AGENDA MAPLEWOOD CITY COUNCIL

7:00 P.M. Monday, May 24, 2021

Held Remotely Via Conference Call

Dial 1-312-626-6799 or 1-888-788-0099

When Prompted Enter Meeting ID: 910 8875 4312#

No Participant ID, Enter # When Prompted

Meeting No. 10-21

- A. CALL TO ORDER
- B. PLEDGE OF ALLEGIANCE
- C. ROLL CALL
- D. APPROVAL OF AGENDA
- E. APPROVAL OF MINUTES
 - 1. May 10, 2021 City Council Workship Meeting Minutes
 - 2. May 10, 2021 City Council Meeting Minutes
- F. APPOINTMENTS AND PRESENTATIONS
 - 1. Administrative Presentations
 - a. Council Calendar Update
 - 2. Council Presentations
- G. CONSENT AGENDA Items on the Consent Agenda are considered routine and non-controversial and are approved by one motion of the council. If a councilmember requests additional information or wants to make a comment regarding an item, the vote should be held until the questions or comments are made then the single vote should be taken. If a councilmember objects to an item it should be removed and acted upon as a separate item.
 - 1. Approval of Claims
 - 2. Financial Report for the Month Ended April 30, 2021
 - 3. Resolution Adopting State Performance Measures
 - 4. Release of a Request for Proposal Code Compliance Abatement for Lawn Mowing
 - 5. Local Lawful Gambling Permit for Associated General Contractors of Minnesota at Keller Golf Course, 2166 Maplewood Drive
 - 6. On-Sale Intoxicating Liquor and Sunday Sales License for Compass Group USA Inc d/b/a Eurest Dining Services at 3M Innovation Center, 2350 Minnehaha Ave, Building 278
 - 7. 2021 Collective Bargaining Agreement with MSA
- H. PUBLIC HEARINGS If you are here for a Public Hearing please familiarize yourself with the Rules of Civility printed on the back of the agenda. Sign in with the City Clerk before addressing the council. At the podium please state your name and address clearly for the record. All comments/questions shall be posed to the Mayor and Council. The Mayor will then direct staff, as appropriate, to answer questions or respond to comments.

 None

I. UNFINISHED BUSINESS

None

J. NEW BUSINESS

- Massage Center License for LivActive Therapy, 2785 White Bear Avenue N, Ste 107
- 2. Climate Adaptation Plan

K. AWARD OF BIDS

None

L. ADJOURNMENT

Sign language interpreters for hearing impaired persons are available for public hearings upon request. The request for this must be made at least 96 hours in advance. Please call the City Clerk's Office at 651.249.2000 to make arrangements. Assisted Listening Devices are also available. Please check with the City Clerk for availability.

RULES OF CIVILITY FOR THE CITY COUNCIL, BOARDS, COMMISSIONS AND OUR COMMUNITY

Following are rules of civility the City of Maplewood expects of everyone appearing at Council Meetings - elected officials, staff and citizens. It is hoped that by following these simple rules, everyone's opinions can be heard and understood in a reasonable manner. We appreciate the fact that when appearing at Council meetings, it is understood that everyone will follow these principles:

Speak only for yourself, not for other council members or citizens - unless specifically tasked by your colleagues to speak for the group or for citizens in the form of a petition.

Show respect during comments and/or discussions, listen actively and do not interrupt or talk amongst each other.

Be respectful of the process, keeping order and decorum. Do not be critical of council members, staff or others in public.

Be respectful of each other's time keeping remarks brief, to the point and non-repetitive.

MINUTES MAPLEWOOD CITY COUNCIL MANAGER WORKSHOP

5:30 P.M. Monday, May 10, 2021 Held Remotely via Conference Call

A. CALL TO ORDER

A meeting of the City Council was held remotely via conference call and was called to order at 5:31 p.m. by Mayor Abrams.

B. ROLL CALL

Marylee Abrams, Mayor	Present
Rebecca Cave, Councilmember	Present
Kathleen Juenemann, Councilmember	Present
William Knutson, Councilmember	Present
Nikki Villavicencio, Councilmember	Present

C. APPROVAL OF AGENDA

Councilmember Juenemann moved to approve the agenda as submitted.

Seconded by Councilmember Knutson Ayes – All, via roll call

The motion passed.

D. UNFINISHED BUSINESS

None

E. NEW BUSINESS

1. Multicultural Advisory Committee and Maplewood Organization for Racial Equity (MORE) Team Update

Lt. Bierdeman gave the presentation on the Multicultural Advisory Committee's creation and activities. Fire & EMS Chief Mondor gave the presentation on the Maplewood Organization for Racial Equity (MORE) Team.

2. Climate Adaptation Plan

Environmental Planner Finwall introduced the item. Ted Redmond, Co-founder of paleBLUEdot and Environmental and Natural Resources Commissioner gave the presentation.

F. ADJOURNMENT

Mayor Abrams adjourned the meeting at 6:36 p.m.

MINUTES MAPLEWOOD CITY COUNCIL

7:00 P.M. Monday, May 10, 2021 Held Remotely Via Conference Call Meeting No. 09-21

A. CALL TO ORDER

A meeting of the City Council was held remotely via conference call and was called to order at 7:00 p.m. by Mayor Abrams.

Mayor Abrams spoke about Governor Walz's executive order and its impact on Maplewood events including return to in-person meetings. City Attorney Batty gave a review of the path to restore in-person meetings.

B. PLEDGE OF ALLEGIANCE

C. ROLL CALL

Marylee Abrams, Mayor Present
Rebecca Cave, Councilmember Present
Kathleen Juenemann, Councilmember Present
William Knutson, Councilmember Present
Nikki Villavicencio, Councilmember Present

D. APPROVAL OF AGENDA

Councilmember Juenemann moved to approve the agenda as submitted.

Seconded by Councilmember Knutson

Ayes - All, via roll call

The motion passed.

E. APPROVAL OF MINUTES

1. April 26, 2021 City Council Meeting Minutes

Councilmember Cave <u>moved to approve the April 26, 2021 City Council Meeting Minutes as submitted.</u>

Seconded by Councilmember Juenemann Ayes – All, via roll call

The motion passed.

F. APPOINTMENTS AND PRESENTATIONS

1. Administrative Presentations

a. Council Calendar Update

City Manager Coleman gave an update to the council calendar and reviewed other topics of concern or interest requested by councilmembers.

2. Council Presentations None

3. Parks and Recreation Commission 2020 Annual Report

Parks and Recreation Manager Robbins gave the 2020 Parks and Recreation annual report.

Councilmember Juenemann <u>moved to approve the 2020 Parks and Recreation Commission Annual Report.</u>

Seconded by Councilmember Cave

Ayes - All, via roll call

The motion passed.

G. CONSENT AGENDA – Items on the Consent Agenda are considered routine and non-controversial and are approved by one motion of the council. If a councilmember requests additional information or wants to make a comment regarding an item, the vote should be held until the questions or comments are made then the single vote should be taken. If a councilmember objects to an item it should be removed and acted upon as a separate item.

Councilmember Juenemann moved to approve agenda items G1-G4.

Seconded by Councilmember Cave

Ayes – All, via roll call

The motion passed.

1. Approval of Claims

Councilmember Juenemann moved to approve the approval of claims.

ACCOUNTS PAYABLE:

	\$	469,744.76	Checks # 107374 thru # 107395 dated 04/27/21
	\$	304,645.80	Checks # 107396 thru # 107418 dated 05/04/21
	\$	1,194,405.01	Disbursements via debits to checking account dated 04/19/21 thru 04/30/2021
-	\$	1,968,795.57	Total Accounts Payable
<u>P/</u>	AYRC	<u>DLL</u>	
	\$	632,318.84	Payroll Checks and Direct Deposits dated 04/30/21
-	\$	632,318.84	Total Payroll

\$ 2,601,114.41 GRAND TOTAL

Seconded by Councilmember Cave

Ayes – All, via roll call

The motion passed.

2. Transfers to Close Project Funds

Councilmember Juenemann <u>moved to approve the transfers dated 5/10/2021 and authorize the Finance Director to make the necessary accounting entries.</u>

Seconded by Councilmember Cave

Ayes - All, via roll call

The motion passed.

3. Financial Report for the Month Ended March 31, 2021

No action required.

4. Purchase of Two Traffic Control Trucks

Councilmember Juenemann moved to approve the purchase of two traffic control trucks and equipment attachments and direct the Mayor and City Manager to enter into contracts with Ranger Chevrolet for the purchase under MN State Contract #168931 in the amount of \$64,979.70, L-Z Truck Equipment in the amount of \$4,187.00, Contractors Connection Inc. in the amount of \$6,530.00, and E.A.T.I. Inc. in the amount of \$4,348.84.

Seconded by Councilmember Cave

Ayes - All, via roll call

The motion passed.

- H. PUBLIC HEARINGS If you are here for a Public Hearing please familiarize yourself with the Rules of Civility printed on the back of the agenda. Sign in with the City Clerk before addressing the council. At the podium please state your name and address clearly for the record. All comments/questions shall be posed to the Mayor and Council. The Mayor will then direct staff, as appropriate, to answer questions or respond to comments.
 - 1. Public Easement Vacation and Lot Combination Resolution, 0 Montana Avenue & 0 Larpenteur Avenue
 - a. Public Hearing
 - b. Public Easement Vacation and Lot Combination Resolution

Community Development Director Thomson gave the staff report.

Mayor Abrams opened public hearing. The following people spoke:

Bruce Estrem, 1594 Lakewood Drive N

Mayor Abrams closed the public hearing.

Councilmember Juenemann moved to approve the public easement vacation and lot

May 10, 2021 City Council Meeting Minutes

combination resolution for vacant lots located on Montana and Larpenteur Avenues.

Resolution 21-05-1945 PUBLIC EASEMENT VACATION AND LOT COMBINATION RESOLUTION

Be it resolved by the City Council of the City of Maplewood, Minnesota, as follows:

Section 1. Background.

- 1.01 Greg Junek and Jackie Monahan-Junek have petitioned the Maplewood City Council to vacate a previously required public easement as the result of a requested lot combination.
- 1.02 A hearing notice on said petition was published in the City of Maplewood's official newspaper and written notice was mailed to affected neighboring property owners.
- 1.03 On May 10, 2021, the City Council held a hearing on such petition, at which time all persons for and against the granting of said petition were heard.
- 1.04 The properties are legally described as:

PIN: 242922210077 – The East One Half of the East One Half of the West One Half of the Northeast Quarter of the Northwest Quarter of Section 24, Township 29, Range 22, according to the Government Survey thereof, Ramsey County, Minnesota except the North 539.00 feet thereof.

AND

PIN: 242922210079 – The West One Half of the East One Half of the Northeast Quarter of the Northwest Quarter of Section 24, Township 29, Range 22, according to the Government Survey thereof, Ramsey County, Minnesota, except the following 4 parcels:

Parcel 1

The East 97.00 feet of the North 250.00 feet thereof.

Parcel 2

The North 332.00 feet of the West One Half of the East One Half of the Northeast Quarter of the Northwest Quarter of Section 24, Township 29, Range 22, according to the Government Survey thereof, Ramsey County, Minnesota, except the East 97.00 feet thereof.

Parcel 3

The East 210.00 feet of the West One Half of the East one Half of the Northeast quarter of the Northwest quarter of Section 24, Township 29, Range 22, Ramsey County, Minnesota lying Southerly of a line described as follows:

Commencing at the northeast corner of said West One Half of the East One Half of the Northeast Quarter of the Northwest Quarter; thence South 1

degree 09 minutes 29 seconds Wes assumed bearing along the East line thereof a distance of 625.09 feet to the actual point of beginning of the line to be described; thence North 88 degrees 51 minutes 20 seconds West to the West line of the said East 210.00 feet and said line there terminating except that part of said East 210.00 feet described as beginning at the terminus of the above described line; thence South 88 degrees 51 minutes 20 seconds East a distance of 138.84 feet; thence South 52 degrees 25 minutes 29 seconds West a distance of 178.00 feet to the West line of said East 210.00 feet; thence North 1 degree 09 minutes 29 seconds East a distance of 111.34 feet along said West line to the point of beginning.

Parcel 4

The West 50.00 feet of the South 207.00 feet of the North 539.00 feet of the West One Half of the East One Half of the Northeast Quarter of the Northwest Quarter of Section 24, Township 29, Range 22, according to the Government Survey thereof, Ramsey County, Minnesota.

Section 2. Standards

- 2.01 Minnesota state statute requires that no vacation shall be made unless it appears in the interest of the public to do so.
- 2.02 City ordinance Section 34-14(a) states a lot division shall not result in the creation of more than three lots.

Section 3. Findings.

- 3.01 The Maplewood City Council makes the following findings:
 - 1. As a result of the lot combination, there is no anticipated public need for the drainage and utility easement that was previously required along the shared property line.
 - 2. The vacation is not counter to the public interest.
 - 3. The lot combination meets all city subdivision requirements.

Section 4. City Council Action.

- 4.01 Therefore, the city council is in favor of vacation of the previously required public easement along the shared property line due to the approval of this lot combination. Approval is subject to the applicant doing the following:
 - 1. A survey shall be submitted to staff with a legal description for a new single parcel reflecting the two properties (PIN 242922210077 and PIN: 242922210079) being combined.
 - 2. Meet all requirements in the engineering report, dated April 12, 2021.

- 3. Only the single, north-south, public easement along the previously shared property line is vacated. Public drainage and utility easements are required along the new property lines.
- 4. Access to this lot will be provided via the unimproved Bartelmy Lane right-of-way that is located between Montana Avenue and the south property line of the subject property. A driveway license shall be approved by the city council at the time of submittal of a building permit for a new home.

Seconded by Councilmember Knutson

Ayes - All, via roll call

The motion passed.

I. UNFINISHED BUSINESS

None

J. NEW BUSINESS

 On-Sale Wine License for Zen Ramen Maplewood, Inc d/b/a Zen Ramen, 3000 White Bear Avenue Ste 2

City Clerk Sindt gave the staff report. Gongya Gar, manager of Zen Ramen, addressed the council and answered council questions.

Councilmember Knutson <u>moved to approve the On-Sale Wine license for Zen Ramen</u> <u>Maplewood, Inc d/b/a Zen Ramen, 3000 White Bear Avenue Ste 2.</u>

Seconded by Councilmember Villavicencio

Ayes – All, via roll call

The motion passed.

2. Letter of Intent for Land Purchase, Barostos, LLC, 2228 Maplewood Drive

Community Development Thomson gave the staff report.

Councilmember Juenemann <u>moved to approve the letter of intent with Barostos, LLC for the sale of city-owned property at 2228 Maplewood Drive and a sale commission</u> agreement with Equity Transwestern, LLC.

Seconded by Councilmember Cave

Ayes - All, via roll call

The motion passed.

K. AWARD OF BIDS

1. Resolution Receiving Bids and Awarding Construction Contract, Montana-Nebraska Area Pavement Rehabilitation, City Project 20-08

Public Works Director Love gave the staff report.

Councilmember Juenemann moved to approve the resolution receiving bids and

<u>awarding construction contract for the Montana-Nebraska Area Pavement Rehabilitation,</u> City Project 20-08, to T. A. Schifsky & Sons Inc.

Resolution 21-05-1946 RECEIVING BIDS AND AWARDING CONSTRUCTION CONTRACT

WHEREAS, pursuant to resolution passed by the City Council on March 22, 2021, approving plans and specifications and advertising for bids for the Montana-Nebraska Area Pavement Rehabilitation, City Project 20-08, and

WHEREAS, the plans and specifications were advertised for bids pursuant to Minnesota Statutes, Chapter 429, and

WHEREAS, bids were received and opened on April 16, 2021 at 10:00 A.M.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF MAPLEWOOD, MINNESOTA that that the bid of T. A. Schifsky & Sons Inc in the amount of \$1,632,490.79 is the lowest responsible bid for the construction of Montana-Nebraska Area Pavement Rehabilitation, City Project 20-08, and the Mayor and the City Manager are hereby authorized and directed to enter into a contract with said bidder for and on behalf of the City.

The Finance Director is hereby authorized to make the financial transfers necessary to implement the financing plan for the project and to prepare a budget adjustment based on final construction costs.

Seconded by Councilmember Cave

Ayes - All, via roll call

The motion passed.

2. Resolution Receiving Bids and Awarding Construction Contract, Southcrest-Ferndale Area Pavement Rehabilitation, City Project 20-09

Public Works Director Love gave the staff report.

Councilmember Juenemann moved to approve the resolution receiving bids and awarding construction contract for the Southcrest-Ferndale Area Pavement Rehabilitation, City Project 20-09, to Northwest Asphalt, Inc. for the base bid plus bid alternates 1 and 2.

Resolution 21-05-1947 RECEIVING BIDS AND AWARDING CONSTRUCTION CONTRACT

WHEREAS, pursuant to resolution passed by the City Council on March 22, 2021, approving plans and specifications and advertising for bids for the Southcrest-Ferndale Area Pavement Rehabilitation, City Project 20-09, and

WHEREAS, the plans and specifications were advertised for bids pursuant to Minnesota Statutes, Chapter 429, and

WHEREAS, bids were received and opened on April 16, 2021 at 2:00 P.M.

May 10, 2021 City Council Meeting Minutes NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF MAPLEWOOD, MINNESOTA that the Base Bid + Bid Alternate No. 1 and Bid Alternate No. 2 of Northwest in the amount of \$1,436,072.87 is the lowest responsible bid for the construction of Southcrest-Ferndale Area Pavement Rehabilitation, City Project 20-09, and the Mayor and the City Manager are hereby authorized and directed to enter into a contract with said bidder for and on behalf of the City.

The Finance Director is hereby authorized to make the financial transfers necessary to implement the financing plan for the project and to prepare a budget adjustment based on final construction costs.

Seconded by Councilmember Knutson

Ayes - All, via roll call

The motion passed.

L. ADJOURNMENT

Each councilmember was given the opportunity to share additional thoughts.

Mayor Abrams adjourned the meeting at 8:07 p.m.

CITY COUNCIL STAFF REPORT

Meeting Date May 24, 2021

REPORT TO: City Council REPORT FROM: Melinda Coleman, City Manager PRESENTER: Melinda Coleman, City Manager AGENDA ITEM: Council Calendar Update ✓ Discussion Action Requested: ☐ Motion □ Public Hearing Form of Action: ☐ Resolution ☐ Ordinance ☐ Contract/Agreement ☐ Proclamation

Policy Issue:

This item is informational and intended to provide the Council an indication on the current planning for upcoming agenda items and the Work Session schedule. These are not official announcements of the meetings, but a snapshot look at the upcoming meetings for the City Council to plan their calendars.

Recommended Action:

No motion needed. This is an informational item.

Upcoming Agenda Items and Work Sessions Schedule:

June 14 Council Meeting: Preliminary Review of 2022 – 2026 CIP

Workshop: Ponds of Battle Creek Development Review and Discussion

June 28 Council Meeting: Administrative Hearing Process Ordinance

Workshop: Continue Discussion of ARP Allocations; Washington County Highway 36

Corridor Transit Study

Council Comments:

Comments regarding Workshops, Council Meetings or other topics of concern or interest.

- 1. Parking Space Requirement Review (2/8/2021)
- 2. Administrative Hearing Process for Code Violations (2/26/2021)

Upcoming Community Events:

Date	Time	Event	Location	
May 25, 2021	4:30 - 7:30 pm*	Community Outreach Event	Maple Pond Apartments	
			Maplewood Apartments	
			Rolling Hills	
May 28, 2021	4:30 - 7:30 pm*	Community Outreach Event	Beaver Lake Estates	
			Silver Ridge Apartments	
			Maplewood Gardens Apts.	
June 4, 2021	4:30 - 7:30 pm*	Community Outreach Event	Connemara Condominiums	
			Afton Place	

^{*}This is a rolling event. Personnel from Fire and Police will hand out snacks for kids and interact with attendees and their families for approximately 45 minutes before moving on to the next location.

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CITY COUNCIL STAFF REPORT

Meeting Date May 24, 2021

Form of Action:	☐ Resolution	☐ Ordinance	☐ Contract/Agreement	☐ Proclamation	
Action Requested:	✓ Motion	☐ Discussion	☐ Public Hearing		
AGENDA ITEM:	Approval of Claims				
PRESENTER:	Ellen Paulseth, Finance Director				
REPORT FROM:	Ellen Paulseth, Finance Director				
REPORT TO:	Melinda Coleman, City N	/lanager			

Policy Issue:

The City Manager has reviewed the bills and authorized payment in accordance with City Council policies.

Recommended Action:

Motion to approve the approval of claims.

ACCOUNTS PAYABLE:

	\$ 161,756.55	Checks # 107419 thru # 107440 dated 05/11/21
	\$ 160,658.69	Checks # 107441 thru # 107474 dated 05/18/21
	\$ 903,321.29	Disbursements via debits to checking account dated 05/01/21 thru 05/16/2021
=	\$ 1,225,736.53	Total Accounts Payable

<u>PAYROLL</u>		
\$	611,786.10	Payroll Checks and Direct Deposits dated 05/14/21
\$	611,786.10	Total Payroll
\$	1,837,522.63	GRAND TOTAL

Background

A detailed listing of these claim has been provided. Please call me at 651-249-2902 if you have any questions on the attached listing. This will allow me to check the supporting documentation on file if necessary.

Attachments

1. Listing of Paid Bills

Check Register City of Maplewood

Check	Date	Vendor		Description	Amount
107419	05/04/2021	04999	CENTURYLINK ASSET ACCOUNTING	CENTURY LINK POLE RELOCATION	4,734.62
107420	05/11/2021	00585	GOPHER STATE ONE-CALL	NET BILLABLE TICKETS - APRIL	730.35
107421	05/11/2021	00687	HUGO'S TREE CARE INC	TREE/STUMP REMOVAL 211 KENWOOD	4,680.00
107422	05/11/2021	05353	MANSFIELD OIL CO	CONTRACT GASOLINE - APRIL	8,863.91
	05/11/2021	05353	MANSFIELD OIL CO	CONTRACT DIESEL - APRIL	5,790.96
107423	05/11/2021	01574	T A SCHIFSKY & SONS, INC	BITUMINOUS MATERIALS	4,830.18
	05/11/2021	01574	T A SCHIFSKY & SONS, INC	BITUMINOUS MATERIALS	3,553.01
	05/11/2021	01574	T A SCHIFSKY & SONS, INC	BITUMINOUS MATERIALS	2,102.46
107424	05/11/2021	04845	TENNIS SANITATION LLC	RECYCLING FEE - APRIL	62,536.68
107425	05/11/2021	88000	AMERICAN PLANNING ASSOCIATION	APA MEMBERSHIP, MN CHAPTER, AICP	558.00
107426	05/11/2021	05972	BHE COMMUNITY SOLAR, LLC	COMMUNITY SOLAR GARDEN-FEB	3,395.59
107427	05/11/2021	06240	BOWMAC / RSI, INC.	CIM SIMULATION BASED CP COURSE	13,500.00
107428	05/11/2021	00464	EMERGENCY AUTOMOTIVE TECH, INC	NEW SQUAD EQ #941	8,432.98
	05/11/2021	00464	EMERGENCY AUTOMOTIVE TECH, INC	NEW SQUAD EQ #944	8,322.51
	05/11/2021	00464	EMERGENCY AUTOMOTIVE TECH, INC	NEW SQUAD EQ #952	8,322.51
	05/11/2021	00464	EMERGENCY AUTOMOTIVE TECH, INC	NEW SQUAD EQ #960	3,691.17
107429	05/11/2021	05313	GRAPHIC DESIGN, INC.	BUSINESS CARDS	422.49
	05/11/2021	05313	GRAPHIC DESIGN, INC.	BUSINESS CARDS FOR COUNCIL	120.16
107430	05/11/2021	06241	NIGHTOPS TACTICAL INC.	TWO MONOCULARS - GRANT	4,833.00
107431	05/11/2021	00001	ONE TIME VENDOR	REIMB K ELMASRY - 2693 RED SPLENDOR	1,124.81
107432	05/11/2021	00001	ONE TIME VENDOR	REFUND D DREVECKY - TRANS MEDIC	109.00
107433	05/11/2021	05817	PALE BLUE DOT LLC	GHG INVENTORY UPDATE FOR FY2019	2,500.00
107434	05/11/2021	06029	PROMOTIONAL MARKETING SERVICES	PROMOTIONAL SOCCER BALLS FINAL PMT	3,255.00
107435	05/11/2021	02008	RAMSEY COUNTY PUBLIC WORKS	SALT BRINE	43.54
107436	05/11/2021	04264	RAMSEY-WASHINGTON	WATERFEST SPONSORSHIP	250.00
107437	05/11/2021	03359	RECYCLING ASSN OF MN	MEMBERSHIP FEE	300.00
107438	05/11/2021	06014	REHDER FORESTRY CONSULTING	HOMEOWNER CALL-1978 PROSPERITY	136.90
107439	05/11/2021	05879	ROADKILL ANIMAL CONTROL	DEER REMOVAL - APRIL	238.00
107440	05/11/2021	06107	TOKLE INSPECTIONS, INC.	ELECTRICAL INSPECTIONS - APRIL	4,378.72
	00.01	1 41-1		<u> </u>	161,756.55
	22 Chec	ks in this r	ерогт.		

22 Checks in this report.

Check Register City of Maplewood

Check	Date	Vendor		Description	Amount
107441	05/18/2021	05598	KELLY & LEMMONS, P.A.	PROSECUTION SERVICES - APRIL	16,250.00
107442	05/18/2021	02728	KIMLEY-HORN & ASSOCIATES INC	PROJ 21-09 MAPLE HILLS FORCE MAIN	4,442.99
107443	05/18/2021	00393	MN DEPT OF LABOR & INDUSTRY	MONTHLY SURTAX - APRIL 1230352021	3,304.39
107444	05/18/2021	00985	METROPOLITAN COUNCIL	INDUSTRIAL DISCHARGE PERMIT 2021	425.00
107445	05/18/2021	05670	PETERSON COUNSELING/CONSULTING	CONSULTING SERVICES - MARCH	1,800.00
	05/18/2021	05670	PETERSON COUNSELING/CONSULTING	CONSULTING SERVICES - APRIL	1,550.00
107446	05/18/2021	01409	SEH	NEW FIRE STATION	5,650.00
107447	05/18/2021	04192	TRANS-MEDIC	EMS BILLING - MARCH	8,222.43
	05/18/2021	04192	TRANS-MEDIC	EMS BILLING - APRIL	7,358.29
	05/18/2021	04192	TRANS-MEDIC	EMS BILLING - FEBRUARY	6,846.34
107448	05/18/2021	06163	AL TECHNOLOGIES, LLC	ONLINE BENEFITS ADMIN FEE- MAY	365.76
	05/18/2021	06163	AL TECHNOLOGIES, LLC	ONLINE BENEFITS ADMIN FEE- FEB	364.00
107449	05/18/2021	00100	ANCOM	INSTALL SPEAKERS TEMP DORM ROOMS	350.00
107450	05/18/2021	06136	ARAMARK SERVICES INC	REFUND FOOD EST LICENSE	504.75
	05/18/2021	06136	ARAMARK SERVICES INC	REFUND FOOD EST LICENSE	504.75
107451	05/18/2021	04848	AVESIS	MONTHLY PREMIUM - MAY	419.53
107452	05/18/2021	06240	BOWMAC / RSI, INC.	CIM SIMULATION BASED CP COURSE	4,394.45
107453	05/18/2021	03486	BUBERL BLACK DIRT INC	SCREENED SWEEPING DISPOSAL	144.00
107454	05/18/2021	06030	CENTENNIAL FLOORING	PROJ 21-08 FLOORING INSTALL PD	8,400.00
107455	05/18/2021	00003	ESCROW REFUND	ESCROW REL MN UTILITIES-223 LARPENTE	360.00
107456	05/18/2021	05372	FERRELLGAS	PROPANE EMTF	5,008.50
107457	05/18/2021	06242	FOBBE ELECTRIC, INC.	TEMP DORM ROOMS @ GLADSTONE FD	3,540.00
107458	05/18/2021	00531	FRA-DOR INC.	BLACK DIRT - ROSELAWN & W KENWOOD	720.00
107459	05/18/2021	06009	HEALTHCALL, LLC	COMMUNITY PARAMEDIC SOFTWARE-MAR	920.00
	05/18/2021	06009	HEALTHCALL, LLC	COMMUNITY PARAMEDIC SOFTWARE-APR	920.00
107460	05/18/2021	05533	KIRVIDA FIRE	REPAIRS TO E313 WATER PUMP LEAK	261.88
107461	05/18/2021	00827	LMCIT	CLAIM DEDUCTIBLE 00453412 (20/21)	1,713.99
107462	05/18/2021	05562	LINN INVESTMENT PROPERTIES LLC	FINAL ESCROW REL 223 LARPENTEUR	10,000.00
	05/18/2021	05562	LINN INVESTMENT PROPERTIES LLC	ESCROW RELEASE 223 LARPENTEUR	5,000.00
107463	05/18/2021	00917	MACQUEEN EMERGENCY	FIRE DEX H41 QUILTED HOODS	1,685.54
	05/18/2021	00917	MACQUEEN EMERGENCY	GLOBE BOOTS	482.21
107464	05/18/2021	01088	MN POLLUTION CONTROL AGENCY	HAZARDOUS WASTE ANNUAL FEE (2020 W	287.79
107465	05/18/2021	05804	NM CLEAN 1, LLC	VEHICLE WASHES - APRIL	12.99
107466	05/18/2021	00001	ONE TIME VENDOR	REIMB M DRAGICH - SPRINKLER SYS	343.31
107467	05/18/2021	00001	ONE TIME VENDOR	REFUND T HALL - ACTIVENET PROG	55.00
107468	05/18/2021	05121	OTTO ENVIRONMENTAL SYS NA INC	TRASH CARTS - SOLID WASTE PROG	27,734.80
107469	05/18/2021	05918	PERKINS + WILL INC.	PONDS AT BATTLE CREEK PLAN	5,893.00
107470	05/18/2021	06238	QUALITY DRYWALL MIDWEST INC.	DRYWALL CONSTRUCTION - FINAL	10,815.00
107471	05/18/2021	04207	STRYKER SALES CORP.	SOFTWARE FOR CARDIAC MONITOR PROG	1,530.00
	05/18/2021	04207	STRYKER SALES CORP.	COMMUNITY PARAMEDIC SOFTWARE-MAY	882.00
107472	05/18/2021	05921	TRACKER	DEBT PORTFOLIO SUB	6,900.00
	05/18/2021	05921	TRACKER	INVESTMENT PORTFOLIO SUB 06/1/21-22	3,540.00
107473	05/18/2021	05663	TRANS UNION LLC	CREDIT REPORTING SERVICE - APRIL	60.00
107474	05/18/2021	05842	MIKE TURNBULL	FIRE MARSHAL SERVICES 01/20 - 01/25	696.00
	34 Chec	ks in this	report.		160,658.69

34 Checks in this report.

CITY OF MAPLEWOOD Disbursements via Debits to Checking account

Settlement			
<u>Date</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
5/3/2021	Delta Dental	Dental Premium	1,730.65
5/3/2021	Empower - State Plan	Deferred Compensation	26,548.00
5/3/2021	MN State Treasurer	Drivers License/Deputy Registrar	28,385.78
5/4/2021	MN State Treasurer	Drivers License/Deputy Registrar	18,974.51
5/5/2021	MN State Treasurer	Drivers License/Deputy Registrar	83,832.40
5/6/2021	MN State Treasurer	Drivers License/Deputy Registrar	79,138.84
5/7/2021	MN Dept of Natural Resources		1,152.50
5/7/2021	MN State Treasurer	Drivers License/Deputy Registrar	55,151.42
5/7/2021	Optum Health	DCRP & Flex plan payments	1,064.66
5/10/2021	Delta Dental	Dental Premium	3,353.01
5/10/2021	MN State Treasurer	Drivers License/Deputy Registrar	51,548.15
5/11/2021	MN State Treasurer	Drivers License/Deputy Registrar	54,302.83
5/11/2021	MN State Treasurer	State Payroll Tax	200.00
5/12/2021	MN State Treasurer	Drivers License/Deputy Registrar	82,748.60
5/13/2021	MN State Treasurer	Drivers License/Deputy Registrar	71,428.70
5/14/2021	MN Dept of Natural Resources	DNR electronic licenses	1,312.49
5/14/2021	MN State Treasurer	Drivers License/Deputy Registrar	33,967.37
5/14/2021	MN State Treasurer	State Payroll Tax	25,373.03
5/14/2021	Optum Health	DCRP & Flex plan payments	624.20
5/14/2021	P.E.R.A.	P.E.R.A.	134,074.82
5/14/2021	U.S. Treasurer	Federal Payroll Tax	107,993.80
5/14/2021	US Bank VISA One Card*	Purchasing card items	40,415.53
			000 004 00
			903,321.29

^{*}Detailed listing of VISA purchases is attached.

Purchasing Card Items

Purchasing Card Items					
			Transaction		
Transaction Date			Amount	Name	
04/23/2021	04/26/2021	OFFICE DEPOT #1090	\ · · /	REGAN BEGGS	
04/23/2021	04/26/2021		· ·	REGAN BEGGS	
04/30/2021	05/05/2021		· ·	REGAN BEGGS	
04/23/2021	04/26/2021	THE HOME DEPOT #2801	. ,	BRIAN BIERDEMAN	
04/27/2021	04/28/2021	AMZN MKTP US*3C0462RC3	•	NEIL BRENEMAN	
04/27/2021	04/28/2021	DISPLAYS2GO		NEIL BRENEMAN	
04/27/2021	04/28/2021	DISPLAYS2GO		NEIL BRENEMAN	
04/27/2021	04/28/2021	AMZN MKTP US*RE2HZ6DN3	\$128.52	NEIL BRENEMAN	
04/30/2021	05/03/2021	SITEONE LANDSCAPE SUPPLY,	\$120.03	NEIL BRENEMAN	
04/23/2021	04/26/2021	THE HOME DEPOT #2801	\$62.96	TROY BRINK	
04/28/2021	04/30/2021	CEMSTONE - EAGAN	\$468.97	TROY BRINK	
04/29/2021	05/03/2021	THE HOME DEPOT #2801	\$38.94	TROY BRINK	
05/05/2021	05/06/2021	TARGET 00011858	\$9.98	EMILY BURT-MCGREGOR	
04/23/2021	04/26/2021	J H LARSON ELECTRICAL COM	\$93.92	SCOTT CHRISTENSON	
04/23/2021	04/26/2021	J H LARSON ELECTRICAL COM	\$83.60	SCOTT CHRISTENSON	
04/24/2021	04/26/2021	THE TRANE COMPANY	\$1,680.00	SCOTT CHRISTENSON	
04/27/2021	04/28/2021	MINNESOTA AIR OAKDALE	\$25.00	SCOTT CHRISTENSON	
05/03/2021	05/05/2021	MIDWEST MECHANICAL SOLUTI		SCOTT CHRISTENSON	
05/03/2021	05/06/2021	TWIN CITY FILTER SERVICE	· · · · · · · · · · · · · · · · · · ·	SCOTT CHRISTENSON	
04/29/2021	04/30/2021	EVEREST EMERGENCY VEHICLE		SHAWN CONWAY	
04/23/2021	04/26/2021	SPARTAN PROMOTIONAL GROU	·	THOMAS DABRUZZI	
04/23/2021	04/26/2021	SPARTAN PROMOTIONAL GROU		THOMAS DABRUZZI	
05/04/2021	05/05/2021	USPS PO 2683450015		THOMAS DABRUZZI	
05/03/2021	05/04/2021	RELIAS LEARNING LLC	•	RICHARD DAWSON	
05/04/2021	05/05/2021	CORT FURNITURE RENTAL	•	RICHARD DAWSON	
04/23/2021	04/26/2021	BCA TRAINING EDUCATION	•	MICHAEL DUGAS	
05/01/2021	05/03/2021	TARGET 00012443	•	ANDREW ENGSTROM	
05/06/2021	05/07/2021	BATTERIES PLUS - #0031	•	ANDREW ENGSTROM	
04/26/2021	04/27/2021	THOMSON WEST*TCD	· ·	CASSIE FISHER	
04/26/2021	04/27/2021	CINTAS CORP	·	CASSIE FISHER	
04/29/2021	04/30/2021	CINTAS CORP	•	CASSIE FISHER	
05/05/2021	05/06/2021	LANGUAGE LINE	· ·	CASSIE FISHER	
05/06/2021	05/07/2021	CINTAS CORP	•	CASSIE FISHER	
04/23/2021	04/26/2021	COMCAST CABLE COMM	·	MYCHAL FOWLDS	
04/23/2021	04/26/2021	CAN*CANONFINANCIAL CFS	· ·	MYCHAL FOWLDS	
04/23/2021	04/26/2021	CAN*CANONFINANCIAL CFS		MYCHAL FOWLDS	
04/23/2021	04/26/2021	TMOBILE*POSTPAID TEL	· · · · · · · · · · · · · · · · · · ·	MYCHAL FOWLDS	
04/26/2021	04/27/2021	TMOBILE*POSTPAID TEL	•	MYCHAL FOWLDS	
04/28/2021	04/29/2021	WEB*NETWORKSOLUTIONS	•	MYCHAL FOWLDS	
05/03/2021	05/04/2021	COMCAST CABLE COMM	•	MYCHAL FOWLDS	
05/03/2021	05/04/2021	CITY OF MAPLEWOOD	· · · · · · · · · · · · · · · · · · ·	MYCHAL FOWLDS	
05/04/2021	05/05/2021	ZOHO-ANALYTICS	·	MYCHAL FOWLDS	
05/06/2021	05/03/2021	BESTBUYCOM806453635754	· · · · · · · · · · · · · · · · · · ·	MYCHAL FOWLDS	
05/06/2021	05/07/2021	BESTBUYCOM806453635754	· · · · · · · · · · · · · · · · · · ·	MYCHAL FOWLDS	
05/06/2021	05/07/2021	BESTBUYCOM806453635754	· · · · · · · · · · · · · · · · · · ·	MYCHAL FOWLDS	
05/06/2021	05/07/2021	VZWRLSS*APOCC VISB	· ·	MYCHAL FOWLDS	
	05/07/2021	IDU*INSIGHT PUBLIC SEC	. ,	NICK FRANZEN	
05/06/2021 05/06/2021	05/07/2021	PAYPAL *SARLMOBATEK	·	NICK FRANZEN	
		MENARDS OAKDALE MN		CAROLE GERNES	
04/26/2021 04/27/2021	04/28/2021	THE HOME DEPOT #2801		CAROLE GERNES	
	04/29/2021	MENARDS OAKDALE MN	· ·		
04/27/2021	04/30/2021		· · · /	CAROLE GERNES	
04/28/2021	04/29/2021	AMZN MKTP US*AR8NP18X3	\$175.00	ALEX GERONSIN	

04/23/2021	04/26/2021	THE HOME DEPOT #2801	·	GARY HINNENKAMP
04/29/2021	04/30/2021	LTG POWER EQUIPMENT	•	GARY HINNENKAMP
05/04/2021	05/06/2021	GRUBER'S POWER EQUIPMENT	•	GARY HINNENKAMP
05/05/2021	05/06/2021	SITEONE LANDSCAPE SUPPLY,	•	GARY HINNENKAMP
05/04/2021	05/06/2021	THE HOME DEPOT #2801	•	DAVID JAHN
04/29/2021	05/03/2021	DEPARTMENT OF LABOR AND I	· ·	RANDY JOHNSON
05/03/2021	05/04/2021	SHRED-IT USA LLC	•	LOIS KNUTSON
04/27/2021	04/28/2021	IN *ARROWHEAD SCIENTIFIC	•	JASON KUCHENMEISTER
04/27/2021	04/28/2021	IN *EMCASA WEST, LLC	•	JASON KUCHENMEISTER
04/28/2021	05/03/2021	SIRCHIE FINGER PRINT LABO	*	JASON KUCHENMEISTER
05/04/2021	05/07/2021	OFFICE DEPOT #1090		CHING LO
05/04/2021	05/07/2021	OFFICE DEPOT #1090	·	CHING LO
04/28/2021	04/29/2021	MEHA	•	MIKE MARTIN
04/30/2021	05/03/2021	OAKDALE RENTAL CENTER	·	JASON MLODZIK
04/24/2021	04/26/2021	AIRGAS USA, LLC	\$536.30	MICHAEL MONDOR
04/26/2021	04/27/2021	ASPEN MILLS	\$480.04	MICHAEL MONDOR
04/28/2021	04/29/2021	ASPEN MILLS	\$861.96	MICHAEL MONDOR
05/01/2021	05/03/2021	AIRGAS USA, LLC	\$71.94	MICHAEL MONDOR
05/01/2021	05/03/2021	AIRGAS USA, LLC	\$93.21	MICHAEL MONDOR
05/04/2021	05/06/2021	IN *MARIE RIDGEWAY LICSW,	\$150.00	MICHAEL MONDOR
04/28/2021	04/29/2021	CINTAS CORP	\$108.58	BRYAN NAGEL
04/28/2021	04/29/2021	CINTAS CORP	\$104.37	BRYAN NAGEL
04/28/2021	04/29/2021	CINTAS CORP	\$12.75	BRYAN NAGEL
04/28/2021	04/29/2021	CINTAS CORP	\$59.17	BRYAN NAGEL
04/28/2021	04/29/2021	CINTAS CORP	\$16.35	BRYAN NAGEL
05/05/2021	05/06/2021	CINTAS CORP	\$123.57	BRYAN NAGEL
05/05/2021	05/06/2021	CINTAS CORP	\$151.10	BRYAN NAGEL
05/05/2021	05/06/2021	CINTAS CORP	\$16.35	BRYAN NAGEL
05/05/2021	05/06/2021	CINTAS CORP	\$35.35	BRYAN NAGEL
05/05/2021	05/06/2021	CINTAS CORP	\$12.75	BRYAN NAGEL
05/06/2021	05/07/2021	CINTAS CORP	\$73.95	BRYAN NAGEL
04/25/2021	04/26/2021	BLAUER MANUFACTURING	\$148.49	MICHAEL NYE
04/28/2021	04/29/2021	5.11, INC.	\$79.99	MICHAEL NYE
05/04/2021	05/05/2021	MINNESOTA STATE COLLEGES	\$750.00	MICHAEL NYE
05/04/2021	05/05/2021	STREETCOP	\$299.00	MICHAEL NYE
05/04/2021	05/05/2021	AMZN MKTP US*2L0M87AY1	\$20.88	MICHAEL NYE
05/04/2021	05/06/2021	COLUMBIA BOOKS. INC.	\$595.00	MICHAEL NYE
04/22/2021	04/26/2021	AN FORD WHITE BEAR LAK		STEVEN PRIEM
04/23/2021	04/26/2021	METRO PRODUCTS INC	·	STEVEN PRIEM
04/26/2021	04/27/2021	ZIEGLER INC COLUMBUS	\$135.08	STEVEN PRIEM
04/27/2021	04/28/2021	0391-AUTOPLUS	·	STEVEN PRIEM
04/27/2021	04/28/2021	BERGER TRANSFER &STORAGE	\$520.12	STEVEN PRIEM
04/27/2021	04/28/2021	MIDWAY FORD COMPANY	·	STEVEN PRIEM
04/28/2021	04/29/2021	SQ *GLASS-N-GO LLC	·	STEVEN PRIEM
04/28/2021	04/30/2021	NORTHERN TOOL+EQUIP	·	STEVEN PRIEM
04/28/2021	04/30/2021	AN FORD WHITE BEAR LAK	· ·	STEVEN PRIEM
04/29/2021	04/30/2021	CARPENTERS SMALL ENG	·	STEVEN PRIEM
04/29/2021	05/03/2021	NUSS TRUCK & EQUIPMENT		STEVEN PRIEM
04/30/2021	05/03/2021	FASTENAL COMPANY 01MNT11	*	STEVEN PRIEM
04/30/2021	05/03/2021	0391-AUTOPLUS		STEVEN PRIEM
04/30/2021	05/03/2021	TERMINAL SUPPLY TROY 1	·	STEVEN PRIEM
04/30/2021	05/03/2021	TRI-STATE BOBCAT	•	STEVEN PRIEM
05/03/2021	05/04/2021	BERGER TRANSFER &STORAGE	·	STEVEN PRIEM
05/04/2021	05/05/2021	POMP S TIRE #021	·	STEVEN PRIEM
05/04/2021	05/05/2021	MTI	·	STEVEN PRIEM
30/07/2021	30/00/2021		Ψτ∠τ.ΙΙ	O

05/05/2021	05/06/2021	FLEET FARM 2700	\$86.20	STEVEN PRIEM
05/05/2021	05/07/2021	MINNESOTA OCCUPATIONAL	\$586.20	TERRIE RAMEAUX
04/23/2021	04/26/2021	AMZN MKTP US*SC45V7ND3	\$170.62	MICHAEL RENNER
05/05/2021	05/07/2021	AMZN MKTP US*1K9MK6HQ3	\$48.45	MICHAEL RENNER
04/28/2021	04/30/2021	ON SITE SANITATION INC	(\$48.00)	AUDRA ROBBINS
04/30/2021	05/03/2021	ON SITE SANITATION INC	\$34.28	AUDRA ROBBINS
05/04/2021	05/06/2021	MENARDS MAPLEWOOD MN	\$36.90	AUDRA ROBBINS
05/05/2021	05/06/2021	DALCO ENTERPRISES	\$405.50	AUDRA ROBBINS
05/05/2021	05/06/2021	CINTAS CORP	\$69.02	AUDRA ROBBINS
05/06/2021	05/07/2021	TRI-STATE BOBCAT	\$1,540.00	AUDRA ROBBINS
04/22/2021	04/26/2021	MENARDS MAPLEWOOD MN	\$24.19	ROBERT RUNNING
05/04/2021	05/05/2021	ICMA ONLINE	\$75.00	MIKE SABLE
04/23/2021	04/26/2021	THE HOME DEPOT #2801	\$26.48	JASON SAKRY
04/28/2021	04/30/2021	MENARDS OAKDALE MN	\$33.98	JASON SAKRY
04/23/2021	04/26/2021	EMERGENCY AUTOMOTIVE TE	\$1,383.38	MICHAEL SHORTREED
04/23/2021	04/26/2021	AWARDS BY HAMMOND	\$334.00	MICHAEL SHORTREED
04/26/2021	04/28/2021	CARIBOU COFFEE CO #155		MICHAEL SHORTREED
04/26/2021	04/28/2021	CARIBOU COFFEE CO #155	\$120.17	MICHAEL SHORTREED
04/27/2021	04/28/2021	CUB FOODS #1599	\$48.09	MICHAEL SHORTREED
04/28/2021	04/29/2021	CUB FOODS #1599	\$9.99	MICHAEL SHORTREED
04/28/2021	04/30/2021	PANERA BREAD #601305 P		MICHAEL SHORTREED
04/29/2021	04/30/2021	CUB FOODS #1599		MICHAEL SHORTREED
04/29/2021	05/03/2021	PANERA BREAD #601305 P		MICHAEL SHORTREED
05/03/2021	05/04/2021	EMERGENCY AUTOMOTIVE TE		MICHAEL SHORTREED
05/03/2021	05/04/2021	RADCO-OAKDALE		MICHAEL SHORTREED
05/06/2021	05/07/2021	TST* TONO PIZZERIA + CHEE		JOSEPH STEINER
05/06/2021	05/07/2021	OAKDALE RENTAL CENTER		JEFF WILBER
04/26/2021	04/27/2021	LIFE ASSIST INC		ERIC ZAPPA
04/26/2021	04/27/2021	LIFE ASSIST INC	· ·	ERIC ZAPPA
04/27/2021	04/30/2021	BOUND TREE MEDICAL LLC		ERIC ZAPPA
04/27/2021	04/30/2021	BOUND TREE MEDICAL LLC	•	ERIC ZAPPA
04/28/2021	04/30/2021	BOUND TREE MEDICAL LLC		ERIC ZAPPA
05/03/2021	05/04/2021	LIFE ASSIST INC		ERIC ZAPPA
05/04/2021	05/05/2021	LIFE ASSIST INC		ERIC ZAPPA
05/05/2021	05/06/2021	LIFE ASSIST INC	•	ERIC ZAPPA
05/05/2021	05/06/2021	LIFE ASSIST INC	•	ERIC ZAPPA
05/05/2021	05/07/2021	BOUND TREE MEDICAL LLC	\$826.65	ERIC ZAPPA

40,415.53

CITY OF MAPLEWOOD EMPLOYEE GROSS EARNINGS REPORT FOR THE CURRENT PAY PERIOD

Exp Reimb, Severance, Conversion

				Conversion
CHECK #	CHECK DATE	EMPLOYEE NAME	AMOUNT	incl in Amount
	05/14/21	ABRAMS, MARYLEE	560.80	
	05/14/21	CAVE, REBECCA	493.60	
	05/14/21	JUENEMANN, KATHLEEN	493.60	
	05/14/21	KNUTSON, WILLIAM	493.60	
	05/14/21	VILLAVICENCIO, NICHOLE	493.60	
	05/14/21	COLEMAN, MELINDA	6,835.20	
	05/14/21	KNUTSON, LOIS	3,403.95	
	05/14/21	SABLE, MICHAEL	5,556.13	
	05/14/21	CHRISTENSON, SCOTT	2,443.53	
	05/14/21	DOUGLASS, TOM	2,830.56	
	05/14/21	JAHN, DAVID	2,322.08	
	05/14/21	HERZOG, LINDSAY	2,902.81	
	05/14/21	RAMEAUX, THERESE	3,766.82	
	05/14/21	DEBILZAN, JUDY	2,590.49	
	05/14/21	PAULSETH, ELLEN	5,912.55	
	05/14/21	RACETTE, THOMAS	2,601.07	
	05/14/21	RUEB, JOSEPH	4,596.11	
	05/14/21	STANLEY, JENNIFER	3,507.40	
	05/14/21	ARNOLD, AJLA	1,658.42	
	05/14/21	BEGGS, REGAN	2,314.59	
	05/14/21	DAHL, LOLA	1,026.00	
	05/14/21	EVANS, CHRISTINE	2,439.21	
	05/14/21	LARSON, MICHELLE	2,316.89	
	05/14/21	SINDT, ANDREA	3,941.09	
	05/14/21	ABRAHAM, JOSHUA	2,685.79	
	05/14/21	AMAH-CLARKE, ALFREDA	1,916.80	
	05/14/21	HANSON, MELISSA	2,107.20	
	05/14/21	HOCKBEIN, JUDY	1,176.34	
	05/14/21	KRAMER, PATRICIA	1,317.32	
	05/14/21	MOY, PAMELA	2,090.87	136.08
	05/14/21	OLSON, THOMAS	1,856.00	
	05/14/21	OSTER, ANDREA	2,323.82	
	05/14/21	VITT, JULIANNE	1,203.48	
	05/14/21	WEAVER, KRISTINE	3,499.76	
	05/14/21	WINKELMAN, JULIA	1,316.60	
	05/14/21	ALDRIDGE, MARK	3,771.71	
	05/14/21	BAKKE, LONN	3,882.48	
	05/14/21	BARTZ, PAUL	37.50	
	05/14/21	BELDE, STANLEY	4,639.20	
	05/14/21	BENJAMIN, MARKESE	3,587.80	
	05/14/21	BERGERON, ASHLEY	3,413.86	
	05/14/21	BIERDEMAN, BRIAN	4,893.22	
	05/14/21	BROWN, RAE	2,287.87	
	05/14/21	BURT-MCGREGOR, EMILY	3,627.54	
	05/14/21	BUSACK, DANIEL	7,090.83	2,197.61
	05/14/21	COLEMAN, ALEXANDRA	2,114.50	

05/14/21	CONDON, MITCHELL	3,046.95
05/14/21	CRUZ, TREANA	2,287.87
05/14/21	DEMULLING, JOSEPH	4,212.97
05/14/21	DUGAS, MICHAEL	4,378.49
05/14/21	FISHER, CASSANDRA	2,923.23
05/14/21	FORSYTHE, MARCUS	4,945.02
05/14/21	FRITZE, DEREK	4,265.39
05/14/21	GABRIEL, ANTHONY	3,871.66
05/14/21	GEISELHART, BENJAMIN	2,418.48
05/14/21	HAWKINSON JR, TIMOTHY	3,637.80
05/14/21	HELLE, KERRY	4,839.20
05/14/21	HENDRICKS, JENNIFER	2,119.20
05/14/21	HER, PHENG	3,587.80
05/14/21	HOADLEY, JOSHUA	72.50
05/14/21	HOEMKE, MICHAEL	387.05
05/14/21	KANDA, MADELINE	2,670.11
05/14/21	KHAREL, RAM	261.00
05/14/21	KIM, WINSTON	3,209.33
05/14/21	KONG, TOMMY	3,686.38
05/14/21	KORAN, MARIE	2,103.39
05/14/21	KROLL, BRETT	3,839.29
05/14/21	KUCHENMEISTER, JASON	1,986.40
05/14/21	LANGNER, TODD	4,301.50
05/14/21	LENERTZ, NICHOLAS	3,604.03
05/14/21	LYNCH, KATHERINE	3,515.90
05/14/21	MARINO, JASON	3,924.62
05/14/21	MCCARTY, GLEN	3,849.62
05/14/21	MICHELETTI, BRIAN	4,922.19
05/14/21	MURRAY, RACHEL	4,144.05
05/14/21	NADEAU, SCOTT	5,992.05
05/14/21	NYE, MICHAEL	5,634.92
05/14/21	OLSON, JULIE	4,675.08
05/14/21	PARKER, JAMES	3,787.01
05/14/21	PASDO, JOSEPH	72.50
05/14/21	PEREZ, GUSTAVO	3,074.69
05/14/21	PETERS, DANIEL	3,323.78
05/14/21	SALCHOW, CONNOR	2,829.59
05/14/21	SANCHEZ, ISABEL	2,287.87
05/14/21	SAW, JEFFRY	116.00
05/14/21	SHEA, STEPHANIE	2,307.19
05/14/21	SHORTREED, MICHAEL	5,157.79
05/14/21	SPARKS, NICOLLE	3,148.81
05/14/21	STARKEY, ROBERT	3,494.25
05/14/21	STEINER, JOSEPH	5,036.84
05/14/21	STOCK, AUBREY	2,966.56
05/14/21	SWETALA, NOAH	3,217.57
05/14/21	TAUZELL, BRIAN	4,278.39
05/14/21	THAO, JAY	174.00
05/14/21	THIENES, PAUL	5,108.03
05/14/21	WENZEL, JAY	3,686.38
05/14/21	WEINZEL, JA I WIETHORN, AMANDA	3,355.46
05/14/21	XIONG, KAO	3,653.52
05/14/21	XIONG, RAO XIONG, TUOYER	2,996.95
05/14/21	ZAPPA, ANDREW	3,494.25
03/17/41	LAITA, ANDRE W	J, T ZĦ.∠J

05/14/21	BARRETTE, CHARLES	4,388.43	
05/14/21	BAUMAN, ANDREW	3,540.92	
05/14/21	BEITLER, NATHAN	3,501.98	
05/14/21	CAMPBELL, MACLANE	2,752.58	
05/14/21	CONWAY, SHAWN	4,471.96	
05/14/21	CRAWFORD JR, RAYMOND	3,475.46	
05/14/21	CRUMMY, CHARLES	3,581.66	
05/14/21	DABRUZZI, THOMAS	4,304.72	
05/14/21	DANLEY, NICHOLAS	3,776.12	
05/14/21	DAVISON, BRADLEY	4,436.54	
05/14/21	DAWSON, RICHARD	5,799.67	
05/14/21	HAGEN, MICHAEL	3,910.34	
05/14/21	HALWEG, JODI	5,139.02	
05/14/21	HAWTHORNE, ROCHELLE	3,808.78	
05/14/21	KUBAT, ERIC	4,833.67	
05/14/21	LANDER, CHARLES	3,517.02	
05/14/21	LANIK, JAKE	3,215.36	
05/14/21	LO, CHING	1,554.42	
05/14/21	LUKIN, STEVEN	1,880.00	
05/14/21	MALESKI, MICHAEL	3,917.49	
05/14/21	MCGEE, BRADLEY	4,222.50	91.00
05/14/21	MERKATORIS, BRETT	4,764.77	
05/14/21	MONDOR, MICHAEL	5,474.97	
05/14/21	NEILY, STEVEN	4,079.66	
05/14/21	NIELSEN, KENNETH	3,462.14	
05/14/21	NOVAK, JEROME	4,626.35	
05/14/21	POWERS, KENNETH	3,624.54	
05/14/21	SEDLACEK, JEFFREY	4,371.72	
05/14/21	STREFF, MICHAEL	3,599.07	
05/14/21	WARDELL, JORDAN	3,764.31	
05/14/21	WILLIAMSON, MICHAEL	2,847.39	
05/14/21	ZAPPA, ERIC	3,624.53	
05/14/21	CORTESI, LUANNE	2,316.89	
05/14/21	JANASZAK, MEGHAN	3,175.14	
05/14/21	BRINK, TROY	2,903.50	
05/14/21	BUCKLEY, BRENT	2,635.99	
05/14/21	EDGE, DOUGLAS	2,671.92	
05/14/21	JONES, DONALD	2,660.61	
05/14/21	MEISSNER, BRENT	2,635.99	
05/14/21	MLODZIK, JASON	2,176.09	
05/14/21	NAGEL, BRYAN	4,631.80	
05/14/21	OSWALD, ERICK	2,667.94	
05/14/21	RUNNING, ROBERT	2,913.50	
05/14/21	TEVLIN, TODD	2,648.30	
05/14/21	ZAHNOW, LANCE	2,158.60	
05/14/21	BURLINGAME, NATHAN	3,278.40	
05/14/21	DUCHARME, JOHN	3,343.02	
05/14/21	ENGSTROM, ANDREW	3,338.40	
05/14/21	JAROSCH, JONATHAN	4,508.31	
05/14/21	LINDBLOM, RANDAL	3,343.02	
05/14/21	LOVE, STEVEN	6,091.22	
05/14/21	STRONG, TYLER	3,032.00	
05/14/21	ZIEMAN, SCOTT	80.00	
05/14/21	GERNES, CAROLE	2,767.39	
03/17/21	SERVED, CHROLL	2,101.37	

05/14/21	HAYS, TAMARA	2,505.65	
05/14/21	HINNENKAMP, GARY	2,880.62	
05/14/21	NAUGHTON, JOHN	2,784.67	
05/14/21	ORE, JORDAN	2,633.69	
05/14/21	SAKRY, JASON	2,394.49	
05/14/21	STOKES, KAL	2,130.70	
05/14/21	HAMMOND, ELIZABETH	1,980.59	
05/14/21	JOHNSON, ELIZABETH	2,340.99	
05/14/21	JOHNSON, RANDY	4,462.88	
05/14/21	KROLL, LISA	2,319.20	
05/14/21	KUCHENMEISTER, GINA	2,285.60	
05/14/21	THOMSON, JEFFREY	5,145.50	
05/14/21	FINWALL, SHANN	4,411.65	
05/14/21	MARTIN, MICHAEL	4,221.93	
05/14/21	DREWRY, SAMANTHA	2,885.79	
05/14/21	LENTZ, DANIEL	2,860.00	
05/14/21	WESTLUND, RONALD	2,343.39	
05/14/21	WELLENS, MOLLY	3,328.46	
05/14/21	REININGER, RUSSELL	2,750.60	
05/14/21	BJORK, BRANDON	168.00	
05/14/21	BRENEMAN, NEIL	3,272.61	
05/14/21	LO, SATHAE	236.50	
05/14/21	ROBBINS, AUDRA	4,817.58	
05/14/21	BERGO, CHAD	3,787.41	
05/14/21	SCHMITZ, KEVIN	2,384.50	
05/14/21	SHEERAN JR, JOSEPH	4,274.79	
05/14/21	ADAMS, DAVID	3,737.54	
05/14/21	HAAG, MARK	2,905.81	
05/14/21	JENSEN, JOSEPH	2,533.69	
05/14/21	SCHULTZ, SCOTT	4,601.89	
05/14/21	WILBER, JEFFREY	2,693.03	
05/14/21	COUNTRYMAN, BRENDA	1,760.00	
05/14/21	SMITH, CATHERINE	351.50	
05/14/21	PRIEM, STEVEN	2,965.41	
05/14/21	WOEHRLE, MATTHEW	2,921.08	
05/14/21	XIONG, BOON	2,596.89	
05/14/21	FOWLDS, MYCHAL	4,900.18	
05/14/21	FRANZEN, NICHOLAS	4,735.64	
05/14/21	GERONSIN, ALEXANDER	3,199.64	
05/14/21	RENNER, MICHAEL	2,808.40	
		611,786.10	2,424.69

CITY COUNCIL STAFF REPORT

Meeting Date May 24, 2021

REPORT TO:	Melinda Coleman			
REPORT FROM:	Ellen Paulseth, Finance Director			
PRESENTER:	Ellen Paulseth, Finance Director			
AGENDA ITEM:	Financial Report for the Month Ended April 30, 2021			
Action Requested: Form of Action:	☐ Motion ☐ Resolution	✓ Discussion ☐ Ordinance	☐ Public Hearing ☐ Contract/Agreement	☐ Proclamation
•	•	•	t Council meetings, in adand interested parties.	dition to the emailed
Recommended Acti	on:			
No action is required.				
Fiscal Impact:				
ls There a Fiscal Imp	act? ✔ No 🛚	Yes, the true or	estimated cost is N/A	
Financing source	. ,	d Budget □ Bu Reserves □ Otl	· ·	ew Revenue Source
Strategic Plan Relev	/ance:			
✓ Financial Sustainal✓ Operational Effection	•	tegrated Commuonmunity Inclus	9	Redevelopment ture & Asset Mgmt.
Financial reports are all areas of the strate	•	communication a	nd transparency; however	r, the budget covers
<u>Background</u>				
Council members rec	eive an emailed	financial report	on a monthly basis, in add	ition to the council

meeting report. The council meeting report allows greater access of the information to the public. This report includes the monthly investment and General Fund budget report for the month ended

Attachments

1. Financial Report for the Month Ended April 30, 2021

April 30, 2021. Notes to the financial report precede the report.

Notes to Financial Report for Month Ended April 30, 2021

Investments

- Investment portfolio meets investment policy parameters for diversification by security sector and maturity range.
- Portfolio yield to maturity is .99%, up slightly from the previous month of .97%.
- Interest earnings exceed budget year-to-date expectations at 35.4% of the year.

General Fund Budget

Revenues

- The County settles Property taxes in two main installments, July and December;
- Licenses and Permits exceed budget expectations for the year and in comparison with the prior year at this time, due to continued robust building permit activity.
- Charges for services are still slightly below budget year-to-date. DMV charges are at 25%, including drivers' license fees which are now combined in the same account;
- Most intergovernmental revenue arrives in the second half of the year. Therefore, this report does not reflect most intergovernmental revenue expected.
- Investment earnings are negative due to an annual reversing entry to convert the investment portfolio from market value back to book value on January 1. This is normal and will work its way out by mid-year. We expect interest earnings to exceed budget for the year.
- Total revenues are at 4.8% of budget for the year, due in part to the payment dates of property taxes. Total revenue is below prior year levels at the same period, mostly due to the market value entry for interest earnings. Revenues are approximately as expected for this time of year.

Expenditures

- Departmental expenditures are at or below expected levels year-to-date.
- The DMV wages are slightly above normal because two additional lobby employees are paid through a federal Covid grant, which will offset the expenses.
- Total expenditures are at 29.9% for the year, with the budget expectation being 33.3% for April 30. This compares with 30.3% in the prior year.

Transfers In/Out

 Budgeted Transfers in from Enterprise Funds are complete for the year. There may be additional transfers as necessary throughout the year.

CITY COUNCIL STAFF REPORT

Meeting Date May 24, 2021

REPORT TO:	Melinda Coleman, City Manager			
REPORT FROM:	Ellen Paulseth, Finance Director			
PRESENTER:	Ellen Paulseth, Finance Director			
AGENDA ITEM:	Resolution Ac	dopting State Per	formance Measures	
Action Requested: Form of Action:	☐ Motion ✓ Resolution	☐ Discussion☐ Ordinance	☐ Public Hearing ☐ Contract/Agreement	☐ Proclamation
			tion in the State Performa 3 for participating in 2021.	
Recommended Acti		dopt the State Pe	erformance Measures for 2	2021.
Fiscal Impact:				
Is There a Fiscal Imp	act? ✔ No 🏻 Ye	es, the true or es	timated cost is \$0.00	
Financing source	• •	ed Budget □ Bu f Reserves □ Ot	•	ew Revenue Source
Strategic Plan Relev	vance:			
✓ Financial Sustaina✓ Operational Effection	•	ntegrated Comm Community Inclus	•	d Redevelopment cture & Asset Mgmt
The City has included reimbursement for so			s strategic plan. This res	olution will allow
Background				
benchmarks for city a local government offi the community's opin eligible for a reimburs	and county opera cials in determin nion of those ser sement of \$0.14	ations. The Cour ning the efficacy ovices. Participati per capita in loca	ated by the 2010 Legislatuncil adopted standards to of city and county services on is voluntary; however, al government aid (not to ovable in 2022. The Leagu	aid taxpayers and s and to measure participants are exceed \$25,000)

summarized the reporting requirements and created a survey tool to help cities fulfill the citizen survey requirement. It will not be necessary to mail a formal survey. The League typically creates an on-line survey hosted by Survey Monkey, which allows the city to share the survey link with

residents on the city website, in the city newsletter and through social media. This year, the City can use the survey it already conducted.

Attachments

- 1. Model Performance Measures for Cities
- 2. Resolution Adopting State Performance Measures

Model Performance Measures for Cities

The following are the recommended model measures of performance outcomes for cities, with alternatives provided in some cases. Key output measures are also suggested for consideration by local city officials.

General:

- 1. Rating of the overall quality of services provided by your city (Citizen Survey: excellent, good, fair, poor)
- 2. Percent change in the taxable property market value
- 3. Citizens' rating of the overall appearance of the city (Citizen Survey: excellent, good, fair, poor)

Police Services:

4. Part I and II crime rates (Submit data as reported by the Minnesota Bureau of Criminal Apprehension. Part I crimes include murder, rape, aggravated assault, burglary, larceny, motor vehicle theft, and arson. Part II crimes include other assaults, forgery/counterfeiting, embezzlement, stolen property, vandalism, weapons, prostitution, other sex offenses, narcotics, gambling, family/children crime, D.U.I., liquor laws, disorderly conduct, and other offenses.)

OR

Citizens' rating of safety in their community (Citizen Survey: very safe, somewhat safe, neither safe nor unsafe, somewhat unsafe, very unsafe)

Output Measure:

Police response time (Time it takes on top priority calls from dispatch to the first officer on scene.)

Fire Services:

5. Insurance industry rating of fire services (The Insurance Service Office (ISO) issues ratings to Fire Departments throughout the country for the effectiveness of their fire protection services and equipment to protect their community. The ISO rating is a numerical grading system and is one of the primary elements used by the insurance industry to develop premium rates for residential and commercial businesses. ISO analyzes data using a Fire Suppression Rating Schedule (FSRS) and then assigns a Public Protection Classification from 1 to 10. Class 1 generally represents superior property fire protection and Class 10 indicates that the area's fire suppression program does not meet ISO's minimum criteria.)

OR

Citizens' rating of the quality of fire protection services (Citizen Survey: excellent, good, fair, poor)

Output Measure:

Fire response time (Time it takes from dispatch to apparatus on scene for calls that are dispatched as a possible fire).

Emergency Medical Services (EMS) response time (if applicable) (*Time it takes from dispatch to arrival of EMS*)

Streets:

6. Average city street pavement condition rating (Provide average rating and the rating system program/type. Example: 70 rating on the Pavement Condition Index (PCI))

OR

Citizens' rating of the road condition in their city (Citizen Survey: good condition, mostly good condition, many bad spots)

7. Citizens' rating the quality of snowplowing on city streets (Citizen Survey: excellent, good, fair, poor)

Water:

8. Citizens' rating of the dependability and quality of city water supply (centrally-provided system) (Citizen Survey: excellent, good, fair, poor)

Output Measure:

Operating cost per 1,000,000 gallons of water pumped/produced (centrally-provided system) (Actual operating expense for water utility / (total gallons pumped/1,000,000))

Sanitary Sewer:

9. Citizens' rating of the dependability and quality of city sanitary sewer service (centrally provided system) (Citizen Survey: excellent, good, fair, poor)

Output Measure:

Number of sewer blockages on city system per 100 connections (centrally provided system) (Number of sewer blockages on city system reported by sewer utility / (population/100))

Parks and Recreation:

10. Citizens' rating of the quality of city recreational programs and facilities (parks, trails, park buildings) (Citizen Survey: excellent, good, fair, poor)

RESOLUTION ADOPTING STATE PERFORMANCE MEASURES

WHEREAS, Benefits to the City of Maplewood for participation in the Minnesota Council on Local Results and Innovation's comprehensive performance measurement program are outlined in MS 6.91 and include eligibility for a reimbursement as set by State statute; and

WHEREAS, Any city or county participating in the comprehensive performance measurement program is also exempt from levy limits for taxes, if levy limits are in effect; and

WHEREAS, The City Council of Maplewood has adopted and implemented at least 10 of the performance measures, as developed by the Council on Local Results and Innovation, and a system to use this information to help plan, budget, manage and evaluate programs and processes for optimal future outcomes; and

NOW THEREFORE LET IT BE RESOLVED THAT, The City Council of Maplewood will continue to report the results of the performance measures to its citizenry by the end of the year through publication, direct mailing, posting on the city's website, or through a public hearing at which the budget and levy will be discussed and public input allowed.

BE IT FURTHER RESOLVED, The City Council of Maplewood will submit to the Office of the State Auditor the actual results of the performance measures adopted by the city/county.

CITY COUNCIL STAFF REPORT

Meeting Date May 24, 2021

Melinda Coleman, City Manager

REPORT TO:

REPORT FROM:	Samantha Drewry, Neighborhood Preservation Specialist				
	Michael Martin, AICP, Assistant Community Development Director				
PRESENTER:	Jeff Thomson,	Community Dev	/elopment Dii	rector	
AGENDA ITEM:	Release of a Request for Proposal – Code Compliance Abatement for Lawn Mowing				
Action Requested:	✓ Motion	☐ Discussion	□ Public H	earing	
Form of Action:	☐ Resolution	☐ Ordinance	☐ Contract	t/Agreement	☐ Proclamation
Policy Issue:					
Staff is seeking to iss provider for code com					
Recommended Acti	on:				
Motion to approve the compliance abatement		est for proposal fo	or a lawn mov	wing services	provider for code
Fiscal Impact:					
Is There a Fiscal Imp	act? ✔ No □	Yes, the true or	estimated co	ost is \$0.00	
Financing source(s): ☐ Adopted Budget ☐ Budget Modification ☐ New Revenue Source ☐ Use of Reserves ✔ Other: n/a					
Strategic Plan Relev	/ance:				
☐ Financial Sustainability ☐ Integrated Communication ☐ Targeted Redevelopment ☐ Community Inclusiveness ☐ Infrastructure & Asset Mgmt.					
Contracting with a law in a more timely fashi					g grass complaints
Background:					
Properties with long of City ordinance define inches in height on aveconducts an inspection and given a deadline	es long grass as overage. When a confirm the	grass, weeds, or long grass comp violation and the	non-native volaint is receive property ow	egetation tha red, code enf rner is then n	at exceed eight forcement staff otified of the issue

the long grass issue the current practice of code enforcement staff is to request a Public Works

crew to mow the offender's lawn. The costs of sending a city crew to the site is abated by assessing the costs to the property.

Moving forward, city staff is recommending that the city contract with lawn mowing service provider in order to be more effective in responding to long grass complaints. This will allow for a crew to be sent to a property in a timelier manner and it will not take a Public Works crew away from other work that needs to be completed. The costs of using a contracted lawn mowing service provider will continue to be assessed against the offending property.

The attached RFP calls for proposals to be submitted to the city by June 7, 2021. Staff intends to bring a contract with the top bidder to the City Council for its approval on June 28, 2021. The RFP calls for the contract to run through November 1, 2022.

Attachments:

1. Request for Proposal – Code Compliance Abatement for Lawn Mowing



CITY OF MAPLEWOOD REQUEST FOR PROPOSAL (RFP) CODE COMPLIANCE ABATEMENT FOR LAWN MOWING

I. Introduction:

The City of Maplewood is seeking a contractor for code compliance lawn mowing services and hereby requests a written proposal to perform nuisance lawn mowing abatement for both residential and commercial properties. The abatement includes the mowing of grass and weeds over eight inches in height. Abatement requests will be on a per site authorization basis from the Neighborhood Preservation Specialists.

II. Requested Services

The City of Maplewood receives and responds to complaints regarding long grass, weeds, or vegetation that exceeds eight inches in height on average. In some instances abatement is required for non-compliant properties. The City desires a contractor to supply mowing services for properties that fail to be mowed by the property owner after a notice of violation. An average of approximately 30 properties are cut per year. The selected contractor will be responsible for providing mowing services to the City of Maplewood for properties as requested by the Community Development Department during the 2021/2022 growing season.

III. Description of the Work to be Performed

The work includes mowing of all established grasses and vegetation (excluding shrubs, trees, heavily wooded areas, and reasonably maintained garden areas) at property(s) requested by the Neighborhood Preservation Specialists. Each property will be identified by address and parcel ID number with any special circumstances noted.

Job Expectations:

- The contractor will be expected to complete all jobs within four days of notification, weather permitting.
- The contractor must be able to receive requests via e-mail.
- The contractor's invoices will give a detailed description of the location (address and/or parcel number), date/s work was performed, and time work was performed rounded to the quarter hour in an itemized categorization of charges incurred within 15 days of performing the service.
- City reserves the right to withhold payment on all unauthorized work.

Requirements – The contractor must:

 Be prepared to complete a large number of mowing jobs in a timely manner on a per call basis.

City of Maplewood

Community Development 1902 County Road B East Maplewood, MN 55109 Office 651-249-2300 Fax 651-249-2309 www.maplewoodmn.gov

- Be able to handle some jobs consisting of extremely long grass/weeds.
- Have the equipment, personnel, and skills needed for cutting residential and commercial properties consisting of grass/weed heights over eight inches.
- Be capable of mowing ungraded lots or steep slopes.
- Identify possible hazards including garbage, debris, and miscellaneous junk that may be present in grass.
- Mow vegetation in and around structures (example: swing set), walks, trees, and fences to a neat appearance with grass height of 3.5 inches or less.
- Be capable of getting equipment through fence openings of a minimum of 30 inches to mow rear yards.
- Remove all trash and debris in the mowing area and ensure they are disposed of properly. Disposal costs may be separately itemized.
- Clear sidewalks, alleyways, or adjacent public right of ways of clippings following mowing.

IV. Contract Termination:

The City of Maplewood may, by written notice, and at any time, terminate the agreement if, in the judgment of the City, the contractor has failed to comply with the terms of the agreement. In the event of such termination, the contractor shall be entitled to payment for work performed through the date notice is delivered to Contractor. No sums shall be owed to the contractor for work performed after such notice is delivered.

Contractor acknowledges that this agreement is contingent upon sufficient budget allotments, and is subject, by written notice to Contractor, to restriction or cancellation if budget adjustments are deemed necessary by the City Council. In the event the contract is terminated due to such budget restructuring, Contractor shall be entitled to payment for work performed through the date notice is delivered to Contractor.

V. Bidder Qualifications and Proposals:

The City requests that contractors interested in submitting proposals:

- 1. Bid the following to provide all of the services described in the Proposal specification section of the RFP for the 2021/2022 growing season:
 - a. base mobilization rate for lots requiring less than one hour of service;
 - b. an hourly rate for abatements;
 - c. an hourly rate for abatements that exceed one hour; and
 - d. a rate for properties that may exceed grass height of three feet. **All prices are to be per cut.**
- Provide a certificate of liability insurance and automobile/mowing equipment insurance.
 The contractor(s) will need to name the City as additionally insured and meet the following liability limits if awarded a contract:



INSURANCE REQUIREMENTS

A. CERTIFICATE HOLDER:

City of Maplewood 1902 County Road B East Maplewood, MN 55109

B. GENERAL LIABILITY:

Limits:

- a. \$1,000,000 Per Occurrence
- b. \$1,000,000 Personal & Advertising Injury
- c. \$1,000,000 Products-Completed Operations Aggregate
- d. \$2,000,000 General Aggregate
- e. \$ 100,000 Fire Damage
- f. \$ 10,000 Medical Expense (Any one person)
- C. AUTOMOBILE LIABILITY:
 - a. \$1,000,000 (Any Auto) Combined Single Limit (Each Accident)
- D. WORKERS COMPENSATION & EMPLOYERS' LIABILITY
 - a. Statutory Limits

E. ADDITIONAL ENDORSEMENT

- a. Contractor shall also provide Additional Insured Endorsement on ISO Form CG 20 10 11-85 (or on a substitute form providing equivalent coverage) or on a combination of ISO Forms CG 20 10 10 01 and CG 20 37 10 01 naming the City of Maplewood as Additional Insured thereunder. Additional insured coverage shall apply as Primary Insurance with respect to any other insurance afforded to the City.
- 3. Submit a written summary of their company's qualifications, years in business, and experience providing the level and type of service specified in the RFP.
- 4. Provide a list of three references of clients that have a current contract for services with their company.
- 5. Specify staff to be involved (primary contact, clerical contact, and owner or owner's agent).
- 6. Confirmation that neither the contractor nor any employee would be in a conflict of interest with respect to the proposal if the contractor were selected to perform the services required.

VI. Term of Contract:

The term of the contract shall run from June 1, 2021, through November 1, 2022.

VII. Payments:

Payments will be made upon the submittal of separate invoices on a per lot/property basis. Invoices must be received by the City of Maplewood Finance Department for payment to be processed.

VIII. Selection Process:

The City of Maplewood reserves the right to reject all proposals and the right to reject a proposal that is in any way incomplete or irregular. Contracts will be awarded to the best overall proposal as determined by the best interests of the City of Maplewood. In comparing the responses to the RFP and making awards, the City of Maplewood may consider such factors as quality and thoroughness of a proposal and past performance of the contractor.

Preference will be given to those contractors providing demonstrated capability and experience in addition to that of the proposal price. The City of Maplewood reserves the right to award the contract to a contractor who is **not** the lowest cost; however, cost is an important factor in the selection of a contractor.

IX. General Requirements:

Two copies of a written response to this request for proposal must be submitted to the City of Maplewood Community Development Department on or before **10:00 a.m.**, **June 7, 2021**. Proposals submitted after the above deadline shall be considered late and will not be opened or considered. **Faxed or e-mailed proposals will not be accepted.** Proposals may be mailed in an envelope clearly marked with the following information:

RFP- Code Compliance Mowing

City of Maplewood Attention: Samantha Drewry, Neighborhood Preservation Specialist 1902 County Road B East Maplewood, MN 55109

X. Additional Information:

All questions regarding this Request for Proposal shall be directed to:

Samantha Drewry, Neighborhood Preservations Specialist City of Maplewood 1902 County Road B East Maplewood, MN 55109

Fax: 651-249-2319 Phone: 651-249-2327

E-mail: Samantha.Drewry@MaplewoodMN.Gov



PROPOSAL FOR 2021/2022 CODE COMPLIANCE ABATEMENT FOR LAWN MOWING CITY OF MAPLEWOOD, MINNESOTA

The undersigned hereby agrees to perform all work in accordance with the contract and approved specifications of the City of Maplewood, Minnesota.

CONTRACT ITEM	COST PER CUT/HOUR
LAWN MOWING: • Turf will be cut at a height of 3" to 3.5".	
 Cutting direction will be changed 45 degrees each mow, when appropriate. 	
 Small mowers will be required in areas where larger mowers are unable to access. 	
 Trimming will be completed with a weed trimmer as necessary. 	
 Litter will be collected and disposed with each mowing. 	
 Fallen branches will be collected and disposed with each mowing. 	
 Once all mowing and trimming are complete, clippings on the road, driveway, walkways, and within the landscape areas shall be blown back onto the turf. 	
	\$ Per Hour

IT IS AGREED that the above work will be completed during the 2021/2022 growing season (June – October).

NAME OF INDIVIDUAL, PARTNER OR CORPORATION:

ADDRESS:

AUTHORIZED SIGNATURE:

TITLE:

E-MAIL ADDRESS:

PHONE NUMBER:

CITY COUNCIL STAFF REPORT Meeting Date May 24, 2021

REPORT TO:	Melinda Coleman, City Manager						
REPORT FROM:	Andrea Sindt, City Clerk Regan Beggs, Business License Specialist						
PRESENTER:	Andrea Sindt, City Clerk						
AGENDA ITEM:	Local Lawful Gambling Permit for Associated General Contractors of Minnesota at Keller Golf Course, 2166 Maplewood Drive						
Action Requested: Form of Action:	✓ Motion ☐ Discussion ☐ Public Hearing ☐ Resolution ☐ Ordinance ☐ Contract/Agreement ☐ Proclamation						
Contractors of Minnes tournament held at Ko such activity is exempted activity is exempted. Action to approve the Minnesota on August Fiscal Impact:	e Local Lawful Gambling Permit for Associated General Contractors of 6, 2021 at Keller Golf Course, 2166 Maplewood Drive. act? ✓ No □ Yes, the true or estimated cost is \$0.00						
Strategic Plan Relev	bility ☐ Integrated Communication ☐ Targeted Redevelopment						
•	veness Community Inclusiveness Infrastructure & Asset Mgmt. zes cities to require a local permit for conduct of lawful gambling exempt from ements.						
Background Council approval is re	equired prior to issuance of a local gambling permit, per City Code Sec. 22-12.						
<u>Attachments</u> None							

CITY COUNCIL STAFF REPORT

Meeting Date May 24, 2021

REPORT TO:	Melinda Colen	nan, City Manag	er					
REPORT FROM:		Andrea Sindt, City Clerk Regan Beggs, Business License Specialist						
PRESENTER:	Andrea Sindt,	Andrea Sindt, City Clerk						
AGENDA ITEM:	USA Inc. d/b/a	On-Sale Intoxicating Liquor and Sunday Sales License for Compass Group USA Inc. d/b/a Eurest Dining Services at 3M Innovation Center, 2350 Minnehaha Ave, Building 278						
Action Requested:	✓ Motion	☐ Discussion	□ Public He	Ū				
Form of Action:	☐ Resolution	☐ Ordinance	☐ Contract	/Agreement	☐ Proclamation			
Policy Issue:								
In accordance with C Intoxicating Liquor an Eurest Dining Service Center, located at 23	nd Sunday Sales es, the new corp 50 Minnehaha A	license was sub oration providing	mitted by Co food and bev	mpass Group	USA Inc. d/b/a			
Recommended Acti								
Motion to approve the USA Inc. d/b/a Eures		• .	•					
Fiscal Impact:								
Is There a Fiscal Imp Financing source	e(s): 🗆 Adopte	Yes, the true or ed Budget □ Bu Reserves ✓ Oth	dget Modifica		w Revenue Source			
Strategic Plan Relev	/ance:							
☐ Financial Sustaina ✓ Operational Effecti	•	ntegrated Comm Community Inclus		•	Redevelopment sture & Asset Mgmt.			
Council approval is relicenses, per City Coo				ating Liquor a	and Sunday Sales			
<u>Background</u>								
For the purposes of hestablishment manage	•	•	•					

licenses.

Police Chief Nadeau has met with Mr. Hexum to discuss measures to eliminate the sale of alcohol to underage persons, general security, retail crime issues and the city ordinances pertaining to the service of alcohol.

Attachments

None

CITY COUNCIL STAFF REPORT

Meeting Date May 24, 2021

REPORT TO:	Melinda Coler	nan, City Manage	er					
REPORT FROM:	Michael Sable	Michael Sable, Assistant City Manager/HR Director						
PRESENTER:	Melinda Coleman, City Manager							
AGENDA ITEM:	2021 Collectiv	2021 Collective Bargaining Agreement with MSA						
Action Requested: Form of Action:	✓ Motion ☐ Resolution	☐ Discussion☐ Ordinance	☐ Public Hearing ✓ Contract/Agreement	☐ Proclamation				
Policy Issue:								
	on December 3	1, 2020; and sta	wood and the Metropolita ff recommends the City C					
Recommended Acti	on:							
			eement between the City nager to execute the cont					
Fiscal Impact:								
Is There a Fiscal Imp Financing source	e(s): ✓ Adopte		estimated cost is \$15,000 dget Modification ✓ Ne ner: n/a					
Strategic Plan Relev	/ance:							
☐ Financial Sustaina☐ Operational Effect	•	ntegrated Comm Community Inclus	•	Redevelopment cture & Asset Mgmt.				
N/A								
Background								
two-year contract was	s previously app	roved for the terr	in the job classification roon n January 1, 2019 - Dece 1, 2020, the Public Emplo	mber 31, 2020.				

Act (PELRA) outlined in state statute requires the current contract remain a legally binding

document until a new agreement is reached.

On March 22, 2021, the City Council met in closed session to discuss strategy and to provide direction. Since that time there was a negotiation session with the bargaining group to discuss and negotiate the terms of their contract.

The City Council shall discuss the impacts of the proposed contract and whether the contract meets the goals of the City.

- The proposed contract is in alignment with direction given from City Council in previous closed sessions.
- Internal equity. Any adjustments to wages should emphasize one-time, non-base pay adjustments and begin to establish an internal compensation pattern.
- Employer's ability to pay. Compensation and benefits do not compromise the fiscal health of the City and fit within the parameters of the revenue generated from the City's tax levy; as well as budgeted expenditures approved in the 2021 budget.
- Valuing City employees and other economic factors. Compensation and benefits are competitive in the market which has and will continue to favorably position the City to retain and recruit employees.

The following summarizes the most significant changes in the new 1-year collective bargaining agreement with the MCSA Union. In addition, there is a small increase (\$100.00) for the purchase of safety-toed boots to be consistent with the other bargaining units.

Compensation/Wages.

One-time wage adjustment as follows:

- The greater of 2% of annual salary, or \$2,000 in one-time, lump sum, non-base wage adjustment effective July 1, 2021
- Annual Leave Conversion (Concession):

Current annual leave conversion policy changed from eighty (80) hours of conversion to forty (40) hours

Attachments

1. Redline Draft of the 2021 Collective Bargaining Agreement

2019-20202021

LABOR AGREEMENT

BETWEEN

THE CITY OF MAPLEWOOD

AND

THE METRO SUPERVISORY GROUP

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ARTICLE 1: PURPOSE OF AGREEMENT

This Agreement entered into as of January 1, <u>2019-2021</u> between the City of Maplewood, Minnesota, Municipal Corporation, hereinafter called "Employer" and /or "City", and Metro Supervisory GROUP hereinafter called the "Collective Bargaining Group" and/or "Group." It is the intent and purpose of this agreement to:

- 1.1 Establish certain hours, wages and other conditions of employment;
- 1.2 Establish procedures for the equitable and peaceful resolution of disputes concerning this agreements interpretation and/or application;
- 1.3 Specify the full and complete understanding of the parties; and
- 1.4 Place in written form the parties' agreement upon terms and conditions of employment for the duration of this agreement.

The Employer and the Collective Bargaining Group through this agreement, continue their dedication to the highest quality public service. Both Parties recognize this agreement as a pledge of this dedication.

ARTICLE 2: RECOGNITION

The Employer recognizes the GROUP as the exclusive representative under Minnesota Statutes, Section 179A.03 Subd. 8 as an appropriate bargaining unit consisting of those who supervise other Maplewood employees; except for those supervisors who report directly to the City Manager.

ARTICLE 3: DEFINITIONS

- 3.1 Metropolitan Supervisory GROUP (GROUP)
- 3.2 Employer The City of Maplewood, Minnesota.
- 3.3 Employee A member of the exclusively recognized bargaining GROUP as set forth in Article 2 of this Agreement employed by the City of Maplewood.
- 3.4 Base Pay Rate Employee's hourly pay rate exclusive of longevity pay or any other special allowances.
- 3.5 Seniority Employee's length of continuous service with the Employer.
- 3.6 Severance Pay Payment made to an Employee upon termination of employment as provided in Article 19.7.
- 3.7 Grievance A dispute or disagreement as to the interpretation or application of the specific terms and conditions of this Agreement.
- 3.8 Regular Full-Time Employee An Employee who is holding a position with the City of Maplewood, that is not temporary or seasonal in nature and is expected to work at least forty (40) hours per week.
- 3.9 Regular Part-Time Employee- An Employee who regularly works more than fourteen (14) hours per week, but less than forty (40) hours per week, year-round in an on-going position. The Employee receive a prorated portion of city provided benefits.
- 3.10 Job Class Seniority Employee's length of continuous service in a job classification.

- 3.11 Exempt Not covered by the federal and state Fair Labor Standards Act overtime requirements.
- 3.12 Non-Exempt Covered by the federal and state Fair Labor Standards Act overtime requirements.

ARTICLE 4: GROUP SECURITY

In recognition of the GROUP as the exclusive representative, the Employer shall:

- 4.1 <u>Group Stewards.</u> The GROUP may designate certain Employees from the bargaining unit to act as stewards and shall inform the Employer in writing of such choice.
- 4.2 <u>Initiation Fees.</u> Deduct an amount sufficient per pay period to provide the payment of initiation fees established by the GROUP from the wages of all Employees who have authorized in writing such deduction.
- 4.3 Fair Share Fees. Deduct fair share fees in accordance with Minnesota Statutes, Section 179A.06, Subd. 3 and remit such deduction, with an itemized statement, to the appropriate designated officer of the GROUP within ten (10) days following said deduction.
- 4.4 <u>GROUP Dues.</u> Deduct, each payroll period, an amount sufficient to provide the payment of dues established by the GROUP from the wages of all Employees who have authorized such deduction. Remit such deduction with an itemized statement to the appropriate designated officer of the GROUP within ten days following said deduction.
- 4.5 <u>Bulletin Board.</u> Furnish and maintain one (1) bulletin board in a convenient placewhich may be used by the GROUP for posting of proper notices and bulletins at each location where Employees are regularly scheduled.
- 4.6 Release time for negotiations and grievances (mediation/arbitration). During each round of negotiations and grievance situations involving mediation/arbitration, two stewards will be allowed to meet with City representatives for the purpose of conducting GROUP business as provided by State Statute. During the course of the stewards normal work day, the Employer agrees to allow reasonable time away from their work duties, without loss of pay. Stewards, however, are not eligible for pay when they are off-duty and/or are on an approved leave.
- 4.7 The GROUP agrees to indemnify and hold the Employer harmless against any and all claims, suits, orders, or judgments brought or issued against the Employer as a result of any action taken or not taken by the Employer under the provisions of this article.

ARTICLE 5: EMPLOYER SECURITY

The GROUP agrees that during the term of this Agreement the GROUP will not cause, encourage, participate in or support any strike, intentional slow-down or other interruption of or interference with the normal functions of the Employer.

ARTICLE 6: EMPLOYER AUTHORITY

6.1 The Employer retains the full and unrestricted right to operate and manage all staff, facilities, and equipment; to establish functions and programs; to set and amend policies, procedures and budgets; to determine the utilization of technology; to establish and modify the organizational structure; to select, direct and determine the number of personnel; to establish work schedules, and to perform any inherent managerial function not specifically limited by this agreement.

6.2 Any term and condition of employment not specifically established or modified by this Agreement shall remain solely within the discretion of the Employer to modify, establish, or eliminate.

ARTICLE 7: WORK SCHEDULES

- 7.1 Normal Workday/Work Week. The sole authority for determining work schedules is the Employer. The Employee, with the approval of the supervisor, may work a flexible schedule. The normal workday for a non-exempt Employee shall be eight (8) hours; normal hours that Employer offices are open for business are 8:00 a.m. to 4:30 p.m.; and the normal workweek shall be forty (40) hours Monday through Friday.
- 7.2 <u>Regular Shifts</u>. Service to the public may require the establishment of regular shifts other than the normal work day or work week. The Employer will give advance notice to Employees affected by the establishment of workdays different from the Employee's normal workday.
- 7.3 <u>Unusual Work Circumstances</u>. In the event that work is required because of unusual circumstances such as, but not limited to, fire, flood, snow, sleet, or breakdown of municipal equipment or facilities, no advance notice need be given. It is not required that an Employee working other than the normal workday be scheduled to work more than eight (8) hours; however, each Employee has an obligation to work overtime or call-backs, if requested, unless unusual circumstances prevent him/her from so working.
- 7.4 Service to the public may require the establishment of regular workweeks that include work on Saturdays and/or Sundays.
- 7.5 Any permanent changes in the work schedule should be preceded with a four (4) week notice to the affected Employees.
- 7.6 Out-of-Class Assignment. Any Employee working an out-of-class assignment for four (4) hours or more shall be paid at a rate within the higher job classification, but in no case shall the Employee receive less than 5% per hour additional. For the purposes of this Article, an out-of-class assignment is defined as an assignment of an Employee to perform the significant duties and responsibilities of a position different from the Employee's regular position, and which is in a higher classification within the bargaining unit. Also for purposes of this Article, Employees will be paid at the higher rate only for the hours worked at the higher rate.
- 7.7 Exempt Employees. Employees are normally required to work the number of hours necessary to fulfill their responsibilities including evening meeting and/or on-call hours. The normal hours of business are Monday through Friday, 8 a.m. to 4:30 p.m. Exempt employees are required to use paid leave when on personal business or away from the office for four (4) hours or more, on a given day. Absences of less than four (4) hours do not require use of paid leave as it is presumed that the staff member regularly puts in extra hours above and beyond the normal 8 a.m. to 4:30 p.m. Monday through Friday requirement. All exempt positions may also require work beyond forty (40) hours per week. In recognition for working extra hours, these Employees may take time off during their normal working hours with supervisory approval.

ARTICLE 8: MEAL AND REST PERIODS

An Employee may take an unpaid one (1) hour meal period and two (2) fifteen (15) minute rest periods (with pay) during a normal workday at times determined by the Employer. Rest periods shall be taken at the site of working operations.

ARTICLE 9: PROBATIONARY PERIODS

- 9.1 All newly hired or rehired Employees will serve a one (1) year probationary period. At any time during the probationary period a newly hired or re-hired Employee may be terminated at the sole discretion of the Employer.
- 9.2 All Employees promoted or transferred will serve a six (6) month probationary period in any job classification in which the Employee has not served a probationary period. At any time during the probationary period a promoted or reassigned Employee may be reassigned to the Employee's previous position at the sole discretion of the Employer.
- 9.3 At any time during the first thirty (30) calendar days of the probationary period a promoted Employee may be reassigned to the Employee's previous position at the discretion of the Employeer.

ARTICLE 10: SENIORITY

- 10.1 In the event it becomes necessary to lay off Employees for any reason, Employees within a given job classification shall be laid off in inverse order of their job class seniority in the following order:
 - a. Probationary part-time Employees
 - b. Probationary full-time Employees
 - c. Regular part-time Employees
 - d. Regular full-time Employees
- 10.2 Employees shall be recalled from layoff according to their job classification seniority. No new Employee shall be hired for a job classification for which a layoff has occurred until all Employees on layoff status within that job classification have been given ample opportunity to return to work within eighteen (18) months of said layoff. The Employer will notify Employees on layoff to return to work by registered mail, at that Employee's last recorded address. The Employee must return to work within three (3) weeks of receipt of this notice to be eligible for re-employment.
- 10.3 Employees promoted or transferred outside the bargaining unit shall maintain their job classification seniority in the unit for thirty (30) days.
- 10.4 The Employer agrees to provide the GROUP, upon request, a seniority list not more than four (4) times per year.
- 10.5 For purposes of seniority, an Employee's continuous service record shall be interrupted through voluntary resignation, discharge for just cause and retirement.

ARTICLE 11: JOB POSTING

- 11.1 The Employer and the GROUP agree that regular job vacancies or newly created job classifications within the designated bargaining unit shall be filled based on the concept of promotion from within, provided applicants:
 - a. meet the qualifications of the job; and
 - b. can perform the duties and responsibilities of the job.

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- 11.2 The Employer has the right of final decision in the selection of Employees to fill jobs based on qualifications, abilities and experience.
- 11.3 Job vacancies within the designated bargaining unit will be posted for ten (10) working days so members of the bargaining unit can be given first consideration for such vacancies.

ARTICLE 12: DISCIPLINE

- 12.1 The Employer will discipline Employees for just cause only. Discipline will be in one or more of the following forms:
 - a) oral reprimand;
 - b) written reprimand;
 - c) suspension;
 - d) demotion; or
 - e) discharge.
- 12.2 All forms of discipline referenced in Article 12.1 will be provided to the employee in written form.

ARTICLE 13: GRIEVANCE PROCEDURE/ARBITRATION

- 13.1 It is recognized and accepted by the GROUP and the Employer that processing of grievances as hereinafter provided is limited by the job duties and responsibilities of the Employees and shall therefore be accomplished during normal working hours only when consistent with such Employer duties and responsibilities. The aggrieved Employee and the GROUP representative shall be allowed a reasonable amount of time, without loss in pay, when a grievance is investigated and presented to the Employer during normal working hours provided the Employee and the GROUP representative have notified and received the approval of the designated supervisor who has determined that such absence is reasonable and would not be detrimental to the work programs of the Employer. The designated supervisor shall schedule an approved absence within five (5) workdays after the request for an absence has been requested.
- 13.2 Any grievance or dispute between the parties relative to the application, meaning or interpretation of this Agreement shall be settled in the following manner:
 - <u>Step 1</u>. The GROUP steward, with or without the Employee, shall present the grievance or dispute to the Employee's immediate supervisor within twenty-one (21) calendar days after such alleged violation has occurred; except in cases of discharge which must have a written grievance filed within five (5) working days after discharge of the Employee. The supervisor shall attempt to resolve the matter and shall respond to the steward within seven (7) calendar days.
 - Step 2. If the grievance has not been settled in accordance with Step 1, it shall be presented in writing, setting forth the nature of the grievance, the facts on which it is based, the provision or provisions of the Agreement allegedly violated, and the remedy requested, by the GROUP steward or his/her designee to the proper supervisor within fourteen (14) calendar days after the supervisor's response is due. The supervisor or his/her designee will respond to the GROUP steward in writing within seven (7) calendar days.
 - Step 3. If the grievance has not been settled in accordance with Step 2, it shall be presented in writing, setting forth the nature of the grievance, the facts on which it is based, the provision or provisions of the Agreement allegedly violated, and the remedy requested, by the GROUP steward or his/her designee and GROUP business representative to the City Manager within fourteen (14) days after the supervisor's response is due. The City Manager or his/her designee will respond to the GROUP steward in writing within seven (7) calendar days.

Step 4. If the grievance is still unsettled in accordance with Step 3, the GROUP may, within fourteen (14) calendar days after the City Manager's reply is due, give notice of its intention to submit the issue to arbitration by giving written notice, setting forth the nature of the grievance, the facts on which it is based, the provision or provisions of the Agreement allegedly violated, and the remedy requested, to the other party. The arbitration proceeding shall be conducted by an arbiter to be selected by the Employer and the GROUP within seven (7) calendar days after the GROUP requests such action. If the party fails to select an arbiter, the State Bureau of Mediation Services will be requested by either or both parties to provide a panel of seven (7) arbiters. Both the Employer and the GROUP shall have the right to strike three (3) names from the panel. The GROUP shall strike the first name, the other party shall strike one (1) name, the process will be repeated, and the remaining person shall be the arbiter. The decision of the arbiter shall be final and binding on the parties, and the arbiter shall be requested to issue his/her decision within thirty (30) calendar days after the conclusion of testimony and argument. Expenses for the arbiter's services and proceedings shall be borne equally by the Employer and the GROUP.

However, each party shall be responsible for compensation of its own representative and outside witnesses. If either party desires a verbatim record of the proceedings, it may cause such record to be made, providing it pays for the record and makes copies available at a reasonable cost to the other party and to the arbiters.

13.3 <u>Waiver</u> - If a grievance is not presented within the time limits set forth above, it shall be considered "waived". If a grievance is not appealed to the next step within the specified time limit or any agreed extension thereof, it shall be considered settled on the basis of the Employer's last answer.

If the Employer does not answer a grievance or an appeal thereof within the specified time limits, the GROUP may elect to treat the grievance as denied at that step and immediately appeal the grievance to the next step. The time limit in each step may be extended by mutual agreement of the Employer and the GROUP without prejudice to either party.

13.4 <u>Arbitrator's Authority</u> -

The arbitrator shall have no right to amend, modify, nullify, ignore, add to or subtract from the terms and conditions of this Agreement. The arbitrator shall consider and decide only the specific issue(s) submitted in writing by the Employer and the GROUP, and shall have no authority to make a decision on any other issue not submitted. The arbitrator shall be without power to make decisions contrary to, or inconsistent with, or modifying or varying in any way the application of laws.

ARTICLE 14: ANNUAL LEAVE

- 14.1 The Employer and GROUP hereby incorporate the Annual Leave Program as adopted by the City Council on February 12, 2001, and as amended on September 23, 2002, into this Agreement. (See Appendix C)
- 14.2 All Employees, will accrue annual leave in accordance with the following schedule:

Years of Service	Annual Accrual Rates				
1 st through 4th years of service	19 days	(152 hours per year)			
5 th through 11th years of service	24 days	(192 hours per year)			
12 th through 20th years of service	29 days	(232 hours per year)			
After 20 years of service	34 days	(272 hours per year)			

14.3 Annual leave will accrue on a pay-period basis for up to sixty-two (62) days. Employees can carry over

up to their full balance of accrued annual leave as long as the total balance never exceeds the sixty-two (62)-day cap. No additional accrual will occur above the cap.

ARTICLE 15: HOLIDAYS

15.1 Regular full-time Employees shall be compensated for a full eight (8) hour day pro-rated for regular parttime Employees who work (and are on payroll) twenty (20) or more hours per week if the Employee is employed during any of the following ten (10) holidays:

HOLIDAY

January 1	New Years Day
Third Monday in January	Martin Luther King's Birthday
Third Monday in February	President's Day
Last Monday in May	Memorial Day
July 4	Independence Day
First Monday in September	Labor Day
November 11	Veterans Day
Fourth Thursday in November	Thanksgiving Day
Fourth Friday in November	Day after Thanksgiving
December 25	Christmas Day

DATE

15.2 Holiday Pay. Exempt Employees shall receive time off at their regular rate of pay for all hours (up to eight (8) hours) worked on a holiday, in addition to the compensation provided in section 15.1. These hours will be recorded on their timesheet and can be used as time off anytime that calendar year. If the hours earned are not used by the end of the year, they will be rescinded.

When holidays fall on a Saturday or Sunday, the Employer shall designate the preceding Friday or following Monday as the "observed" holiday for Employer operations/facilities that are closed on holidays. Time off for working on a holiday, as provided above, shall be for hours worked on the "actual" holiday not for the "observed" holiday.

15.3 Personal Holidays. In addition to the holidays listed in 15.1, employees shall receive twenty hours (20) personal holidays per year. Personal holidays shall be pro-rated for regular part-time Employees who work (or are on payroll) twenty (20) or more hours per week. The date of such personal holiday shall be approved by the Employer. The hours must be used during the year and will not carry over to the next year. Any unused hours as of December 31st will be converted to the employee's Retiree Health Savings Plan.

ARTICLE 16: (RESERVED)

ARTICLE 17: LEAVES OF ABSENCE

The Employer agrees to provide regular full-time and regular part-time Employees the following leaves of absence with reasonable written notice from the Employee:

- 17.1 <u>Military Leave.</u> Military leave with pay for reserve training, not to exceed fifteen (15) working days per year, when ordered by the appropriate authorities. Military leave in excess of fifteen working days shall be awarded in accordance with State and Federal law.
- 17.2 <u>Jury Duty Leave</u>. Jury duty leave, when such leave has been ordered by the appropriate authorities. The Employer agrees to pay the difference between the Employee's regular salary and jury duty pay,

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minus mileage, meal or expense reimbursement, if the jury duty pay is less than the Employee's regular salary. If the jury is dismissed more than two (2) hours prior to the end of the Employee's regularly scheduled shift, the Employee shall report to work. Employees must notify the City as soon as possible after receiving notification of their order to serve.

- 17.3 <u>Educational Leave</u>. Educational leaves, with pay, for work-related conferences and seminars, which occur during regular working hours, when attendance is approved by the Employer. The Employer further agrees to pay reasonable costs related to the above types of educational leave.
- 17.4 Funeral/Bereavement Leave. A maximum of three (3) normal workdays of funeral/bereavement leave, with pay, shall be extended to a regular full-time Employee upon the death of their spouse or another member of the immediate family of said Employee or his/her spouse (i.e. children, sons-in-law, daughters-in-law, grandchildren, parents, grandparents, brothers, sisters, legal guardian or individuals who are under an Employee's or spouse's legal guardianship) for attendance at the funeral or other demonstrated need in relation thereto. The actual time off, and the number of hours of funeral leave approved, will be determined by the supervisor depending on the individual arrangements to be made, distance to the funeral, etc. Funeral leave provided in accordance with this article will be pro-rated for part-time Employees.

ARTICLE 18: INJURY ON DUTY

Employees injured in or contracting illness from actual service and thereby rendered incapable of performing their duty shall receive no more than their regular take-home pay during the period of incapacity without loss of sick leave for a period not exceeding ninety (90) working days per injury subject to the following conditions:

- a) In order to receive the benefits of this section for a period exceeding seven (7) days said injury or illness must be determined to be eligible under worker's compensation.
- b) In order to be eligible for the benefits of this section for a period of seven (7) days or less, the Employer must determine that the injury is "on-the-job" in nature.
- c) In order to be eligible for the benefits of this section, a written report of such injury must be made within twenty-four (24) hours of said injury to the Employer.
- d) If an Employee takes advantage of this section, all salary related benefit income (such as worker's compensation, disability benefits, etc.) must be turned over to the Employer.
- e) Benefits of this section shall assure the Employee of their regular pay only and shall not include allowances for overtime or other pay.
- f) The recipient of the benefits of this section must submit proof that reasonable efforts have been made to secure all salary related injury benefits available.
- g) The Employer may require a reasonable number of physical examinations by the City's Physician at reasonable times at City expense.
- h) The City's Physician shall determine when the Employee is able to return to work.
- i) This section does not apply in the case of death of an Employee, on duty or otherwise.
- j) The base pay of an Employee will continue until the "on-the-job" status of an injury has been determined, if said injury appears to be "on-the-job." However, if it is found that the injury is not job related, the time off will be credited to sick leave, vacation time, compensatory time off or, if none of these are adequate, deducted from future pay of the Employee.

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- a. In the event vacation time is used, upon the return to work of the Employee, fifty percent (50%) of future sick leave accrual may be transferred to vacation time, until such time as the accrued vacation time reaches the level it was before time off was credited to vacation time.
- k) Time available under this section shall not be considered as sick leave and shall not be included in accrued sick leave at the time of termination of employment.
- This section shall not be applicable if such job related injury is due to intentional negligence on the part of the Employee so injured.

ARTICLE 19: INSURANCE

2019 Health Care Costs/Contributions

- 19.1 Health Insurance For all full-time employees hired prior to January 1, 2013, the employer will pay 100% of the cost of employee (single) health insurance premium less \$20, and 50% plus \$45 toward the cost of the monthly dependent health insurance premium for the High Deductible Health Plan (hereafter the "HDHP") for either the Medica Elect/Essential or Medica Choice plans. The Employer shall contribute towards the cost for insurance as follows:
 - a. \$20 per month credit towards single health care insurance for those employees who are deemed to have actively participated in the City provided Wellness Plan.
 - The term actively participated shall be as determined by the Labor-Management Wellness Committee.
 - b. \$1,900 annually into a Health Reimbursement Account (HRA) for those employees who elect single coverage in either the Medica Elect/Essential Plan or Medica Choice plan.
 - \$3,200 annually into a HRA for those employees who elect family coverage in either the Medica Elect/Essential Plan or Medica Choice Plan.
 - d. The City shall make such deposits for single or family HRA contributions by way of pro-rata contributions. The City will also provide a funding option which shall be available to any employee who requires earlier funding of the City's contribution due to medical event(s). In such case, the Employee shall make a request for funding to the Human Resources Coordinator and shall provide documentation supporting such request. The City shall also make a resource person available on a regular basis to the Employees to assist them with paperwork and billing issues related to the HDHP.
 - e. As an incentive to participate in the Wellness Program, the City shall contribute up to \$450 annually toward the Employee HRA for those Employees who have been determined to have actively participated in the Wellness Program as determined by the Labor-Management Wellness Committee. At the employee's option the employee may choose to receive up to 12 hours of annual leave or 12 hours of vacation pay (for those employees still on the vacation sick plan) in lieu of receiving the contribution into the Employee's HRA.
- 19.2 For all employees hired on or after January 1, 2013, the following shall apply
 - a. The employer will pay 100% of the cost of employee (single) health insurance premium less \$20, and 50% plus \$45 toward the cost of the monthly dependent health insurance premium for the High Deductible Health Plan (hereafter the "HDHP") for the Medica Elect/Essential plan. For any employee who chooses to participate in any other plan offered by the City, if any, the City will contribute an amount equal to the actual dollar amounts paid for single HDHP coverage towards the monthly premiums for other such plans for single coverage, and an amount equal to the actual dollar amounts paid for family HDHP coverage for families toward the monthly premiums for such plans for family coverage and the employee shall be responsible to pay any difference over and above such contributions. The Employer shall contribute towards the cost for insurance as follows:

- \$20 per month credit towards single health care insurance for those employees who are deemed to have actively participated in the City provided Wellness Plan.
 - The term actively participated shall be as determined by the Labor-Management Wellness Committee.
- \$1,700 annually into a Health Reimbursement Account (HRA) for those employees who elect single coverage.
 - For newly hired employees, who have successfully completed one year of employment, the contribution shall be \$1,800.
- iii. \$2,700 annually into a HRA for those employees who elect family coverage.
 - 1. For newly hired employees, who have successfully completed one year of employment, the contribution for family coverage shall be \$2,800.
- iv. The City shall contribute up to \$450 annually toward the Employee HRA for those Employees who have been determined to have actively participated in the Wellness Program as determined by the Labor-Management Wellness Committee. At the employee's option the employee may choose to receive up to 12 hours of annual leave in lieu of receiving the contribution into the Employee's HRA.

2020 Health Care Costs/Contributions

The Employer and the Union mutually agree to re-open this contract in 2019 to negotiate health insurance costs/contributions. The re-opener is exclusive to Article 19. Should the parties fail to reach an agreement on the terms of Article 19 though good-faith negotiations, the parties mutually agree to refer the issue to binding "final offer" interest arbitration.

The Employer and the Union further agrees to actively engage in labor-management discussions and planning with regard to future citywide health insurance offerings. It is the Employer's expectation that a global agreement with all affected bargaining units will be reached by the city's insurance committee.

In the event health insurance provisions of this agreement fail to meet the requirements of the Affordable Care Act and/or any other new federal legislation, the Union and the Employer will meet immediately to negotiate alternative provisions. Should the Affordable Care Act and/or any other new federal legislation cause the Employer to be subject to a penalty, tax, or fine, the Union and the Employer will immediately meet and, upon written mutual agreement of the parties, negotiate alternative provisions.

Any changes that are presented at renewal will be discussed during the Labor-Management Committee process. These benefits apply to full-time Employees only.

In addition to the contribution for full-time Employees, the Employer will pay fifty-percent (50%) of the cost of the Employee (single) premium for HDHP for Regular Part Time Employees who work (and are on payroll) thirty (30) or more hours per week. These Employees are responsible for paying all costs beyond the aforementioned contribution by the Employer. Regular part-time Employees with this status may purchase dependent coverage at their own cost.

- 19.5 The Employer shall pay one-hundred percent (100%) of the cost of Employee (single) dental coverage for full-time Employees.
- 19.6 As permitted, the Employer shall provide an IRS-125 Plan that shall be used for the Employee's health and dental insurance premiums.
- 19.7 The Employer shall provide a life insurance policy for each full-time Employee with a benefit value equal to one-hundred percent (100%) of the Employee's regular annual salary, to a maximum of fifty thousand (\$50,000).

- 19.8 The Employer will provide, and pay for, long-term disability insurance for each Employee. Such long-term disability insurance shall be coordinated with other benefits provided in the contract. Employees are not eligible for vacation, sick leave, and annual leave accrual while receiving Long-Term Disability payments, except for those hours the Employee appears on the payroll using accrued leave. Coverage shall also be provided to regular part-time Employees who work (and are on payroll) twenty (20) or more hours per week.
- 19.9 The Employer agrees to provide optional, Employee-paid short-term disability insurance coverage for Employees on payroll twenty (20) or more hours per week.
- 19.10 The Employer agrees to provide a retiree health savings plan with the following specifications:
 - Benefits paid to the Employees will be limited to insurance premiums and out-of-pocket expenses determined eligible by the Internal Revenue Service.
 - 2. The Retiree Health Savings plan will be funded with annual deposits as follows:
 - a. Employees shall have the cash value of all vacation hours, in excess of the carryover limit (1.5 times annual accrual), deposited into the Retiree Health Savings plan. (If an Employee uses all of their earned vacation that year or their balance did not exceed the required carryover limit, no funds will be paid into the plan.)
 - b. All Employees will have the cash value of all personal holiday hours, unused as of December 31st deposited into their Retiree Health Savings plan.
 - The Retiree Health Savings plan will be funded by the Employee's severance pay as follows:
 - a. Fifty percent (50%) of accrued annual leave (and personal holidays, if any balance remains) will be deposited into the Retiree Health Savings plan if the Employee is at least age fifty (50) and their annual leave balance is at least two-hundred (200) hours at the time of separation from service. If the Employee is under age fifty (50) or the annual leave balance is less than two hundred (200) hours, no funds will be paid into the plan.
 - b. Fifty percent (50%) of accrued vacation (and personal holidays, if any balance remains) will be deposited into the Retiree Health Savings plan if the Employee is at least age fifty (50) and their annual leave balance is at least two hundred (200) hours at the time of separation from service. If the Employee is under age fifty (50) or the annual leave balance is less than two hundred (200) hours, no funds will be paid into the plan.
 - c. Those Employees who qualify to fund the Retiree Health Savings plan with some or all of their accumulated sick leave will have deposited into the plan, at the time of separation from service, up to one-half (1/2) of any eligible accumulated sick leave, with a maximum allowance of fifty (50) days.

ARTICLE 20: UNIFORMS

The Employer will reimburse the Building Official up to twothree-hundred dollars \$200.00300.00 per year toward the maintenance cost of safety-toed boots; and shall provide and maintain all uniforms required for work.

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ARTICLE 21: TRAVEL AND MEAL ALLOWANCE

- 21.1 Excluding Employees who receive a mileage allowance, the Employer agrees to pay mileage reimbursement at the current Internal Revenue Service (IRS) approved rate to Employees, required by the Employer, to use their private vehicles for official business.
- 21.2 Expenses for meals, including sales tax and gratuity, will be reimbursed according to the following limits and procedures. No reimbursement will be made for alcoholic beverages. All meal reimbursements require a detailed receipt. Full reimbursements, over the maximums specified, will be authorized for all employees if a lower cost meal is not available when attending banquets, training sessions, or meetings of professional organizations.

If a detailed receipt is not provided, reimbursement will default to the per diem meal and incidental expenses as set forth in the annual General Services Administration Meals and Incidentals Expenses Table located on the internet at www.gsa.gov/mie.

Seventy five percent of the per diem is allowed for travel days as set forth in that table. If less than three meals are purchased, deductions to the per diem or the meal allowance maximum will be made in the amounts as set forth in that table. If a meal is provided as part of the training, seminar, conference or other event being attended, no additional reimbursement will be allowed.

Gratuity is limited to 15% of the bill. Any gratuity higher than 15% is not reimbursable and is the employees responsiblity.

ARTICLE 22: PERSONNEL FILE

- 22.1 A copy of any material to be placed in an Employee's personnel file during the term of this Agreement shall be provided to said employee.
- 22.2 Material related to a disciplinary action against an employee will be removed from the Employee's personnel file based on the following criteria:
 - Oral reprimands, at the request of the Employee, shall be removed from the Employee's
 personnel file after one year, provided the Employee is not involved in a progressive discipline
 action.
 - Written reprimands and suspension notices shall be removed from the Employee's personnel file
 after five years, provided the Employee is not involved in a progressive discipline action and no
 further disciplinary action has been taken.
- 22.3 Demotion references will be removed from the Employee's personnel file after five years.

ARTICLE 23: NONDISCRIMINATION

The provisions of this Agreement shall be applied to all Employees in the Bargaining Group without discrimination as to age, sex, marital status, race, color, creed, sexual orientation, national origin or political affiliation.

The Bargaining Group and the Employer agree to meet and confer to discuss accommodations for "qualified" disabled Employees as the need arises, consistent with the intent of the Americans with Disabilities' Act.

ARTICLE 24: LEGAL DEFENSE

Any Employee who is charged with a traffic violation, ordinance violation or criminal offense arising from acts performed within the scope of his/her employment, when such act is performed in good faith and under direct order of his/her supervisor, shall be reimbursed for reasonable attorney's fees and Court costs actually incurred by such Employee in defending against such charge.

ARTICLE 25: REQUIRED LICENSES

The City agrees to pay for licenses and certifications and renewal of same that are required by law or the City, except driver licenses.

ARTICLE 26: WAGE SCHEDULE

26.1 Wage Adjustment. A general wage increase shall be provided to all positions represented by the GROUP as follows:

Employees shall receive the following Wage Adjustment

- A one-time, non-base lump sum payment on July 1, 2021 equal to the greater of 2% of base pay on July 1, 2021; or \$2,000.00.
- 3.0% effective January 1, 2019
- 3.0% effective January 1, 2020

Job Classification Ranges - (See Appendices A & B for 2017 and 2018for 2021 hourly pay rates.)

The salary ranges have seven (7) steps. Employees will normally be hired at Step 1 of the pay range. Exceptions require approval by the City Manager. Employees who are promoted will move to a pay rate, which gives them an increase over their pre-promoted pay rate. Employee's actual salaries may fall between steps. Movement within the range is based on a combination of time in position and performance.

26.2 Anniversary Increases/Performance Reviews. Employees will be eligible for a step increase once per year on their anniversary date until they reach the top salary for their respective job classification.

If an Employee receives a performance rating of Does Not Meet Expectations on any of the performance competencies their step movement will be delayed until such time as they have received two consecutive satisfactory performance reviews. These will be completed by the Supervisor on a quarterly basis. Once a delayed increase is provided, the new eligibility date for pay increases for that Employee will change to the date the delayed increase went into effect.

Employees who did not receive a rating below satisfactory (good) will automatically receive a five percent increase on their anniversary – unless the five percent increase would bring them above the maximum for their pay range. Unless agreed to by the Employer and the Employee no employee can be paid more than the maximum for their pay ranges.

26.2 <u>Deferred Compensation</u>. In addition to the above pay rates, the Employer will contribute to each full-time Employee an amount equal to three and one quarter percent (3.25%) of their regular salary to be deposited into a deferred compensation account. Regular part-time Employees who work (and are on payroll) twenty (20) or more hours per week will receive a pro-rated amount deposited into a deferred

compensation account under the same conditions as full-time Employees. In order to receive the contribution to deferred comp all employees must match the contribution from the City.

ARTICLE 27: SAFETY

27.1 Joint Safety

The Employer and the Bargaining Group agree to jointly promote safe and healthful working conditions, to cooperate in safety matters and to encourage Employees to work in a safe manner.

27.2: Safety Committee

The Bargaining Group shall designate an employee and at least one alternate to serve on the City Labor Management Safety Committee.

ARTICLE 28: WAIVER

- 28.1 Any and all prior agreements, resolutions, practices, policies, rules and regulations regarding terms and conditions of employment, to the extent inconsistent with the provisions of this agreement, are hereby superseded.
- 28.2 The parties mutually acknowledge that during the negotiations which resulted in this agreement, each had the unlimited right and opportunity to make demands and proposals with respect to any term or conditions of employment not removed by law from bargaining. All agreements and understandings arrived at by the parties are set forth in writing in this agreement for the stipulated duration of this agreement.
- 28.3 The Employer and the Collective Bargaining Group agree that the parties have now had the opportunity to fully negotiate the terms and conditions of employment as provided for pursuant to the Minnesota Public Employment Labor Relations Act. Thus, each voluntarily and unqualifiedly waives the right to meet and negotiate further during the term of this Agreement regarding any and all terms and conditions of employment referred to or covered in this Agreement or with respect to any term or condition of employment not specifically referred to or covered by this Agreement, even though such terms or conditions may not have been within the knowledge or contemplation of either or both parties at the time this contract was negotiated or executed.

ARTICLE 29: SAVINGS CLAUSE

This agreement is subject to the laws of the United States, the State of Minnesota, and the signed municipality. In the event any provision of this agreement shall be held to be contrary to law by a Court of competent jurisdiction from whose final judgment or decree no appeal has been taken within the time provided, such provision shall be voided. All other provisions of this agreement shall continue in full force and effect. The voided provision shall be renegotiated at the request of either party.

ARTICLE 30: DURATION

This AGREEMENT shall be effective as of January 1, 20192021, and shall remain in full force and effect until the thirty-first (31st) day of December 20202021.

IN WITNESS WHEREOF, the parties hereto have	e executed this AGREEMENT on this the
day of,	20
FOR THE CITY:	FOR THE GROUP:
Mayor	
City Manager	
Asst. City Manager/ Director of Human Resource	s

APPENDIX A

METRO SUPERVISORY GROUP 2019 HOURLY PAY RATES FOR JOB CLASSIFICAIONS (Effective January 1, 2019)

	STEP	STEP	STEP	STEP	STEP	STEP	STEP
	1	2	3	4	5	6	7
ADMIN OFFICE SUPERVISOR	30.70	32.24	33.85	35.54	37.32	39.18	41.14
BUILDING OFFICIAL	41.11	43.16	45.32	47.60	49.97	52.46	54.55
CITY CLERK	34.33	36.05	37.84	39.74	41.73	43.82	46.00
CITIZENS SERVICES SUPERVISOR	32.46	34.10	35.77	37.56	39.43	41.44	43.48
CUSTODIAN SUPERVISOR	25.75	27.06	28.40	29.81	31.30	32.87	34.52
ECON DEV COORDINATOR	35.02	36.77	38.61	40.54	42.57	44.70	46.94
LEAD NATURALIST	28.61	29.80	31.29	32.85	34.51	36.21	38.04
LICENSE CENTER SUPERVISOR	30.70	32.24	33.85	35.54	37.32	39.18	41.14
NATURAL RESOURCES COORD	34.76	36.49	38.32	40.24	42.25	44.37	46.59
POLICE RECORDS SUPERVISOR	25.75	27.06	28.40	29.81	31.30	32.87	34.52
RECREATION PROGRAMS SUPERVISOR	28.71	30.14	31.65	33.24	34.90	36.64	38.47
PARKS & RECREATION MANAGER	40.25	42.27	44.38	46.60	48.94	51.39	53.95

APPENDIX BA

METRO SUPERVISORY GROUP 2020-2021 HOURLY PAY RATES FOR JOB CLASSIFICATIONS (January 1, 2020-2021)

	OTED	OTED	OTED	OTED	OTED	OTED	OTED
	STEP	STEP	STEP	STEP	STEP	STEP	STEP
	1	2	3	4	5	6	7
ADMIN OFFICE SUPERVISOR	31.63	33.21	34.86	36.60	38.44	40.36	42.37
BUILDING OFFICIAL	42.34	44.45	46.68	49.02	51.46	54.03	56.19
CITY CLERK	35.36	37.13	38.98	40.93	42.98	45.13	47.38
CITIZENS SERVICES SUPERVISOR	33.43	35.13	36.85	38.69	40.61	42.68	44.78
CUSTODIAN SUPERVISOR	26.52	27.87	29.25	30.70	32.24	33.85	35.55
ECON DEV COORDINATOR	36.07	37.87	39.77	41.76	43.85	46.04	48.35
LEAD NATURALIST	29.47	30.69	32.23	33.83	35.54	37.30	39.18
LICENSE CENTER SUPERVISOR	31.63	33.21	34.86	36.60	38.44	40.36	42.37
NATURAL RESOURCES COORD	35.81	37.59	39.47	41.45	43.52	45.70	47.98
POLICE RECORDS SUPERVISOR	26.52	27.87	29.25	30.70	32.24	33.85	35.55
RECREATION PROGRAMS SUPERVISOR	29.57	31.04	32.60	34.24	35.94	37.74	39.62
ASST COMM DEV DIRECTOR	37.87	39.77	41.76	43.85	46.04	48.35	50.78
PARKS & RECREATION MANAGER	41.46	43.54	45.71	48.00	50.40	52.93	55.57

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APPENDIX C

CITY OF MAPLEWOOD ANNUAL LEAVE PROGRAM

A. It is the policy of the City of Maplewood to provide paid time away from work to eligible employees. This policy is implemented by means of the Annual Leave Program, which covers all paid leave previously available under the City's vacation and sick leave benefits. The Annual Leave Program does not include designated or personal holidays, funeral leave, military leave or court leave. With the adoption of this program, the City firmly accepts and endorses the principles of consistency, flexibility, personal responsibility, and the recognition of years of service.

The traditional paid vacation and sick leave programs have been in place for many years. These programs are highly structured with extensive rules applied to their use. These rules may not provide the best "fit" for the circumstances of individual employees and their immediate and extended families. As of May 5, 2001, the Annual Leave Program replaced individual vacation and sick leave plans and combined them into a single benefit program. Annual leave is provided to all employees hired on or after that date. Employees hired prior to May 5, 2001 had the option to convert to annual leave or remain in the sick leave and vacation plans.

B. Employees accrue annual leave based on length of service with the City. This means that employees all receive the same amount of paid time off, regardless of their personal or family situation. Plan provisions discourage unnecessary utilization by providing cash and savings incentives.

Any sick leave or vacation time that an employee may have used under the Family and Medical Leave or Parenting Leave policies will become annual leave. The legal requirements of the time off and continuation of insurance contributions under those laws remain unchanged. (This means the City will contribute the same amounts toward health and dental insurance premiums while employees are on family and medical leave as they do under the vacation and sick leave programs.)

Annual leave can be used for any reason, subject only to necessary request and approval procedures consistent with policy and labor contracts. As with all paid time off programs, we need to ensure that service to the public and work requirements are not adversely impacted.

C. <u>Medical Certification</u> - Good attendance is an essential job function for all City employees. If unplanned absences are excessive, a doctor's certificate may still be required. It shall state the nature and duration of the illness or injury and verify that the employee is unable to perform the duties and responsibilities of their position.

A statement attesting to the employee's ability to return to work and perform the essential functions of the job and a description of any work restrictions may also be required before the employee returns to work. (If an unplanned absence is not viewed as a problem by the employee's supervisor, a doctor's statement will not be required.)

D. Accrual Rates -

Years of Service	Annual Accrual Rates
1 - 4 Years	19 days
5 - 11 Years	24 days
12 - 20 Years	29 days
After 20 Years	34 davs

18

Annual leave shall not accrue during unpaid leaves. Effective January 1, 2003, regular part-time employees hired into a position that is 20 or more hours per week, shall accrue annual leave on a prorated basis based on regular hours worked. Employees who were already in regular part-time positions of at least 15 hours per week prior to January 1, 2003 shall remain eligible for pro-rated annual leave.

Annual leave will accrue on a pay-period basis (as vacation and sick leave do) for up to 62 days. Employees can carry over up to their full balance as long as the total balance never exceeds the 62-day cap. No additional accrual will occur above the cap.

E. <u>Sick Leave Balances: Deferred Sick Leave</u> - Employees hired prior to May 5, 2001, who had accrued sick leave and who elected to participate in the annual leave program retained their sick leave balance to be used as "deferred sick leave" until the balance was exhausted. Deferred sick leave can be used for any doctor-certified extended leave that would have been covered under the previous sick leave policy in effect prior to adoption of the policy. An extended leave for purposes of this policy is defined as one requiring an employee to be out of work for two (2) or more consecutive days.

If an employee knows they will be out for two (2) or more consecutive days before the absence, they will be eligible to use the deferred sick leave bank from the first day. For example, if an employee has a scheduled surgery where they know—in advance—they will be out for two (2) weeks, the employee will be able to use hours from their deferred sick leave bank starting on the first day of the absence. If an employee is out and expects to return within two (2) days, they will use annual leave. If the medical condition extends beyond the two (2) days, the deferred sick leave bank will be applied retroactively and any annual leave used will be restored to the annual leave balance.

Once the deferred sick leave bank is exhausted, employees will use annual leave for all absences covered by the annual leave program - up to the point that disability insurance coverage goes into effect. Any deferred sick leave balance remaining when an employee leaves City service will expire unless the employee would have been eligible for sick leave as severance pay prior to electing annual leave (see Severance Pay).

- F. <u>Vacation Balances</u> Unused vacation balances were converted to annual leave on a one-for-one basis for employees who converted from vacation/sick leave to annual leave.
- G. <u>Banked Personal Holiday Hours</u> Employees who had banked personal holiday hours that were earned and unused prior to March,1984 had the option to cash them out at their current hourly rate during the open window period or to retain them.
- H. Short-Term Disability Insurance The City adopted an optional short-term disability insurance program effective October 1, 2001. The cost of this coverage will be paid by the employee, if the employee elects coverage. For employees who elect this coverage, the benefits will begin after an employee is out for thirty (30) calendar days.

The City also has a long-term disability program in place where benefits begin at ninety (90) calendar days. Short-term disability benefits cover the period from thirty (30) calendar days to ninety (90) calendar days. Employees who have deferred sick leave may use sick leave hours from the deferred sick leave bank to make up the difference between pay provided by short- and long-term disability insurance payments and their regular take-home pay. Employees without a deferred sick leave bank may use annual leave for this purpose.

I. <u>Severance Pay</u> - Under the current vacation and sick leave programs, employees are eligible for 100% of their vacation and personal holiday balance when they leave City employment. Some employees are also eligible for 50% of their sick leave balance when they leave. Eligibility for sick leave as severance varies by group with different maximum payouts depending on the group. For some groups there are different severance pay benefits dependent upon an employee's start date.

Employees who were hired before May 5, 2001, who are now on the annual leave program, will retain their eligibility for sick leave as severance (using the remaining deferred sick leave balance) under the same conditions as were in place before they elected annual leave.

For example, if an employee was eligible for 50% of their sick leave balance - up to a cap of fifty (50) days - prior to electing annual leave, they will be eligible for 50% of their deferred sick leave balance up to fifty (50) days when they leave City service.

All employees who have annual leave will be eligible for 100% of their annual leave balance when they leave City service. They may receive this as cash or deferred compensation (subject to IRS regulations).

- J. <u>Unpaid Leave</u> Unpaid leaves may be approved in accordance with the City Personnel Policies. Employees must normally use all accrued annual leave prior to taking an unpaid leave. If the leave qualifies under Parenting Leave or Family and Medical Leave, the employee may retain a balance of forty (40) hours when going on an unpaid leave. Any exceptions to this policy must be approved by the City Manager.
- K. <u>Sick Leave Conversion</u> There are various sick leave conversion programs in existence which cover different employee groups. Some programs vary within a particular group based on hire date. Employees who have annual leave will be able to convert some hours to cash or deferred compensation as described below. Employees who remained with the vacation and sick leave program may continue to convert sick leave and/or vacation based on programs they were eligible for prior to the adoption of annual leave (May 5, 2001).
- L. Annual Leave Conversion Annual leave will be eligible for conversion to cash or deferred compensation (subject to IRS maximum deferral regulations) annually on a one-for-one basis subject to the following conditions. Up to 40% of the annual leave balance, not to exceed eighty-forty (8040) hours, may be converted each year provided the employee has used a minimum of 30% of their annual accrual during the current calendar year and has a minimum balance of at least 176 hours. The minimum balance requirement will be determined as of the first payroll in December and will be based on the employee's current hourly rate on December 1.

Conversion to cash or deferred compensation will occur in the second payroll of the following year with specific dates to be determined by the Finance Department each year. Finance will notify all employees who have annual leave in November of each year as to the dates and conversion options. The conversion will be part of regular payroll and will not be paid in a separate check. Regular rate for the purpose of this policy is the employee's straight time rate not including overtime, pay differentials, out-of-class adjustments or any other additions to regular pay

CITY COUNCIL STAFF REPORT

Meeting Date May 24, 2021

REPORT TO:	Melinda Colem	nan, City Manage	er					
REPORT FROM:		Andrea Sindt, City Clerk Regan Beggs, Business License Specialist						
PRESENTER:	Andrea Sindt,	City Clerk						
AGENDA ITEM:	Massage Cent N, Ste 107	ter License for Li	vActive Ther	apy, 2785 Wh	nite Bear Avenue			
Action Requested: Form of Action:	✓ Motion ☐ Resolution	☐ Discussion☐ Ordinance	☐ Public Ho☐ Contract	earing /Agreement	☐ Proclamation			
Policy Issue: n accordance with Ci Rebecca Edwards for Avenue N, Ste 107. Recommended Action Motion to approve the	a Massage Cer	nter license for Li	vActive Ther	apy, located a	at 2785 White Bear			
Avenue N, Ste 107. Fiscal Impact:								
s There a Fiscal Impa Financing source	e(s):	Yes, the true or ed Budget □ Bud Reserves □ Oth	dget Modifica		w Revenue Source			
Strategic Plan Relev	ance:							
☐ Financial Sustainal ✓ Operational Effective	•	ntegrated Commu community Inclus		•	Redevelopment ture & Asset Mgmt.			
Council approval is re	quired prior to is	ssuance of a Mas	sage Center	· license, per	City Code Sec. 14-1	1457.		
Background								

A background investigation has been conducted on Ms. Edwards, owner and manager for LivActive Therapy. She has also met with the police department to discuss the City's requirements and expectations in regards to the operation of massage centers; nothing has been revealed which would prohibit her holding this license.

Staff has verified that 2785 White Bear Avenue, Ste 107 meets the zoning requirements in place for the operation of a massage center. Final issuance of the license will be contingent upon satisfactory results of final inspections from the City's fire department.

Attachments

None

CITY COUNCIL STAFF REPORT

Meeting Date May 24, 2021

REPORT TO:	Melinda Coleman, City Manager				
REPORT FROM:	Shann Finwall, AICP, Environmental Planner				
PRESENTER:	Jeff Thomson, Community Development Director				
AGENDA ITEM:	Climate Adaptation Plan				
Action Requested:	✓ Motion	☐ Discussion	□ Public H	learing	
Form of Action:	☐ Resolution	☐ Ordinance	☐ Contrac	t/Agreement	☐ Proclamation
Policy Issue:					
The Climate Adaptati the climate adaptatio The plan is the result paleBLUEdot and Cit resilient, climate char	n portion of the 0 of that grant as y staff, and outli	City's Sustainabil well as an in-kind nes goals and ac	ity Chapter o	of the 2040 Co	omprehensive Plan. Itant team
Recommended Acti	on:				
Motion to approve the Climate Adaptation Plan.					
Fiscal Impact:					
Is There a Fiscal Impact? ✓ No ☐ Yes, the true or estimated cost is \$0					
Financing source(s): ☐ Adopted Budget ☐ Budget Modification ☐ New Revenue Source					
offered approximately coordinate and partic part of the grant awar	y \$3,150 of in-kir ipate in commur	nd for staff time to	o participate	in the plannin	
Strategic Plan Relev	vance:				
☐ Financial Sustaina ✓ Operational Effecti	•	ntegrated Comm ommunity Inclus		•	Redevelopment ture & Asset Mgmt.
The Climate Adaptati its infrastructure and resilience. The plan versilience practices in included community of	asset managem vill serve as an e n Minnesota. To	ent for impacts o example for other ensure communi	of climate cha communitie ity inclusiven	ange and impr s and acceler ess, the planr	oving community ate the adoption of ning process

populations.

Background

Climate Adaptation Planning Process

The Climate Adaptation Plan (CAP) was developed in collaboration with a planning team made up of community members; representatives from Xcel Energy, Ramsey-Washington Metro Watershed District, Ramsey County, and the League of Women Voters; Environmental and Natural Resources Commission and City Council representatives; and City staff. The plan was developed through a number of planning workshops from May through December 2020.

In addition to the planning team effort, community engagement and outreach was conducted through the summer and fall of 2019 and the spring of 2021. Outreach included one-on-one interviews and discussions with residents at the Waterfest event, Fourth of July celebration, National Night Out block parties, community outreach events, and an online survey in 2019. On March 16, 2021, the City held a Climate Adaptation Workshop to present the draft plan to the public for review and comment. Approximately 20 Maplewood residents attended the workshop that was held via Zoom.

Plan Framework

The CAP includes an implementation framework designed to achieve community-wide goals for climate adaptation and resilience. It is organized around a unifying framework of eight sections: 1) Health and Safety, 2) Extreme Heat and Weather, 3) Air Quality, 4) Flooding and Water Quality, 5) Greenspace and Ecosystem Health, 6) Local Food and Agriculture, 7) Climate Economy, and 8) Adaptation Capacity. Each sector has over-arching strategic goals and detailed actions for implementation.

Within the framework of the plan, strategies are specific statements of direction that guide decisions about future public policy, community investment, and actions. The actions included in the plan are detailed items that should be completed in order to carry out the vision and strategies identified in the plan.

Final Deliverables

The final deliverables include the CAP report, an implementation and monitoring matrix, as well as a resource webpage with example municipal policies and ordinances. The implementation and monitoring matrix includes identification of lead City or County departments for each action as well as identification of potential supporting partners or advocate resources.

Implementation

What is the next step after plan approval?

The CAP is an overarching policy document in place to help guide other management plans including the Comprehensive Plan, Capital Improvement Plan, and Strategic Plan. The CAP should be referenced as the City plans for the future. Once the CAP is in place, the City should establish/confirm staffing, departmental team, and commission support for the implementation of the plan. The City should also initiate the Climate Mitigation Planning effort as the companion effort to the CAP, possibly in tandem with other cities in Ramsey County to benefit from multi-city implementation opportunities.

Who manages and leads the plan to ensure we accomplish the goals?

The CAP implementation section outlines that the City will identify, fund, and support a staff person as appropriate to shepherd the implementation (environmental planner). Establish an interdepartmental team to support implementation (Green Team). Ask that all departments include climate adaptation implementation as a part of their departmental update/reports. In addition, establish a citizen commission to support the implementation (Environmental and Natural Resources [ENR] Commission).

How can this plan fit into the City's strategic plan?

The goals and actions of the CAP support the strategic priorities. Staff, Green Team, and the ENR Commission should draft a list of new outcomes and performance metrics to add under each of the six strategic priorities.

City Council Review

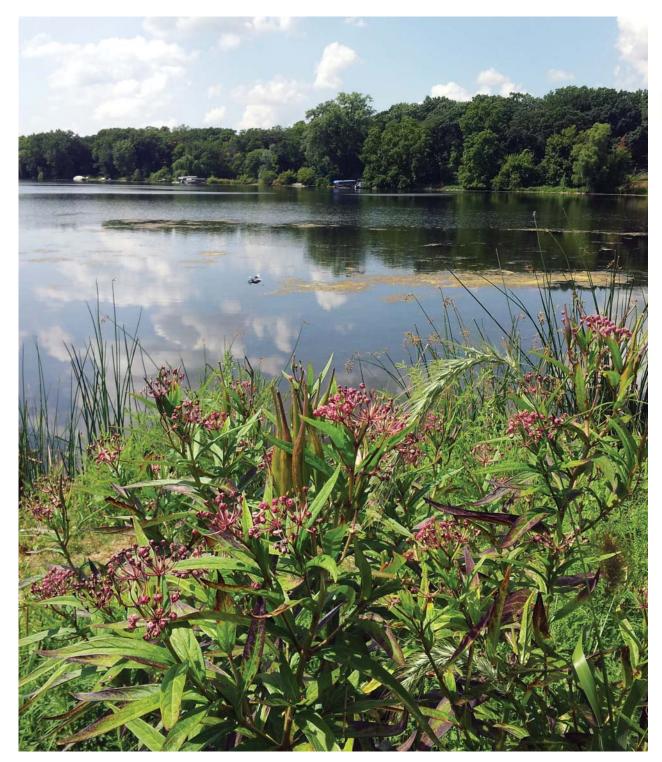
The City Council reviewed the Climate Adaptation Plan at the May 10, 2021, workshop.

Attachments

1. Climate Adaptation Plan

Links

- Climate Adaptation Plan: https://1drv.ms/b/s!AjXEmMthmWPLhvsQdgPWVflxv1Q3Xg?e=zGxQXB
- 2. Climate Adaptation Plan Implementation and Monitoring Matrix: https://ldrv.ms/x/s!AjXEmMthmWPLhvZV2Rw tv3IMBm9RA?e=crngc2
- 3. Example Policies and Ordinances: https://palebluedot.llc/maplewood-cap-policies





Climate Adaptation Plan



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Maplewood

Office of The Mayor

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City Council

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Rebecca Bryan Commissioner

Mollie Miller Commissioner

Candace Okeson Commissioner (former)

Ted Redmond Commissioner

Stephen Todey Commissioner (former)

Funding

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Partial funding for this project was provided through a 2018 State of Minnesota Pollution Control Agency (MPCA) Environmental Assistance Grant supporting the climate adaptation planning portion of this plan.

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Maplewood Climate Adaptation Plan

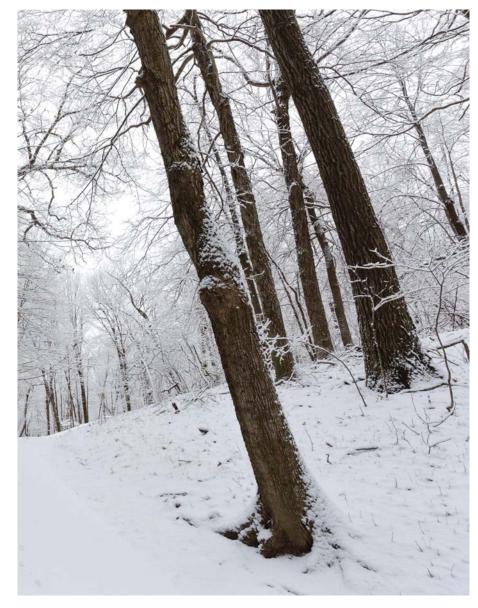




Section Introduction **Click here** to return to TOC







Significant weather events have caused substantial physical and economic damages in Maplewood. Without global action to address climate issues, Maplewood and the world will face threats to their economic livelihood, public health, and supplies of food, clean water, and power. Vulnerable populations, especially those with lower incomes and older residents, often bear the brunt of these extreme weather events.

In April 2017, paleBLUEdot developed a Climate Vulnerability Assessment for the City of Maplewood. The goal of the project was to serve as an assessment of Maplewood's forecasted climate change, impact exposure, sensitivity, and adaptive capacity to changing climate conditions. The Vulnerability Assessment mapped climate vulnerable populations in Maplewood and serves as a foundation for prioritizing climate adaptation needs and actions.

In June 2018, paleBLUEdot and the City of Maplewood jointly secured a grant from the MPCA to develop a Climate Adaptation Plan based on the 2018 Vulnerability Assessment. This plan is the result of that effort. This Climate Adaptation Plan outlines strategic goals and detailed actions to guide the City towards a more resilient, climate change ready condition.

The process

The plan was developed in collaboration with a 20 person planning team of community members, energy and watershed district representatives, economic development representatives, Ramsey County staff, and City of Maplewood staff. The planning team was organized into sub-teams aligned with each of the sectors included in this plan (see Plan Framework). The plan was developed through a number of planning workhops from May through December 2020.



Climate Change in Minnesota

Climate change is a global phenomenon that creates local impacts. It presents one of the most profound challenges of our time. A broad international consensus exists among atmospheric scientists that the Earth's climate system is being destabilized in response to elevated levels of greenhouse gas emissions in the atmosphere. Two changes to Minnesota's climate are occurring already: shorter winters with fewer cold extremes, and more heavy and extreme precipitation.

Climate Change in Maplewood

The climate in City of Maplewood has already changed. From 1980 through 2018, the City has experienced an increase in annual average temperature, an increase in the number of days above 95 degrees, an increase in the number of heavy rain events, and a decrease in the number of days below 32 degrees.

Some of the most significant changes in the climate relate to variability. Climate variability can be seen in the changes in annual precipitation for Maplewood. Overall annual precipitation has increased, however, this increase is not evenly distributed throughout the year.

The City's climate is anticipated to continue to warm through this century. Precipitation is anticipated to increase in Spring and Fall while remaining the same or decreasing in the Summer and Winter seasons. The primary changes to climate characteristics for the City include:

- Warmer annual average temperatures with a more significant warming in winter months.
- Increase in extreme heat days.
- Increase in heavy rain fall events, with increase in flood potential.
- Increase in time between precipitation with increase in drought potential.
- Greater variability in temperature and precipitation trends.

Looking Back

From 1950 through 2015, Maplewood has experienced:

Increase in annual average temperature:

21% Increase in annual precipitation:

Increase in heavy precipitation events:

Increase in Days above 95:

Decrease in Days below 32:

Increase in growing season:

58%

3 days

-10 days

16 days

Looking Forward

By 2100, Maplewood Can Expect:

Increase in annual average temperature:

Increase in annual precipitation:

Increase in heavy precipitation events:

Increase in Days above 95:

Decrease in Days below 32:

Increase in growing season:

Increase in Air Conditioning

Demand:

5-9°F

Seasonal Variation

30%

+55 days

-45 days

30 days



Climate Risks to Maplewood

The projected changes to the City's climate in the coming decades represent potential risks to residents. These risks are particularly acute in populations especially vulnerable to them such as children, seniors, and those with disabilities – see Vulnerable Populations section for more information. Below are some of the more significant risks to the City's population:



Extreme Heat and Weather:

Certain groups of people are more at risk of stress, health impacts, or death related to Extreme Weather events including tornadoes, wind storms, lightning, winter storms, hail storms, and cold waves. Vulnerability to heat stress can be increased by certain variables including the presence of health conditions like diabetes and heart conditions, demographic and socioeconomic factors, and surrounding land cover.



Air Quality

Climate change is expected to affect air quality through several pathways, including production and potency of allergens and pollen, and increase regional concentrations of ozone, increased potential of smoke from wildfires, increase in particulate air pollution, and dust.



Flooding

According to the latest National Climate Assessment, the frequency of heavy precipitation events has already increased for the nation as a whole as well as for Minnesota specifically. These heavy rain events are projected to increase throughout Minnesota. Increases in both extreme precipitation and total precipitation are likely to increasingly contribute to over-bank flooding (river and lake flooding) as well as flash flooding.



Vector-Borne Diseases

Vector-Borne diseases are diseases spread by agents such as ticks and mosquitoes. In Minnesota, rising temperatures and an increase in growing seasons will increase the geographic range of disease-carrying insects, while increased rainfall, flooding and humidity will create more viable areas and more rapid vector breeding.



Food Insecurity

Climate change is likely to destabilize cropping systems, interrupt transportation networks and trigger food shortages and spikes in food cost.



Water Quality

Water temperature will generally rise in streams, lakes, and reservoirs as air temperature rises. This leads to lower levels of dissolved oxygen in water with more stress on the fish, insects, crustaceans and other aquatic animals that rely on oxygen. Changes in precipitation, drought potential, and evaporation will put new pressure on drinking water supplies.



Waterborne Illness

Bacteria and viruses thrive in warmer water conditions, causing an increase in contact potential with humans and an increase in water-borne disease potential.



Infrastructure Failure

Extreme weather events, flooding and flash flooding, as well as increasing daily stresses caused by increasing climate variability all represent potential causes of failure of our aging infrastructure. Power outages, road damage, bridge collapse, water infrastructure failure - each of these represent significant physical climate risks to the community, especially individuals who are climate vulnerable.



Maplewood's Vulnerability to Climate Risks:

The following highlight the vulnerabilities to climate risks facing Maplewood, excerpted from the 2020 Maplewood Climate Vulnerability Assessment:

High

Heat Stress

(High)



Warmer temperatures and more extreme heat may lead to higher risk of heat-related illness.

Extreme Weather

(High)



Warmer temperatures, and resulting increases in atmospheric moisture, combined with more rapid shifts in seasonal weather may significantly increase the potential for heavy precipitation and extreme weather events which could cause damage to housing, cause power outages, and reduce mobility for portions of the community.

Air Quality

(High)



Increased heat may result in more days of poor air quality and exposure to allergens, impacting respiratory illnesses.

Flooding and Stormwater

(High)



Heavier rains coupled with higher risk of surface drought conditions may increase demand on stormwater management and may cause more local flooding, particularly "flash flooding". The city's stormwater infrastructure may not be capable of handling the amount from more frequent heavy down pours, requiring resources to make needed upgrades.

Vector-Borne Disease

(Medium-Low)



Longer growing seasons and higher temperatures may increase vectorborne diseases like West Nile Virus and Lyme disease.

Trees, Greenspace, and Agriculture

(Medium)



Higher temperatures and precipitation changes will stress trees, greenspace, and agriculture. Conditions may be more favorable for disease, pests, and invasive species. Trees and crop species which thrived in the area's climate may be less suited for future conditions. Fluctuations in agricultural production may create food price volatility, increasing food insecurity.

Mental Health

(Medium)



Exposure to increased climate impacts and disasters may lead to increased anxiety and other mental health ramifications.

Surface Water Quality

(Low)



Increases to heavy rain events and flooding/flash flooding risk may negatively impact water quality in the city's lakes, streams, and rivers. Increased pollutants and contamination potential, combined with increased annual water temperatures could increase risk to algal and bacterial growth, harming habitats and limiting recreation.



Climate Mitigation:

reducing climate change – involves reducing the flow of heat-trapping greenhouse gases into the atmosphere.

Climate Adaptation:

developing ways to protect people and places by reducing their vulnerability to climate impacts.

Introduction

Why Create a Climate Adaptation Plan?

The creation, and dedicated implementation of a Climate Action Plan (CAP) is an organized way for a city to contribute to solving the global climate crisis while helping its resident and business communities create improved resilience to the current and future impacts and risks of climate change.

What is Climate Adaptation?

Some impacts of climate change are now inevitable. Climate Change Adaptation seeks to lower the risks posed by these impacts. Both mitigation and adaptation are necessary, because even if emissions are dramatically decreased, adaptation will still be needed to deal with the global changes that have already been set in motion.

What is a CAP Plan?

Climate adaptation plans are comprehensive road maps that outline the specific Strategies and Actions that a City will implement to build resilience to related climatic impacts. Climate Adaptation Plans do not address mitigation actions (greenhouse gas reductions), which can be addressed in a future Climate Mitigation Plan.

Climate Action As A Journey

This Climate Adaptation Plan represents a robust vision of the future with a comprehensive scope of action befitting the magnitude of our collective climate challenge ahead. This plan should be seen as a living document. Action progress and effectiveness should be reviewed at regular intervals through the plan's implementation and adjustments should be made to expand or modify the scope of individual actions and to augment the plan with new actions as appropriate to respond to ever-changing market and community conditions.



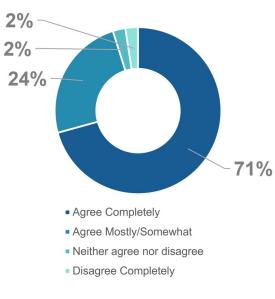
Gathering Community Input on Climate Concerns

Understanding the perspectives of community members and broad community input is key to any successful community sustainability or climate planning effort. With that in mind, the City of Maplewood issued this community survey to collect input from a broad range of community members. The intent of the survey was to help the city identify sustainability and climate adaptation needs, opportunities, priorities, and issues for the City of Maplewood. This survey was designed by paleBLUEdot and reviewed for edit by City of Maplewood planning staff. The survey was made available on-line on a dedicated webpage (https://palebluedot.llc/Maplewood-climate-adaptation-survey).

The graph above and to the right shows the percentage of respondents that identified each topic as a concern. Survey responses, along with other research and community input, helped to inform the strategic goals and actions identified in the Climate Adaptation Plan.

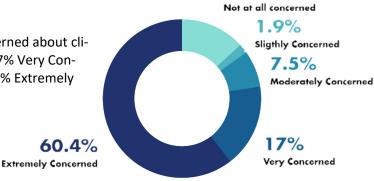
Maplewood Climate Adaptation Plan Review

The final draft Climate Adaptation Plan was available for review by the public from the end of January through April 7th, 2021. A public workshop meeting was held to provide overview of the plan and to collect feedback from the public. In addition, all sections of the Climate Adaptation Plan were made available along with an on -line survey to collect additional public comments. The chart to the right summarizes the level of agreement with the Climate Adaptation Plan reported by those who took the survey.

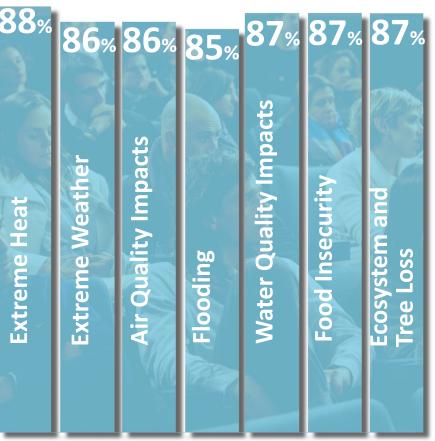


Concerns

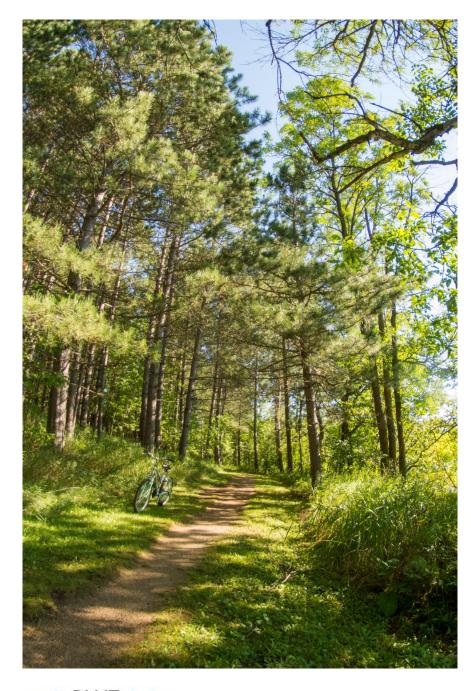
77.4% are concerned about climate change (17% Very Concerned and 60.4% Extremely Concerned).



13.2%







Developing The Plan

Development and implementation of the Maplewood Climate Adaptation Plan are opportunities for the City of Maplewood government (City) and partners in the community to research and articulate some of Maplewood's most pressing resilience challenges; identify specific, multi-benefit actions that contribute to solutions to those challenges; and secure additional resources, technical assistance, and partnerships to accelerate next steps.

The goals and actions identified in the Climate Adaptation Plan are grounded in community input, expert analysis, and best practices from other cities throughout the United States. Strategic goals and detailed actions were developed by the Planning Team through a series of workshop meetings. A preliminary draft of actions were reviewed against action screening criteria which enabled the Planning Team to evaluate, refine, finalize, and prioritize the actions to be incorporated in the final Climate Adaptation Plan.

Maplewood Action Screening Criteria

Support: How likely is the proposal to be adopted by the City or community-wide? Is it politically feasible? Is there community support? Is it consistent with the City's priorities and readiness to implement?

Effectiveness: How likely is it that the action will work to address the goal? Is this addressing a high-priority vulnerability or a major source of emissions? How likely is it that the action will effectively address vulnerable population needs?

Enforceability and Measurability: Can the program be enforced? Are there ways to measure the impact of the strategy?

Funding: What is the availability of funding? Include research and propose financial strategies that could facilitate City and community actions in fulfillment of this plan?

Climate Action Plan Framework

This Climate Adaptation Plan includes an implementation framework designed guide decisions about future public polito achieve community-wide goals for climate adaptation and resilience. This CAP is organized around a unifying framework organized by sector as illustrated to the right. Each sector has over -arching strategic goals and detailed Actions for implementation.

Strategies:

are specific statements of direction that are detailed items that should be comcy, community investment, and actions. and strategies identified in the plan.

Actions:

pleted in order to carry out the vision

Climate Adaptation:

seeks to lower the risks posed by the impacts of climate change which are now inevitable or likely.



This sector area includes community health impacts and resilience in the face of current climate impacts and projected risks. Strategies in this sector focus on integrating climate change health and safety considerations in City operations and public communication.



This sector area includes extreme heat and weather events. Strategies in this sector focus community resilience to extreme heat and weather event impacts of climate change.



This sector area includes air quality impacts from increasing air temperatures, changing weather patterns, and other effects of climate change. Strategies in this sector focus community resilience to air quality impacts of climate change



This sector area includes potable water distributed to Maplewood residents and businesses, stormwater collection, flood mitigation, and surface water health. Strategies in this sector focus on flood mitigation, and stormwater infiltration.



Benefits of Climate Action

The strategies and actions contained in this plan seek to increase Maplewood's resilience to climate impacts, prioritize sustainable uses of land and water, reduce waste, and support improved equity and livability. The CAP addresses next steps for Maplewood to adequately respond to climate change. If implemented successfully the CAP will enhance Maplewood's economic vitality, resilience, and viability as a healthy, livable city.



This sector area includes the environmental, climate resilience and benefits of urban tree canopy, ground cover, community greenspace and parks, and ecosystems that rely on these natural elements. Strategies in this sector include resilience/expansion of urban tree canopy coverage, improvement of beneficial use of lawn areas.



This sector area includes commercial and non-commercial food cultivation and distribution, and food and nutrition insecurity. Strategies in this sector area include reduction of food waste, food system and distribution resilience, strengthening of local food production capacity, and equitable access to healthy food.



This sector includes the economic development, jobs, and business creation potential represented by the actions and goals of all sectors in this Climate Adaptation Plan. Strategies in this sector include workforce development, economic development and new business financing, and resilience of businesses in the community.



This sector area includes financial mechanisms, and systemic and organizational capacity to implement the actions and goals of all sectors in this Climate Adaptation Plan. Strategies in this sector focus on financing, resilience of social networks, education, engagement, and empowerment of the public.



Our Strategies By Sector

Health and Safety

Strategy HS-1:

Prepare the community for anticipated climate change impacts.

Strategy HS-2:

Improve community health and well-being.

Strategy HS-3:

Educate, engage, and empower the public on health and safety risks of climate change impacts.

Strategy HS-4:

Implement City policies to address health and safety considerations of climate change.

Extreme Heat and Weather

Strategy EHW-1:

Address health impacts of extreme heat.

Strategy EHW-2:

Educate, engage, and empower the public on Extreme Heat and Weather and linkage with health.

Strategy EHW-3:

Implement effective systems and processes to manage and respond to extreme weather events.

Strategy EHW-4:

Improve the capacity of the City and community to provide support during extreme weather events.

Strategy EHW-5:

Decrease the urban heat island effect, especially in areas with populations most vulnerable to heat.

Air Quality

Strategy AQ-1:

Increase and maintain air quality for residents and businesses.

Strategy AQ-2:

Reduce auto-generated particulate matter, tailpipe pollutants, waste heat, and ozone formation.

Strategy AQ-3:

Educate, engage, and empower the public on Air Quality and linkage with health.

Flooding and Water Quality

Strategy FW-1:

Improve community stormwater preparedness and water conservation.

Strategy FW-2:

Promote and expand green infrastructure.

Strategy FW-3:

Strengthen emergency management capacity to respond to floodrelated emergencies.

Strategy FW-4:

Increase the resilience of the natural and built environment to impacts of climate change.



J2, Attachment 1

1-11

Greenspace and Ecosystem Health

Strategy G-1:

Increase the accessibility and quality of habitat for native plants and animals.

Strategy G-2:

Improve the resilience of the urban forest and watersheds to climate change.

Strategy G-3:

Expand and sustain urban tree canopy and forests.

Strategy G-4:

Manage ecosystems and landscapes to minimize heat island impacts.

Local Food and Agriculture

Strategy F-1:

Educate, engage, and empower the public on food linkage with climate and health.

Strategy F-2:

Integration of Local Food Considerations in City Plans.

Strategy F-3:

Increase production of local food.

Strategy F-4:

Strengthen demand for local foods.

Strategy F-5:

Increase food security for residents, especially those most vulnerable to food environment.

Strategy F-6:

Reduce and repurpose food waste and food-related waste.

Our Strategies By Sector

Climate Economy

Strategy CE-1:

Leverage the economic development opportunities of the Green Economy.

Strategy CE-2:

Enhance community resilience through economic resilience.

Strategy CE-3:

Include Economic Resilience in Emergency Response Planning.

Strategy CE-4:

Accelerate the transformation to a low-carbon economy.

Adaptation Capacity

Strategy AC-1:

Improve City staff capacity and knowledge of their role in meeting climate goals.

Strategy AC-2:

Support equitable climate action.

Strategy AC-3:

Establish a climate impacts mutual aid program.

Strategy AC-4:

Establish financing to support the City's Climate Action efforts.

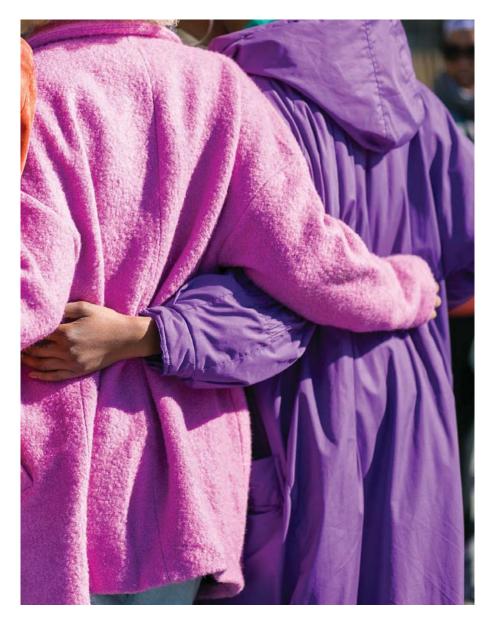


Section Mealth and Safety











There is a strong relationship between human health and environmental health. This link between the environment and human health is a critical consideration of the impacts of climate change. As outlined in the City's Climate Vulnerability Assessment, changes in climate such as higher average temperatures and increased storm frequency and intensity, can intensify public health stressors. These climate change impacts endanger public health and safety by affecting the air we breathe, the weather we experience, our food and water sources, and our interactions with the built and natural environments. As the climate continues to change, the risks to human health continue to grow. In the Midwest, climate change is expected to negatively affect human health in a variety of ways and exacerbate existing health challenges.

In the same way local governments and the health care industry promotes healthy behaviors such as eating right and exercising; agencies should recognize the relationship between climate action, environmental stewardship and community health since the health of our environment affects public health. The specific impacts of extreme weather and heat, flooding, and air quality are addressed in later sections. The focus of this section is addressing foundational community health and safety in the face of current and anticipated climate impacts.

Equity Considerations:

- Critical components of climate vulnerability are pre-existing health status and living conditions—factors frequently shaped by economics and the distribution of social policies and influence, meaning low-income communities and communities of color are disproportionately affected by the health impacts of climate change.
- Vulnerable populations are disproportionately represented within the vulnerable environments of our cities and frequently lack resources to improve the adaptive capacity of their surroundings

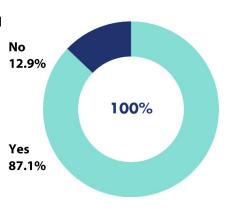
Likelihood of Climate Hazards for Maplewood Populations

A "Climate Hazard" is a physical process or event (hydrometeorological or oceanographic variables or phenomena) that can harm human health, livelihoods, or natural resources. Climate Hazards are reviewed based on current hazard level, anticipated change over time, and projected future hazard level.

The chart below reviews the current occurrence, potential future change, and timeline of change for each of the primary Climate Hazards for the city. In addition, the columns on the right illustrate the reported number of events, % change, and annualized economic impact of each of these hazards over the last 20 years. This review assists in determining the likelihood of each type of hazard.

Climate Impacts Already Felt

Over 87% of respondents reported being personally impacted by the effects of Climate Change.
The most noted personal impacts observed were Increased Air Conditioning Use, Increased Contact with Ticks and Mosquitos, Tree Loss Due to Storm, Flooding, or Drought, Longer Allergy Season, and Flooding/Flood Damage.



Climate Hazard Type	Current hazard risk level	Expected change in intensity	Expected change in frequency	<u>Timeframe</u>	Number of Events 1999- 2009 vs 2009-2019 (NOAA)	% Change	County Impacts over 20 year period
Extreme Heat	Low	Increase	Increase	Medium-term	0 events to 4 events	N/A	216 injuries
Extreme Cold	Moderate	Increase	Decrease	Medium-term	0 events to 8 events	IN/A	2 deaths, 2 injuries
Extreme Precipitation	Moderate	Increase	Increase	Short-term	7 events to 7 events	0%	See Flood
Floods	Moderate	Increase	Increase	Short-term	9 events to 10 events	110%	\$5M
Droughts	Low	Increase	Increase	Medium-term	0 events to 0 events	N/A	N/A
Storms	Moderate	Increase	Increase	Short-term	74 events to 83 events	112%	\$26M
Forest/Wild Fires	Low	Not known	Not known	Not known	0 events to 0 events	N/A	N/A
Air Quality Impacts	Moderate	Increase	Increase	Long-term	N/A	N/A	N/A





Climate Health Risks for Maplewood Populations

A "Climate Risk" is the potential for negative consequences and outcomes for human health, systems, or communities. The most common way of evaluating the level of risk associated is "likelihood of Occurrence" x "Impact Level" or vulnerability. The chart below reviews the expected impacts, likelihood of occurrence, impact level based on Population vulnerability reviewed in the Bloomington Climate Risk and Vulnerability Assessment, potential timeframe, and resulting overall risk level for Climate Risks to Population (Health Impacts).

Health Impacts		Likelihood of Occurrence	Impact Level (Population Vulnerability)	<u>Timeframe</u>	Risk (Likelihood x Impact)	Impact-related indicators
Extreme Heat	Increased demand for cooling; heat stress and emergency visits, heat related health	Likely	High	Medium-term	Very High	Cooling Degree Days, days above 95
	damage to property; flood related health impacts; infrastructure impacts	Likely	Moderate	Medium-term	Moderate	Flood events, flash flood occurances, wettest 5-day periods, number of heavy rain events, disaster declarations, change in NOAA storm
0.0	Damage to crop/tree/ecosystem, reduced drinking water source, increased flash flood potential due to decreased soil permeability	Possible	Low	Medium-term	Low	Consecutive days without rain, acquafer level, surface water condition, river flow
Air Quality Impacts	increased instances of asthma	Likely	High	Medium-term	High	Air quality index
Vector-Borne Diseases	Increased instances of lyme disease, encephalitis, heart worm, malaria, zika virus,	Likely	Moderate	Long-term	Moderate	Disease records
Nutrition Insecurity	Food price volitility/change, fluctuation in availability	Possible	Moderate	Medium-term	Moderate	Food price index, Foodshelf demand, % of school children qualifying for free and reduced lunch
Water Quanity/Quality Impacts	iduality impacts due to neat and	Possible	Moderate	Long-term	Low	Acquafer health; Water quality test results
	Bacteria exposusure at infected surface water locations, contamination of drinking water due to flood	Likely	High	Medium-term	High	flood events; algea blooms





Sensitivity to Climate Hazards

Based on the total population count for each vulnerable population and considering the risks each demographic is most sensitive to, as determined in the City's Climate Vulnerability Assessment, the population vulnerabilities can be considered from highest sensitivity (more vulnerable individuals) to lowest (fewer vulnerable individuals) sensitivity for the City of Maplewood.

Highest Sensitivity



Populations More Vulnerable to Impacts in This Sector

The following populations tend to be more vulnerable to the potential climate change impacts in this sector:



Addressing This Sector

This Climate Adaptation Plan is organized around a unifying framework organized by sector. Each sector has over-arching Strategies and detailed Actions. Strategies are specific strategic goal statements providing direction and guidance for decisions about future public policy, community investment, and planning. Detailed Actions are specific tasks to be implemented in order to achieve the strategic goals.



J2, Attachment 1

Lowest Sensitivity



Adaptation Actions

Below are the Strategies and detailed Actions addressing the needs of the **Health and Safety** section.

#	#
egy	_
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ir at	AC
℧	_

Sector Strategy / Action

Priority Level

~	Health and Safety	
	Strategy HS-1: Prepare the community for anticipated climate change impacts.	
HS-1-1	Partner with outside agencies on emergency response plans and explore opportunities to design and offer community resilience model training	1
HS-1-2	Review and effectively communicate emergency and evacuation plans on a regular basis to update for climate change forecasted data, paying particular attention to flooding, extended heat waves and tornadoes	2
HS-1-3	Conduct a health impact assessment for areas that may have unsafe levels of air pollution from vehicle traffic, and use data to modify zoning (see if any MPCA data indicates hot spots, related to at risk populations/ asthma) mobile source and point source manufacturing	2
HS-1-4	Explore partnerships to create programs to support families who cannot afford to purchase supplies for household emergency preparedness kits to adequately prepare their homes (e.g. solicit emergency supply donations). Identify possible strategies for the structure of the program through a review of donation programs in other communities and engagement with community partners and businesses	2
HS-1-5	Identify a sustainable funding source for increased utility assistance for low- income residents, including support for energy efficiency projects, such as weath- erization	2



Strategy #	Action #	Sector Strategy / Action	Priority Level
		Strategy HS-2: Improve community health and well-being.	
HS-2-1	1	Ensure the community has robust resources to address increases in violence and crime, particularly domestic violence, during periods of stress including emergencies and heat waves (work with existing Police Department efforts related to mental health response and domestic abuse response and partnerships with agencies, look to examples from other metro cities	1
HS-2-2	2	Execute an assessment on completeness of sidewalks connecting all streets and prioritized implementation plan coordinated with County.	1
HS-2-3	3	Increase community participation in health and wellness, exercise and nutrition programs tie into Ramsey County MNSHIP initiatives	2
		Strategy HS-3: Educate, engage, and empower the public on health and safety risks of climate change impacts.	
HS-3-1	1	Increase outreach to diverse populations about climate change and health, natural hazards, and emergency preparedness via broadcast, print, bus ads, social media, and other forms of communication in multiple languages and accessible to individuals with disabilities to ensure that emergency preparedness planning reaches all City residents	1
HS-3-2	2	Increase household education about water quality and food storage risks resulting from power outages associated with increased extreme weather events	2





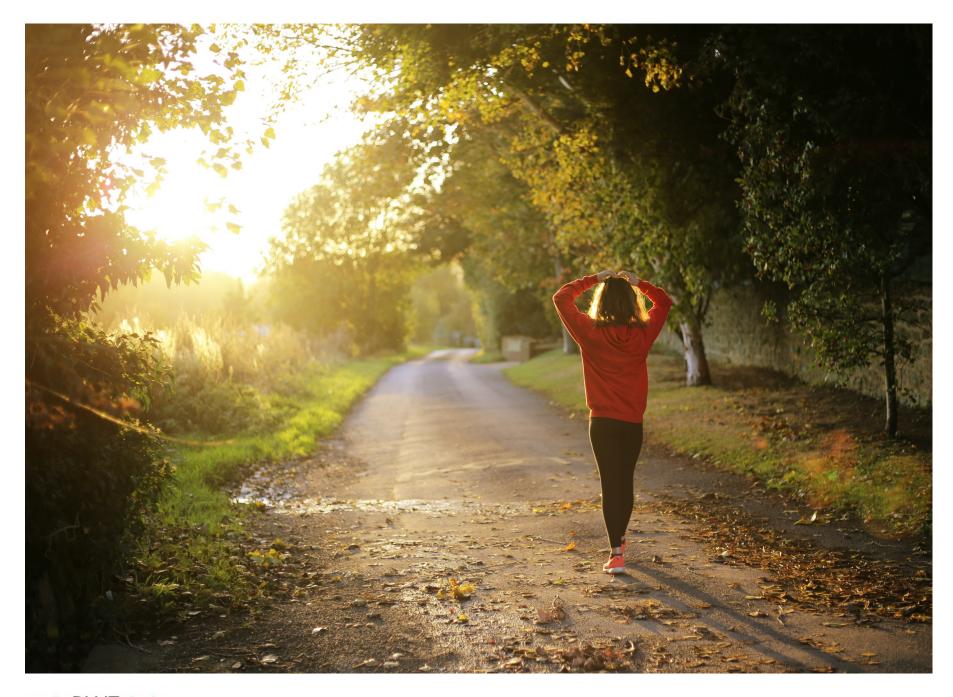
Strategy #	Sector Strategy / Action	Priority Level
HS-3-3	Expand resident awareness and use of MPCA and MDH alert texts and emails of the City Air Quality Index including particulate matter and pollen counts so that the public is aware of bad air quality days. Include strategies for coping with poor air quality days	2
HS-3-4	Conduct education and outreach on the effects of nutrient loads and contaminants in stormwater on local water quality (Partner with RMWD)	2
HS-3-5	Provide information on what residents can do to reduce their carbon footprint and how their households can be more resilient.	2
HS-3-6	Partner with County Health Department to Identify list of resources for dealing with health impacts and to work with vulnerable populations to share information about climate risks to health and create specific adaptation strategies	2
	Strategy HS-4: Implement City policies to address health	
	and safety considerations of climate change.	
HS-4-1	Increase the number of City employees that participate in employee health and wellness, exercise, and nutrition programs	1.b
HS-4-2	Develop city-wide ordinances or policies to encourage, incentivize, or require the reduced use of water-related illness agents such as phosphorus and synthetic nitrogen fertilizers, herbicides and pesticides, that have potentially negative impacts on natural resources and human health	1
HS-4-3	Adopt/enforce codes/ordinances requiring window screens, especially for rental housing facilities.	2





Strategy #	Sector Strategy / Action	Priority Level
HS-4-4	Encourage the preservation or establishment of native and natural vegetation near shorelands to protect wetlands, lakes, and rivers to reduce damage to water quality from severe storms and heavy rain events.	2
HS-4-5	Incentivize increased greenspace, pervious ground cover, and pervious pavement at existing and new developments to increase water infiltration, slow water table depletion, and reduce the impact of heavy rain events.	2
HS-4-6	Develop and identify/collect educational content and resources to provide to owners, developers, contractors, and designers of development, redevelopment projects, and commercial/multi-family properties to inform on strategies to reduce the urban heat island, improve landscape plans, increase effective tree cover, improve pavement reduction and parking requirement reduction, and solutions which may offer multiple benefits for property owners and users to share with residents and businesses. Targeted toward redevelopment and properties that have a lot of pavement.	2
HS-4-7	Review/create anti-idling policies and enforcement plans for city vehicles (especially on bad air days) coordinate with school district. Establish City wide anti-idling ordinance addressing all gasoline and diesel powered motors.	2







Section **Extreme Heat** and Weather



Extreme Heat and Weather

According to the EPA, major heat waves have been occurring more frequently across the Midwest for many decades. Extreme weather was happening before global warming began, however, there's general scientific agreement that global warming has contributed to a trend toward more intense extremes of heat and extreme weather events over the last decade and will continue to influence both in the future. Heat waves are longer and hotter than they used to be and some regions are suffering from catastrophic drought and wildfire impacts—even in areas which have not historically been effected by wildfire like Missouri. Heat stress is likely to increase in the future as a result of continued rises in temperatures and humidity in this region, resulting in more heat-related deaths and illnesses

Certain groups of people are more at risk of stress, health impacts, or death related to Extreme Weather events including heat stress, tornadoes, wind storms, lightning, wildfires, winter storms, hail storms, and cold waves. The risks related to extreme weather events include traumatic personal injury (tornadoes, storms), carbon monoxide poisoning (related to power outages), asthma exacerbations (wildfires, heat stress), hypothermia/ frostbite (cold waves, winter storms), and mental health impacts.

Equity Considerations:

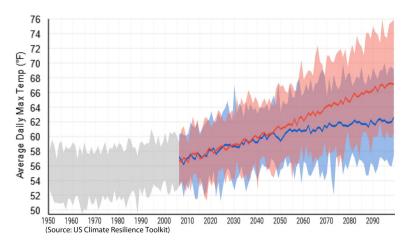
- According to the US DOE, low income families in Maplewood have an energy burden (percentage of income required to pay for energy needs) 3 to 5 times higher than average. Families with high housing or energy burden are required to spend higher portions of their income on their rent or energy needs, frequently leaving too little to cover other family expenses such as nutrition and appropriate medical care.
- Low income homeowners typically cannot afford needed investments to make their home resistant to extreme heat and weather while renters have little leverage to see to it that landlords make the needed weatherization improvements.





Increasing Temperatures

The chart above shows observed average daily maximum temperatures for Ramsey County from 1950-2010, the range of projections for the historical period, and the range of projections for two possible futures through 2100. Maximum temperature serves as one measure of comfort and safety for people and for the health of plants and animals. When maximum temperature exceeds particular thresholds, people can become ill and transportation and energy infrastructure may be stressed.



Increasing Extreme Weather

Below are the number of extreme weather events reported by NOAA for Ramsey County between 1999 and 2019. Extreme weather events increased 2% over that 20 year period.

Storm Weather Events



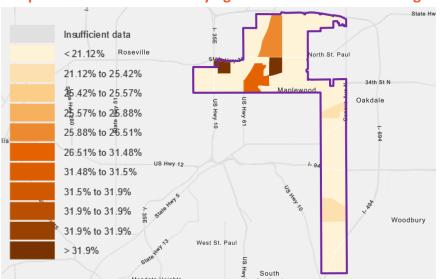


Housing Burden and Extreme Heat and Weather Resilience

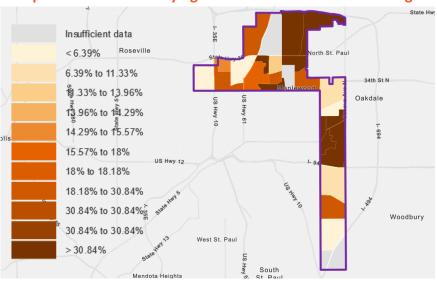
Households with cost housing burden (paying 30% or more of income for rent) can have a reduced capacity to respond to emergencies increasing that household's climate vulnerability. According to the US Census Bureau, Maplewood has 4,490 renter occupied housing units total. Over 54% are households living with a housing cost burden of over 30% and of those nearly 50% (26.8% of all renter occupied households) are living with a housing costs totaling 50% or more of their income.

Maplewood has a total of 10,545 owner occupied housing units. Of those households 24.2% are living with housing cost burden of over 30% with over 1/4th of those living with a housing costs totaling 50% or more of their income (6.1% of all homeowners). See maps below and to the right for the distribution of these households throughout the community.

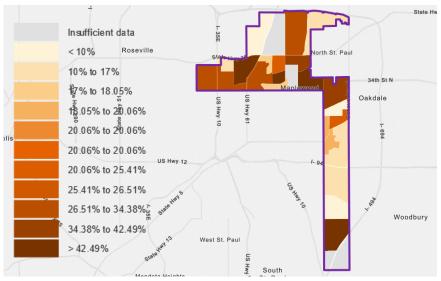
Maplewood Homeowners: Paying >30% of Income for Housing



Maplewood Renters: Paying 30%-49% of Income for Housing



Maplewood Renters: Paying >50% of Income for Housing

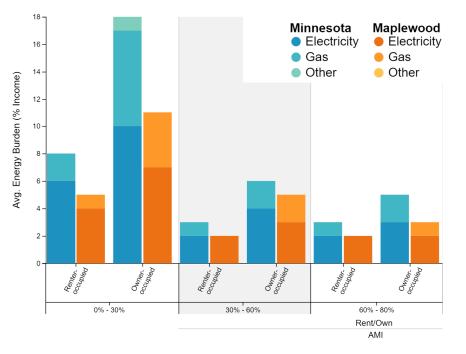






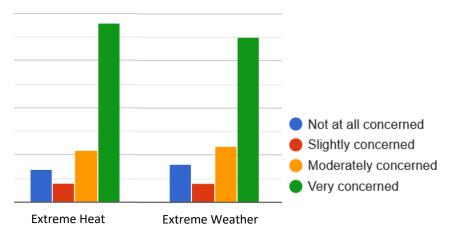
Energy Burden and Extreme Heat and Weather Resilience

"Energy Burden" is the percentage of household income that goes toward energy costs (electricity, home heating, and transportation). Individuals with lower incomes have a much higher likelihood of living under an energy burden—not only because the energy costs experienced by a lower income household must be paid for out of a smaller income, but also because lower income individuals frequently live in homes with higher energy costs due to older building age or lower levels of insulation and energy equipment efficiency. Those living under high energy burden and who are without ability to make the needed weatherization improvements (or leverage for landlords to do so) have an increased vulnerability to the effects of extreme heat and weather. See the chart below for the breakdown of energy burden levels by income level and rent vs owner occupied status in Maplewood.





Community Concern



Over **88%** of the individuals responding to the City of Maplewood's 2020 Climate Adaptation Plan Community Input Survey reported being slightly (7%) moderately (18%), or very concerned (63%) about potential extreme heat impacts of climate change.

Over **86%** of the individuals responding to the survey reported being slightly (7%) moderately (20%), or very concerned (59%) about potential extreme weather event impacts of climate change.

Populations More Vulnerable to Impacts in This Sector

The following populations tend to be more vulnerable to the potential climate change impacts in this sector:



Addressing This Sector

This Climate Adaptation Plan is organized around a unifying framework organized by sector. Each sector has over-arching Strategies and detailed Actions. Strategies are specific strategic goal statements providing direction and guidance for decisions about future public policy, community investment, and planning. Detailed Actions are specific tasks to be implemented in order to achieve the strategic goals.





Adaptation Actions

Below are the Strategies and detailed Actions addressing the needs of the Extreme Heat and Weather section.

Strategy #	Sector Strategy / Action	Priority Level
Ŧ	Extreme Heat and Weather	
	Strategy EHW-1: Address health impacts of extreme heat.	
EHW-1-1	Identify and promote existing heat-warning systems for employees and the public	1
EHW-1-2	Plant shade trees to limit the need for indoor cooling and reduce temperatures at parks, playgrounds, and other outdoor spaces. Prioritize plantings based on city's Tree Canopy survey, identifying neighborhoods with higher heat island impacts, lower existing tree equity, and higher vulnerable population shares.	1
EHW-1-3	Strengthen emergency management capacity to prepare for and respond to the impacts of climate change. The City should prioritize capacity improvements such as training and equipment to address risks exacerbated by climate change. Emergency management should be equipped to address the possibility of multiple emergencies at the same time, such as the combination of wildfire smoke coupled with extreme heat and local brush fires	2
EHW-1-4	Identify and minimize potential urban heat impacts	2



Strategy#	Sector Strategy / Action	Priority Level
EHW-1-5	Educate public and public health professionals about health risks posed by climate change, including potential changes in air quality and impacts on mental health. Explore partnerships for curricula and educational materials and joint communications efforts.	2
EHW-1-6	Explore modification of multi-family building licnesure to include participation in the Xcel Energy and Centerpoint Energy Multi-Family building energy efficiency program as a requirement for re-licensure. https://www.centerpointenergy.com/en-us/SaveEnergyandMoney/Pages/Multi-Family-Building-Efficiency.aspx?sa=MN&au=bus Strategy EHW-2: Educate, engage, and empower the public	2
	on Extreme Heat and Weather and linkage with health.	
EHW-2-1	Identify, review for appropriateness, and promote existing resource materials to emphasize steps individuals can take to improve emergency preparedness. Increase awareness of City and other alert systems. Resource: All hazard mitigation plan https://www.ramseycounty.us/your-government/departments/safety-and-justice/emergency-management-homeland-security	1
EHW-2-2	Continue to provide education around vegetation management of trees and how proper management can reduce storm-related power outages. Explore translating materials to support equity in communications.	1
EHW-2-3	Enhance community networks and connections for those who require special attention, such as the elderly, homebound, disabled, isolated, or those likely to be in need of financial assistance during or after extreme weather events (heat, cold and heavy precipitation)	2





Strategy#	Sector Strategy / Action	Priority Level
EHW-2-4	Identify funding sources to facilitate a financial aid arrangement to assist property owners in conducting preventive vegetation management and assist with costs related to post-storm, tree clean-up	2
EHW-2-5	Coordinate with the County on county-wide actions related to improved incentivization and financing mechanisms for multi-family energy efficiency and promote their use to multi-family building owners.	2
	Strategy EHW-3: Implement effective systems and processes to manage and respond to extreme weather events.	
EHW-3-1	Continue to involve key community partners, such as hospitals, in emergency preparedness and management. Include the impacts of climate change as emerging threats in future response planning.	1
EHW-3-2	Review debris management plans to support response to severe storm events and flooding.	1



Adaptation Actions (continued)

Strategy#	Sector Strategy / Action	Priority Level
EHW-3-3	Ensure that facilities that serve vulnerable populations are resilient to climate hazards. Identify, promote, and share model procedures for ensuring both City and non-City facilities employ best practices in the event of an emergency such as flooding, power outages, extreme heat, etc.	2
EHW-3-4	Review and update the Emergency Management Plan in relation to projected climate change impacts to the community.	2
	Strategy EHW-4: Improve the capacity of the City and community to provide support during extreme weather events.	
EHW-4-1		1





Strategy #	Sector Strategy / Action	Priority Level
EHW-4-3	Make emergency communications available in multiple languages and platforms. The City's top non-English languages should be addressed in the multiple-language communication plan. Platforms used should focus specifically on reaching the City's top vulnerable populations identified in this report	2
EHW-4-4	Improve the safety and walkability of neighborhood sidewalks to increase foot traffic and opportunities for community interaction and easy access to neighborhood businesses and resources.	2
	Strategy EHW-5: Decrease the urban heat island effect, es-	
	pecially in areas with populations most vulnerable to heat.	
EHW-5-1	Develop a policy that requires all housing development projects receiving City funding, PUD approval, and/or Conditional Use Permitting to implement residential scale heat island mitigation strategies which may include cool surfaces, solar-friendly landscape shading strategies, impervious surface reduction, and breeze capture.	1
EHW-5-2	Review existing development ordinances/ standards to look for opportunities to incentives or require tree planting within parking lots. Ordinance should establish a specific goal of percentage of pavement to be shaded by trees. Working with developers during variances and planned unit developments. Build upon the North End study and areas of heat islands. (Proactively work with developers to review their site plans and parking needs to reduce pavement and increase trees. Get RWMWD to invest in stormwater with new developments, use the examples from the Maplewood Mall and best practices for tree health. Solar shade canopy on parking lots.	2



Strategy#	Sector Strategy / Action	Priority Level
EHW-5-3	Promote policies and programs which decrease impervious surfaces, especially in neighborhoods of increased vulnerable populations. Look at reflectivity/ cool pavement. (29)See the strategies above. Look at the pricing of the stormwater utility fee and credits for reduction of pavement, etc.	2
EHW-5-4	Review current building and development standards/policies/ordinances (applicable to public buildings, to PUDs, and to private-sector buildings which receive public funding/resources) to increase vegetative cover and increase the solar reflective quality of surfaces (mid-cost)	
EHW-5-5	Review voluntary sustainable building guidelines to reduce generation of waste heat from buildings by promoting and incentivizing building energy efficiency measures (low-cost) Increase energy audits, using Energy Smart/Waste Wise outreach staff funded by the county. Encourage building control methods to prevent taking in too much air on hot or cold days i.e. 75F building control tools.	2
EHW-5-6	Explore reduction of parking requirement ratios in zoning ordinances and encourage use of "proof of parking" strategies to minimize initial parking construction. Proactively work with developers to review their site plans and parking needs to reduce pavement, run off and urban heat island. Encouraging integration of trees. Tie into overall multi modal transportation planning and telecommuting. Trees, lighting and EV Charging spots,	2
EHW-5-7	Explore the development of a "Cool Roof", "Cool Building" and "Cool Pavement" pilot project to test and exhibit heat island mitigation strategies. North end large commercial properties, incentivize installation of reflective roofing materials, with federal tax incentives and St. Paul Port Authority and PACE loans. Black roofs are good to melt winter snow. Tie into U of MN experts and pilot projects https://twin-cities.umn.edu/new-urban-heat-island-study-shows-surprising-variation-air-temperatures-across-twin-cities	2







Section **Air Quality** Click here to return to TOC



Changes in the climate affect the air we breathe both indoors and outdoors. The impacts to air quality are effected by pollution as well as allergens. Climate change effects temperatures, cloudiness, humidity, the frequency and intensity of precipitation, and wind patterns. Each of these, in turn, can impact air quality. Fine particle pollution can be elevated in weather conditions with high humidity, high pressure, strong overnight temperature inversions, or low wind speeds—all of which are impacted by climate change. In addition, climate change impacts can also lead to changes in naturally occurring emissions that effect air quality (for example, wildfires, wind-blown dust, and emissions from vegetation).

The atmospheric warming associated with climate change can also increase the formation of ground-level ozone—a pollutant that can trigger a variety of health problems, particularly for children, the elderly, and people of all ages who have lung diseases such as asthma. Ground level ozone forms when heat and sunlight trigger the reaction of nitrogen oxides and volatile organic compounds. These chemicals come from industrial plants, electric utilities, vehicle exhaust, and wildfire. Increasing temperatures, and increasing extreme heat days, accelerate the process of ground-level ozone formation.

Equity Considerations:

- The burden of air pollution is not evenly shared. Poorer people and some racial and ethnic groups are among those who often face higher exposure to pollutants and who may experience greater responses to such pollution.
- According to the Asthma and Allergy Foundation of America, studies indicate that poverty can play a major role in developing asthma and the ability to manage it, making low-income populations particularly susceptible to air quality impacts..





Air Quality Alerts in Minnesota

There have been more than two dozen air quality alerts issued by the Minnesota Pollution Control Agency since 2015. More than half of the alerts were due to smoke caused by wildfires in the Western United States and Canada. This represents an increase of nearly 200% over the previous seven year period. In a 2015 report, the Minnesota Department of Health indicated that fine particulate air pollution like that from wildfires contributed to more than 2,000 deaths and 600 emergency room visits in 2008 alone.



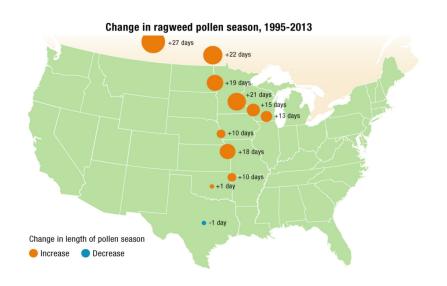
Flooding, 2019 (Graphic: Brian Peterson MPRnews.org)



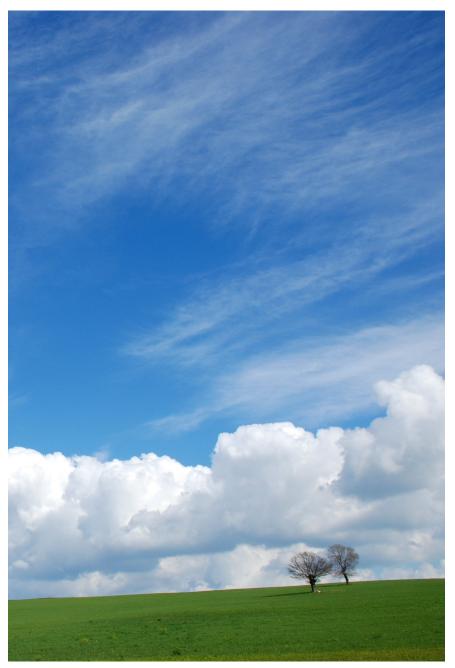


Allergies

Climate change in Minnesota is causing shifts in seasonal weather patterns, increasing annual temperatures, decreasing snow cover, and an increasing growing season. These changes are affecting an increase in pollen quantity and duration of allergy impacts for individuals that is projected to continue and increase. Beyond inflammation and irritation associated with allergic reactions, some studies indicate pollen can affect the cardiovascular and pulmonary system.



(Graphic: Jaime Chrismar MPRnews.org)







Community Concern

Over **49%** of the individuals responding to the City of Maplewood's 2020 Climate Adaptation Plan Community Input Survey reported having been effected by increases in asthma attacks, longer allergy seasons, or other health impacts due to air quality changes.

Over **86%** of the individuals responding reported being slightly (4%), moderately (30%), or very concerned (52%) about potential air quality impacts of climate change.

Not at all concerned Slightly concerned Moderately concerned Very concerned Air quality impacts

Populations More Vulnerable to Impacts in This Sector

The following populations tend to be more vulnerable to the potential climate change impacts in this sector:



Children Under 5



Older Adults



Individuals With Disabilities



Those in Economic Stress



People of Color



At Risk Workers

Addressing This Sector

This Climate Adaptation Plan is organized around a unifying framework organized by sector. Each sector has over-arching Strategies and detailed Actions. Strategies are specific strategic goal statements providing direction and guidance for decisions about future public policy, community investment, and planning. Detailed Actions are specific tasks to be implemented in order to achieve the strategic goals.







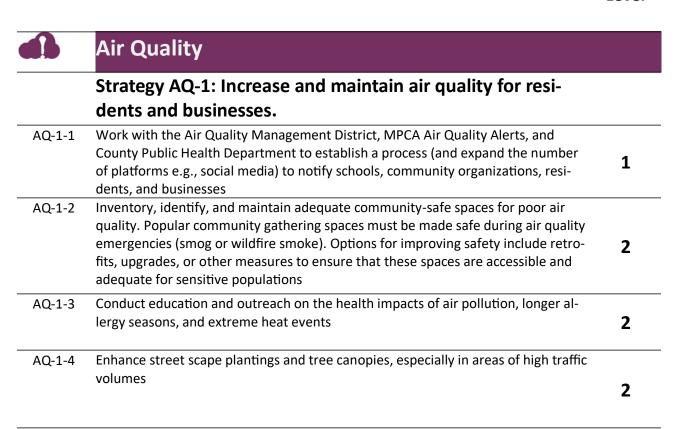
Adaptation Actions

Below are the Strategies and detailed Actions addressing the needs of the Air Quality section.

Strategy# Action #

Sector Strategy / Action

Priority Level





J2, Attachment 1



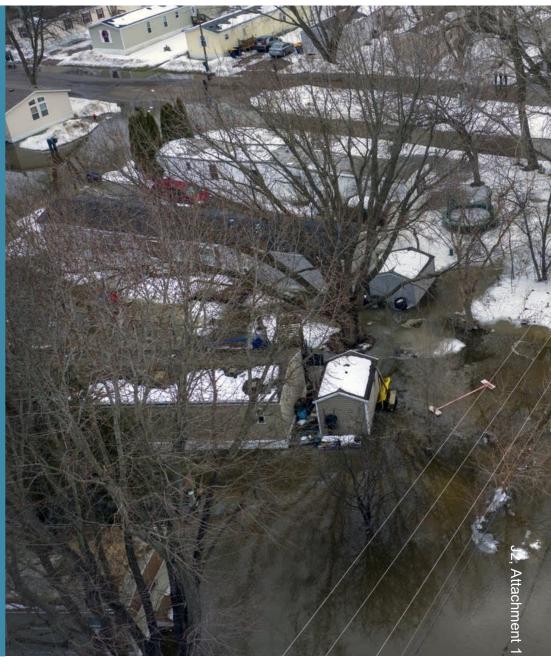
Strategy#	Sector Strategy / Action	Priority Level
	Strategy AQ-2: Reduce auto-generated particulate matter, tailpipe pollutants, waste heat, and ozone formation.	
AQ-2-1	Reduce generation of waste heat from mobile sources by promoting and incentivizing public transit, biking and walking.	1
AQ-2-2	Install roadside vegetation that creates effective barriers to prevent drifting of air pollutants to adjacent schools and residences. Coordinate with upcoming planned MNDOT and County upgrade projects. https://www.ncbi.nlm.nih.gov/pmc/articles/PMC6060415/	2
AQ-2-3	Measure and maintain review for progress City transportation connectivity using Center for Neighborhood Technology's AllTransit index. Other indices also exist for walkable neighborhoods, commuting by bicycle, and commuting by walking.	2
	Strategy AQ-3: Educate, engage, and empower the public on Air Quality and linkage with health.	
AQ-3-1	Educate public and public health professionals about health risks posed by climate change, including potential changes in air quality and impacts on mental health.	1
AQ-3-2	Develop and distribute educational content (brochures, k-12 curricula content, infographics, media announcements, etc.) which outline and actively promotes the clean air and health benefits of strategies included in this CAP plan such as: use of renewable energy, conservation of energy, use of electric vehicles, public transit, ride share, and walking and biking for transportation.	2



Section 5 Flooding and

Water Quality









Flooding, 2019 (Graphic: Brian Peterson MPRnews.org)





As the IPCC (Intergovernmental Panel on Climate Change) noted in its special report on extremes, it is increasingly clear that climate change "has detectably influenced" several of the water-related variables that contribute to floods, such as rainfall and snowmelt. In the Midwest, climate change exacerbates many of the factors that create significant flood conditions. For Minnesota, climate change has, and is projected to continue to bring heavier precipitation events as well as longer periods of time between rainfall events, creating dryer surfaces for those heavier rains to fall upon.

These climate change impacts significantly increase the threat of flooding in our communities. Flood danger includes over-bank flooding of rivers, ponds, and lakes that are over burdened with heavy precipitation or snowmelt runoff. In addition, the potential for heavier rainfalls on dryer surfaces also increases the risk of flash flooding which is caused by heavy rain events over a short period of time.

Flooding in Minnesota can be expected to increase in both regularity and severity. In 2015, researchers at the University of Iowa studied flooding since 1962 and determined that the number of floods has been trending upward significantly. According scientific study issued in 2019 by the University of Notre Dame, the severity of extreme hydrologic events, so-called 100-year floods, hitting watersheds in Minnesota and the Midwest will increase by as much as 30 percent by the end of the century.

Equity Considerations:

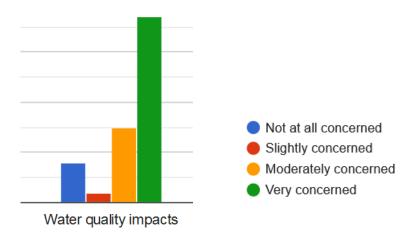
 According to the Iowa Flood Center report "Addressing Community Vulnerability and Building Flood Resilience", members of communities most impacted by recurring flooding are more likely to live below the poverty level, experience unemployment, have a lower level of education, have a disability, speak English as a second language, lack vehicle access, have children, be elderly, identify as African American or Latino, or be the female head of a household.



Community Concern

Over **20%** of the individuals responding to the City of Maplewood's 2020 Climate Adaptation Plan Community Input Survey reported having been personally effected by recent flooding impacts.

Over **87%** of the individuals responding reported being slightly (4%), moderately (24%), or very concerned (59%) about potential impacts on clean drinking water.



Annual Rainfall in Minnesota

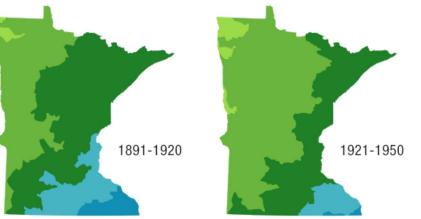
According to the State of Minnesota Climatology office, DNR and the National Climate Assessment, the majority of the State receives 5-15% more annual rainfall than a century ago, with annual totals increasing at an average rate of just over a quarter inch per decade statewide since 1895. See maps to the right.

(Graphic Source: MPRnews.org)

Mega-Rain:

6+ inches of rain over 1,000+ square miles deliver over 13,900,000,000 cubic feet of water, equal to this ½ mile cube shown in Downtown Minneapolis:







J2, Attachment 1

Average Annual Rainfall

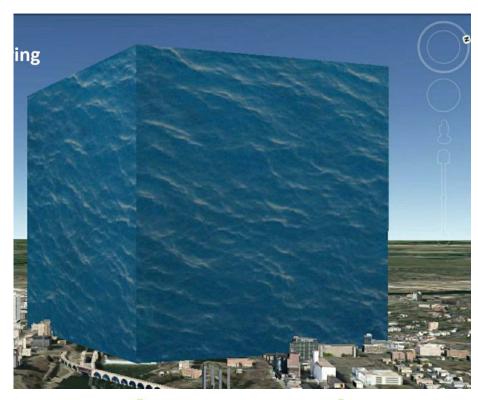
21-25 inches

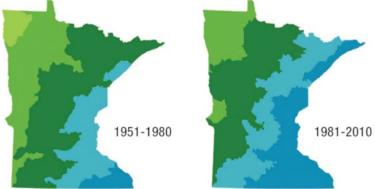
26-28 inches

29-30 inches

Less than 20 inches

Greater than 30 inches







Mega-Rain Events in Minnesota

Since 1860 Minnesota has had 15 "Mega-rain" events which deliver a minimum of 13.9 billion cubic feet of rainwater over a very short time. Seven of those storms have occurred since 2000. See graphic to the left.

Populations More Vulnerable to Impacts in This Sector

The following populations tend to be more vulnerable to the potential climate change impacts in this sector:



Children **Older Adults**



Individuals With Disabilities



Those in Economic Stress



Individuals W/ out **Vehicle Access**



Under 5

Addressing This Sector

This Climate Adaptation Plan is organized around a unifying framework organized by sector. Each sector has over-arching Strategies and detailed Actions. Strategies are specific strategic goal statements providing direction and guidance for decisions about future public policy, community investment, and planning. Detailed Actions are specific tasks to be implemented in order to achieve the strategic goals.



Adaptation Actions

Below are the Strategies and detailed Actions addressing the needs of the **Flooding and Water Quality** section.

Strategy # Action #

Sector Strategy / Action

Priority Level



Flooding and Water Quality

Strategy FW-1: Improve community stormwater preparedness and water conservation.

FW-1-1	Continue to update stormwater management plans to include best available data	
	on projected rainfall and climate change impacts to reduce flooding and promote	1
	better water quality.	

FW-1-2	Provide education to residents on what actions they can take to reduce their risk to extreme precipitation events and flash flooding. Develop an information HUB	
	with tools and resources (e.g. https://www.cnt.org/tools/my-rainready-home-assessment-tool)	1

FW-1-3	Continue consistent implementation of the City's Living Streets policy to address	
	priority areas of localized flooding and to expand green infrastructure and decen-	1
	tralized stormwater infiltration capacity.	

FW-1-4	Develop and implement water conservation education and outreach programs in	
	residential and commercial sectors. Coordinate with potential partners like Ram-	2
	sey County and watershed districts.	

	`		ä
FW-1-5	Coordinate and leverage city stormwater management infrastructure investments		
	for streets, parks, and open space with watershed districts and county infrastruc-	2	
	ture investments.		

	ture investments.	
FW-1-6	Expand public education about the value of watersheds, rain gardens, and low-impact development to address stormwater run-off. Implementation should focus on increasing equity in the community.	2
FW-1-7	Support the watershed district in helping to communicate and prepare owners of properties vulnerable to flooding.	3

Maplewood Climate Adaptation Plan





Strategy #	Sector Strategy / Action	Priority Level
	Strategy FW-2: Promote and expand green infrastructure.	
FW-2-1	Promote the development of rain gardens and bioswales among residents and businesses and continue to partner with the Watershed District for grants and program support. Prioritization should be given to locations with greatest impact potential: neighborhoods with high heat island coefficient, high impervious surface shares, and high vulnerable populations.	1
FW-2-2	Establish a policy to prioritize open space preservation as an important strategy for stormwater infiltration, heat island mitigation, and species diversity protection. Actively seek partnerships and opportunities to increase preservation of green space, including review of Maplewood development and redevelopment projects against their negative impacts or positive contributions towards increasing green space preservation.	1
FW-2-3	Create a pre-development and/or permit checklist or pre-meeting requirement to ensure developers meet all of the City and watershed districts' on-site stormwater capture and infiltration requirements. The checklist or pre-meeting should include education or review of stormwater best practices for site design and engineering.	1
FW-2-4	Promote native landscaping, "landscaping for absorption", restore and conserve habitat; encourage rain gardens on private property, avoid turf grass, and convert City-owned space to include stormwater absorption features. Tree selection should consider those on the "Adaptive Planting List" which will thrive in our future local climate (refer to Maplewood Citywide Tree Survey and Carbon Sequestration Study). Prioritization should be given to locations with greatest impact potential: neighborhoods with high heat island coefficient, high impervious surface shares, and high vulnerable populations.	2



Adaptation Actions (continued)

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Sector Strategy / Action

Priority Level

	Strategy FW-3: Strengthen emergency management capaci-	
	ty to respond to flood-related emergencies.	
FW-3-1	Update, test, and train emergency response plans to address hazards likely to become more frequent or intense as the climate changes, including flash flooding and unseasonal riverine flooding	1
FW-3-2	Prepare a Blue Spot flash flood risk map to identify areas within city that are particularly vulnerable to flash flood impacts. Create an implement a mitigation and response plan. Share and promote the information developed by the flash flood risk map, particularly among vulnerable populations and neighborhoods. (https://climate-adapt.eea.europa.eu/metadata/tools/the-blue-spot-model-a-key-tool-in-assessing-flood-risks-for-the-climate-adaptation-of-national-roads-and-highway-systems)	1
	Strategy FW-4: Increase the resilience of the natural and	
	built environment to impacts of climate change.	
FW-4-1	Identify and address vulnerabilities in local infrastructure as a result of increased frequency and severity of storms and rainfall. Prioritization should be given to locations with greatest impact potential: neighborhoods with high heat island coefficient, high impervious surface shares, and high vulnerable populations. Explore additional funding sources such as grants	1
FW-4-2	Identify, promote, and provide education and resources about climate risks to the public, especially those most vulnerable to potential impacts of flooding	1
FW-4-3	Change design and management methods to minimize water use and waste in publicly owned or managed properties while still maintaining thriving vegetation. Replace potable water lawn irrigation systems with grey/recycled water systems at city-owned facilities where practicable. Explore the development of a demonstration project to pilot the technology. Explore partnerships with county, watershed district, and non-profit entities.	2







Section **Greenspace** and **Ecosystem Health** Click here to return to TOC



Greenspace and Ecosystem Health

Natural ecosystems in the Midwest are being altered by the effects of climate change. Ecosystems are typically most at risk when climate stressors, such as temperature increases, are combined with habitat loss, pollution, changes in nutrient inputs, and impacts of nonnative invasive species. Forests are threatened by more frequent droughts, wildfires, and insect outbreaks. Many tree species are expected to gradually shift their ranges northward. Invasive species are having increasing impacts as growing season length and average temperatures increase.

Studies have found that climate change impacts could result in a change to the composition of Minnesota's forest and urban tree canopy cover. Climate change impacts may also result in an overall decrease tree cover as native species struggle to adapt to new climate conditions. In particular, species that are found in Minnesota near the southern edge of their native range are likely to struggle under warming conditions.

Equity Considerations:

- As noted by the nonprofit American Forests "a map of tree cover in America's cities is too often a map of income and race." Low income and communities of color frequently live within neighborhoods with the lowest tree canopy coverage, resulting in the economic, heat island mitigation, and environmental benefits of our tree canopy being inequitably distributed.
- Low income communities and communities of color are frequently underserved by access to public greenspaces and parks when compared to more affluent neighborhoods.

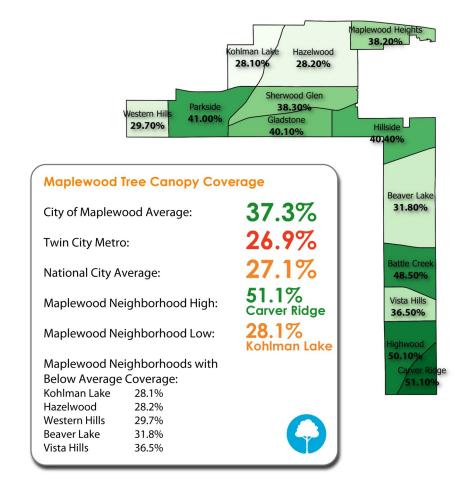






Maplewood Tree Canopy Coverage

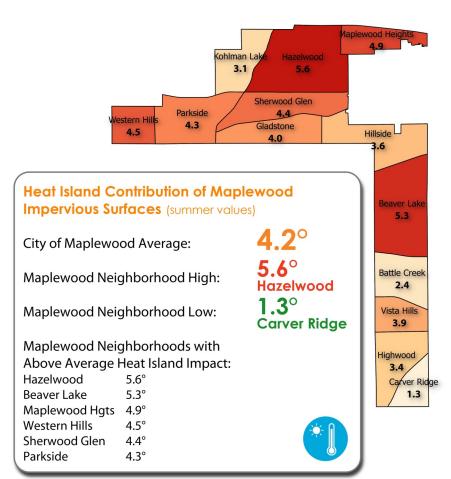
paleBLUEdot conducted a citywide tree canopy and ground cover study in 2017. That study determined the citywide average tree canopy coverage to be 37.3% and recommended increasing the tree canopy coverage to 44.4% by 2040. See below for existing tree canopy coverage by neighborhood.





Maplewood Tree Canopy Coverage

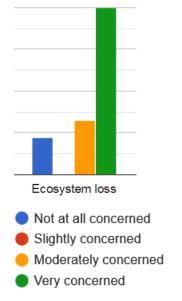
According to a 2006 study done by Minnesota State University and the University of Minnesota, the relationship between impervious surface percentage of a City and the corresponding degree of heat island temperature increase can be understood as a ratio. Below are the summer time heat island increase calculations for the City of Maplewood, by neighborhood, based on the calculated impervious surface coverage.



Community Concern

Over 25% of the individuals responding to the City of Maplewood's 2020 Climate Adaptation Plan Community Input Survey reported being personally impacted by tree loss due to flooding, drought, or an extreme weather event.

Over 87% of the individuals responding reported being moderately (21%), or very concerned (66%) about potential ecosystem and tree loss impacts of climate change.



Recommended Focus Areas for Additional Maplewood Park Space, Weighted for Heat Island Impacts

Studies show that high-quality parks provide a wide range of benefits to cities and their residents. Park space, and ready access to them, provide physical and mental health benefits by providing opportunities to be physically active and to interact with nature. The environmental benefits of park space includes removal of air pollution, cooling the air and combating heat island effects, improved water quality, and flood resilience.

The map on the next page is generated by The Trust for Public Land and identifies recommended focus areas for improved Maplewood park accessibility. The numbered circles represent recommended locations for additional park space to serve individuals not currently within a 10 minute walk of park space. The numbered red circles represent recommended park locations that should be prioritized for mitigation of heat island impacts.



J2, Attachment 1





Populations More Vulnerable to Impacts in This Sector

The following populations tend to be more vulnerable to the potential climate change impacts in this sector:



Children Under 5



Older Adults



Individuals With Disabilities



Those in Economic Stress



People of Color



out **Vehicle Access**

Addressing This Sector

This Climate Adaptation Plan is organized around a unifying framework organized by sector. Each sector has over-arching Strategies and detailed Actions. Strategies are specific strategic goal statements providing direction and guidance for decisions about future public policy, community investment, and planning. Detailed Actions are specific tasks to be implemented in order to achieve the strategic goals.





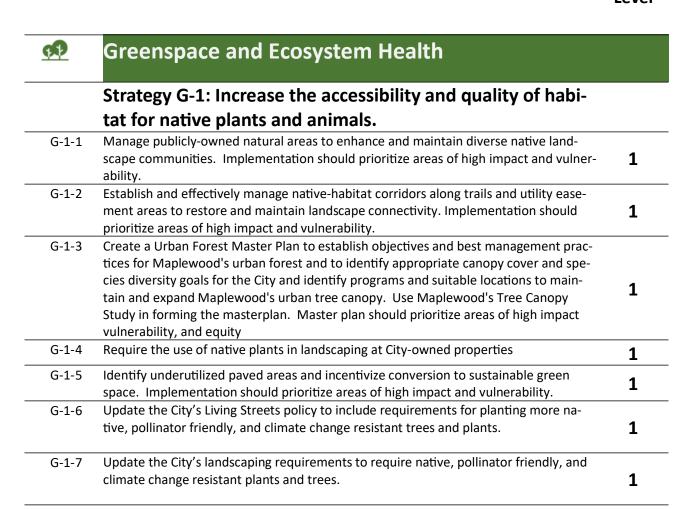
Adaptation Actions

Below are the Strategies and detailed Actions addressing the needs of the Greenspace and Ecosystem Health section.

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Sector Strategy / Action

Priority Level





J2, Attachment 1

Adaptation Actions (continued)

Strategy#	Sector Strategy / Action	Priority Level
	Strategy G-2: Improve the resilience of the urban forest	
	and watersheds to climate change.	
G-2-1	Preserve existing forested areas through practices that re-purpose already developed areas, such as establishing codes that retain minimum canopy cover on new developments and minimize removal of native soil, ground cover, and shrubs	1
G-2-2	Promote and expand weed pulls, tree plantings, invasive species identification and management, wildfire mitigation, and other educational activities that promote stewardship among the public, businesses, and homeowners	2
G-2-3	Develop a watch list of potentially invasive species that could establish residency in the City due to climate change and distinguish this from species that might naturally expand their range. Programs provided by the Maplewood Nature Center support this action	2
G-2-4	Document and monitor the spread of invasive species. Establish agency management practices that reduce the spread of invasive species	2
	Strategy G-3: Expand and sustain urban tree canopy and	
	forests.	
G-3-1	Adopt a City tree plan based on the Maplewood Citywide Tree Survey and Carbon Sequestration Study. The tree plan to include a list of preferred climate change resistant trees, management and funding strategies for trees in right-of-ways and public spaces.	1





Adaptation Actions (continued)

Strategy #	Sector Strategy / Action	Priority Level
G-3-2	Review and revise parking lot shading guidelines and enforcement of increased canopy cover. Policy should be informed by the Tree Master Plan	1
G-3-3	Review and refine park and natural space plans to minimize damage from the impacts of increased use and climate change impacts. Implementation should prioritize areas of high impact and vulnerability.	1
G-3-4	Develop neighborhood tree goals based on the City's 2017 Tree Survey and Carbon Sequestration Study and increase opportunities for residents to learn about and take care of tree.	1
G-3-5	Review and improve strategies for responding to pest and disease invasions	2
G-3-6	Update the City's approved street tree guide and landscape design standards for new development for tree species appropriate for a future local climate	2
	Strategy G-4: Manage ecosystems and landscapes to minimize heat island impacts.	
G-4-1	Continue to promote the expansion of tree canopy in urban heat islands or areas that need air conditioning such as schools and apartment buildings (use the Maplewood Citywide Tree Survey and Carbon Sequestration Study as well as the Met Council heat island/tree map to review areas of need) Look for ways to expand the city budget capacity, look to pass state bonding money for trees, coordinate capital investments with county and watershed district. Potential to get lower cost trees (bare root) with gravel bed with Ramsey County	1
G-4-2	Create an ordinance for new and redeveloped commercial and mutli-family property that preserves a certain percentage of land as green space.	1



J2, Attachment 1



Adaptation Actions (continued)

Strategy #

Sector Strategy / Action

Priority Level

G-4-3 Evaluate opportunities to plant additional trees near city facilities and city, county and State road improvement projects to reduce heat island. Coordinate with Solar Goals. Use tree boxes and soil practices to improve tree survivability, tie into the Living Streets policy and tree health strategies.





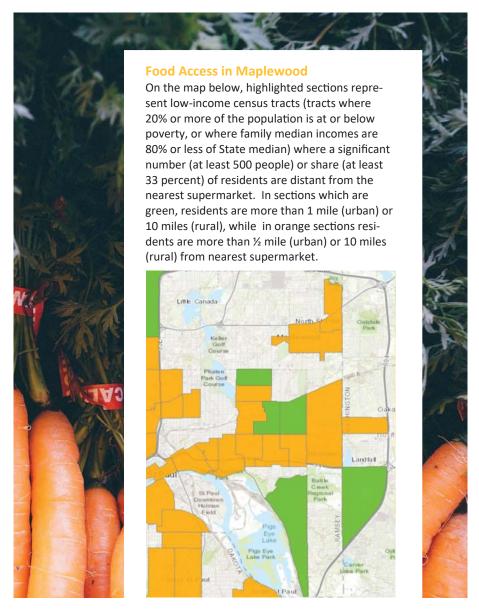
Section

Local Food and Agriculture











Climate change is expected to have many impacts on agriculture, forests, and other ecosystems in the Midwest. Midwestern agricultural lands make up two-thirds of the region's land area and produce 65% of the nation's corn and soybeans. Some climate-related impacts may provide short-term benefits for agriculture, but negative effects are also expected in this time frame. In the long-term, climate impacts are likely to have increasingly detrimental effects that increase variability in crop and agricultural production.

Warmer temperatures, especially extreme heat, stress livestock animals and cause declines in meat, milk, and egg production. Diseases may increase as temperature and moisture conditions become more favorable for disease spread and range expansion. Additional expenses may also be incurred as the need to cool animal buildings increases. Climate change can disrupt food availability, reduce access to food, and affect food quality. Projected increases in temperatures, changes in precipitation patterns, changes in extreme weather events, and reductions in water availability may all result in reduced agricultural productivity. Food prices are directly related to agricultural productivity, meaning that the ultimate impact of climate change on food systems will likely be to increase food prices, or introduce a higher variability in food costs.

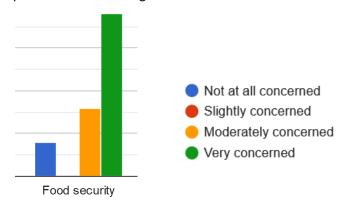
Equity Considerations:

- According to a study by Policy Link, food insecurity disproportionately impacts communities of color. Nationally, only 8% of African Americans have a grocery store in their census tract.
- Food insecurity and a lack of access to healthy food and balanced nutrition affects the health and wellbeing of vulnerable lowincome communities.

Local Food and Agriculture

Community Concern

Over **87%** of the individuals responding to the City of Maplewood's 2020 Climate Adaptation Plan Community Input Survey reported being moderately (26%), or very concerned (61%) about potential food insecurity impacts of climate change.

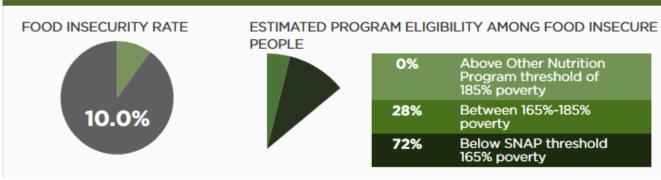


Food Insecurity in Ramsey County

According to Feeding America's *Map the Meal Gap* project, Ramsey County has more than 54,220 food insecure individuals, over 19,400 are children. This represents a food insecurity rate of 10%.



RAMSEY COUNTY FOOD INSECURE PEOPLE: 54,220



AVERAGE MEAL COST **\$3.38**

ADDITIONAL MONEY
REQUIRED TO MEET FOOD
NEEDS
\$31,043,000

Graphic source: Feeding America





Populations More Vulnerable to Impacts in This Sector

The following populations tend to be more vulnerable to the potential climate change impacts in this sector:





Those in

Economic Stress



Older Adults







People of Color

Food Insecure Individuals

Individuals W/ out **Vehicle Access**

Addressing This Sector

This Climate Adaptation Plan is organized around a unifying framework organized by sector. Each sector has over-arching Strategies and detailed Actions. Strategies are specific strategic goal statements providing direction and guidance for decisions about future public policy, community investment, and planning. Detailed Actions are specific tasks to be implemented in order to achieve the strategic goals.







Adaptation Actions

Below are the Strategies and detailed Actions addressing the needs of the **Local Food and Agriculture** section.

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Sector Strategy / Action

Priority Level



Local Food and Agriculture

Strategy F-1: Educate, engage, and empower the public on food linkage with climate and health.

- F-1-1 Create collaborative partnerships with community-based organizations and affinity groups, including low-income populations and communities of color, to: a) Promote healthier, low-carbon diets. b) Encourage local food production. c) Support affordability and access to healthier foods through neighborhood food buying clubs and co-ops. d) Reduce food waste.
- 1
- F-1-2 Identify funding options and partner organizations to promote public awareness of a climate-friendly diet through public education campaigns
- 1
- F-1-3 Encourage and incentivize personal and neighborhood backyard fruit and vegetable gardens - Ramsey County Master Gardeners can give presentations, possibility of helping people build raised bed gardens

2

Strategy F-2: Integration of Local Food Considerations in City Plans.

F-2-1 Develop an emergency food plan that includes a food needs assessment, plan for stockpiling the necessary food supplies, and a distribution and public communication plan that takes into account those most at risk for food insecurity. Work with local retailers, producers, and warehouses to obtain and store the necessary food stocks





Strategy #	Action #	Sector Strategy / Action	Priority Level
F-2-2	2	Develop policy and equitability provide programmatic resources to: a) Increase the production and consumption of home-grown and locally sourced food by supporting farmers markets and community supported agriculture. b) Create policies and practices to encourage the purchase of healthy, low-carbon and minimally processed foods for public meetings, events and facilities. c) Expand opportunities for food production and neighborhood-scale distribution including community gardens, especially for low-income populations and communities of color. d) Increase the use of public and private land and roof-tops for growing food. e) Increase the planting of fruit and nut trees in appropriate locations. f) Leverage the purchasing power of public and private institutions to source low-carbon and local foods including County jails.	2
F-2-3	3	Integrate sustainable food system issues that affect climate into land use planning processes and, where practical, incorporate quantitative goals and metrics.	2
		Strategy F-3: Increase production of local food.	
F-3-1	L	Expand community gardening and urban agriculture opportunities including those at schools, parks, and on rooftops.	1
F-3-2	2	Identify and prioritize locations to create community gardens throughout Maplewood	1
F-3-3	3	Continue to keep the city's directory of community gardens up to date, including which gardens have openings for new gardeners. Establish a webpage with community garden information, a virtual community garden tour video, and links to garden websites for all community gardens in Maplewood including those operated by non-city entities.	1



Strategy #	Sector Strategy / Action	Priority Level
F-3-4	As land where existing community gardens is being re-developed work with the developer to find ways to incorporate community garden space. Connect Community Gardens with resources from the U of MN Horticultural Society	1
F-3-5	Update code to provide incentives or require developers to preserve topsoil and provide space for backyard or community gardens	2
F-3-6	Allow city facilities to be used as Community Supported Agriculture drop off sites	2
	Strategy F-4: Strengthen demand for local foods.	
F-4-1	Pass city policy to procure locally grown foods for events and other organized food catering at city-managed facilities. Coordinate with School District, County, and local hospitals to establish similar locally sourced foods procurement policies. Explore development of group purchasing and logistics agreements to increase efficiency of local farm-to-agency process. https://goodfoodpurchasing.org/	1
F-4-2	Promote year-round farmers markets and/or CSA drop off spots - Talk with the St. Paul Farmers Market, Hmong American Farmers Assoc. and the St. Paul Ramsey County Food and Nutrition Council to see if there is a need to add one or more regular or small farmers markets in Maplewood (i.e. Church parking lot, etc.)	2
F-4-3	Encourage CSAs, markets, urban gardens, etc. and provide support incentives for these projects	2
F-4-4	Increase opportunities for local food producers to sell and distribute food locally	2



J2, Attachment 1



Strategy #	Action #	Sector Strategy / Action	Priority Level
		Strategy F-5: Increase food security for residents, especially	
		those most vulnerable to food environment.	
F-5-:	1	Support existing school and community gardens and provide opportunities to expand community growing spaces with a focus on youth, immigrant, and low-income residents	1
F-5-2	2	Develop pollinator friendly policies including promotion of pollinator habitats on public and private land as well as policies which restrict and eliminate neonicotinoid pesticides	2
F-5-3	3	Develop edible landscaping initiatives to educate residents about these local food resources and to showcase the variety of plants that can grow in the City	2
F-5-4	4	Develop policies and ordinances which promote, encourage, or require permaculture landscaping in lieu of "traditional" lawn oriented landscaping.	2
F-5-!	5	Explore potential of collaborating with low cost produce providers to establish local food markets serving low income, vulnerable, and food insecure communities while addressing retail and commercial food waste. Potential partner: Daily Table https://dailytable.org/	2
F-5-6	6	Support the school districts serving Maplewood to shift toward healthier lunches and to use produce from local farmers. (Encourage their nutritionists to contact the St. Paul Schools for info)	2



Local Food and Agriculture

Adaptation Actions (continued)

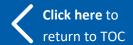
Strategy#	Sector Strategy / Action	Priority Level
	Strategy F-6: Reduce and repurpose food waste and food-related waste.	
F-6-1	Work regionally to support and facilitate food donation programs. Food donation programs reduce the amount of healthy, safe food that goes to waste and redirects it to those in need.	1
F-6-2	Reduce food waste through partnership with Ramsey County to advance existing Ramsey County initiatives and explore the development of joint initiatives.	1
F-6-3	Conduct an organics waste collection pilot project with a sample of City businesses to test the interest, methodology, and amount of commercial food waste that would need to be accommodated by a commercial organics collection program. Explore possible incentives for food retailers, restaurants, and institutions to participate in food waste reuse and recycling programs	2







Section Climate Economy





All told, the Midwest is one of the most economically productive regions of America. But climate change puts that productivity at risk. While this is an area accustomed to dramatic weather events, the extremes that are likely to come with climate change are on an entirely different scale for the region's businesses, communities, and overall economic health.

Climate change is anticipated to impact the Midwest through higher heat-related mortality, increased electricity demand and energy costs, and declines in labor productivity. Meanwhile, without significant adaptation on the part of Midwest farmers, the region's thriving agricultural sector is likely to suffer yield losses and economic damages as temperatures rise. In addition, potential changes in the intensity, form, and timing of precipitation in the region—including snowfall, rain, and evaporation off the Great Lakes and Mississippi River—will pose challenges for regional infrastructure managers, farmers, and businesses.

Addressing the climate mitigation and adaptation needs brought about by climate change represents a significant economic development potential. According to the United Nations International Labour Organization, most studies show that a transition to a low-carbon economy will lead to a net increase in employment. Jobs will be created in new emerging green sectors, such as renewable energies where the demand for goods and services is expanding. In addition, addressing energy efficiency and climate adaptation needs will increase demand on construction and renovation jobs – such as those required for residential and commercial building weatherization programs.

Equity Considerations:

- Low income workers and workers of color are frequently disproportionately effected by economic downturns that can be triggered by environmental or public health disasters.
- New job potentials of the "green economy" represent a great potential to improve overall employment and income equity.





Total Projected Economic Impacts Through 2100

According to research completed for "Estimating economic damage from climate change in the United States", a 2017 study completed by Solomon Hsiang and others from the University of California at Berkeley the total annual economic impact for Ramsey County Minnesota by 2100 will be:

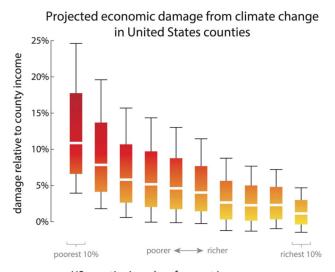
\$474,910,256 annually (2018 dollars)

Estimating the total annual economic impact for the City of Maplewood on a Pro Rata share results in:

\$35,618,269 annually (2018 dollars)

Inequity of Economic Impacts Through 2100

According to the study "Estimating economic damage from climate change in the United States", climate change economic impacts will increase the unpredictability and inequity of future economic outcomes. The projected economic effects are unequally borne. As the graphic to the left illustrates, the poorest 10% are likely to receive 5 to 10 times the negative economic impacts of the wealthiest 10% in the community.



US counties in order of current income per person

Hsiang, Kopp, Jina, Rising, et al. (2017)

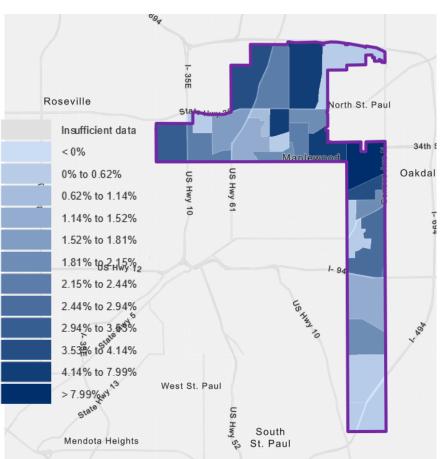






Unemployment in Maplewood

According to the US Census, over the last 10 years, the population of Maplewood has averaged 7-8% of the total Ramsey County population. Over that same timeframe, unemployed workers in Maplewood have averaged 10.5-12.8% of the total unemployment in the county. With unemployment trending 1.5 to 2 times the county average, leveraging the economic and employment potential of the climate economy is an important opportunity for Maplewood.



Climate Adaptation and Economic Development

Rather than weakening the economy, climate adaptation can support economic development. Transitioning away from fossil fuel use, weatherization and weather preparedness of our built environment, and growth of local food industries are all, in part, a transition to local energy and labor sources. These transitions represent opportunities for communities to reduce the community wealth that is being exported and increase the percentage of community wealth that remains in the community in the form of local jobs.



Energy Efficiency Jobs

Increases in City-wide energy resilience requires energy retrofits and renovations within existing building stock. For the City of Maplewood, a program increasing residential energy efficiency targeting households constructed before 1980 (similar to potential outlined in the Buildings and Energy section of this report) and achieving upgrades for 160 households annually could result in up to 8 jobs. Similarly, a program increasing commercial building energy efficiency combined with a program focusing on commercial building retrocommissioning and achieving a coverage of 1-2% of the commercial building stock annually could result in up to 12 jobs.



Public Transit Jobs

Transit is key to both creating jobs and increasing access to existing jobs. A study by Smart Growth America found that investments in public transit created almost twice the number of jobs than the same level of spending in auto-centric transportation systems. Cities with better public transportation systems also have lower levels of unemployment, and greater reductions in unemployment, among young people - likely because public transit links areas with entry-level jobs to neighborhoods where people live. According to the APTA, for every \$1 invested in public transportation, \$4 in economic returns are generated. Investing in more buses and drivers both creates jobs directly and makes a more resilient community.



J2, Attachment 1





Renewable Energy Jobs

Renewable energy jobs have increased dramatically since 1980. Solar alone has increased employment by over 160% in the last ten years. Investments in renewable energy have significant local return - not only is the energy generated less expensive, for every dollar spent on renewable energy twice the number of people are employed over fossil fuels. What is more, expenditures on renewable energy promote the local economy - 40% of every dollar spent on solar can be kept in the local community rather than nearly 100% being spent out of state to import fossil fuel energy.



Economic Savings

Investments in energy efficiency, public transportation, renewable energy, and many other climate action strategies ultimately result in cost savings for community businesses and residents. These savings contribute to an increase in the quality of life for residents and will largely be spent within the community on goods and services, providing indirect and induced economic development potential for the City.



Populations More Vulnerable to Impacts in This Sector

The following populations tend to be more vulnerable to the potential climate change impacts in this sector:



Individuals With Disabilities



Those in Economic Stress



People of At Risk
Color Workers





Individuals W/ out Vehicle Access

Addressing This Sector

This Climate Adaptation Plan is organized around a unifying framework organized by sector. Each sector has over-arching Strategies and detailed Actions. Strategies are specific strategic goal statements providing direction and guidance for decisions about future public policy, community investment, and planning. Detailed Actions are specific tasks to be implemented in order to achieve the strategic goals.



Climate Economy

Adaptation Actions

Below are the Strategies and detailed Actions addressing the needs of the **Climate Economy** section.

Strategy# Action #

Sector Strategy / Action

Priority Level

	Climate Economy	
	Strategy CE-1: Leverage the economic development oppor-	
CE-1-1	tunities of the Green Economy. Conduct a Community-Wide Renewable Energy Potentials Study for the City in-	
01 1 1	cluding exploration of district energy systems. Study should identify potential incentives, economic development opportunities as well as economic savings/impacts of expansion of renewable energy infrastructure within the City.	1
CE-1-2	Explore and prepare for the potential of leveraging Federal COVID relief, infra- structure, and/or climate action funding for use in Maplewood. Create a list of priorities that need funding, explore funding potentials with county, state, and federal sources/grants, etc	1
CE-1-3	Leverage Community Development Block Grants from the Department of Housing and Urban Development, or HUD, to invest in resilient and equitable communities	2
CE-1-4	Conduct a Climate Economy Economic Development Assessment to identify economic development potential of climate adaptation, climate mitigation, and energy action planning.	2
CE-1-5	Develop job training programs focused on building resiliency- solar construction, weatherization, etc.	2



J2, Attachment 1

Climate Economy

Strategy #	Sector Strategy / Action	Priority Level
	Strategy CE-2: Enhance community resilience through eco-	
	nomic resilience.	
CE-2-:	Conduct a planning effort focused on identifying economic vulnerabilities and opportunities, especially those affecting the city's vulnerable populations. Identify economic resilience strategies and strengthen public-private economic communications, especially with targeted group businesses (minority-owned, veteran owned, economically disadvantaged, etc.). Possible example process: https://www.eda.gov/ceds/	1
CE-2-:	Work with community businesses to explore the creation of an incentivized "buy local" campaign to enhance resilience of small local businesses.	1
CE-2-:	Explore development of one or more Green Zones, a place-based policy initiative aimed at improving health and supporting economic development using environmentally conscious efforts in communities that face the cumulative effects of environmental pollution, as well as social, political and economic vulnerability. http://www.ci.minneapolis.mn.us/sustainability/policies/green-zones	2
CE-2-	Establish a policy to prioritize local purchasing where feasible for City Operations and a "Buy Local" campaign to promote local businesses to community members and businesses - particularly those with services supporting climate action such as energy efficiency or renewable energy, or those who exhibit strong sustainability practices.	2



Strategy #	Sector Strategy / Action	Priority Level
	Strategy CE-3: Include Economic Resilience in Emergency Response Planning.	
CE-3-1	Make sure key business infrastructure is recognized in the City and County's general hazard mitigation plan and emergency response plan	1
CE-3-2	Analyze how risks and hazards identified in this report and the City / County's emergency response plan may impact the economic community. Conduct outreach to industry groups and public-private partnerships to promote private sector investment addressing them	1
CE-3-3	Ensure redundancy in telecommunications and broadband networks to protect commerce and public safety in the event of natural or manmade disasters	2
CE-3-4	Facilitate in-person discussions with community businesses to build relationships and prepare City's business community for risks and hazards identified in this report and the City / County's emergency response plan, and identify the businesses and infrastructure that are most vulnerable to disaster	2
	Strategy CE-4: Accelerate the transformation to a low-	
	carbon economy.	
CE-4-1	Re-connect with the homes and businesses that received solar feasibility assessment information from the City in 2018/2019. The extension of the ITC is a great opportunity to reach back out to these groups to let them know that the tax incentive and benefit has been extended 2 years - and to let them know about the solar group purchase campaign that Maplewood is participating in this year that could save them money as well.	1



Climate Economy

Strategy #	Sector Strategy / Action	Priority Level
CE-4-2	Prepare water, road, and other public infrastructure for increased demands from growth and tourism	1
CE-4-3	Focus the City's business development efforts on businesses that have lower impacts on natural resources, that are non-polluting, offer or support environmentally sustainable goods or services, and/or actively promote telecommuting, alternative work schedules, and alternative transportation modes.	1
CE-4-4	Establish a Clean Energy business incubator to support the establishment of innovative energy efficiency and renewable energy business models within the community. Explore incentives which can be coupled with the incubator to bring businesses supporting clean energy into the community.	1
CE-4-5	With community stakeholders and partners, conduct a study and host a community conversation to identify threats to current industries, opportunities for new businesses and industries, and areas that need support.	2
CE-4-6	Work with businesses to assess their climate change vulnerability and plan for the future.	2
CE-4-7	Identify and promote locations for green businesses	2



Section **Adaptation Capacity** Click here to return to TOC

Adaptation Capacity

Implementing a Climate Adaptation Plan requires capacity both internal to City government as well as external within the public. External capacity includes the social and technical skills of individuals, organizations and groups within the community to respond to and engage the environmental and socioeconomic changes at the core of a Climate Action Plan. External capacity is often established through education and engagement as well as support in establishing social networks supporting resilience. Internal capacity includes the staff support necessary for tracking and reporting progress, creating and executing an annual work plan, and establishing and growing collaborative relationships to support this important work.

Implementation of a Climate Action Plan should be supported by a variety of funding mechanisms and sources to be successful. Funds should be directed internally to support the city operations goals as well as toward the community in the form of communications, educational outreach, partnership development, and incentivization to spur action and change. Outside funds may also be identified to complement efforts of the city.

Equity Considerations:

- Climate action capacity is determined by a number of determinants including an individual or organization's assets, flexibility, and agency or ability to impact change. Climate vulnerable populations are frequently vulnerable specifically due to one or more of these key determinants being missing.
- Individuals, organizations, and communities with a higher degree of adaptive capacity will suffer less harm from exposure to climate impacts and will recover more quickly than those with a lower degree of adaptive capacity.



Adaptation Actions

Below are the Strategies and detailed Actions addressing the needs of the **Adaptation Capacity** section.

Strategy #	Action #

Sector Strategy / Action

Priority Level

	Adaptation Capacity	
	Strategy AC-1: Improve City staff capacity and knowledge of their role in meeting climate goals.	
AC-1-1	Conduct annual GHG emissions inventories, including identification of improved processes for quantifying net carbon sequestration and solid waste emissions. Create and distribute an annual municipal adaptation and GHG emissions report to staff to be used in assessment of current and proposed activities.	1
AC-1-2	Create a data management and reporting system for key performance indicators of activities related to CAP goals. Continue to align performance measurements of CAP actions with existing planning metrics.	2
AC-1-3	Provide training and other capacity building opportunities to staff to facilitate creative, climate positive innovations in operations, project design and implementation.	2
AC-1-4	Incorporate climate projections (e.g. precipitation, temperature, flooding) in transportation, hazard mitigation, and development planning	2
	Strategy AC-2: Support equitable climate action.	
AC-2-1	Develop and incorporate equity metrics in the evaluation of CAP activities. This evaluation will be used as a criterion for the Environmental and Natural Resources Commission, MORE team, and budget team during review of implementation.	1



Strategy #	Sector Strategy / Action	Priority Level
AC-2-2	Align existing City communication, educational and engagement programs with CAP goals and programs. Provide additional support to education and outreach to under served and vulnerable populations for the CAP and its individual actions.	2
AC-2-3	Host a community event regularly (every two years or less) to celebrate the annual progress report on the implementation of the CAP	2
AC-2-4	Develop a communication campaign to reach those without access to internet or technology, limited English speakers, and individuals in hard to reach vulnerable populations. Establish a variety of communication avenues such as through art, mail, public forums, digital surveys, social media, web and phone apps, door-to-door outreach, and others	2
AC-2-5	Establish a Climate Action webpage with accessible materials including how-to guides and information about climate adaptation and mitigation actions, educational resources, workshops, and climate economy job opportunities.	2
AC-2-6	Engage with community partners such as Century College, Ramsey County, State of Minnesota, non-profits, and others to identify unmet community needs, barriers and opportunities to improve access to the green job economy for all community members.	2
AC-2-7	Ensure the availability of translators and interpreter services for all outreach events and materials.	2



Strategy #	Sector Strategy / Action	Priority Level
	Strategy AC-3: Establish a climate impacts mutual aid pro-	
	gram.	
AC-3-1	Coordinate with County, State, surrounding communities, Red Cross, and utilities to establish a Mutual Aid and Response program. Program to focus on range of current and projected risks and hazards including flooding, extreme weather, storms, power outage, and emergency debris management. Agreement can be modeled on, or expand existing fire and public safety mutual aid agreements.	1
AC-3-2	Develop strategies to check on individuals at greatest risk during extreme weather and extreme temperature events. Explore partnerships for provision of options for cooling/warming centers for vulnerable populations.	1
AC-3-3	Organize a transportation-assistance program for individuals without access to vehicles. Explore partners such as Metro Transit, Ramsey County Library, non-profit groups, hospitals, and retail centers.	2
	Strategy AC-4: Establish financing to support the City's Cli-	
	mate Action efforts.	
AC-4-1	Generate Local Revenue through tiered stormwater fees. The City should develop a tiered schedule for stormwater fees for all development, commercial and residential, existing and proposed. These fees should be based on actual impact.	1



Strategy#	Sector Strategy / Action	Priority Level
AC-4-2	Conduct a study to establish an Urban Forestry Product program to sell wood products, and dedicate funds to climate action plan strategy implementation. Revenue sources could include: sale of Ash tree logs removed as a part of the City's EAB management plan (example marketplace: Wisconsin Urban Wood, City of Eau Cliare model: http://wisconsinurbanwood.org/sample-municipal-models/), selling tree storm debris and tree trimming waste to waste-to-energy plant or pelletizer, selling sugar taping rights and nut harvesting rights to Maple, Birch, and Walnut trees located on City property and right of way responsibility.	1
AC-4-3	Adopt a "resilience penny" property tax increase of \$0.01 per \$100 of assessed value and dedicate additional funds for climate mitigation and climate adaptation strategies. Funds may be used directly, or may be used as a repayment source for a bond issue.	2
AC-4-4	Capturing savings from City Facility energy efficiency and renewable energy projects from all city departments. Performance-based rebate checks and operational savings are to be directed to a special Carbon Fund, with the funds being used to implement carbon-reducing projects that align with the Climate Action Plan.	2
AC-4-5	Dedicate all, or a portion, of the City's Utility Franchise Fee to a climate action and adaptation fund to fund projects which align with the City's Climate Action Plan. Alternatively, City could increase the Utility Franchise Fee and dedicate the increased value to the Climate Fund	2







Section 1 Implementation



Implementation

The first few years after plan adoption are critical to its success. Establishing roles, both internal and external, and identifying funding will help establish the implementation phase of the plan and ensure the community is on track to achieve its goals. This plan includes robust goals for community sustainability and addressing climate resilience. This vision will require commitment and integration of the Climate Adaptation Plan into City operations, functions, and services.

Implementation is for Everyone

This Climate Adaptation Plan includes actions that require leadership and engagement from City Council, City departments and staff as well as the business community, households and individuals. While some actions will require City Council to amend policy there will be opportunities for businesses, organizations, households, and individuals to support the City Council policy changes and provide input on and feedback for those policies. Ultimately, achieving the visionary climate resilience goals outlined in this plan will require engagement and a sense of responsibility not only by the City of Maplewood leadership and government, but by the community itself as well. It is critical for all to remain engaged and active, advancing and advocating for actions you feel are important.

General Implementation Recommendations

The following are foundational recommendations to support the longrange implementation of the Climate Adaptation Plan:

Building Internal Capacity

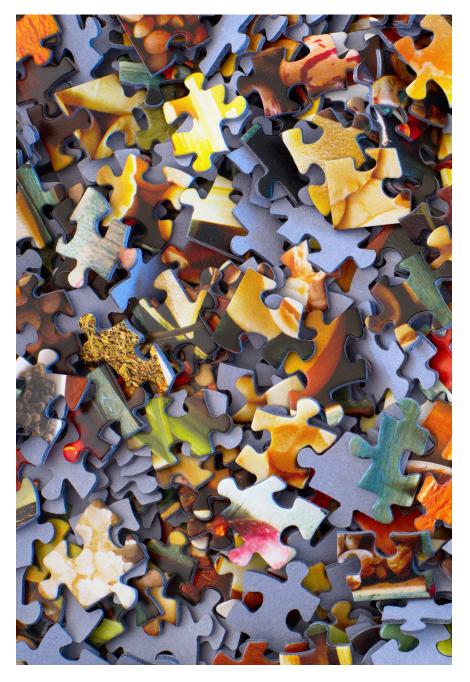
Continuing to build internal capacity will be important to help establish the Climate Adaptation Plan as a priority integral to internal operations as well as fostering connections to community partners, businesses, and individuals through outreach, education, special projects, and service delivery.



Implementation

We recommend careful consideration of appropriate staffing to support the implementation of this plan.

- 1. Establish clear guidance and direction for the participation in and support of the Climate Adaptation Plan implementation actions by all City of Maplewood departments.
- 2. Incorporate Climate Adaptation Action implementation updates in Department staff reports provided to City Council.
- 3. Fund and support Sustainability and Climate Adaptation staffing required to:
 - Facilitate discussion on adaptation actions within community.
 - Participate in technical resource programs as they are available through County, State, Federal, and provider partners.
 - Support City of Maplewood department managers and staff as they implement Climate Adaptation Plan actions within their service area or area of expertise.
 - Maintain the internal City Green Team and empower the team to meet regularly and provide updates on progress and success of the Climate Adaptation Plan.
 - Ensure the maintenance of City of Maplewood Environment/ Sustainability webpage supporting Climate Adaptation Plan resources for the community.
 - Engage city boards and commissions (e.g., Environmental and Natural Resources Commission, etc.) to ensure the Climate Adaptation
 Plan is integrated into their work plans.
- Consider executing a community wide GHG inventory on a regular basis (1-2 year cycle) to support monitoring of GHG emissions reduction progress.
- 5. Consider implementing a Greenhouse Gas Mitigation Planning effort to map climate mitigation strategies as a companion to this Climate Adaptation Plan.
- Review Climate Adaptation Plan implementation progress and impacts on a regular basis (1-2 year cycle); adjust, add, and remove detailed Climate Adaptation Plan actions as appropriate based on implementation progress review.





Implementation

Building and Maintaining External Support

City staff and elected officials will not be able to implement this plan without robust support from community members and coordination with jurisdictional, institutional, and organizational partners.

- 1. Establish the Environmental and Natural Resources Commission as the main citizen-body to support the implementation of the Climate Adaptation Plan:
 - Form subcommittees that focus on particular areas of the Climate Adaptation Plan
 - Coordinate with City staff in all relevant departments to receive updates on City projects and progress.
 - Support communication of the Climate Adaptation Plan and its progress to the public
- 2. Establish jurisdictional partnerships that advance Climate Adaptation Plan strategies to advance and accelerate action. This can include government entities like Ramsey County, the State of Minnesota, the Cannon Ramsey-Washington Metro Watershed District, and Ramsey County Soil & Water Conservation District; utilities like Xcel Energy; institutions like Century College; community groups; and neighboring communities.
- 3. Provide periodic updates of the Climate Adaptation Plan and its progress to the public in the City's Newsletter.

Funding

Funding the implementation of the Climate Adaptation Plan may require reallocation/reconsideration of existing City funds, raising new City funds, or identifying outside resources and funding opportunities. Some funds will need to be dedicated toward long-term support like staffing, while other funding will be on a project-by-project basis.

- 1. Maintain a budget and identify funding sources for staff dedicated to the implementation of the Climate Adaptation Plan.
- 2. Identify a budget necessary to support projects on an annual basis as per the detailed actions outlined in the Climate Economy and Adaptation Capacity sections of the plan and climate actions.
- 3. Utilize no-cost technical assistance offerings as available.







Implementation

Example Policies and Ordinances

The paleBLUEdot team has assembled example policies and ordinances supporting some of the strategies and actions included in the Maplewood Climate Adaptation Plan. The examples can be found on the following



https://palebluedot.llc/maplewood-cap-policies





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