINNESOTA
CITY COUNCIL WORK SESSION
MAY 16, 2016
5:00 P.M. - ARDEN HILLS CITY COUNCIL CHAMBERS**

CALL TO ORDER/ROLL CALL

Pursuant to due call and notice thereof, Mayor Pro-Tem Holden called to order the City Council Work Session at 5:00 p.m.

Present: Mayor David Grant (arrived at 5:01 p.m.); Councilmembers Brenda Holden, Fran Holmes, and Dave McClung

Absent: Councilmember Jonathan Wicklund (excused)

Also present: Interim City Administrator Sue Iverson; Community Development Director Jill Hutmacher; Acting Public Works Director John Anderson; City Planner Ryan Streff; Senior Planner Matthew Bachler; and Deputy Clerk Julie Hanson

Councilmember McClung recommended that discussion on Item 1L be tabled.

1. AGENDA ITEMS

A. Strategic Planning Discussion for CTV North Suburbs

Interim City Administrator/Director of Finance and Administrative Services Iverson stated that as part of its strategic planning process, the Board of Directors of CTV North Suburbs is looking at the services it provides. CTV North Suburbs also wants to ensure that, over the next few years, it is meeting the needs of its constituents as effectively and efficiently as possible. She reported Barbara Raye, Executive Director of the Center for Policy, Planning and Performance was present to provide information on the video programming and technical services provided to the City and to the residents of Arden Hills. CTV North Suburbs is also seeking input from the Councils of the other member cities, from the three school boards and from the community organizations and agencies that CTV works with.

Barbara Raye, Executive Director of the Center for Policy, Planning and Performance, serving as facilitator for CTV North Suburbs, introduced herself to the Council. She explained she was visiting the member cities and organizations to gather information on their priorities for the next four to five years. She provided an overview of the last year and shared a video with the Council. She then described the programming currently being provided to Arden Hills' residents.

Councilmember Holden understood that a number of residents were eliminating cable and opting to have online streaming services such as Netflix. She questioned how residents could still view the local cable programming.

Ms. Raye explained this would require residents to have a separate box for the local cable programs. She knew this was a growing trend and had heard this from other municipal partners.

Mayor Grant understood that PEG fees would be changing in the future. He requested CTV keep the City in the loop on how these change in the future.

Ms. Raye commented on how PEG fees were used to assist in covering CTV expenses, while providing residents with access to local governmental meetings and school events.

Councilmember Holmes wanted to see the City maintain full coverage for its governmental meetings. This was important to her.

Mayor Grant recommended CTV dive deeper when covering local school events by providing a feature story. He suggested a program be completed on TCAAP/Rice Creek Commons as this was a regional asset. He wanted to see additional programming created that would assist in building community.

Further discussion ensued regarding local cable broadcasting.

Councilmember McClung believed that the Planning Commission meetings should continue to be cablecast.

Ms. Raye questioned if the City would be interested in staff generating earned revenue through contracted services. She stated CTV was non-profit, but questioned if this should be further explored in order to allow staff to assist other entities in creating cable programming.

Councilmember Holden supported this suggestion and believed this would assist the City in completing more focused programming on Arden Hills.

Councilmember McClung questioned how many hours the City typically used per year.

Ms. Raye was uncertain of this number.

Community Development Director Hutmacher understood some hours were used to upgrade the City Council Chambers and to assist in creating the City tour video.

Ms. Raye asked if there was anything else the Board should consider as it continues to plan for the future.

Councilmember Holden supported a video being created on the Lake Johanna Fire Department. However, she questioned if the City of Shoreview would have to pay to use this production. She asked if CTV had any idea how many households in Arden Hills had cable.

Ms. Raye understood this would be a valuable statistic to have. She would look into this further and thanked the Council for their input.

B. TCAAP Organized Collection

Community Development Director Hutmacher stated that at the March 21, 2016, Work Session, the City Council directed staff to begin researching the necessary steps in order to pursue an organized solid waste collection system for TCAAP. The City Council was clear that the City would not be implementing organized collection for the remainder of Arden Hills south of Highway 96. Minnesota Statute 115A.94 outlines the requirements for cities pursuing organized collection.

City Planner Streff commented that while the Minnesota Organized Collection Statute (M.S. 115A.94) outlines five basic steps for planning and implementing an organized collection system, other cities that have considered this process have utilized a variety of different tools in order to arrive at their final decision. Cities engaged in this process spend a significant amount of time conducting research; gathering data from the public; hosting hauler meetings; preparing meeting minutes, agendas and meeting schedules; and organizing public engagement to determine the best approach to organized collection for their City. In addition, because of the complexities associated with hauler contract negotiations, drafting any Request for Proposals (RFP) and final contract, coordinating the Organized Collection Options Committee (OCOC), and evaluating proposals, many cities have found it necessary to engage a consultant along with their City Attorney to assist in the process. The five basic steps for implementing organized collection are listed below:

1. Notice to public and to licensed haulers
2. 60-day negotiation period with licensed haulers
3. Organized Collection Options Committee (OCOC)
4. Public notice and public hearing
5. Approval of contract and implementation

City Planner Streff stated that while the list of basic steps mentioned above may seem fairly straightforward, each step has multiple sub-steps that may require separate actions by the Council. For example, the City will need to provide a notice to the licensed haulers in Arden Hills that outlines the vision of the Council, and establishes the City's priorities and goals to be referenced during the negotiation period. If the negotiation period with the haulers does not result in a suitable agreement, the City would then be required to create the OCOC. During this process, the Council would be asked to provide direction on the composition, schedule, and scope of this committee. The OCOC would then hold a series of meetings that are open to the public to determine the best proposal to bring forward to the Council for consideration.

Community Development Director Hutmacher indicated to the best of our knowledge, no other open trash hauling municipality in the State has used the Minnesota Organized Collection Statute (M.S. 115A.94) as the planning process for an undeveloped area such as TCAAP. The Minnesota Organized Collection Statute has been used by other cities to organize residential solid waste where open collection services previously existed.

City Planner Streff reported staff has conducted initial research on the cost to contract professional services to assist in the organized collection process depending on the scope and level of consultant effort requested. If a full consultant services scope is required for all five organized collection steps itemized above, these professional services could range from \$100,000 to \$220,000 on the high end of the range. The City Attorney has stated that the cost associated with legal review could range from \$5,000 to \$10,000. Other variables that would affect the cost of consultant services include:

- The length of the negotiation period
- Efficiency of hauler negotiations
- Creation and execution of a final collection contract
- Formation of the OCOC (if needed)
- Development of an RFP for collection services (if needed)
- Drafting a Code amendment for solid waste collection services on TCAAP
- Creation and execution of an implementation plan
- Organized collection for commercial establishments

City Planner Streff stated based on the research staff conducted, the City can expect the process under the Minnesota Organized Collection Statute for TCAAP to take anywhere from 9 months to 2 years to complete, again depending on the length of the negotiation period and the possible formation of the OCOC. The preliminary timeline estimate has been provided below; however, a more refined timeline would be created once the extent of the City's process is more defined. He requested the Council discuss this matter and provide staff with direction on how to proceed.

Mayor Grant questioned if staff understood if the legislative moratorium on organized collection would be passed.

Community Development Director Hutmacher did not believe this bill would pass in 2016. However, the legislation could return in 2017.

Further discussion ensued regarding organized collection on TCAAP, along with the data gathering process.

Attorney Monge described the 60-day notification process that must be followed by the City in order to gather data from the local trash haulers in order to begin the organized trash collection process.

Mayor Grant believed that some of this process could be streamlined given the fact the TCAAP parcel was currently vacant.

Councilmember Holmes suggested the City consider hiring an intern to complete the organized collection process versus hiring a consultant.

Community Development Director Hutmacher stated that after speaking with several City representatives, she has learned that this was a very challenging process and could generate opposition from local haulers. She believed it would be greatly beneficial to staff to have

assistance from a consultant that has already completed this process given the level of conflict that could arise.

Mayor Grant questioned if the Hill or Creek neighborhood HOA could opt to have organized collection.

Community Development Director Hutmacher indicated this could be one way for the City to proceed.

Councilmember Holmes believed that the State Statute did not apply to TCAAP given the fact the area was vacant and had no haulers.

Councilmember McClung clarified that the State Statute would still have to be followed for the data gathering and hauler selection process.

Attorney Monge reported this was the case.

Councilmember Holmes suggested a consultant and an intern be used given the fact TCAAP was a different situation. She was in favor of only spending \$50,000 on a consultant and that an intern could handle calls that come in.

Community Development Director Hutmacher stated the City would have to discuss if they were interested in providing organized collection for multi-family units or only for single-family units.

Councilmember McClung reported his townhome association organizes their trash collection and stated that it is paid through association fees.

Councilmember Holden supported the City organizing trash collection for all single-family residential units on TCAAP. She believed this would assist the City in protecting its streets while also being environmentally friendly.

Mayor Grant agreed this would assist in making the TCAAP site a unique and environmentally friendly project.

Councilmember McClung anticipated this would be a contentious issue; however, this project was unique given the fact there were no residents already on the site. He reiterated the fact that the Council was not looking to provide organized collection for the entire City of Arden Hills, but rather, strictly for TCAAP. He was in favor of the City beginning the process of pursuing organized collection for single-family residential units on TCAAP.

Councilmember Holden did not support the City spending \$220,000 on a consultant and wanted to better understand the expense for this project.

Community Development Director Hutmacher explained staff could further revise the scope of work involved in this project and could report back to the City Council.

Councilmember McClung believed this process might be more contentious given the fact that services would not be offered to all residents.

Mayor Grant encouraged staff to find a way to do this project for less than was previously estimated.

City Planner Streff indicated the cost for the project has already decreased given the fact City staff would not have to be pursue contracts for multi-family and commercial properties.

C. 2040 Comprehensive Plan Update

City Planner Streff stated that all cities in the seven county metropolitan area are required by the Metropolitan Land Planning Act to update their comprehensive plan every ten years to ensure consistency with the Metropolitan Council's regional development plan. The current plan is Thrive MSP 2040 and was adopted in May 2014. Local comprehensive plans must also conform to the metropolitan system plans for transportation, water resources, housing, and regional parks and trails. The last Comprehensive Plan update was completed in 2008 and approved by the City Council and the Metropolitan Council in 2009. Although the next update to the City's Comprehensive Plan is not due until December of 2018, staff will begin working on the update in 2016, in order to prepare for the Metropolitan Council submittal deadline. The Metropolitan Council and State Statutes require the Comprehensive Plan to address land use, transportation, water resources, parks & trails, housing, resilience, economic competitiveness, and implementation.

City Planner Streff explained that the comprehensive planning process is an opportunity for the City to review the goals, policies, and strategies from the 2008 Comprehensive Plan; evaluate the progress the City has made; determine what policies should continue; and address new issues and concerns. This process is not meant to solve every problem in the City or prescribe a specific strategy for every issue; however, it will help the City set and prioritize policies and projects as well as inform the overall term decision-making process for the City. The planning process for this update will involve public meetings, workshops, and the review of all plan components, which will require involvement from the Planning Commission and the City Council.

City Planner Streff reported that the majority of the work on the 2040 Comprehensive Plan would need to be completed by April of 2018, in order to provide a six-month review period by adjacent and affected jurisdictions before the December 2018 submittal deadline. Staff has provided a general draft timeline that outlines the work to be completed in each of the following years.

- 2016
 - Define scope of work for professional services
 - Consider and approve professional services contract
 - Define and implement the public engagement strategy
 - Organize, define, and prepare data
 - Review the City's vision

- 2017
 - Develop draft Comprehensive Plan
 - Determine implementation strategies

- 2018
 - Seek approvals and finalize the Plan
 - Adjacent governmental review
 - Submit to the Metropolitan Council

City Planner Streff stated that the 2040 Comprehensive Planning process is scheduled to begin in the summer of 2016, with work continuing through 2018. City staff will be very involved with all aspects of the 2018 update and will draft many of the Plan's components. However, consultant services will still be required for the more technical components of the Plan such as protected resources, transportation, resiliency, and infrastructure planning.

City Planner Streff indicated that City staff has completed preliminary research on the cost to contract professional services to assist in the Comprehensive Plan update and has found that these services could range from \$80,000 - \$150,000, depending on the defined scope of services and the elements of the Plan that can be completed in-house. The work is expected to include updates to specific technical plan elements, helping plan and implement a public engagement strategy, and providing general project management services to ensure the update is completed on schedule and complies with Metropolitan Council requirements. At this time, the City is not eligible for grant funding for planning assistance through the Metropolitan Council and staff is not aware of any other funding sources for 2016. The City has budgeted \$20,000 for professional services in the Community Development Department budget for 2016. Staff is expecting the majority of the additional consultant costs needed to complete the update to be paid out during 2017.

City Planner Streff reported that for the 2008 Comprehensive Plan update, the City approved two consultant contracts to assist with the planning process. The City contracted with HKGi for professional planning services to prepare most of the components within the Plan. For transportation related components, the City contracted with Bolton & Menk. Between the two contracts, the City spent approximately \$55,000 for the services provided. However, the City did receive two grants that totaled \$44,193.80 to help offset these costs. The City received an Active Community Living Grant from Blue Cross Blue Shield of Minnesota in the amount of \$24,193.80 to incorporate active living principals into the Plan. A grant from the Metropolitan Council was also received in the amount of \$20,000 for planning assistance. Staff is recommending the following next steps for work on the 2040 Comprehensive Plan:

1. Staff reviews the Metropolitan Council submittal requirements and prepares a scope of work for professional services. Staff expects consultant services to include at a minimum the following:
 - a) Updates to specific technical plan elements
 - b) Community engagement planning and implementation
 - c) General project management services
2. Staff drafts RFP based on the defined scope of work.
3. City Council approves resolution to release RFP.
4. Staff reviews submittals and prepares a summary memo for City Council consideration.
5. City Council selects a consultant and awards the contract.

Councilmember Holden asked if staff would be applying for any grants.

City Planner Streff explained there were no grants available to the City of Arden Hills. He indicated staff would continue to monitor the grants available.

Councilmember Holmes understood the Comprehensive Plan Update was a requirement. However, she believed the Comp Plan was a huge waste of staff time and resources. She supported only the minimum amount of staff time and consultants being used for the update.

Councilmember McClung and **Councilmember Holden** agreed especially given the level of changes that would be coming to the City as TCAAP develops.

City Planner Streff commented that because the City has made many adjustments to the Comp Plan for TCAAP, less work would be required in the end.

Community Development Director Hutmacher discussed the budgeting process for the Comp Plan. She explained that staff would do as much of the text changes in house as possible, but understood that parts of the Comp Plan would require assistance. She indicated staff would begin a scope of work and would request proposals. Staff would report back to the Council at a future work session meeting.

D. Exterior Lighting Design Standards

Senior Planner Bachler stated the 2016 Planning Commission Work Plan was adopted at the City Council Work Session on January 19, 2016. One of the items on the Work Plan was to research and amend the exterior lighting design standards included in the Zoning Code. The Planning Commission and staff previously completed work on this item in 2014, which included researching exterior lighting ordinances adopted by other cities in the metro and identifying best practices, and discussing possible updates to the Zoning Code. Staff has gone back and reviewed this work and drafted an Amendment to Section 1325.05, Subd. 3 of the Zoning Code.

Senior Planner Bachler explained Sections 1320 and 1325 of the Zoning Code include additional requirements on exterior lighting for specific districts. For example, the Special Requirements for the Neighborhood Business District in Section 1320.08 restricts security and parking lot lights to no more than 14 feet in height. Properties would be required to meet the general design standards for exterior lighting in Section 1325.05, Subd. 3 as well as any additional standards included elsewhere in the Zoning Code.

Senior Planner Bachler indicated the Planning Commission's discussion on exterior lighting in 2014 focused on requirements that would limit light trespass across property lines, reduce glare, and restrict high-luminosity light fixtures. The draft amendment would achieve these goals through prescriptive standards on lighting design and mounting height. A lighting plan would be required for any new development, redevelopment, or addition for a commercial, industrial, or multi-family use, which would allow the City to evaluate conformance with the design standards.

Senior Planner Bachler stated based on direction previously provided by the City Council, staff has included language in the amendment that prohibits architectural accent lighting used to advertise buildings or properties. This would include LED illuminated accent lighting increasingly seen on gas station canopies and fast food restaurant buildings. Lighting of architectural features

would only be permitted where the intent is to provide accent or interest, or to help identify building entrances.

Senior Planner Bachler commented based on the feedback provided by the City Council, staff will complete revisions to the draft amendment to Section 1325.05, Subd. 3. The Planning Commission will be required to hold a public hearing on the proposed amendment prior to formal action by the City Council on this item.

Councilmember Holmes expressed concern with the fact the footcandle language was still within the draft amendment. She recommended the amendment further address LED lighting and include standards for lumens and nits. She noted she did not agree with the accent lighting provision. She wanted to see the language be more technologically savvy.

Senior Planner Bachler defined nit and lumen for the Council. He explained LED was new lighting technology that was more energy efficient. He recommended that any language addressing LED lighting be broad in nature.

Councilmember Holden expressed concern with the brightness of the Presbyterian Homes sign and how this had to be addressed.

Further discussion ensued regarding LED lighting requirements.

Councilmember Holmes questioned if the proposed language would address the concerns at Mounds View High School.

Senior Planner Bachler commented the sign at the Mounds View High School was an exception, since it was a non-commercial sign used for sporting events. He discussed how the City's lighting code was consistent with the surrounding communities.

Councilmember Holmes believed that the language within G1 and G2 were too vague. She thought that F1 should be prohibited. She stated she was hoping for more within the proposed lighting design standards.

The consensus of the Council was for F1 to proceed as written.

Councilmember Holden requested that staff insert additional language regarding holiday lights. She recommended this language refer to special events.

Mayor Grant questioned the next steps for this document.

Senior Planner Bachler reported the Planning Commission would review this document and hold a Public Hearing after which time it would return to the City Council.

Community Development Director Hutmacher asked if the Council wanted to see this document prior to it going before the Planning Commission.

The consensus of the Council was for the document to proceed to the Planning Commission.

E. Questions for Metropolitan Council Member Marie McCarthy

Community Development Director Hutmacher stated Metropolitan Council Member Marie McCarthy would be attending the June 20, 2016, City Council Work Session. Metropolitan Council staff has requested that the City submit its questions in advance so that Council Member McCarthy can be fully prepared to discuss issues of interest to the City Council.

Mayor Grant suggested a question be formulated regarding grants for the Comprehensive Planning process. He also wanted to receive an update on the BRT extension.

Councilmember Holden requested an update from Met Council on I&I along with if there would be any Met Council requirement changes. She would also like know why Arden Hills did not qualify for numerous grants.

Councilmember McClung recommended the City receive comment from Met Council on unfunded mandates. He also wanted to learn how the City could get itself properly aligned regional funding for trail connections.

Mayor Grant thanked the Council for their input and recommended that any additional comments or questions be forwarded to staff.

F. State of the City

Community Development Director Hutmacher stated that the State of the City event has been held in four of the previous five years. During the last two years, two separate events were held: one at Flaherty’s Arden Bowl on a weekday morning to be convenient for the business community, and the second at City Hall on a weekday evening to be more convenient for residents. Feedback for State of the City events has been positive, although 2015 attendance was less than in previous years.

	Flaherty’s	City Hall	Total
2013	75	--	75
2014	70	60	130
2015	40	35	75

Community Development Director Hutmacher explained the total cost of the 2015 events including advertising, food, and beverages was \$2,261. Funds are budgeted for a 2016 State of the City in the EDA budget. The EDC recommends that the State of the City be held again in 2016, but that the event format be changed. For the business-focused morning event, the EDC suggested that the City ask Land O’Lakes, Boston Scientific, the TCAAP Master Developer, and MnDOT to each provide a short presentation. The EDC felt that local businesses are interested in hearing about business plans for large business – both because it could affect their own business plans and as inspiration for small businesses with growth ambitions. In the past, the morning event has been held on a Wednesday or Thursday in the second or third week of September. The EDC recommended that the morning event be held at Flaherty’s again. Potential dates for the morning event include:

- Wednesday, September 14
- Thursday, September 22
- Wednesday, September 28
- Thursday, September 29

Community Development Director Hutmacher explained staff and the EDC discussed having the evening event focus on the TCAAP redevelopment project and inviting the Master Developer to attend. This would allow the City to provide residents with an update on the project and give the Master Developer an opportunity to introduce themselves to the community. The EDC recommended that the event have an open house format that would allow for interaction and be convenient for families to attend. Staff recommends that the open house be scheduled for August or September, depending on when Alatus could be ready.

Councilmember Holden reported the EDC was excited about the new proposed approach for the State of the City. She hoped the Council would encourage the EDC to proceed as recommended.

Mayor Grant supported trying something different for the State of the City. He suggested the resident focused event have four or five stations for the public to view regarding City events, streets, TCAAP, local businesses, etc.

Community Development Director Hutmacher believed it would be good to focus on items of interest within the City for the resident State of the City event.

Councilmember McClung recommended the resident focused event focus on introducing the TCAAP master developer with stations focused on future TCAAP development.

Councilmember Holden agreed and stated the Councilmembers could be available for questions.

Community Development Director Hutmacher asked if the Council supported public engagement for the Comprehensive Plan.

The Council supported this recommendation.

G. 2015 PMP Restoration Update

Acting Public Works Director Anderson commented on the comments made by a resident at a recent Council meeting regarding the restoration work that had yet to be completed for the 2015 PMP. He reported all restoration work was completed for the Grant and Noble neighborhoods last August. He explained he met with Duane Stenlund from MnDOT and discussed the grasses growing in the Grant and Noble neighborhoods. Mr. Stenlund found that the grass growing in these areas were acceptable. He reported the new grasses might require additional fertilizer in order to match the color of the existing sod.

Acting Public Works Director Anderson reported he and Mr. Stenlund then viewed the Venus and Crystal neighborhoods. It was noted the restoration work for the Venus and Crystal neighborhoods was done at differing times throughout last summer. He explained he visited the property at 1750 Gramsie Road. Mr. Stenlund suspected that because the seeding was done late in

the year, the grass did not germinate. It was recommended the City complete a hydro-seeding application on the topsoil. He reported staff had the topsoil analyzed by the University of Minnesota and all requirements were being met. He understood that some rocks need to be removed from the topsoil and the contractor would complete this work.

Mayor Grant reviewed an email he received from a resident raising concerns with the fact that Grant and Noble were hydro-seeded while Crystal and Venus were not.

Acting Public Works Director Anderson reported all neighborhoods were hydro-seeded.

Councilmember Holden asked if the punch list for the 2015 PMP was longer than usual.

Acting Public Works Director Anderson believed the list length and cleanup work were typical.

Councilmember Holden questioned if the sump pump situation had been resolved. She questioned if a date should be set for this project.

Acting Public Works Director Anderson stated a temporary fix has been put in place to keep the water off the street. He indicated a letter could be sent from the City regarding the residents need to create a permanent solution for this sump pump connection.

Mayor Grant questioned when the punch list would be completed.

Acting Public Works Director Anderson wanted to see the punch list completed in the next month, but noted this would be weather dependent.

Kristie Elfering, Elfering and Associates, reported the concrete work would not be completed until September due to the fact the work had a one-year warranty.

H. State Fair Parking

Acting Public Works Director Anderson explained the City Council previously discussed this item and asked that Public Works look into a more rigid sign for marking temporary no parking areas during the Minnesota State Fair. Additionally, it was suggested that the signs indicate the consequences for disregarding the signs. He stated he reviewed the Manual on Uniform Traffic Control Devices and found the manual does cover a “Tow Away” symbol but does not have any accepted wording related to fines. He said he also researched materials to be used that would include a corrugated plastic sign that can be printed with whatever sign image desired and a medium weight 6-foot fence post. Public Works will need to secure the materials and have them on hand for the end of August. Staff requested feedback on the sign image and materials proposed to be used.

Councilmember Holden asked if the signs were re-useable.

Acting Public Works Director Anderson stated this was the case, unless a sign were to be damaged when removing from the ground.

Mayor Grant questioned if the City had the authority to tow.

Councilmember Holden reported the City did have the right to tow. She supported the signs having the “Tow Away” language. She questioned the spacing on the signs.

Acting Public Works Director Anderson explained the signs would be posted about one per lot depending on the visibility.

Councilmember McClung recommended the Sheriff’s Department be put on notice in August to enforce these No Parking signs.

I. Arden View Court Storm Sewer Repair

Acting Public Works Director Anderson explained a segment of storm sewer pipe in the Arden View Court Area has developed a crack and separated joint. As result of the separated joint and crack, sinkholes are forming in the rear yard above the pipe. Public Works had looked at various options to repair this pipe and found that lining would be the most cost effective means. Two quotes were obtained for this repair and Hydro-Klean is the lowest at \$13,353.00. The funding for this repair will be from the surface water management fund.

The Council supported adding this to the next Council meeting as a Consent item.

J. Lakeshore Place Landscaping Project with Ramsey County

Acting Public Works Director Anderson explained in 2011 along with the discussion related to municipal consent for the County Rd 96 / TH 10 grade separation project there was a commitment made to provide visual screening for Lakeshore Place residents. The details of this screening was to be provided in two parts. The first a tall poured concrete wall on top of the retaining wall that separates Lakeshore place from the interchange. The second part discussed involved plantings to help screen the highway from the residences.

Acting Public Works Director Anderson stated Ramsey County has worked with MnDOT landscape partnership to develop a plan to provide both landscape amenities and screening. The funding for this work is proposed to be provided through a number of sources. Generally, the following is the concept of funding for funding this work. Long-term maintenance of the planting on Lakeshore Place would be up to the City of Arden Hills. Ramsey County would be responsible for maintenance on the other plantings.

<u>Component</u>	<u>Funding Source</u>
Plant materials in MnDOT ROW	Ramsey County to be reimbursed by grant
Plant materials in Lakeshore Place ROW	City of Arden Hills
Labor in MnDOT ROW	Ramsey County
Labor in Lakeshore Place	Ramsey County

Acting Public Works Director Anderson estimated the City’s portion of the project would cost \$8,000-10,000. He hoped to have these numbers back from the County prior to the next Council meeting for approval on the Consent Agenda.

Councilmember Holden recalled that a berm was to be created on Lakeshore by MnDOT.

Mayor Grant believed the Black Hills Spruce were the most important trees within the plan.

Acting Public Works Director Anderson noted MnDOT funding is scheduled to provide these trees.

The Council supported the proposed landscaping plan and requested the item be added to the Consent agenda for the next meeting.

K. Johanna Marsh Tennis Court

Acting Public Works Director Anderson explained rehabilitation of the Johanna Marsh Tennis court is programmed for 2017 in the current Capital Improvement Plan. This court is showing signs of major settlement and shifting in the pavement surface. The Parks Trails and Recreation Committee indicated to the City Council that rehabilitation of this court was identified as a priority and had recommended a survey of the neighborhood be done to get public input. The City Council commented they would like to discuss the item before a survey is done. Staff has received comments from residents concerning the schedule for repairs. With the general condition of the court, it is possible the court could be closed as there could be some liability from tripping hazards.

Councilmember Holden stated someone had looked at the tennis court previously and believed the court was beyond repair. She did not oppose spending \$40,000; however, she recalled it was the responsibility of the neighborhood to maintain the tennis court. She anticipated a new tennis court would cost over \$100,000 and feared a new court would at this location would never be level due to the fact it was built on a marsh.

Councilmember Holmes indicated the tennis court was being used as a mini dog park at this time. She stated in her conversations with residents they understood the court was beyond repair.

Mayor Grant suggested the clay court be removed and that the area be turned into grass.

Councilmember Holden believed the tennis court should be closed for safety reasons.

Councilmember Holmes asked if a playground could be placed in the tennis court area.

Acting Public Works Director Anderson stated this would be possible.

Councilmember McClung supported programming this portion of the park but did not see this area becoming a tennis court again.

Councilmember Holden questioned how regularly the homeowners' association met.

Acting Public Works Director Anderson believed the association met on a regular basis.

Councilmember Holmes suggested a survey be sent to the neighborhood asking them what they would like to see in this space, besides a tennis court, given the fact this would be impossible to replace.

Mayor Grant indicated he visited the tennis court and believed it had settled over time. He stated he did not want people playing on the tennis court at this time.

The Council supported staff investigating the possibility of closing the tennis court and acting on closing it if recommended by the City's insurance carrier.

Mayor Grant requested a letter be sent to the homeowners' association regarding the future plans for the tennis court.

Councilmember Holmes recommended the PTRC discuss the future plans for this tennis court.

L. Trail Priorities

Action on this item was tabled.

M. Personnel Committee Discussion

Mayor Grant explained the Personnel Committee has been working on a number of items of importance. He requested comment from staff regarding these matters.

Interim City Administrator/Director of Finance and Administrative Services discussed the conversation she had with Harry Brull regarding the City Administrator recruitment contract. It was her understanding that Harry believed he had fulfilled the terms of the contract and was expecting full payment from the City. She recommended the Personnel Committee meet in the near future in order to draft a response to Mr. Brull.

Councilmember Holmes believed the City should take a closer look at the contract in order to understand the terms. She recommended the City Attorney review the contract to see where the City stands. She wanted clarification if Harry Brull was responsible or his former company.

Councilmember Holden recalled a conversation with Harry Brull where he stated the terms had not been fulfilled and that he was responsible for the costs.

Mayor Grant commented there were terms within the contract that had not been fulfilled and could not be fulfilled.

2. COUNCIL COMMENTS AND STAFF UPDATES

Councilmember Holden asked if the Council would be reviewing the application for the member interested in serving on the EDC.

Mayor Grant updated the Council on a meeting he attended with the Star Tribune editorial board regarding TCAAP.

Mayor Grant noted he attended the CTV awards banquet at Flaherty's.

Interim City Administrator/Director of Finance and Administrative Services reported the Council retreat would be held on Saturday, May 21. She explained she was having a difficult time finding a location for the retreat. She recommended the retreat be held at City Hall and be catered in.

The Council supported this recommendation.

ADJOURN

Mayor Grant adjourned the City Council Work Session at 8:36 p.m.

Julie Hanson
Deputy Clerk

David Grant
Mayor


MEMORANDUM

DATE: June 13, 2016
TO: Honorable Mayor and City Council Members
FROM: Sue Iverson, Director of Finance and Administrative Services,
Ashley Bertrand, Accounting Analyst
SUBJECT: Claims & Payroll

Requested Action:

- 1. Motion to Approve Consent Agenda Item – Claims and Payroll

Supporting Documents:

Payroll

2016 Payroll #11	\$	98,901.74
2016 Payroll #11-1	\$	9,743.76
Total Payroll	\$	108,645.50

Accounts Payable Claims Through 06/10/2016

Paid Claims (Check No 45749-Check No 45801)	\$	709,218.91
Paid Claims (Check No 45768-Check No 45769)	\$	103,230.19
Total Accounts Payable	\$	812,449.10
Total Claims	\$	921,094.60

CITY OF ARDEN HILLS

PAYROLL # 11

CHECKS DATED: 06/03/16

Biweekly: 05/14/16 - 05/27/16

EMPLOYEE DEDUCTIONS	AMT.	CITY BENEFIT	Payment Method
FIT	7,012.10		EFT
SIT	2,874.71		EFT
FICA Oasdi	4,151.67	4,151.67	EFT
FICA Medicare	970.98	970.98	EFT
TOTAL TAXES	15,009.46	5,122.65	
Health Premium	2,399.88	14,395.95	A/P Check*
Dental Premium		1,223.74	A/P Check*
FSA Health Care Reimb.	133.33		A/P Check*
FSA Dependent Care Reimb.	383.33		A/P Check*
TOTAL FLEXIBLE SPENDING	2,916.54	15,619.69	
HSA Health Saving	795.09	1,458.34	
Health Care Savings Plan			EFT
Health Care Savings Plan-2%	306.69		EFT
Health Care Savings Plan-4%	499.19		EFT
TOTAL HEALTH SAVINGS	1,600.97	1,458.34	
PERA	4,262.79	4,918.63	EFT
ICMA	1,382.54		EFT
Central Pension Fund-Union	614.40		A/P Check*
MN State Retirement System	709.86		EFT
TOTAL RETIREMENT	6,969.59	4,918.63	
IUOE 49 Dues (Union)	134.00		A/P Check*
LTD/STD Insurance	1,129.09		A/P Check*
PERA Life Insurance	32.00		A/P Check*
Life/Addl/Dep Life	174.73	88.80	A/P Check*
Public Employee Long Term Care			A/P Check*
UNUM	42.55		A/P Check*
AFLAC	213.75		EFT
Avesis-Vision Care	5.43		A/P Check*
TOTAL VOLUNTARY	1,731.55	88.80	
Total Employee Deductions	28,228.11		
Net Payroll			
Direct Deposit	43,465.52		EFT
Gross Payroll Tie-Out	71,693.63		
STD/LTD Gross - Up			
Plus City Paid Benefit	27,208.11		
ICMA Benefit Held	0.00		
TOTAL PAYROLL COST	98,901.74		

FICA TIE-OUT	
Gross Payroll	71,693.63
Less Total FSA	2,916.54
Plus Employer Match ICMA	0.00
Plus ICMA Benefit Held	0.00
Net P/R Subject to FICA	68,777.09
FICA Oasdi @ 6.20%	4,151.67
FICA Medicare @ 1.45%	970.98

Note: Federal and State Payroll Tax obligations are satisfied by means of utilizing the "Taxtel" Electronic Tax Deposit Service. Transfers are typically made two business days after the payroll date.

* A/P Checks can be found on the *ACCOUNTS PAYABLE Check Approval* report. Checks may be paid this week or the following week.

CITY OF ARDEN HILLS

PAYROLL # 11-1

CHECKS DATED: 06/09/16

Biweekly:

EMPLOYEE DEDUCTIONS	AMT.	CITY BENEFIT	Payment Method
FIT			EFT
SIT			EFT
FICA Oasdi		0.00	EFT
FICA Medicare		0.00	EFT
TOTAL TAXES	0.00	0.00	
Health Premium			A/P Check*
Dental Premium			A/P Check*
FSA Health Care Reimb.			A/P Check*
FSA Dependent Care Reimb.			A/P Check*
TOTAL FLEXIBLE SPENDING	0.00	0.00	
HSA Health Saving			
Health Care Savings Plan	9,743.76		EFT
Health Care Savings Plan-2%			EFT
Health Care Savings Plan-4%			EFT
TOTAL HEALTH SAVINGS	9,743.76	0.00	
PERA			EFT
ICMA			EFT
Central Pension Fund-Union			A/P Check*
MN State Retirement System			EFT
TOTAL RETIREMENT	0.00	0.00	
IUOE 49 Dues (Union)			A/P Check*
LTD/STD Insurance			A/P Check*
PERA Life Insurance			A/P Check*
Life/Addl/Dep Life			A/P Check*
Public Employee Long Term Care			A/P Check*
UNUM			A/P Check*
AFLAC			EFT
Avesis-Vision Care			A/P Check*
TOTAL VOLUNTARY	0.00	0.00	
Total Employee Deductions	9,743.76		
Net Payroll			
Direct Deposit			EFT
Gross Payroll Tie-Out	9,743.76		
STD/LTD Gross - Up			
Plus City Paid Benefit	0.00		
ICMA Benefit Held	0.00		
TOTAL PAYROLL COST	9,743.76		

FICA TIE-OUT	
Gross Payroll	9,743.76
Less Total FSA	0.00
Plus Employer Match ICMA	0.00
Plus ICMA Benefit Held	0.00
Net P/R Subject to FICA	9,743.76
FICA Oasdi @ 6.20%	0.00
FICA Medicare @ 1.45%	0.00

Note: Federal and State Payroll Tax obligations are satisfied by means of utilizing the "Taxtel" Electronic Tax Deposit Service. Transfers are typically made two business days after the payroll date.

* A/P Checks can be found on the *ACCOUNTS PAYABLE Check Approval* report. Checks may be paid this week or the following week.

Accounts Payable

Checks by Date - Detail by Check Date

User: ashley.bertrand
 Printed: 6/9/2016 11:48 AM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
ACH	0189	Gopher State One-Call, Inc.	05/27/2016	
	6040157	April 2016 Locates	April 2016 Locates	128.08
	6040157	April 2016 Locates	April 2016 Locates	128.08
	6040157	April 2016 Locates	April 2016 Locates	128.09
Total for this ACH Check for Vendor 0189:				384.25
ACH	0225	Lillie Suburban Newspapers	05/27/2016	
	04292016-LSN	April 2016 Publications	April 2016 Publications	114.36
	04292016-LSN	April 2016 Publications	April 2016 Publications	27.72
	04292016-LSN	April 2016 Publications	April 2016 Publications	215.73
Total for this ACH Check for Vendor 0225:				357.81
ACH	0292	Oxygen Service Company, Inc.	05/27/2016	
	03340568	April 2016 Rental Expenses	April 2016 Rental Expenses	18.60
Total for this ACH Check for Vendor 0292:				18.60
ACH	0320	Health Partners	05/27/2016	
	65752071	June 2016 Dental Premium	June 2016 Dental Premium	1,314.99
Total for this ACH Check for Vendor 0320:				1,314.99
ACH	0329	Michael Christofore	05/27/2016	
	05132016-MC	April 2016 Uniform Allowance	April 2016 Uniform Allowanc	56.63
Total for this ACH Check for Vendor 0329:				56.63
ACH	0339	Ferguson Waterworks 2516	05/27/2016	
	0189220	PW Supplies	PW Supplies	26.00
Total for this ACH Check for Vendor 0339:				26.00
ACH	0706	Certified Laboratories	05/27/2016	
	2304357	PW Supplies	PW Supplies	460.22
Total for this ACH Check for Vendor 0706:				460.22
ACH	0750	Verizon Wireless	05/27/2016	
	9765014474	Apr/May 2016 Phone Bill	Apr/May 2016 Phone Bill	120.06
	9765229987	Apr/May 2016 Phone Bill	Apr/May 2016 Phone Bill	964.38
Total for this ACH Check for Vendor 0750:				1,084.44
ACH	0922	North Suburban Access Corporation	05/27/2016	
	16-040	April 2016 Contracted Services	April 2016 Contracted Service	257.40
Total for this ACH Check for Vendor 0922:				257.40
ACH	12018	Achieve Services	05/27/2016	
	11169	Document Shredding	Document Shredding	25.80

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
Total for this ACH Check for Vendor 12018:				25.80
ACH	1252	Campbell Knutson - Attorneys at Law	05/27/2016	
	3231G-0416	April 2016 Legal Fees	April 2016 Legal Fees	70.00
	3231G-0416	April 2016 Legal Fees PC 16-003	April 2016 Legal Fees	625.00
	3231G-0416	April 2016 Legal Fees	April 2016 Legal Fees	840.00
	3231G-0416	April 2016 Legal Fees PC 15-016	April 2016 Legal Fees	390.40
	3231G-0416	April 2016 Legal Fees PC 16-003	April 2016 Legal Fees	250.00
	3231G-0416	April 2016 Legal Fees PC 14-036	April 2016 Legal Fees	169.40
	3231G-0416	April 2016 Legal Fees	April 2016 Legal Fees	28.00
	3231G-0416	April 2016 Legal Fees	April 2016 Legal Fees	70.00
	3231G-0416	April 2016 Legal Fees	April 2016 Legal Fees	317.20
	3231G-0416	April 2016 Legal Fees	April 2016 Legal Fees	914.05
Total for this ACH Check for Vendor 1252:				3,674.05
ACH	1782	Willie McCray	05/27/2016	
	204	5/16-5/19 Umpiring Services	5/16-5/19 Umpiring Services	486.00
Total for this ACH Check for Vendor 1782:				486.00
ACH	3117	Jill Hutmacher	05/27/2016	
	05262016-JH	April/May 2016 Expense Report	April/May 2016 Expense Rep	53.46
	05262016-JH	April/May 2016 Expense Report	April/May 2016 Expense Rep	22.00
Total for this ACH Check for Vendor 3117:				75.46
ACH	3596	Moser, Mark	05/27/2016	
	05272016-MM	May 2016 Expense Report	May 2016 Expense Report	123.91
	05272016-MM	May 2016 Expense Report	May 2016 Expense Report	71.99
Total for this ACH Check for Vendor 3596:				195.90
ACH	7501	Kelly & Lemmons, P.A.	05/27/2016	
	44866	April 2016 Prosecution	April 2016 Prosecution	2,242.73
Total for this ACH Check for Vendor 7501:				2,242.73
ACH	ANDEJ	John Anderson	05/27/2016	
	05202016-JA	Apr/May 2016 Expense Report	Apr/May 2016 Expense Repo	4.00
	05202016-JA	Apr/May 2016 Expense Report	Apr/May 2016 Expense Repo	133.00
	05202016-JA	Apr/May 2016 Expense Report	Apr/May 2016 Expense Repo	13.50
	05202016-JA	Apr/May 2016 Expense Report	Apr/May 2016 Expense Repo	13.50
Total for this ACH Check for Vendor ANDEJ:				164.00
ACH	JOHC	Johnson Controls	05/27/2016	
	1-33806933191	City Hall Boiler Repair	City Hall Boiler Repair	678.42
Total for this ACH Check for Vendor JOHC:				678.42
ACH	MNLI	Minnesota Native Landscapes, Inc	05/27/2016	
	13202	4/14 Mowing	4/14 Mowing	340.00
Total for this ACH Check for Vendor MNLI:				340.00
ACH	0243	Metropolitan Council-Waste Water	05/27/2016	
	0001054955	June 2016 Wastewater Service Charges	June 2016 Wastewater Service	56,551.77
Total for this ACH Check for Vendor 0243:				56,551.77

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
ACH	TOII 05012016-Tokle	Tokle Inspections, Inc April 2016 Inspections	05/27/2016 April 2016 Inspections	17,720.08
Total for this ACH Check for Vendor TOII:				17,720.08
45715	1257 2016-00030	Associated Mechanical Contractors 2016-00030 Meter Rental Refund	05/27/2016 2016-00030 Meter Rental Ref	1,105.00
Total for Check Number 45715:				1,105.00
45716	6047 1397256	Avesis Third Party Administrators, Inc June 2016 Vision	05/27/2016 June 2016 Vision	10.86
Total for Check Number 45716:				10.86
45717	0131 685888 698142 698151 707347 708129 708341 708382 709267 716053 722773	Beisswenger's How-To Store PW Supplies PW Supplies PW Supplies PW Supplies PW Supplies PW Supplies PW Supplies PW Supplies PW Supplies PW Supplies	05/27/2016 PW Supplies PW Supplies PW Supplies PW Supplies PW Supplies PW Supplies PW Supplies PW Supplies PW Supplies PW Supplies	1.19 11.99 24.95 7.29 5.58 39.99 34.90 13.49 27.99 19.47
Total for Check Number 45717:				186.84
45718	CANON 16069307 16069307	Canon Financial Services May 2016 Copier Lease May 2016 Copier Lease	05/27/2016 May 2016 Copier Lease May 2016 Copier Lease	1,441.13 254.31
Total for Check Number 45718:				1,695.44
45719	0319 0221299 0221330 0221390 0221421	City of Roseville March 2016 IT Bill March 2016 Phone Bill April 2016 IT Bill April 2016 Phone Bill	05/27/2016 March 2016 Phone Bill March 2016 Phone Bill April 2016 IT Bill April 2016 Phone Bill	3,489.58 447.22 3,489.58 447.22
Total for Check Number 45719:				7,873.60
45720	0337 4043	D-Rock Center Landscape Supply Top Soil	05/27/2016 Top Soil	27.95
Total for Check Number 45720:				27.95
45721	6849 04272016-RF	Flor, Raymond Foot Clinic Refund	05/27/2016 Foot Clinic Refund	34.00
Total for Check Number 45721:				34.00
45722	5646 5794	Forest Lake Contracting, Inc. Lights on TH51 Bridge	05/27/2016 Lights on TH51 Bridge	4,293.25
Total for Check Number 45722:				4,293.25
45723	1650 05102016-RPH	Hill, Robert and Patsy AARP Class Refund	05/27/2016 AARP Class Refund	28.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 45723:	28.00
45724	4999 111456	Hirshfield's Paint Mfg., Inc. Atheltic Field Paint	05/27/2016 Atheltic Field Paint	1,312.50
			Total for Check Number 45724:	1,312.50
45725	6469 05102016-SH	Hunt, Shacara 4th Grade Track Refund	05/27/2016 4th Grade Track Refund	50.00
			Total for Check Number 45725:	50.00
45726	IDAI 40481	Ideal Advertising, Inc TShirts	05/27/2016 TShirts	166.50
			Total for Check Number 45726:	166.50
45727	0390 05052016-INT	INT'L Union Operating Engineers-Union D May 2016 Union Dues	05/27/2016 May 2016 Union Dues	268.00
			Total for Check Number 45727:	268.00
45728	1048 1507-0052	ISD 621 - Mounds View Community Educa 4/20-5/25 Faciliyt Rentals	05/27/2016 4/20-5/25 Faciliyt Rentals	24.75
			Total for Check Number 45728:	24.75
45729	4746 05232016-SJ	Johnson, Sara Refund Summer Soccer	05/27/2016 Refund Summer Soccer	70.00
			Total for Check Number 45729:	70.00
45730	1058 I0037874	MIDC Enterprises PW Supplies	05/27/2016 PW Supplies	42.75
			Total for Check Number 45730:	42.75
45731	6847 2015-00328	Northern Investments GE 2015-00328 Escrow Refund	05/27/2016 GE 2015-00328 Escrow Refu	3,675.00
			Total for Check Number 45731:	3,675.00
45732	1074 2608	Precision Landscape & Tree Stump Grinding	05/27/2016 Stump Grinding	250.00
			Total for Check Number 45732:	250.00
45733	1208 610207-04-16 613317-04-16	Premium Waters, Inc City Hall Supplies-April 2016 City Hall Supplies-April 2016	05/27/2016 City Hall Supplies-April 2016 City Hall Supplies-April 2016	52.43 133.33
			Total for Check Number 45733:	185.76
45734	0811 EMCOM-005103 EMCOM-005148 EMCOM-005163	Ramsey County April 2016 Fleet Support Fee April 2016 911 Dispatch April 2016 CAD Services	05/27/2016 April 2016 CAD Services April 2016 CAD Services April 2016 CAD Services	24.96 4,719.13 929.23
			Total for Check Number 45734:	5,673.32
45735	6748 GL154938-0616	Reliance Standard June 2016 Premium	05/27/2016 June 2016 Premium	1,583.27

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 45735:	1,583.27
45736	1193 1145937	SelectAccount May 2016 Participant Dues	05/27/2016 April 2016 Participant Dues	35.87
			Total for Check Number 45736:	35.87
45737	0327 3300624838	Staples Business Advantage Office Supplies	05/27/2016 Office Supplies	69.64
			Total for Check Number 45737:	69.64
45738	0576 M22067 M22067	TimeSaver Off Site Secretarial 4/19, 25, 26 Meetings 4/19, 25, 26 Meetings	05/27/2016 4/19, 25, 26 Meetings 4/19, 25, 26 Meetings	307.88 473.00
			Total for Check Number 45738:	780.88
45739	3267 2014-00605	Trend Setter Homes GE Permit 2014-00605 Escrow Release	05/27/2016 GE Permit 2014-00605 Escro	3,004.46
			Total for Check Number 45739:	3,004.46
45740	1300 090 0303594	UniFirst Corporation May 2016 Mat Service	05/27/2016 May 2016 Mat Service	92.95
			Total for Check Number 45740:	92.95
45741	1771 05132016-VHPTA	Valentine Hills PTA Overpayment Refund	05/27/2016 Overpayment Refund	35.00
			Total for Check Number 45741:	35.00
45742	9755 OSV000000394921	Verizon Networkfleet Inc April 2016 GPS Expenses	05/27/2016 April 2016 GPS Expenses	360.05
			Total for Check Number 45742:	360.05
45743	1442Webb 528	Webber Recreational Design Inc Park Equipment	05/27/2016 Park Equipment	2,870.00
			Total for Check Number 45743:	2,870.00
45744	0319 0221459	City of Roseville Q1 2016 Water Expenses	05/27/2016 Q1 2016 Water Expenses	189,997.84
			Total for Check Number 45744:	189,997.84
45745	KEGC 131456	Kennedy & Graven Sapphire Escrow Expenses	05/27/2016 Sapphire Escrow Expenses	19,749.32
			Total for Check Number 45745:	19,749.32
45746	0495 554 557	Lake Johanna Fire Department Inc. 2016 Capital Budget: Pressure Washer/Reel 2016 Capital Budget: Pressure Washer Install	05/27/2016 2016 Capital Budget: Pressure 2016 Capital Budget: Pressure	1,183.59 86.98
			Total for Check Number 45746:	1,270.57
45747	0811 PUBW-015476 SHREL-001497	Ramsey County Jan/Feb Salt Purchase April 2016 RC Sheriff	05/27/2016 Jan/Feb Salt Purchase April 2016 RC Sheriff	12,217.26 92,130.19

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 45747:	104,347.45
45748	0282 0899-002846975	Republic Services #899 April 2016 Recycling Expenses	05/27/2016 April 2016 Recycling Expense	7,568.94
			Total for Check Number 45748:	7,568.94
			Total for 5/27/2016:	444,854.31
ACH	0192 9107483480	Grainger, Inc PW Parts	06/02/2016 PW Parts	117.54
			Total for this ACH Check for Vendor 0192:	117.54
ACH	0387	ICMA Retirement Trust- #302482 PR Batch 00100.06.2016 ICMA Employee Dedu PR Batch 00100.06.2016 ICMA Employee Perce	06/02/2016 PR Batch 00100.06.2016 ICM PR Batch 00100.06.2016 ICM	575.00 807.54
			Total for this ACH Check for Vendor 0387:	1,382.54
ACH	0706 2320332	Certified Laboratories PW Parts	06/02/2016 PW Parts	512.49
			Total for this ACH Check for Vendor 0706:	512.49
ACH	0731 259448	MIDWAY FORD PW Parts	06/02/2016 PW Parts	42.55
			Total for this ACH Check for Vendor 0731:	42.55
ACH	0772 VV1936	ESS Brothers & Sons, Inc. Street Supplies	06/02/2016 Street Supplies	1,394.50
			Total for this ACH Check for Vendor 0772:	1,394.50
ACH	1001 196110738-036	Sprint/Nextel Communications Apr/May 2016 Phone Bill	06/02/2016 Apr/May 2016 Phone Bill	169.27
			Total for this ACH Check for Vendor 1001:	169.27
ACH	1125 0189881	Bolton & Menk, Inc. Mar/Apr 2016 LS #11 Expenses	06/02/2016 Mar/Apr 2016 LS #11 Expens	5,205.10
			Total for this ACH Check for Vendor 1125:	5,205.10
ACH	1363 6775	Water Conservation Service, Inc. April 2016 Leak Locates	06/02/2016 April 2016 Leak Locates	529.70
			Total for this ACH Check for Vendor 1363:	529.70
ACH	5596 454004	Jamar Company Parks Supplies	06/02/2016 Parks Supplies	22.05
			Total for this ACH Check for Vendor 5596:	22.05
ACH	5648 05272016-MB	Matthew Bachler May 2016 Expenses	06/02/2016 May 2016 Expenses	35.00
			Total for this ACH Check for Vendor 5648:	35.00
ACH	6349	Mary Nosek	06/02/2016	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	16-007	May 2016 Publishing	May 2016 Publishing	160.00
Total for this ACH Check for Vendor 6349:				160.00
ACH	ALPI 147685	Allegra Print & Imaging May 2016 Newsletter	06/02/2016 May 2016 Newsletter	1,582.94
Total for this ACH Check for Vendor ALPI:				1,582.94
45749	5593 0110243	American Legal Publishing Corp. Supplement Pages	06/02/2016 Supplement Pages	31.50
Total for Check Number 45749:				31.50
45750	0651 CXZ0869	CDW Government, Inc. Technology Supplies-Finance	06/02/2016 Technology Supplies	61.60
Total for Check Number 45750:				61.60
45751	0719 IN00015697	City of St. Paul April 2016 Asphalt Mix	06/02/2016 April 2016 Asphalt Mix	386.89
Total for Check Number 45751:				386.89
45752	5597 2014-00385	CoBeck Construction Company, LLC GE 2014-00385 Escrow Release	06/02/2016 GE 2014-00385 Escrow Relea	17,202.52
Total for Check Number 45752:				17,202.52
45753	5383 F38410 F38414	Crysteel Truck Equipment Truck Installs Truck Installs	06/02/2016 Truck Installs Truck Installs	5,363.62 4,330.96
Total for Check Number 45753:				9,694.58
45754	FAST MNSPR103989	Fastenal PW Parts	06/02/2016 PW Parts	28.66
Total for Check Number 45754:				28.66
45755	0376 FL00148039	FirstLab May 2016 Screens	06/02/2016 May 2016 Screens	52.00
Total for Check Number 45755:				52.00
45756	0176 069522-A 070044-A 070085-A 070172-A 070256-A 070396-A D76545	Frattallone's Hardware, Inc. May 2016 Expenses May 2016 Expenses May 2016 Expenses May 2016 Expenses May 2016 Expenses May 2016 Expenses May 2016 Expenses	06/02/2016 May 2016 Expenses May 2016 Expenses May 2016 Expenses May 2016 Expenses May 2016 Expenses May 2016 Expenses May 2016 Expenses	43.98 10.49 13.98 1.20 16.98 7.56 -3.76
Total for Check Number 45756:				90.43
45757	GFOA 0188635S	Government Finance Officers Association 16/17 Newsletter	06/02/2016 16/17 Newsletter	50.00
Total for Check Number 45757:				50.00
45758	8081 7834356	Kimley-Horn and Associates, Inc April 2016 Snelling Expenses	06/02/2016 April 2016 Snelling Expenses	1,142.76

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 45758:	1,142.76
45759	8075 W13109	Minnesota Mulch & Soil Street Supplies	06/02/2016 Street Supplies	500.00
			Total for Check Number 45759:	500.00
45760	9455 8653	Minnesota Pump Works Sewer Supplies	06/02/2016 Sewer Supplies	1,597.06
			Total for Check Number 45760:	1,597.06
45761	MULTA 70521-0516	Multicare Associates 2016 Drug Screen & Testing	06/02/2016 2016 Drug Screen & Testing	92.00
			Total for Check Number 45761:	92.00
45762	6252 1933915489	Office Depot Office Supplies	06/02/2016 Office Supplies	63.54
			Total for Check Number 45762:	63.54
45763	1074 16048	Precision Landscape & Tree 2015 PMP Mulch	06/02/2016 2015 PMP Mulch	1,365.00
			Total for Check Number 45763:	1,365.00
45764	0811 FLEET-000019 FLEET-000019	Ramsey County January 2016 Parts & Services January 2016 Parts & Services	06/02/2016 January 2016 Parts & Service: January 2016 Parts & Service:	738.64 1,535.50
			Total for Check Number 45764:	2,274.14
45765	0335 41390755	Scherer Bros. Lumber Co. Parks Supplies	06/02/2016 Parks Supplies	52.00
			Total for Check Number 45765:	52.00
45766	0327 3301691605 3301691607 3301766387	Staples Business Advantage Office Supplies Office Supplies Office Supplies	06/02/2016 Office Supplies Office Supplies Office Supplies	37.25 86.06 26.38
			Total for Check Number 45766:	149.69
45767	3099 E18744	Tri-State Bobcat, Inc.-Little Canada Parks Rental Equipment	06/02/2016 Parks Rental Equipment	165.00
			Total for Check Number 45767:	165.00
			Total for 6/2/2016:	46,153.05
ACH	0602 Chris-040516 Chris-040516 DSchifsk-040516 DSchifsk-040516 DSchifsk-040516 DSchifsk-040516 Frid-040516	US BANK Apr/May 2016 CC Expenses Apr/May 2016 CC Expenses	06/07/2016 Apr/May 2016 CC Expenses Apr/May 2016 CC Expenses	129.58 82.98 21.99 50.54 106.48 97.20 29.48

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	Frid-040516	Apr/May 2016 CC Expenses	Apr/May 2016 CC Expenses	84.45
	Grant-040516	Apr/May 2016 CC Expenses	Apr/May 2016 CC Expenses	572.06
	Grant-040516	Apr/May 2016 CC Expenses	Apr/May 2016 CC Expenses	15.69
	Grant-040516	Apr/May 2016 CC Expenses	Apr/May 2016 CC Expenses	367.97
	Hanson-040516	Apr/May 2016 CC Expenses	Apr/May 2016 CC Expenses	600.00
	Hanson-040516	Apr/May 2016 CC Expenses	Apr/May 2016 CC Expenses	40.11
	Hanson-040516	Apr/May 2016 CC Expenses	Apr/May 2016 CC Expenses	9.09
	Iverson-040516	Apr/May 2016 CC Expenses	Apr/May 2016 CC Expenses	11.00
	Iverson-040516	Apr/May 2016 CC Expenses	Apr/May 2016 CC Expenses	300.00
	Iverson-040516	Apr/May 2016 CC Expenses	Apr/May 2016 CC Expenses	250.00
	Mooney-040516	Apr/May 2016 CC Expenses		75.63
	Mooney-040516	Apr/May 2016 CC Expenses		153.72
	Mooney-040516	Apr/May 2016 CC Expenses		61.70
	Mooney-040516	Apr/May 2016 CC Expenses		61.70
	Mooney-040516	Apr/May 2016 CC Expenses		58.89
	Mooney-040516	Apr/May 2016 CC Expenses		256.88
	Mooney-040516	Apr/May 2016 CC Expenses		26.80
	Mooney-040516	Apr/May 2016 CC Expenses		24.56
	Mooney-040516	Apr/May 2016 CC Expenses		24.42
	Mooney-040516	Apr/May 2016 CC Expenses		176.67
	Mooney-040516	Apr/May 2016 CC Expenses		35.45
	Nowlan-040516	Apr/May 2016 CC Expenses	Apr/May 2016 CC Expenses	75.99
	Scherbel-040516	Apr/May 2016 CC Expenses	Apr/May 2016 CC Expenses	9.63
	Scherbel-040516	Apr/May 2016 CC Expenses	Apr/May 2016 CC Expenses	9.63
	Scherbel-040516	Apr/May 2016 CC Expenses	Apr/May 2016 CC Expenses	9.63
	Scherbel-040516	Apr/May 2016 CC Expenses	Apr/May 2016 CC Expenses	9.63
	Thelen-040516	Apr/May 2016 CC Expenses		21.41
	Thelen-040516	Apr/May 2016 CC Expenses		12.46
	Thelen-040516	Apr/May 2016 CC Expenses		192.59
	Thelen-040516	Apr/May 2016 CC Expenses		34.76
	Thelen-040516	Apr/May 2016 CC Expenses		8.43
	Thelen-040516	Apr/May 2016 CC Expenses		-3.52
	Thelen-040516	Apr/May 2016 CC Expenses		192.70
	Thelen-040516	Apr/May 2016 CC Expenses		3.52
	Thelen-040516	Apr/May 2016 CC Expenses		66.97
	Thelen-040516	Apr/May 2016 CC Expenses		-57.83
	Thelen-040516	Apr/May 2016 CC Expenses		23.55
	Thelen-040516	Apr/May 2016 CC Expenses		57.83
			Total for this ACH Check for Vendor 0602:	4,392.42
			Total for 6/7/2016:	4,392.42
ACH	0192 9110267771	Grainger, Inc PW Parts	06/10/2016 PW Parts	66.42
			Total for this ACH Check for Vendor 0192:	66.42
ACH	0214 201487	LTG Power Equipment Units #451-452 Parts	06/10/2016 Units #451-452 Parts	440.03
			Total for this ACH Check for Vendor 0214:	440.03
ACH	0285 502074917	Xcel Energy Apr/May 2016 Expenses	06/10/2016 Apr/May 2016 Expenses	1,421.47
			Total for this ACH Check for Vendor 0285:	1,421.47
ACH	1041	Aaron Thelen	06/10/2016	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	06062016-AT	5/16-5/25 Expense Report	5/16-5/25 Expense Report	61.02
Total for this ACH Check for Vendor 1041:				61.02
ACH	1408	Supply Solutions	06/10/2016	
	9805	Parks Supplies	Parks Supplies	118.80
	9905	City Hall Supplies	City Hall Supplies	162.78
Total for this ACH Check for Vendor 1408:				281.58
ACH	1782	Willie McCray	06/10/2016	
	205	5/23-5/26 Umpiring Services	5/23-5/26 Umpiring Services	486.00
	206	5/31-6/2 Umpiring Services	5/31-6/2 Umpiring Services	378.00
Total for this ACH Check for Vendor 1782:				864.00
ACH	3349	Hydro Klean, LLC	06/10/2016	
	06012016-HK	2015 Sewer Lining Partial Payment #3	2015 Sewer Lining Partial Pay	46,053.17
Total for this ACH Check for Vendor 3349:				46,053.17
ACH	5587	CES Imaging	06/10/2016	
	INV038762	May 2016 Plotter Rental Charges	May 2016 Plotter Rental Char	60.00
Total for this ACH Check for Vendor 5587:				60.00
ACH	8800	Valley Paving Inc	06/10/2016	
	06012016-VP	Payment #7 2015 PMP Partial Payment	Payment #7 2015 PMP Partial	22,224.62
	06012016-VP	Payment #7 2015 PMP Partial Payment	Payment #7 2015 PMP Partial	1,958.78
	06012016-VP	Payment #7 2015 PMP Partial Payment	Payment #7 2015 PMP Partial	75,023.77
	06012016-VP	Payment #7 2015 PMP Partial Payment	Payment #7 2015 PMP Partial	26,355.63
Total for this ACH Check for Vendor 8800:				125,562.80
ACH	JOHC	Johnson Controls	06/10/2016	
	1-34252756243	City Hall Repairs	City Hall Repairs	1,334.48
	1-34278504357	City Hall Repairs	City Hall Repairs	568.70
Total for this ACH Check for Vendor JOHC:				1,903.18
45768	0447	I.U.O.E Local 49 Benefit Fund-Insurance	06/10/2016	
	06.15.2016-IUOE	July 2016 Premiums	July 2016 Premiums	11,100.00
Total for Check Number 45768:				11,100.00
45769	0811	Ramsey County	06/10/2016	
	SHRFL-001504	June 2016 RC Sheriff	June 2016 RC Sheriff	92,130.19
Total for Check Number 45769:				92,130.19
45785	2597	AARP	06/10/2016	
	06072016-AARP	June 2016 AARP Class	June 2016 AARP Class	205.00
Total for Check Number 45785:				205.00
45786	7504	Clarice Auluck-Wilson	06/10/2016	
	06082016-CAW	2016 Music Together Program	2016 Music Together Program	1,640.70
Total for Check Number 45786:				1,640.70
45787	1461	Brightwood Hills Golf Course	06/10/2016	
	2016-9	2016 Golf Lessons	2016 Golf Lessons	180.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 45787:	180.00
45788	561ESCH 548149 548555	ESCH Construction Supply, Inc PW Repair PW Repair	06/10/2016 PW Repair PW Repair	743.00 194.19
			Total for Check Number 45788:	937.19
45789	0447 06152016-IUOE	I.U.O.E Local 49 Benefit Fund-Insurance July 2016 Premiums	06/10/2016 July 2016 Premiums	1,250.00
			Total for Check Number 45789:	1,250.00
45790	IDAI 40616	Ideal Advertising, Inc Rec Hats	06/10/2016 Rec Hats	464.75
			Total for Check Number 45790:	464.75
45791	5443 117315	Metro Products, Inc. PW Parts	06/10/2016 PW Parts	49.31
			Total for Check Number 45791:	49.31
45792	1058 I0037991 I0037999	MIDC Enterprises Parks Supplies Parks Supplies	06/10/2016 Parks Supplies Parks Supplies	8.10 124.45
			Total for Check Number 45792:	132.55
45793	0230 1060296-00	MTI Distributing Co. Unit #456 Expenses	06/10/2016 Unit #456 Expenses	23,933.27
			Total for Check Number 45793:	23,933.27
45794	0155 W16040677	Office of MN IT Services April 2016 Phone Bill	06/10/2016 April 2016 Phone Bill	592.06
			Total for Check Number 45794:	592.06
45795	0811 FLEET-000036	Ramsey County April 2016 Fuel	06/10/2016 April 2016 Fuel	1,739.25
			Total for Check Number 45795:	1,739.25
45796	0751 315350 315351 315352	Short Elliott Hendrickson, Inc. April 2016 Escrow Expenses PW 12-0029-002-0 April 2016 Escrow Expenses PW 12-0029-003-0 April 2016 Escrow Expenses PW 12-0029-002-0	06/10/2016 April 2016 Escrow Expenses April 2016 Escrow Expenses April 2016 Escrow Expenses	150.57 3,282.69 1,658.83
			Total for Check Number 45796:	5,092.09
45797	0327 3302297853 3302297854	Staples Business Advantage Office Supplies Office Supplies	06/10/2016 Office Supplies Office Supplies	215.30 61.53
			Total for Check Number 45797:	276.83
45798	0576 M22105 M22105	TimeSaver Off Site Secretarial 4/25 & 5/2 Meetings 4/25 & 5/2 Meetings	06/10/2016 4/25 & 5/2 Meetings 4/25 & 5/2 Meetings	136.00 136.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 45798:	272.00
45799	3099 E18767	Tri-State Bobcat, Inc.-Little Canada Parks Rental	06/10/2016 Parks Rental	165.00
			Total for Check Number 45799:	165.00
45800	0208 039152445	UniSelect USA Sewer Parts	06/10/2016 Sewer Parts	75.46
			Total for Check Number 45800:	75.46
45801	9999 96319	WWGoetsch Associates, Inc. Lift Station Parts	06/10/2016 Lift Station Parts	100.00
			Total for Check Number 45801:	100.00
			Total for 6/10/2016:	317,049.32
			Report Total (115 checks):	812,449.10



DATE: June 13, 2016

TO: Honorable Mayor and City Councilmembers

FROM: Sue Iverson, Interim City Administrator

SUBJECT: Authorization to Appoint Seasonal Maintenance Worker

Background

Annually the City hires temporary seasonal workers to help with summer maintenance in Public Works. The City Council approved the hiring of six applicants at the April 25, 2016 meeting and one applicant at the May 31, 2016, meeting for the seasonal public works positions. At that time, one additional position remained unfilled. Staff reposted the position on the City’s website and received one additional application.

Discussion

Nathan Rhode has worked as a seasonal public works worker in the past for the City of Arden Hills. Staff recommends him for the position.

Staff Recommendation

1. A motion for authorization to hire Nathan Rhode as a Public Works seasonal worker.

Attachment A: Nathan Rhode’s Application Materials

RECEIVED

JUN 01 2016



City of Arden Hills
Application for Employment

Attachment A

Date: _____
Interview Date: 7-7-2016
Interview Time: _____
City of Arden Hills

We welcome you as an applicant for employment with the City of Arden Hills, Minnesota. Your application will be considered with others in competition for the position in which you are interested. It is the policy and intent of the City of Arden Hills to provide equal opportunity employment to all persons. This policy prohibits discrimination because of race, color, sex, national origin, political affiliation, place of residence, marital status, sexual preference, status with regard to public assistance or disability, as is consistent with the City's policy of hiring a well-qualified person so as to maintain the high standards of public service required of all City employees. This policy applies to all phases of permanent and part-time employment. All information contained in or connected with this application will be considered personal and confidential and will be used only in conjunction with your possible employment by the City of Arden Hills. Please furnish us with complete information as outlined in this application. You are encouraged to attach any additional information or materials, which you believe qualify you for the position for which you are applying.

Please print neatly in ink or use a typewriter.

General Information

Position Applying For: Seasonal Public Works

Job Status Desired: ~~Full-Time~~ Part-Time Temporary Seasonal

Date Available to Start: 6/2/16

Last Name:		First Name:		M.I.:	Email Address	
Rhode		Nathan		B	[REDACTED]	
Street Address:		City:	State:	Zip:	Home Phone No.:	Cell Phone No.:
1178 Tiller Ln		Arden Hills	MN	55112	[REDACTED]	[REDACTED]

Are you under 18 years of age? Yes No
Are you willing to work overtime if required? Yes No
Do you have authorization to work in the United States? Yes

Education/Training

How many years of education have you had? 1-12 13 14 15 16 17 18 19 20+

School Name & Address	Diploma, Degree, Certificate of Credits Earned	Major
High School/GED: <u>Irondale High School</u> <u>2425 Long Lake Road, New Brighton, MN, 55112</u>	<u>Diploma</u>	
College or University: <u>University of St. Thomas</u> <u>2115 Summit Ave, St. Paul, MN 55105</u>	<u>113 credits</u>	<u>Mechanical Engineering</u>
College or University:		
Graduate School:		
Technical:		
Technical:		

List any correspondence courses, special courses, seminars, workshops, and/or training programs you have attended, or registrations, licenses, or certificates you have that might relate to this position. **Please review the job description before responding.**

Driver's License Information

Do you have a valid driver's license? Yes No Driver's License No.: [REDACTED]

State of Issuance: MN Class: D Expiration: 11/16/2019

Clerical and Accounting Positions Only

Typing WPM: _____

Check office equipment you can operate proficiently:

Copier Fax Telephone Console 10-Key Adding Machine Dictation Equipment

Other: _____

Labor and Skilled Trade Positions Only

Apprenticeship(s) served or trades teamed: _____

List all machines and equipment that you have experience operating: Mill, Lathe, saws, drills, sheet metal tools, mowers, etc.

Computer and Software Experience

Please list any computer software / programs you can operate proficiently: _____

Please Note: All employment offers are conditioned upon the applicant passing a criminal background check. Convictions are not automatic bar to employment. Each case is considered on its individual merits and the type of work sought. However, making false statements or withholding information will cause you to be barred from employment, or removed from employment.

Employment History

Experience and training ratings are determined by this information. Please be complete. List most recent employers first. (Use additional sheets if necessary.)

Present or Last Employer Finn Sisu			
Address 2436 Carpenter Ave W.	City Lauderdale	State MN	Zip 55113
[REDACTED]		May we contact? <input checked="" type="radio"/> Yes <input type="radio"/> No	
Dates of Employment October 2015 - Current	Hours Worked/Week 10-20	Job Title Sales associate	Last Salary or Hourly Wage \$10
Reason for Leaving: Less business in summer/winter employee			
Specific Duties: sell skis / clothes / wax / other goods. fit and mount skis. Help customers with problems. Wax skis			

Employer City of Arden Hills			
Address 1245 Hwy 96 W,	City Arden Hills	State MN	Zip 55112
Supervisor Title & Name Public Works Superintendent Joe Mooney	Phone No. (651) 792-7852	May we contact? <input checked="" type="radio"/> Yes <input type="radio"/> No	
Dates of Employment May - August 2015	Hours Worked/Week 40	Job Title Seasonal Public Works	Last Salary or Hourly Wage \$10
Reason for Leaving: School			
Specific Duties: Mow, mup, prep ball fields, Assist full time workers in various other jobs			

Employer <i>Lindley's Steak House</i>			
Address <i>3600 Snelling Ave N</i>		City <i>Arden Hills</i>	State <i>MN</i>
[REDACTED]		Phone No. ()	Zip <i>55112</i>
Dates of Employment <i>March - August 2013</i>		Hours Worked/Week <i>~ 20</i>	Job Title <i>Dishwasher/Cook</i>
Reason for Leaving: <i>School</i>		May we contact? Yes No	
Last Salary or Hourly Wage <i>\$10</i>			
Specific Duties: <i>Cook / prep food orders, wash and stock dishes.</i>			

Employer			
Address		City	State
Supervisor Title & Name		Phone No. ()	Zip
Dates of Employment		Hours Worked/Week	Job Title
Reason for Leaving:		May we contact? Yes No	
Last Salary or Hourly Wage			
Specific Duties:			

Have you ever been terminated from a previous employer? Yes No

If yes, state the name and address of company, date of determination, and reason for termination (do not include layoff or staff reduction).

Supervision

Have you ever supervised people? Yes No Company Name _____

Check the functions you have performed as a supervisor:

- Interviewed Candidates Conducted Performance Appraisals Disciplined Employees
 Hired/Recommended for Hire Recommended Salary Adjustments Terminated Employees
 Established Objectives

Military Experience

Complete this section only if you served in the U.S. Armed Forces.

Describe your duties and any special training:	Branch of Service	
	Period of Active Duty	
	From	To
	Rank at Discharge	
Type of Discharge	Date of Final Discharge	

Volunteer/Unsalariated Experience

Volunteer Organization	Position Held		
Street	City	State	Zip
Immediate Supervisor	Phone No. ()		
Dates of Participation	Hours Per Week		
Skills Learned			

Volunteer Organization	Position Held		
Street	City	State	Zip
Immediate Supervisor	Phone No. ()		
Dates of Participation	Hours Per Week		
Skills Learned			

Accommodations

Do you have any physical or health limitations that would require special or reasonable accommodations by the City: Yes No

If yes, please describe the nature of the accommodation: _____

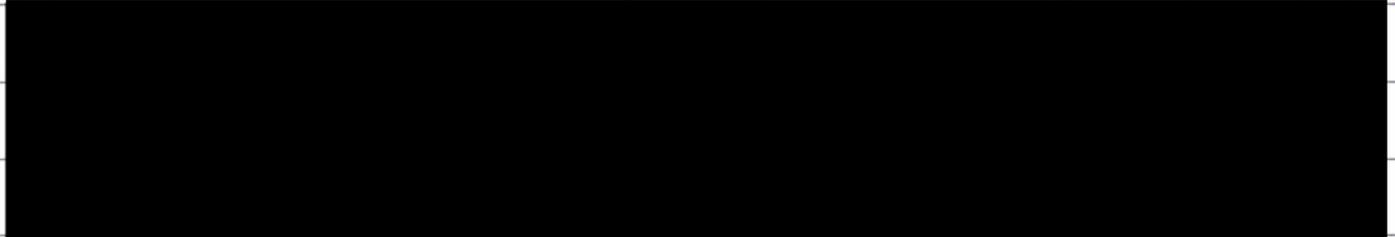
Employment of Relatives

List any relatives currently employed by the City of Arden Hills

Name	Relationship To You
Bradley Rhode	Brother

Personal References

(Not former employers or relatives)

Name and Occupation	Address	Phone Number
		

Tennessean Warning/Data Practices Notice to All Applicants

The Minnesota Government Data Practices Act requires that you be informed of the purposes and intended uses of the information you provided to the City of Arden Hills during the application process or during employment. Any information about yourself that you provide will be used to identify you as an applicant and to assess your qualifications for employment with the City. If you wish to be considered for employment, you are required to provide the information requested in the Application for Employment. If you refuse to supply information requested by the City, it may mean your application will not be considered.

You are hereby advised that, under Minnesota law, the following information given by an applicant is considered to be public: veteran status, relevant test scores, rank on our eligible list; job history; education and training; work availability.

As an applicant, your name is considered private until you are certified as eligible for appointment to a position or when applicants are considered by the appointing authority to be finalists for a position with the City of Arden Hills. "Finalist" means an individual who is selected to be interviewed by the appointing authority prior to selection.

The data concerning you, which is placed in your application folder or in your personnel file and which is not listed as public, is private. This private data will be shared with you and those members of the City staff who need it to process the application, update your personnel record, evaluate your work performance and if you are handicapped, provide the necessary accommodations. It may also be shared with the following: persons authorized to have access to the information under State or Federal law; persons authorized by Court Order to have access to the information; and persons to whom you consent in writing to have access to the information.

With the exception of racial and ethnic data, the data you give us about yourself is needed to identify you and to assist determining your suitability for the position for which you are applying. Racial and ethnic data are used in summary form by the City's Affirmative Action Program to monitor protected class employment and to meet Federal, State, and Local reporting requirements. Furnishing racial and ethnic data about yourself, as well as your social security number, is voluntary.

I certify that answers herein are true and complete to the best of my knowledge.

I authorize investigation of all statements contained in this Application for Employment as may be necessary in arriving at an employment decision. I understand that this application is not, and is not intended, to be a contract for employment.

In the event of employment, I understand that false or misleading information given in my application, or interview(s), may result in discharge. I understand also, that I am required to abide by all rules and regulations of the City.

I certify that I have read the "Notice to Application" regarding the Minnesota Data Practices Act (MN Statutes 1301-1390), and I understand my rights as a subject of data.

Applicant Signature:



Date:

6/1/16

City of Arden Hills * 1245 West Highway 96, Arden Hills, MN 55112 * 651.792.7800



ARDEN HILLS
MEMORANDUM

DATE: June 13, 2016

TO: Honorable Mayor and City Councilmembers
Susan Iverson, Acting City Administrator

FROM: John Anderson, Acting Public Works Director

SUBJECT: Lakeshore Place Landscaping

Requested Action

Approve quote for \$1,999.00 from Ramsey County to provide landscape materials to be planted by Ramsey County along Lakeshore Place.

Background

In 2011 along with the discussion related to municipal consent for the County Rd 96 / TH 10 grade separation project there was a commitment made to provide visual screening for Lakeshore Place residents. The details of this screening was to be provided in two parts. The first a tall poured concrete wall on top of the retaining wall that separates Lakeshore place from the interchange. The second part discussed involved plantings to help screen the highway from the residences.

Discussion

Ramsey County has worked with MnDOT landscape partnership to develop a plan to provide both landscape amenities and screening. The funding for this work is proposed to be provided through a number of sources. Generally, the following is the concept of funding for this work. Long term maintenance of the planting on Lakeshore Place would be up to the City of Arden Hills. Ramsey County would be responsible for maintenance on the other plantings.

Component

Plant materials in MnDOT ROW
Plant materials in Lakeshore Place ROW
Labor in MnDOT ROW
Labor in Lakeshore Place

Funding Source

Ramsey County to be reimbursed by grant
City of Arden Hills
Ramsey County
Ramsey County

Ramsey County will provide all labor and coordinate pick up, delivery and installation of plant materials. The plants will have a two year warranty and will require initial watering that Ramsey County has agreed to take care of.

The pricing provided by Ramsey County includes the following plants on Lakeshore Place:

36 - Techny Arborvitae @ \$54.00 = \$1,944.00

11 - Nannyberry Viburnum @ \$5.00 = \$55.00

Total \$1,999.00

Ramsey County is still working with MnDOT Landscape Partnership to finalize the funding for the balance of the planting covered by the grant.



DATE: June 13, 2016

TO: Honorable Mayor and City Councilmembers
Susan Iverson, Acting City Administrator

FROM: John Anderson, Acting Public Works Director

SUBJECT: Round Lake Road Area Improvement - Payment #11

Requested Action

Approve Payment #11 to Meyer Contracting, Inc., in the amount of \$1,015.79 for the Round Lake Road Area Improvement.

Background

The City Council awarded the Round Lake Road Area Improvement to Meyer Contracting, Inc., on May 12, 2014, in the amount of \$1,766,605.41.

Discussion

This eleventh pay request includes an adjustment to the installed fence quantity. Five percent is being withheld from the work completed according to the contract documents. The payment is in the amount of \$1,015.79.

Financial Implications

The following breakdown shows the funding sources and the amounts for Payment #10

Funding Source	Amount
Municipal State Aid/TIF	\$ 1,015.79
Surface Water Management	\$ 0.00
Water Utility Fund	\$ 0.00
Total	\$ 1,015.79

Attachments

- Attachment A: Elfering 6/1/16 Letter
- Attachment B: Payment Estimate #11

Attachment A

ELFERING & ASSOCIATES



June 1, 2016
File No. 170016E-0071

Honorable Mayor and City Council
City of Arden Hills
1245 Highway 96 W
Arden Hills, MN 55112

RE: ROUND LAKE ROAD IMPROVEMENTS PROJECT
PARTIAL PAY ESTIMATE #11

Dear Council Members:

Please find attached 3 copies of Partial Pay Estimate No. 11 for the above-referenced project. As you are aware, the Contractor for the project is Meyer Contracting. The total amount earned by the Contractor on this partial pay estimate is \$1,806,738.51. Subtracting 5% retainage of \$90,336.91 and previous payments of \$1,715,385.81, the amount due the Contractor is \$1,015.79.

The pay estimate includes a minor adjustment to the fence quantity that was installed as part of the project. We have inspected the work performed by Meyer Contracting and find it to be in compliance with the plans, specifications, and contract documents. Therefore we would recommend approval of Partial Pay Estimate No. 11 in the amount of \$1,015.79.

If you have any questions regarding this issue please feel free to call.

Sincerely,

ELFERING & ASSOCIATES

Kristie Elfering, P.E.
Project Engineer

cc: John Anderson, Acting Public Works Director

PARTIAL PAY ESTIMATE #11

FROM: July 25, 2015
TO: September 25, 2015

Attachment B

CONTRACTOR: MEYER CONTRACTING
ADDRESS: 11000 93RD AVENUE N, MAPLE GROVE, MN 55369
OWNER: CITY OF ARDEN HILLS
PROJECT: ROUND LAKE ROAD IMPROVEMENTS PROJECT

SUBSTANTIAL COMPLETION DATE
ORIGINAL: November 14, 2014
REVISED:

AMOUNT OF CONTRACT
ORIGINAL: \$ 1,766,605.41
REVISED: \$ 1,821,782.31

ITEM NO.	ITEM DESCRIPTION	UNIT	ORIGINAL CONTRACT		THIS PERIOD		TOTAL TO DATE		
			QTY.	UNIT PRICE	QTY.	TOTAL PRICE	QTY.	TOTAL PRICE	
SCHEDULE 1.0 - STREET									
1	2021.501	MOBILIZATION	LS	1.00	78,000.00	0.00	\$0.00	1.00	\$78,000.00
2	2101.502	CLEARING	TREE	44.00	130.00	0.00	\$0.00	46.00	\$5,980.00
3	2101.507	GRUBBING	TREE	44.00	179.00	0.00	\$0.00	46.00	\$8,234.00
4	2104.501	REMOVE SEWER PIPE (STORM)	LF	620.00	15.00	0.00	\$0.00	771.00	\$11,565.00
5	2104.501	REMOVE CONCRETE CURB AND GUTTER	LF	1,650.00	3.20	0.00	\$0.00	1,792.00	\$5,734.40
6	2104.501	REMOVE FENCE	LF	2,600.00	2.80	0.00	\$0.00	2,510.00	\$7,028.00
7	2104.503	REMOVE RETAINING WALL	SF	1,000.00	2.40	0.00	\$0.00	602.00	\$1,444.80
8	2104.503	REMOVE RIP RAP	SF	1,650.00	1.10	0.00	\$0.00	982.00	\$1,080.20
9	2104.505	REMOVE CONCRETE PAVEMENT	SY	1,520.00	3.90	0.00	\$0.00	348.00	\$1,357.20
10	2104.505	REMOVE BITUMINOUS PAVEMENT	SY	11,000.00	3.20	0.00	\$0.00	11,560.00	\$36,992.00
11	2104.509	REMOVE DRAINAGE STRUCTURE	EACH	2.00	325.50	0.00	\$0.00	3.00	\$976.50
12	2104.509	REMOVE SIGN	EACH	14.00	35.00	0.00	\$0.00	8.00	\$280.00
13	2104.511	SAW CUT CONCRETE (FULL DEPTH)	LF	45.00	6.00	0.00	\$0.00	45.00	\$270.00
14	2104.513	SAW CUT BITUMINOUS (FULL DEPTH)	LF	300.00	2.10	0.00	\$0.00	300.00	\$630.00
15	2105.501	COMMON EXCAVATION (P)	CY	10,225.45	10.90	0.00	\$0.00	10,225.45	\$111,457.41
16	2105.522	SELECT GRANULAR BORROW (CV)	CY	9,170.00	17.00	0.00	\$0.00	9,071.00	\$154,207.00
17	2105.541	SALVAGE TOPSOIL (EV)	CY	2,500.00	11.75	0.00	\$0.00	2,500.00	\$29,375.00
18	2105.604	GEOTEXTILE FABRIC TYPE V	SY	16,100.00	1.30	0.00	\$0.00	16,635.00	\$21,625.50
19	2511.607	CALCIUM CHLORIDE SOLUTION	GAL	1,000.00	1.90	0.00	\$0.00	0.00	\$0.00
20	2211.501	AGGREGATE BASE, CLASS 7	TON	10,400.00	9.50	0.00	\$0.00	9,754.80	\$92,670.60
21	2211.501	AGGREGATE BASE, CLASS 7 (TRAIL)	TON	1,500.00	18.00	0.00	\$0.00	1,684.00	\$30,312.00
22	2504.602	MILL BITUMINOUS PAVEMENT	SY	7,900.00	1.90	0.00	\$0.00	7,855.00	\$14,924.50
23	2350.501	TYPE SP 12.5 WEARING COURSE MIXTURE	TON	2,650.00	56.65	0.00	\$0.00	2,424.06	\$137,323.00
24	2350.501	TYPE SP 9.5 WEARING COURSE MIXTURE (TRAIL)	TON	290.00	82.40	0.00	\$0.00	329.93	\$27,186.23
25	2350.501	TYPE SP 12.5 NONWEARING COURSE MIXTURE	TON	3,400.00	56.30	0.00	\$0.00	3,443.34	\$193,860.04
26	2357.502	BITUMINOUS MATERIAL FOR TACK COAT	GAL	12,620.00	0.01	0.00	\$0.00	850.00	\$8.50
27	2502.541	4-INCH PERF TP PIPE DRAIN W/SOCK	LF	5,200.00	3.30	0.00	\$0.00	6,338.00	\$20,915.40
28	2504.602	ADJUST VALVE	EACH	4.00	318.50	0.00	\$0.00	4.00	\$1,274.00
29	2506.522	ADJUST FRAME RING AND CASTING	EACH	5.00	334.00	0.00	\$0.00	5.00	\$1,670.00
30	2521.511	6" CONCRETE WALK	SF	1,925.00	5.90	0.00	\$0.00	2,154.00	\$12,708.60
31	2531.501	CONCRETE CURB & GUTTER B618	LF	6,135.00	9.00	0.00	\$0.00	6,278.00	\$56,502.00
32	2531.503	CONCRETE MEDIAN (NOSE)	SY	10.00	54.50	0.00	\$0.00	15.00	\$817.50
33	2531.604	7" CONCRETE VALLEY GUTTER	SY	95.00	48.50	0.00	\$0.00	95.00	\$4,607.50
34	2531.618	TRUNCATED DOMES	SF	36.00	30.25	0.00	\$0.00	72.00	\$2,178.00
35	2557.501	WIRE FENCE DESIGN 48-9322	LF	2,600.00	11.75	91.00	\$1,069.25	2,541.00	\$29,856.75
36	2563.601	TRAFFIC CONTROL	LS	1.00	3,400.00	0.00	\$0.00	1.00	\$3,400.00
37	2564.531	F & I SIGN PANEL	SF	136.00	25.00	0.00	\$0.00	160.25	\$4,006.25
38	2564.602	F & I SIGN POST	EACH	17.00	75.00	0.00	\$0.00	21.00	\$1,575.00
39	2573.502	SILT FENCE TYPE MACHINE SLICED	LF	6,435.00	1.50	0.00	\$0.00	6,002.00	\$9,003.00
40	2573.52	SEDIMENT REMOVAL BACKHOE	HR	40.00	199.00	0.00	\$0.00	2.00	\$398.00
41	2573.53	INLET PROTECTION (WIMCO)	EACH	21.00	326.00	0.00	\$0.00	31.00	\$10,106.00
42	2573.53	INLET PROTECTION (STRUCTURE W/O CASTING)	EACH	21.00	326.00	0.00	\$0.00	19.00	\$6,194.00

ITEM NO.		ITEM DESCRIPTION	UNIT	ORIGINAL CONTRACT QTY.	UNIT PRICE	THIS PERIOD QTY.	TOTAL PRICE	TOTAL TO DATE QTY.	TOTAL TO DATE TOTAL PRICE
43	2573.602	TEMPORARY ROCK CONSTRUCTION ENTRANCE	EACH	2.00	867.00	0.00	\$0.00	2.00	\$1,734.00
44	2573.602	INLET SEDIMENT REMOVAL	EACH	60.00	200.00	0.00	\$0.00	149.00	\$29,800.00
45	2573.607	ROADWAY ROCK CHECK DAM	CY	45.00	62.50	0.00	\$0.00	2.00	\$125.00
46	2575.541	MOWING	ACRE	1.32	1,140.00	0.00	\$0.00	1.32	\$1,504.80
47	2575.57	RAPID STABILIZATION METHOD 2	ACRE	2.00	1,950.00	0.00	\$0.00	2.50	\$4,875.00
48	2575.604	SEEDING (TYPE 25-151)	SY	22,920.00	0.95	0.00	\$0.00	14,544.00	\$13,816.80
49	2575.604	SEEDING (TYPE 33-261)	SY	6,400.00	1.40	0.00	\$0.00	789.00	\$1,104.60
50	2582.501	PAVT MSSG (LT SYMBOL) EPOXY	EACH	39.00	75.00	0.00	\$0.00	35.00	\$2,625.00
51	2582.501	PAVT MSSG (RT SYMBOL) EPOXY	EACH	2.00	75.00	0.00	\$0.00	0.00	\$0.00
52	2582.501	PAVT MSSG (LT SYMBOL) PAINT	EACH	39.00	22.00	0.00	\$0.00	0.00	\$0.00
53	2582.501	PAVT MSSG (RT SYMBOL) PAINT	EACH	2.00	22.00	0.00	\$0.00	0.00	\$0.00
54	2582.502	4" SOLID LINE WHITE - EPOXY	LF	6,160.00	0.20	0.00	\$0.00	10,899.00	\$2,179.80
55	2582.502	4" BROKEN LINE YELLOW - EPOXY	LF	1,225.00	0.25	0.00	\$0.00	1,513.00	\$378.25
56	2582.502	4" SOLID LINE YELLOW - EPOXY	LF	4,850.00	0.25	0.00	\$0.00	5,060.00	\$1,265.00
57	2582.502	4" SOLID LINE WHITE - PAINT	LF	6,160.00	0.20	0.00	\$0.00	0.00	\$0.00
58	2582.502	4" BROKEN LINE YELLOW - PAINT	LF	1,225.00	0.25	0.00	\$0.00	0.00	\$0.00
59	2582.502	4" SOLID LINE YELLOW - PAINT	LF	4,850.00	0.25	0.00	\$0.00	0.00	\$0.00
		SCHEDULE 1.0 - STREET -- TOTAL					\$1,069.25		\$1,197,142.13
		SCHEDULE 2.0 - STORM SEWER							
1	2503.511	8" PVC STORM SEWER	LF	460.00	20.50	0.00	\$0.00	495.10	\$10,149.55
2	2503.511	12" HDPE STORM SEWER	LF	567.00	22.75	0.00	\$0.00	607.00	\$13,809.25
3	2503.511	15" HDPE STORM SEWER	LF	1,772.00	28.25	0.00	\$0.00	1,763.00	\$49,804.75
4	2503.541	18" HDPE STORM SEWER	LF	995.00	35.50	0.00	\$0.00	992.00	\$35,216.00
5	2503.541	21" HDPE STORM SEWER	LF	170.00	54.00	0.00	\$0.00	0.00	\$0.00
6	2503.541	24" HDPE STORM SEWER	LF	499.00	43.75	0.00	\$0.00	665.00	\$29,093.75
7	2503.601	STORM SEWER SYSTEM (UNDERGROUND)	LS	1.00	48,000.00	0.00	\$0.00	1.00	\$48,000.00
8	2503.602	CONNECT TO EXISTING STORM SEWER	EACH	6.00	470.00	0.00	\$0.00	7.00	\$3,290.00
9	2503.602	CONNECT TO EXISTING STORM STRUCTURE	EACH	2.00	683.50	0.00	\$0.00	2.00	\$1,367.00
10	2506.502	CONST DRAINAGE STRUCTURE DESIGN SPEC (27")	EACH	7.00	1,955.00	0.00	\$0.00	1.00	\$1,955.00
11	2506.502	CONST DRAINAGE STRUCTURE DESIGN SPEC 24"X36"	EACH	6.00	2,678.00	0.00	\$0.00	6.00	\$16,068.00
12	2506.502	CONST DRAINAGE STRUCTURE DESIGN SPEC (OUTLET)	EACH	2.00	3,581.00	0.00	\$0.00	2.00	\$7,162.00
13	2506.502	CONST DRAINAGE STRUCTURE DESIGN 48-4020	EACH	15.00	2,803.00	0.00	\$0.00	21.00	\$58,863.00
14	2506.502	CONST DRAINAGE STRUCTURE DESIGN 54-4020	EACH	1.00	4,104.00	0.00	\$0.00	1.00	\$4,104.00
15	2506.602	ADJUST DRAINAGE STRUCTURE	EACH	1.00	2,397.00	0.00	\$0.00	0.00	\$0.00
		SCHEDULE 2.0 - STORM -- TOTAL					\$0.00		\$278,882.30
		SCHEDULE 3.0 - WATERMAIN							
1	2104.509	REMOVE HYDRANT	EACH	4.00	457.50	0.00	\$0.00	4.00	\$1,830.00
2	2104.509	REMOVE VALVE	EACH	6.00	305.00	0.00	\$0.00	6.00	\$1,830.00
3	2104.603	ABANDON WATERMAIN	LF	2,680.00	1.90	0.00	\$0.00	2,645.90	\$5,027.21
4	2504.602	WET TAP W VALVE (12" X 12")	EACH	1.00	4,085.00	0.00	\$0.00	1.00	\$4,085.00
5	2504.602	CONNECT TO EXISTING WATERMAIN (6")	EACH	1.00	1,771.00	0.00	\$0.00	0.00	\$0.00
6	2504.602	CONNECT TO EXISTING WATERMAIN (8")	EACH	4.00	1,824.00	0.00	\$0.00	5.00	\$9,120.00
7	2504.602	CONNECT TO EXISTING WATERMAIN (12")	EACH	2.00	3,668.00	0.00	\$0.00	2.00	\$7,336.00
8	2504.602	INSTALL HYDRANT AND VALVE	EACH	4.00	6,584.00	0.00	\$0.00	4.79	\$31,557.11
9	2504.602	6" GATE VALVE AND BOX	EACH	1.00	2,017.00	0.00	\$0.00	1.00	\$2,017.00
10	2504.602	8" GATE VALVE AND BOX	EACH	3.00	2,581.00	0.00	\$0.00	4.00	\$10,324.00

ITEM NO.		ITEM DESCRIPTION	UNIT	ORIGINAL CONTRACT		THIS PERIOD		TOTAL TO DATE	
				QTY.	UNIT PRICE	QTY.	TOTAL PRICE	QTY.	TOTAL PRICE
11	2504.602	12" BUTTERFLY VALVE AND BOX	EACH	2.00	2,733.00	0.00	\$0.00	3.00	\$8,199.00
12	2504.603	6" WATERMAIN	LF	180.00	46.75	0.00	\$0.00	175.00	\$8,181.25
13	2504.603	8" WATERMAIN	LF	180.00	51.75	0.00	\$0.00	133.00	\$6,882.75
14	2504.603	12" WATERMAIN	LF	2,675.00	71.00	0.00	\$0.00	2,675.00	\$189,925.00
		SCHEDULE 3.0 - WATERMAIN -- TOTAL					\$0.00		\$286,314.32
		SCHEDULE 4.0 - CHANGE ORDER							
1	SPEC	CHANGE ORDER NUMBER 1 - ELECTROFUSION COUPLINGS	EA	1.00	23,141.93	0.00	\$0.00	1.00	\$23,141.93
2	SPEC	CHANGE ORDER NUMBER 2 - STORM SEWER	EA	1.00	29,996.78	0.00	\$0.00	1.00	\$29,996.78
3	2557.513	WORK ORDER NUMBER 2- GATE	EA	1.00	2,098.80	0.00	\$0.00	1.00	\$2,098.80
		SCHEDULE 4.0 - CHANGE ORDER -- TOTAL					\$0.00		\$55,237.51
		SCHEDULE 5.0 - DEDUCT							
1	SPEC	BITUMINOUS BASE DEDUCT	TON	385.00	-28.15	0.00	\$0.00	385.00	(\$10,837.75)
		SCHEDULE 5.0 - DEDUCT -- TOTAL					\$0.00		(\$10,837.75)

BID SUMMARY

	<u>THIS PERIOD</u>	<u>TOTAL TO DATE</u>
SCHEDULE 1.0 - STREET -- TOTAL	\$1,069.25	\$1,197,142.13
SCHEDULE 2.0 - STORM -- TOTAL	\$0.00	\$278,882.30
SCHEDULE 3.0 - WATERMAIN -- TOTAL	\$0.00	\$286,314.32
SCHEDULE 4.0 - CHANGE ORDER -- TOTAL	\$0.00	\$55,237.51
SCHEDULE 5.0 - DEDUCT -- TOTAL	\$0.00	-\$10,837.75
TOTAL BID SUMMARY THIS PERIOD	\$1,069.25	
TOTAL BID SUMMARY TO DATE		\$1,806,738.51

	TOTAL THIS PERIOD	TOTAL TO DATE
AMOUNT EARNED	\$1,069.25	\$1,806,738.51
AMOUNT RETAINED	\$53.46	\$90,336.91
MATERIAL ON SITE	\$0.00	\$0.00
MATERIAL DEDUCT.	\$0.00	\$0.00
PREVIOUS PAYMENTS	*****	\$1,715,385.81
AMOUNT DUE	\$1,015.79	\$1,015.79

I hereby certify that all items and amounts shown by this pay estimate are correct for the work completed to date.

CONTRACTOR: MEYER CONTRACTING

BY: Jeremiah Monger

TITLE: Project Manager

DATE: 5/31/16

Based on the ENGINEER'S on-site inspections as an experienced and qualified design professional and on review of application for payment and the accompanying data and schedules, the ENGINEER has determined, to the best of his knowledge and belief, that the quantities shown by this estimate are correct and that, based on such inspections and review, that the work has progressed to the point indicated (subject to an evaluation of such work as a functioning Project upon Substantial Completion, to the results of any subsequent tests required by the Contract Documents, and to any qualifications stated in his recommendation), and that payment of the amount recommended is due Contractor(s); but by recommending any payment, the ENGINEER will not thereby be deemed to have reviewed the means, methods, sequences, techniques, or procedures of construction or safety precautions or programs incident thereto or that the ENGINEER has made any examination to ascertain how or for what purpose any Contractor has used the monies paid on account of the Contract Price, or that title to any of the work, materials, or equipment has passed to the Owner free and clear of any lien, claims, security interests or encumbrances, or that the Contractor(s) have completed their work exactly in accordance with the Contract Documents.

ENGINEER: ELFERING & ASSOCIATES

BY: Luiza Edgij

TITLE: Project Engineer

DATE: 5/31/16

Approved by Owner

CITY OF ARDEN HILLS, MINNESOTA

BY: _____

TITLE: _____

DATE: _____



ARDEN HILLS
MEMORANDUM

DATE: June 13, 2016

TO: Honorable Mayor and City Councilmembers
Susan Iverson, Acting City Administrator

FROM: John Anderson, Acting Public Works Director

SUBJECT: Order Public Hearing on Municipal Consent for I-35W MnPASS Project

Requested Action

Adopt Resolution 2016-018 ordering a Public Hearing for Municipal Consent of I-35W MnPASS project to be held on July 25, 2016, at or about 7:00 PM.

Background

The Minnesota Department of Transportation has completed a preliminary design for the I-35W MnPASS project which involves adding a lane in both north and south bound directions to I-35W between County Road C in Roseville and Sunset Avenue in Lino Lakes. MnDOT has requested municipal consent in their letter dated June 2, 2016 (Attachment A). As this project will add capacity to I-35W, state law (Attachment B) requires MnDOT to obtain municipal consent for the project from the adjacent municipalities.

Discussion

The project general description and layout is shown in Attachment C. MnDOT staff will be present at the public hearing to present the project to the public. Additionally, MnDOT staff will be available to attend a City Council workshop in July prior to the public hearing date to answer any questions the City Council has. Resolution 2016-018 (Attachment D) sets the date of the public hearing and directs staff to place the advertisement providing the required minimum 30 days' notice of the public hearing.

Attachments

Attachment A: Adams Letter 6/2/16
Attachment B: State Statues on municipal consent
Attachment C: Project Diagram
Attachment D: Resolution 2016-018



Minnesota Department of Transportation
Metropolitan District
1500 County Road B2, Roseville, MN 55113

Attachment A

June 2, 2016

John Anderson
Assistant City Engineer
City of Arden Hills
1245 West Highway 96
Arden Hills, MN 55112

RE: Request for City Approval (Municipal Consent) of the Final Layout for SP 6284-172 I35W North

Dear John Anderson,

MnDOT is proceeding with plans to complete State Project 6284-172, I35W North. Note that when the project is actually programmed for construction the State Project number will change to SP 6284-180. In accordance with Minnesota Statute 161.164, I am submitting for City approval the project's Final Layout, identified as Layout No. 1A, S.P. 6284-172.

The City's approval (municipal consent) is required for this project because it increases highway traffic capacity by adding a MNPASS lane in each direction along with adding several auxiliary lanes that will allow the freeway to move more traffic. Municipal consent of MnDOT projects is described in Minnesota Statutes 161.162 through 161.167 (attached).

Approval or disapproval of the final layout is by resolution of the City Council. (A sample resolution is attached). However, if the City neither approves nor disapproves the final layout within 90 days of the public hearing, the layout is deemed approved (per MN Statute 161.164).

The deadlines (per MN Statute 161.164) for the City's responsibilities regarding municipal consent of the attached layout are as follows, based on a submittal date of the final layout to the City of June 2, 2016:

- Within 15 days of receiving the final layout, schedule a public hearing (by June 15, 2016).
- Within 60 days of receiving the final layout, conduct the public hearing (by August 1, 2016).
- Provide at least 30-days' notice of the public hearing.
- Within 90 days of the public hearing, approve or disapprove the layout by resolution (by October 30, 2016).

MnDOT can attend the public hearing to present the final layout and answer questions at the City's request, as required by statute.

An Equal Opportunity Employer



Project Purpose

MnDOT has identified a number of factors justifying the need for the I-35W North Corridor Project. These factors include pavement conditions, mobility, travel time reliability, and transit and carpool advantages.

- Pavement conditions along segments of I-35W are deteriorating and reaching the end of their service life;
- As the Twin Cities region has grown and more development has occurred, traffic volumes have increased to the point that a number of segments along the I-35W corridor currently experience congestion during the morning and afternoon peak periods each day. This congestion is expected to increase, both in terms of location and duration, as additional growth and development occur in communities throughout the corridor;
- As congestion increases, travel times and the variability in travel times on I-35W are also likely to increase. This requires all travelers to increase their “planning time” with each trip to account for potential delays.
- There are a number of operational challenges associated with the existing bus-only shoulders on I-35W. With increasing congestion and slower travel speeds, bus travel times are anticipated to increase in the future. Other than the ramp meter bypass lanes at Lexington Avenue and 95th Avenue, there are no other time saving advantages in the project area that would encourage carpooling.
- Other goals and objectives have also been identified for the project to help guide the alternatives development and evaluation processes. These include consistency with state and region transportation plans, consideration of lower-cost/high-benefit mobility improvements, and consideration of bridge preservation activities.

The purpose of this project is to provide a long-term, sustainable option for all highway users (transit and non-transit) that improves pavement conditions, increases mobility, improves travel time reliability, and maintains or improves transit advantages on I-35W between TH 36 in Roseville and CSAH 23 in Lino Lakes. State and regional transportation plan policies and strategies, including goals and objectives to better utilize existing and future infrastructure investments, will also help guide the project development process.

Project Description

MnDOT is designing a road project that includes adding a lane, in each direction, to I-35W between Hwy 36 in Roseville and Lexington Ave. (Co Rd 17) in Blaine. All of the freeway pavement will be repaved with concrete from Hwy 36 in Roseville to 0.1 mile north of Sunset Ave (CR 53) in Lino Lakes, and MnDOT is also analyzing the need and locations for building noise walls along the interstate within these limits.

Give additional information that may be helpful, or that is listed in the law but not provided on the layout. (See MN Statute 161.162 Subd. 2.a, Final Layout).

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Planned Project Schedule

The project is not yet fully funded and does not have a definitive construction start date. The anticipated schedule is:

- August 2018: Project Letting.
- September 2018: Minor construction begins with limited lane closures and minor traffic impacts.
- April 2019: Major construction begins with major lane and ramp restrictions and major traffic impacts.
- November 2023: Construction is completed.

The existing freeway is mostly 6-lanes south of CR J. All 6-lanes will be open over each winter season. The freeway will be reduced to 4-lanes during the first stage, which will last 1.5 construction seasons. The second stage will have 5-lanes open, which will last another 1.5 years. The third stage will complete the pavement work north of CR J and keep 4-lanes open and will last one more construction season.

City's Estimated Project Costs

If the city has requested to have city items added to the project (e.g., utilities, sidewalks), ask the city to provide their estimate of the costs for these items and use the city's estimate in this submittal.

For cost estimates, sometimes it is better to give range rather than a specific number.

Some project costs are the City's responsibility, as detailed in MnDOT's cost participation policy. (See the policy and the Cost Participation and Maintenance with Local Units of Government Manual at MnDOT's this website: <http://www.dot.state.mn.us/policy/financial/fm011.html>).

At this time, the City does not have any cost participation in this project. There are no signals being reconstructed, and the City has not asked to add any work such as additional local street reconstruction or utility work.

City's Maintenance Responsibilities

At this time there are no new City maintenance responsibilities. We are not adding new trails or bridges.

Please feel free to contact me if you have any questions about this submittal.

Sincerely,

Jerome Adams

An Equal Opportunity Employer



Project Manager
1500 County Road B2
Roseville, MN 55113

Attachments:

Final Layout for SP 6284-172, dated May 25, 2016
MN Statutes 161.162 – 161.167
Sample City Resolution

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Minnesota Statutes

161.162 – 161.167

2013 Minnesota Statutes

161.162 DEFINITIONS.

Subdivision 1. **Applicability.** The terms in sections 161.162 to 161.167 have the meanings given them in this section and section 160.02.

Subd. 2. **Final layout.** (a) "Final layout" means geometric layouts and supplemental drawings that show the location, character, dimensions, access, and explanatory information about the highway construction or improvement work being proposed. "Final layout" includes, where applicable, traffic lanes, shoulders, trails, intersections, signals, bridges, approximate right-of-way limits, existing ground line and proposed grade line of the highway, turn lanes, access points and closures, sidewalks, proposed design speed, noise walls, transit considerations, auxiliary lanes, interchange locations, interchange types, sensitive areas, existing right-of-way, traffic volume and turning movements, location of storm water drainage, location of municipal utilities, project schedule and estimated cost, and the name of the project manager.

(b) "Final layout" does not include a cost participation agreement. For purposes of this subdivision "cost participation agreement" means a document signed by the commissioner and the governing body of a municipality that states the costs of a highway construction project that will be paid by the municipality.

Subd. 3. **Final construction plan.** "Final construction plan" means the set of technical drawings for the construction or improvement of a trunk highway provided to contractors for bids.

Subd. 4. **Governing body.** "Governing body" means the elected council of a municipality.

Subd. 5. **Municipality.** "Municipality" means a statutory or home rule charter city.

History: 2001 c 191 s 3; 2002 c 364 s 3

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2013 Minnesota Statutes

161.163 HIGHWAY PROJECT REVIEW.

Subdivision 1. **Projects requiring review.** Sections 161.162 to 161.167 apply only to projects that alter access, increase or reduce highway traffic capacity, or require acquisition of permanent rights-of-way.

Subd. 2. **Traffic safety measures.** Nothing contained in sections 161.162 to 161.167 limits the power of the commissioner to regulate traffic or install traffic-control devices or other safety measures on trunk highways located within municipalities regardless of their impact on access or traffic capacity or on the need for additional right-of-way.

Subd. 3. **Construction program.** Nothing contained in sections 161.162 to 161.167 limits the commissioner's discretion to determine priority and programming of trunk highway projects.

History: 2001 c 191 s 4

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2013 Minnesota Statutes

161.164 FINAL LAYOUT APPROVAL PROCESS.

Subdivision 1. **Submission of final layout.** Before proceeding with the construction, reconstruction, or improvement of any route on the trunk highway system lying within any municipality, the commissioner shall submit to its governing body a final layout and project report covering the purpose, route location, and proposed design of the highway. The final layout must be submitted as part of a report containing any supporting data that the commissioner deems helpful to the governing body in reviewing the final layout submitted. The supporting data must include a good-faith cost estimate of all the costs in which the governing body is expected to participate. The final layout must be submitted before final decisions are reached so that meaningful early input can be obtained from the municipality.

Subd. 2. **Governing body action.** (a) Within 15 days of receiving a final layout from the commissioner, the governing body shall schedule a public hearing on the final layout. The governing body shall, within 60 days of receiving a final layout from the commissioner, conduct a public hearing at which the Department of Transportation shall present the final layout for the project. The governing body shall give at least 30 days' notice of the public hearing.

(b) Within 90 days from the date of the public hearing, the governing body shall approve or disapprove the final layout in writing, as follows:

(1) If the governing body approves the final layout or does not disapprove the final layout in writing within 90 days, in which case the final layout is deemed to be approved, the commissioner may continue the project development.

(2) If the final construction plans contain changes in access, traffic capacity, or acquisition of permanent right-of-way from the final layout approved by the governing body, the commissioner shall resubmit the portion of the final construction plans where changes were made to the governing body. The governing body must approve or disapprove the changes, in writing, within 60 days from the date the commissioner submits them.

(3) If the governing body disapproves the final layout, the commissioner may make modifications requested by the municipality, decide not to proceed with the project, or refer the final layout to an appeal board. The appeal board shall consist of one member appointed by the commissioner, one member appointed by the governing body, and a third member agreed upon by both the commissioner and the governing body. If the commissioner and the governing body cannot agree upon the third member, the chief justice of the Supreme Court shall appoint a third member within 14 days of the request of the commissioner to appoint the third member.

Subd. 3. **Appeal board.** Within 30 days after referral of the final layout, the appeal board shall hold a hearing at which the commissioner and the governing body may present the case for or against approval of the final layout referred. Not later than 60 days after the hearing, the appeal board shall recommend approval, recommend approval with modifications, or recommend disapproval of the final layout, making additional recommendations consistent with state and federal requirements as it deems appropriate. It shall submit a written report containing its findings and recommendations to the commissioner and the governing body.

History: 2001 c 191 s 5

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2013 Minnesota Statutes

161.165 COMMISSIONER ACTION; INTERSTATE HIGHWAYS.

Subdivision 1. **Applicability.** This section applies to interstate highways.

Subd. 2. **Action on approved final layout.** (a) If the appeal board recommends approval of the final layout or does not submit its findings and recommendations within 60 days of the hearing, in which case the final layout is deemed approved, the commissioner may prepare substantially similar final construction plans and proceed with the project.

(b) If the final construction plans change access, traffic capacity, or acquisition of permanent right-of-way from the final layout approved by the appeal board, the commissioner shall submit the portion of the final construction plans that shows the changes, to the governing body for its approval or disapproval under section 161.164, subdivision 2.

Subd. 3. **Action on final layout approved with changes.** (a) If, within 60 days, the appeal board recommends approval of the final layout with modifications, the commissioner may:

(1) prepare final construction plans with the recommended modifications, notify the governing body, and proceed with the project;

(2) decide not to proceed with the project; or

(3) prepare final construction plans substantially similar to the final layout referred to the appeal board, and proceed with the project. The commissioner shall, before proceeding with the project, file a written report with the governing body and the appeal board stating fully the reasons for doing so.

(b) If the final construction plans contain changes in access or traffic capacity or require additional acquisition of permanent right-of-way from the final layout reviewed by the appeal board or the governing body, the commissioner shall resubmit the portion of the final construction plans that shows the changes, to the governing body for its approval or disapproval under section 161.164, subdivision 2.

Subd. 4. **Action on disapproved final layout.** (a) If, within 60 days, the appeal board recommends disapproval of the final layout, the commissioner may either:

(1) decide not to proceed with the project; or

(2) prepare final construction plans substantially similar to the final layout referred to the appeal board, notify the governing body and the appeal board, and proceed with the project. Before proceeding with the project, the commissioner shall file a written report with the governing body and the appeal board stating fully the reasons for doing so.

(b) If the final construction plans contain changes in access or traffic capacity or require additional acquisition of permanent right-of-way from the final layout reviewed by the appeal board or the governing body, the commissioner shall resubmit the portion of the final construction plans that shows the changes, to the governing body for its approval or disapproval under section 161.164, subdivision 2.

Subd. 5. **Final construction plans issued.** The commissioner shall send a complete set of final construction plans to the municipality at least 45 days before the bid opening for informational purposes.

History: 2001 c 191 s 6

2013 Minnesota Statutes

161.166 COMMISSIONER ACTION; OTHER HIGHWAYS.

Subdivision 1. **Applicability.** This section applies to trunk highways that are not interstate highways.

Subd. 2. **Action on approved final layout.** If the appeal board recommends approval of the final layout or does not submit its findings or recommendations within 60 days of the hearing, in which case the the final layout is deemed approved, the commissioner may prepare substantially similar final construction plans and proceed with the project. If the final construction plans change access or traffic capacity or require additional acquisition of right-of-way from the final layout approved by the appeal board, the commissioner shall submit the portion of the final construction plan that shows the changes, to the governing body for its approval or disapproval under section 161.164, subdivision 2.

Subd. 3. **Action on final layout approved with changes.** (a) If the appeal board approves the final layout with modifications, the commissioner may:

- (1) prepare final construction plans including the modifications, notify the governing body, and proceed with the project;
- (2) decide not to proceed with the project; or
- (3) prepare a new final layout and resubmit it to the governing body for approval or disapproval under section 161.164, subdivision 2.

(b) If the final construction plans contain changes in access or traffic capacity or require additional acquisition of permanent right-of-way from the final layout reviewed by the appeal board or the governing body, the commissioner shall resubmit the portion of the final construction plans that shows the changes, to the governing body for its approval or disapproval under section 161.164, subdivision 2.

Subd. 4. **Action on disapproved final layout.** If the appeal board disapproves the final layout, the commissioner may:

- (1) decide not to proceed with the project; or
- (2) prepare a new final layout and submit it to the governing body for approval or disapproval under section 161.164, subdivision 2.

Subd. 5. **Final construction plans issued.** The commissioner shall send a complete set of final construction plans to the municipality at least 45 days before the bid opening for informational purposes.

History: 2001 c 191 s 7

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2013 Minnesota Statutes

161.167 REIMBURSEMENT OF EXPENSES.

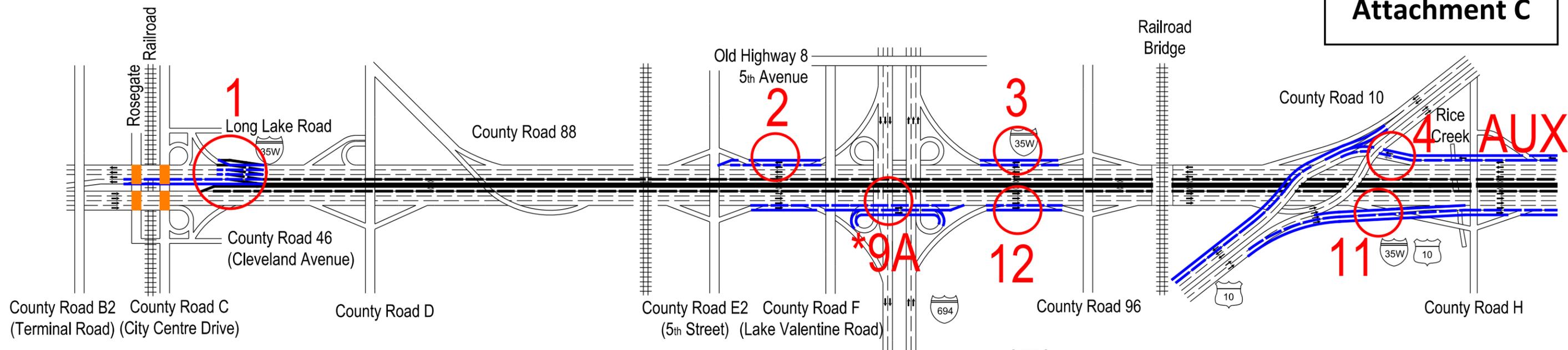
Members of the appeal board shall submit to the commissioner an itemized list of the expenses incurred in disposing of matters presented to them. The appeal board members shall be reimbursed for all reasonable expenses incurred by them in the performance of their duties. The commissioner shall pay these costs out of the trunk highway fund.

History: 2001 c 191 s 8

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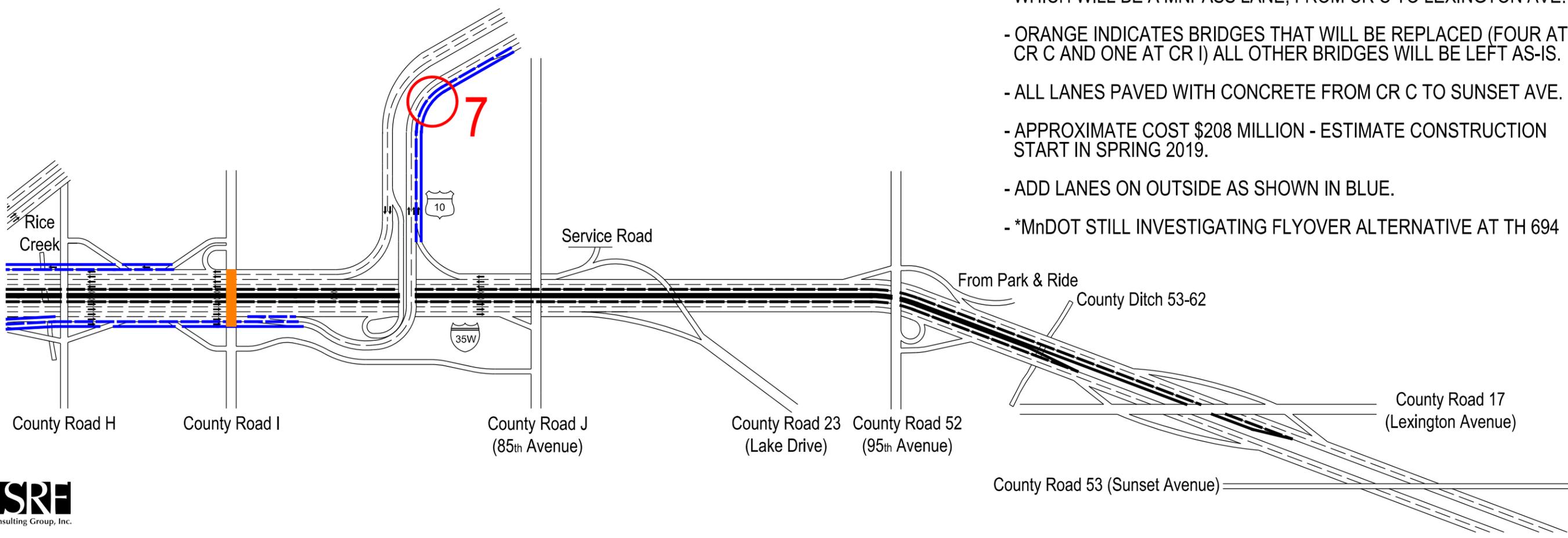
I-35W NORTH PROJECT SCOPE

Attachment C



NOTES:

- ADD ONE LANE IN EACH DIRECTION IN THE MIDDLE, WHICH WILL BE A MNPASS LANE, FROM CR C TO LEXINGTON AVE.
- ORANGE INDICATES BRIDGES THAT WILL BE REPLACED (FOUR AT CR C AND ONE AT CR I) ALL OTHER BRIDGES WILL BE LEFT AS-IS.
- ALL LANES PAVED WITH CONCRETE FROM CR C TO SUNSET AVE.
- APPROXIMATE COST \$208 MILLION - ESTIMATE CONSTRUCTION START IN SPRING 2019.
- ADD LANES ON OUTSIDE AS SHOWN IN BLUE.
- *MnDOT STILL INVESTIGATING FLYOVER ALTERNATIVE AT TH 694



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Attachment D

**CITY OF ARDEN HILLS
COUNTY OF RAMSEY
STATE OF MINNESOTA**

RESOLUTION NO. 2016-018

A RESOLUTION ORDERING PUBLIC HEARING FOR MUNICIPAL CONSENT

WHEREAS, the Minnesota Department of Transportation is proposing a plan to add MnPASS lanes to Interstate Highway 35W within the corporate boundary of Arden Hills; and

WHEREAS, the proposed plans include adding capacity and changing access to Interstate Highway 35W; and

WHEREAS, The Minnesota Department of Transportation has requested the City of Arden Hills respond to a request for Municipal Consent to the project.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF ARDEN HILLS MINNESOTA:

A public hearing shall be held on Municipal Consent on the 25th day of July, 2016, in the council chambers of the city hall at 7:00 p.m. and the City Administrator shall give published notice of such hearing and improvement as required by law.

**ADOPTED BY THE CITY COUNCIL OF THE CITY OF ARDEN HILLS THIS
13th DAY OF JUNE, 2016.**

David Grant, Mayor

ATTEST:

Susan Iverson, Interim City Administrator