

**AGENDA**  
**MAPLEWOOD CITY COUNCIL**  
7:00 P.M. Monday, January 24, 2022  
Held Remotely Via Conference Call  
Dial 1-312-626-6799 or 1-888-788-0099  
When Prompted Enter Meeting ID: 865 2830 2744#  
No Participant ID, Enter # When Prompted  
Meeting No. 02-22

**A. CALL TO ORDER**

**B. PLEDGE OF ALLEGIANCE**

**C. ROLL CALL**

**D. APPROVAL OF AGENDA**

**E. APPROVAL OF MINUTES**

1. January 10, 2022 City Council Meeting Minutes

**F. APPOINTMENTS AND PRESENTATIONS**

1. Administrative Presentations
  - a. Council Calendar Update
2. Council Presentations
3. Resolution Declaring a Climate Emergency

**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. Preliminary Financial Report for Month Ended December 31, 2021
3. Allocation of ARPA Funding
4. Allocation of General Fund Surplus
5. Transfers and Budget Adjustments
6. Resolution Directing Modification of Existing Construction Contract, Change Order No. 17, and No. 18, North Fire Station Construction Project
7. Purchase of a New Ladder Truck
8. Purchase Furniture for North Fire Station
9. Resolution Approving 2022 Pay Rates for Temporary/Seasonal and Casual Part-time Employees
10. Metro CERTs Seed Grant for the Clean Energy for All Project
11. Purchase of Three 2022 Marked Police Vehicles and Three 2022 Unmarked Police Vehicles
12. Resolution Directing Final Payment and Acceptance of Project, Dennis-McClelland Area Street Improvements, City Project 19-10
13. Fiber Optic Agreement for North Fire Station

**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**

1. Administrative Hearing – Tobacco Compliance Check Failure, Fleming’s Auto Service, 2271 White Bear Ave N
2. Resolution Accepting Feasibility Study, Authorizing Preparation of Plans & Specifications, and Calling for a Public Hearing for Cope Avenue Improvements, City Project 21-06
3. Resolution Accepting Feasibility Study, Authorizing Preparation of Plans & Specifications, and Calling for a Public Hearing for Gervais Area Pavement Rehabilitation, City Project 21-07

**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**  
 7:00 P.M. Monday, January 10, 2022  
 Held Remotely Via Conference Call  
 Meeting No. 01-22

**A. CALL TO ORDER**

A meeting of the City Council was held remotely via conference call and was called to order at 7:05 p.m. by Mayor Abrams.

Mayor Abrams reported on attending the special meeting of the Regional Council of Mayors regarding the increased criminal activity and accountability in the community and metro area. Chief Bierdeman also reflected on the crime rate and the court's component. Chief Bierdeman then shared an update on the Best Buy looting incident in November.

**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**

The following items were added to Council Presentations:

St. John's Hospital Interview

Councilmember Juenemann moved to approve the agenda as amended.

Seconded by Councilmember Knutson                      Ayes – All, via roll call

The motion passed.

**E. APPROVAL OF MINUTES**

**1. December 13, 2021 City Council Meeting Minutes**

Councilmember Juenemann moved to approve the December 13, 2021 City Council Meeting Minutes as submitted.

Seconded by Councilmember Cave                      Ayes – All, via roll call

The motion passed.

**2. December 20, 2021 City Council Special Meeting Minutes**

Councilmember Juenemann moved to approve the December 20, 2021 City Council Special

Meeting Minutes as submitted.

Seconded by Councilmember Villavicencio

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**

**St. John's Hospital Interview**

Councilmember Knutson gave an update on the St. Paul Chamber interview with the Site Administer of St. John's Hospital. The focus of the interview was on workforce, Covid, ambulance services and future development in becoming a regional hospital.

**3. Resolution for Commissioner Reappointments**

City Manager Coleman gave the staff report.

Councilmember Knutson moved to approve the resolution for Commissioner Reappointments.

Resolution 22-01-2024

BE IT RESOLVED THAT THE CITY COUNCIL OF MAPLEWOOD, MINNESOTA:

Hereby appoints the following individual, who the Maplewood City Council has reviewed, to be reappointed to the following commission:

Planning Commission

John Eads                      Term expires 12/31/2024

Allan Ige                      Term expires 12/31/2024

Seconded by Councilmember Cave

Ayes – All, via roll call

The motion passed.

**4. 2022 City Council Appointments to Boards, Commissions and Miscellaneous Groups**

City Manager Coleman gave the staff report.

Councilmember Juenemann moved to approve the 2022 City Council appointments to boards, commissions and miscellaneous groups.



**Acting Mayor\***

Councilmember Cave

*\*Rotation of acting mayors: 2015 Abrams, 2016 Xiong, 2017 Juenemann, 2018 Smith, 2019 Juenemann (normal rotation interrupted by appointments), 2020 Knutson, 2021 Juenemann*

**Acting Mayor Pro Tem**

Councilmember Villavicencio

**Auditor Contact**

Mayor Abrams  
Councilmember Juenemann

**Community Design Review Board**

Councilmember Knutson  
Mike Martin (Staff Liaison)

**Data Compliance Officers:**

Responsible Authority  
City Personnel Officer  
City Law Enforcement Officer

Andrea Sindt  
Terrie Rameaux  
Brian Bierdeman

**Development Committee\*\***

Mayor Abrams  
Councilmember Juenemann

*\*\*Rotate councilmember to join mayor to work with City Manager on annual performance evaluation: 2016 Abrams, 2017 Juenemann, 2018 Xiong, 2019 Smith, 2020 Knutson, 2021 Knutson*

**Environment & Natural Resources Commission**

Councilmember Juenemann  
Shann Finwall (Staff Liaison)

**Gold Line Partners - CMC (fka Gateway Corridor Commission)**

Councilmember Cave  
Mayor Abrams (Alternate)

**Gold Line BRT – PAC**

Councilmember Cave  
Steve Love (Alternate)

**Heading Home Ramsey (through RCLLG)**

Mayor Abrams  
Councilmember Juenemann (Alternate)

**Heritage Preservation Commission**

Councilmember Villavicencio  
Joe Sheeran (Staff Liaison)

**Housing & Economic Development Commission**

Councilmember Knutson  
Mike Martin (Staff Liaison)

**Maplewood Communications**

Mayor Abrams  
Councilmember Knutson (Alternate)

**Maplewood Green Team**

Councilmember Juenemann  
Shann Finwall (Staff Liaison)

**Official Newspaper**

Pioneer Press

**Parks & Recreation Commission**

Councilmember Villavicencio  
Audra Robbins (Staff Liaison)

**Planning Commission**

Councilmember Knutson  
Mike Martin (Staff Liaison)

**Purple Line Corridor - CMC**

Councilmember Villavicencio  
Councilmember Cave (Alternate)

**Ramsey County Dispatch  
Policy Committee**

Councilmember Juenemann  
Mayor Abrams (Alternate)

**Ramsey County League of  
of Local Governments**

Mayor Abrams  
Councilmember Villavicencio (Alternate)

**Regional Mayors**

Mayor Abrams

**Rice/Larpenteur Project**

Mayor Abrams  
Councilmember Cave (Alternate)  
Shann Finwall (Staff Liaison)

**Rush Line Corridor**

Mayor Abrams  
Councilmember Cave (Alternate)  
Melinda Coleman (Staff Liaison)

**St. Paul Regional Water Services  
Board of Water Commissioners**

Mayor Abrams  
Melinda Coleman (Alternate)

**Suburban Area Chamber of Commerce**

Melinda Coleman  
Mayor Abrams (Representative)  
Councilmember Knutson (Representative)

**Suburban Rate Authority**

Steve Love

Seconded by Councilmember Cave

Ayes – All, via roll call

The motion passed.

**5. Fix It Launch Update**

Public Works Director Love gave the presentation.

No Action Required.

- 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.*

Agenda items G4, G5, G6, & G9 were highlighted.

Councilmember Cave moved to approve agenda items G1-G9.

Seconded by Councilmember Juenemann

Ayes – All, via roll call

The motion passed.

### 1. Approval of Claims

Councilmember Cave moved to approve the approval of claims.

#### ACCOUNTS PAYABLE:

\$	683,927.92	Checks # 108351 thru # 108386 dated 12/21/21
\$	705,834.43	Checks # 108387 thru # 108423 dated 12/28/21
\$	66,041.71	Checks # 108424 thru # 108438 dated 01/04/22
\$	1,355,794.05	Disbursements via debits to checking account dated 12/13/21 thru 01/02/22
<hr/>		
\$	2,811,598.11	Total Accounts Payable

#### PAYROLL

\$	638,288.74	Payroll Checks and Direct Deposits dated 12/24/21
<hr/>		
\$	638,288.74	Total Payroll
<hr/>		
\$	3,449,886.85	GRAND TOTAL

Seconded by Councilmember Juenemann

Ayes – All, via roll call

The motion passed.

### 2. Financial Report for Month Ended November 30, 2021

No Action Required.

### 3. Resolution Designating Depositories for City Funds

Councilmember Cave moved to approve the resolution designating depositories for city funds.

#### Resolution 22-01-2025 DESIGNATING DEPOSITORIES FOR CITY FUNDS

BE IT RESOLVED, that the following be and hereby are selected as depositories for deposits and investments of the City of Maplewood:

Premier Bank  
Wells Fargo Bank  
US Bank  
4M Fund/PMA  
RBC  
Oppenheimer

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TD Ameritrade

BE IT FURTHER RESOLVED that the deposits in any of the above depositories shall not exceed the amount of F.D.I.C. insurance covering such deposit unless collateral or a bond is furnished as additional security, and

BE IT FURTHER RESOLVED that any funds in the above depositories may be withdrawn and electronically transferred to any other depository of the city by the request of the finance director or his/her designee.

BE IT FURTHER RESOLVED that these depository designations are effective until December 31, 2022.

Seconded by Councilmember Juenemann                      Ayes – All, via roll call

The motion passed.

**4. Agreement with Axon Enterprise for Axon FLEET Squad Camera Installation and Use on Police Vehicles**

Councilmember Cave moved to approve the agreement with Axon Enterprise for Axon FLEET Squad Camera installation and use on police vehicles.

Seconded by Councilmember Juenemann                      Ayes – All, via roll call

The motion passed.

**5. Massage Center License for Guilin Massage, LLC d/b/a Guilin Massage, 1690 McKnight Road N, Suite E**

Councilmember Cave moved to approve the Massage Center license for Guilin Massage, LLC d/b/a Guilin Massage, located at 1690 McKnight Road N, Ste E.

Seconded by Councilmember Juenemann                      Ayes – All, via roll call

The motion passed.

**6. Resolution Directing Final Payment and Acceptance of Project, Southcrest-Ferndale Area Pavement Rehabilitation, City Project 20-09**

Councilmember Cave moved to approve the resolution Directing Final Payment and Acceptance of Project for the Southcrest-Ferndale Area Pavement Rehabilitation, City Project 20-09.

Resolution 22-01-2026  
DIRECTING FINAL PAYMENT AND ACCEPTANCE OF PROJECT  
SOUTHCREST-FERNDAL AREA PAVEMENT REHABILITATION,  
CITY PROJECT 20-09

WHEREAS, the City Council of Maplewood, Minnesota has heretofore ordered the Southcrest-Ferndale Area Pavement Rehabilitation, City Project 20-09, and has let a construction contract, and

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WHEREAS, the City Engineer for the City of Maplewood has determined that the Southcrest-Ferndale Area Pavement Rehabilitation, City Project 20-09, is complete and recommends acceptance of the project.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF MAPLEWOOD, Minnesota, that

City Project 20-09 is complete and maintenance of the improvements are accepted by the City; the final construction cost is \$1,394,850.74. Final payment to Northwest Asphalt, Inc. and the release of any retainage or escrow is hereby authorized.

Seconded by Councilmember Juenemann                      Ayes – All, via roll call

The motion passed.

## **7. Audio/Visual Agreement for North Fire Station**

Councilmember Cave moved to approve the agreement with AVI Systems Inc. for the installation and configuration of audio/video systems within the North Fire Station.

Seconded by Councilmember Juenemann                      Ayes – All, via roll call

The motion passed.

## **8. Resolution Directing Modification of Existing Construction Contract, Change Order No. 8, No. 11, No. 13, and No. 15, North Fire Station Construction Project**

Councilmember Cave moved to approve the resolution Directing Modification of the Existing Construction Contract, Change Order No. 8, No. 11, No. 13 and Change Order No. 15, North Fire Station Construction Project and authorize the Mayor and City Manager to sign Change Order No. 8, No. 11, No. 13, and Change Order No. 15.

Resolution 22-01-2027

DIRECTING MODIFICATION OF EXISTING CONSTRUCTION CONTRACT,  
NORTH FIRE STATION CONSTRUCTION PROJECT, CHANGE ORDER NO. 8,  
NO. 11, NO. 13 AND CHANGE ORDER NO. 15

WHEREAS, the City Council of Maplewood, Minnesota has heretofore ordered the construction of the North Fire Station, and has approved construction contracts related to the project.

WHEREAS, it is now necessary and expedient that said contract be modified and designated as North Fire Station Construction Project, Change Order No. 8, No. 11, No. 13 and Change Order No. 15.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF MAPLEWOOD, Minnesota, that

1. The Mayor, City Manager, and Fire and EMS Chief are hereby authorized and directed to modify the existing contract by executing said Change Order No. 8 which is an increase of \$875.

The revised contract amount for Work Scope 08-A Twin Cities Hardware is \$123,650.

2. The Mayor, City Manager, and Fire and EMS Chief are hereby authorized and directed to modify the existing contract by executing said Change Order No. 11 which is an increase of \$3,585.75.

The revised contract amount for Work Scope 03-M Ebert Inc. is \$896,441.61.

3. The Mayor, City Manager, and Fire and EMS Chief are hereby authorized and directed to modify the existing contract by executing said Change Order No. 13 which is an increase of \$7,393.

The revised contract amount for Work Scope 26A-Electrical Production Services is \$905,650.

4. The Mayor, City Manager, and Fire and EMS Chief are hereby authorized and directed to modify the existing contract by executing said Change Order No. 15 which is an increase of \$2986.

The revised contract amount for Work Scope 22-A-Northern Air Corporation is \$475,666.

Seconded by Councilmember Juenemann

Ayes – All, via roll call

The motion passed.

#### **9. Resolution to Accept Donation from Schmelz Countryside Volkswagen**

Councilmember Cave moved to approve resolution accepting the donation made by Schmelz Countryside Volkswagen.

Resolution 22-01-2028

#### **EXPRESSING ACCEPTANCE OF AND APPRECIATION OF A DONATION TO THE MAPLEWOOD PUBLIC SAFETY DEPARTMENT**

WHEREAS, Schmelz Countryside has presented to the Maplewood Public Safety Department a donation in the amount of \$2,000.00; and

WHEREAS, this donation is intended for the purpose to benefit the Department; and

WHEREAS, the Maplewood City Council is appreciative of the donation and commends Jonathan Schmelz, Jennifer Schmelz, and Schmelz Countryside Volkswagen for their civic efforts,

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Maplewood, Minnesota, that:

1. The donation is accepted and acknowledged with gratitude; and

2. The donation will be appropriated for the Public Safety Department as designated; and
3. The appropriate budget adjustments be made.

Seconded by Councilmember Juenemann

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.*
- None

- I. UNFINISHED BUSINESS**
- None

- J. NEW BUSINESS**

1. **MnDOT Cooperative Construction Agreement, Trunk Highway 36 Improvements, City Project 20-17**

Public Works Director Love gave the staff report.

Councilmember Juenemann moved to approve the Cooperative Construction Agreement, MnDOT Contract No: 1048553, with MnDOT and direct the Mayor and City Manager to sign the agreement. Minor revisions as approved by the City Attorney are authorized as needed.

Seconded by Councilmember Knutson

Ayes – All, via roll call

The motion passed.

2. **Metropolitan Council Joint Powers and Cooperative Construction Agreement for the Gold Line Bus Rapid Transit Project, City Project 14-05**

Public Works Director Love gave the staff report.

Councilmember Juenemann moved to approve the Joint Powers and Cooperative Construction Agreement, Metropolitan Council No: 211056, with the Metropolitan Council and direct the Mayor and City Manager to sign the agreement. Minor revisions as approved by the City Attorney are authorized as needed.

Seconded by Councilmember Knutson

Ayes – All, via roll call

The motion passed.

3. **Erskine Wood Floors, 2728 Geranium Avenue East, Conditional Use Permit Amendment Resolution**

Community Development Director Thomson gave the staff report. Todd Erskine, of Erskine Wood Floors Inc., addressed the council and provided additional information.

Councilmember Juenemann moved to approve a conditional use permit amendment resolution to allow indoor storage and outdoor storage in a BC (business commercial) zoning district, located at 2728 Geranium Avenue East.

Resolution 22-01-2029  
CONDITIONAL USE PERMIT AMENDMENT RESOLUTION

BE IT RESOLVED by the City Council of the City of Maplewood, Minnesota, as follows:

Section 1. Background.

1.01 Todd Erskine, of Erskine Wood Floors, has requested approval of a conditional use permit amendment.

1.02 The property is located at 2728 Geranium Avenue East and is legally described as:

Lots 10, 11, 12, 13, and 14, Block 5, Midvale Acres No. 2, according to the plat on file in the Office of the County Recorder, Ramsey County, Minnesota;

EXCEPT:

That part of Lots 12, 13, and 14, Block 5, Midvale Acres No.2, according to the plat on file in the office of the County Recorder, Ramsey County, Minnesota, described as follows:

Commencing at the northeast corner of said Block 5, thence South 00 degrees 04 minutes 14 seconds West, assumed bearing, along the east line of said Block 5 a distance of 226.80 feet to the point of beginning; thence North 89 degrees 55 minutes 46 seconds West 134.67 feet; thence South 48 degrees 10 minutes 15 seconds West 94.63 feet to the southwesterly line of said Lot 14; thence South 33 degrees 56 minutes 06 seconds East along said southwesterly line 145.00 feet to the southwesterly corner of said Lot 14; thence North 56 degrees 03 minutes 54 seconds East along the southeasterly line of said Block 5 a distance of 149.59 feet (recorded as 150 feet) to the southeasterly corner of said Block 5; thence North 00 degrees 04 minutes 14 seconds East along said east line of Block 5 a distance of 99.74 feet to the point of beginning.

Section 2. Standards.

2.01 General Conditional Use Permit Standards. City Ordinance Section 44-1097(a) states that the City Council must base approval of a conditional use permit on the following nine standards for approval.

1. The use would be located, designed, maintained, constructed and operated to be in conformity with the City's Comprehensive Plan and Code of Ordinances.
2. The use would not change the existing or planned character of the surrounding area.



3. The use would not depreciate property values.
4. The use would not involve any activity, process, materials, equipment or methods of operation that would be dangerous, hazardous, detrimental, disturbing or cause a nuisance to any person or property, because of excessive noise, glare, smoke, dust, odor, fumes, water or air pollution, drainage, water run-off, vibration, general unsightliness, electrical interference or other nuisances.
5. The use would not exceed the design standards of any affected street.
6. The use would be served by adequate public facilities and services, including streets, police and fire protection, drainage structures, water and sewer systems, schools and parks.
7. The use would not create excessive additional costs for public facilities or services.
8. The use would maximize the preservation of and incorporate the site's natural and scenic features into the development design.
9. The use would cause minimal adverse environmental effects.

### Section 3. Findings.

- 3.01 The proposal meets the specific conditional use permit standards.

### Section 4. City Review Process

- 4.01 The City conducted the following review when considering the conditional use permit for a planned unit development amendment request.

1. On December 21, 2021, the Planning Commission held a public hearing. City staff published a hearing notice in the Pioneer Press and sent notices to the surrounding property owners. The Planning Commission gave everyone at the hearing a chance to speak and present written statements. The Planning Commission recommended that the City Council approve this resolution.
2. On January 10, 2022, the City Council discussed this resolution. They considered reports and recommendations from the Planning Commission and City staff.

### Section 5. City Council

- 5.01 The City Council hereby approves the resolution. Approval is based on the findings outlined in section 3 of this resolution. Approval is subject to the following conditions: (additions are underlined and deletions are crossed out):

1. The proposed use must be substantially started within one year of council approval or the permit shall become null and void. The Council may extend this deadline for one year.

2. The City Council shall review this permit in one year.
3. The applicant shall submit a 15-day minor construction review application for the conversion of the north garage to a two-bay loading dock.
4. The applicant shall submit to the City for staff approval agreements between the owners of 2728 Geranium Avenue East and 2719 Stillwater Road for access, parking and use of the trash enclosure.
5. The applicant shall comply with the requirements of the City's Building Official, Assistant Fire Chief and City Engineer.
6. At least seven arborvitae trees shall be planted between the parking lot and the shared property line with 2700 Geranium Avenue East while also preserving the existing trees in this area.
7. All areas of the parking lot that have deteriorated shall be fixed in order to meet the city's hard surface parking requirements.
8. All outside activity shall adhere to the City's noise ordinance requirements

Seconded by Councilmember Knutson

Ayes – All, via roll call

The motion passed.

**4. Ridge Periodontics, 3033 Hazelwood Street North**  
**a. Conditional Use Permit Resolution**  
**b. Design Review Resolution**

Community Development Thomson gave the staff report. Bob Shaffer with Foundation Architects addressed the council and provided further information.

Councilmember Juenemann moved to approve the conditional use permit resolution for a proposed dental clinic at 3033 Hazelwood Street North, subject to certain conditions of approval.

Resolution 22-01-2030  
 CONDITIONAL USE PERMIT RESOLUTION

BE IT RESOLVED by the City Council of the City of Maplewood, Minnesota, as follows:

Section 1. Background.

- 1.01 Foundation Architects, on behalf of the Ridge Periodontics and Dental Implants, has requested approval of a conditional use permit to operate a dental clinic on the property.
- 1.02 The property is located at 3033 Hazelwood Street North and is legally described as: Lot 1, Block 1, Maekloth Addition, Ramsey County, Minnesota

PIN: 032922210119

- 1.03 City Ordinance Section 44-637(a) (b) requires a Conditional Use Permit for any building erected, altered or conducted within 350 feet of a residential district.

Section 2. Standards.

- 2.01 General Conditional Use Permit Standards. City Ordinance Section 44-1097(a) states that the City Council must base approval of a Conditional Use Permit on the following nine standards for approval.

1. The use would be located, designed, maintained, constructed and operated to be in conformity with the City's Comprehensive Plan and Code of Ordinances.
2. The use would not change the existing or planned character of the surrounding area.
3. The use would not depreciate property values.
4. The use would not involve any activity, process, materials, equipment or methods of operation that would be dangerous, hazardous, detrimental, disturbing or cause a nuisance to any person or property, because of excessive noise, glare, smoke, dust, odor, fumes, water or air pollution, drainage, water run-off, vibration, general unsightliness, electrical interference or other nuisances.
5. The use would not exceed the design standards of any affected street.
6. The use would be served by adequate public facilities and services, including streets, police and fire protection, drainage structures, water and sewer systems, schools and parks.
7. The use would not create excessive additional costs for public facilities or services.
8. The use would maximize the preservation of and incorporate the site's natural and scenic features into the development design.
9. The use would cause minimal adverse environmental effects.

Section 3. Findings.

- 3.01 The proposal meets the specific Conditional Use Permit standards.

Section 4. City Review Process.

- 4.01 The City conducted the following review when considering this conditional use permit request.

1. On December 21, 2021, the Planning Commission held a public hearing. City staff published a hearing notice in the Pioneer Press and sent notices to the surrounding property owners. The Planning Commission gave everyone at the hearing a chance to speak and present written statements. The Planning Commission recommended that the City Council approves this resolution.
2. On January 10, 2022, the City Council discussed this resolution. They considered reports and recommendations from the planning commission and City staff.

Section 5. City Council.

5.01 The City Council hereby approves the resolution. Approval is based on the findings outlined in section 3 of this resolution. Approval is subject to the following conditions:

1. The proposed construction must be substantially started within one year of council approval or the permit shall become null and void.
2. The city council shall review this permit in one year.
3. The applicant shall meet the conditions outlined in the design review resolution.
4. All work shall follow the approved plans. City staff may approve minor changes.

Seconded by Councilmember Cave

Ayes – All, via roll call

The motion passed.

Councilmember Juenemann moved to approve the design review resolution for a proposed dental clinic to be constructed at 3033 Hazelwood Street North, subject to certain conditions of approval.

Resolution 22-01-2031  
DESIGN REVIEW RESOLUTION

BE IT RESOLVED by the City Council of the City of Maplewood, Minnesota, as follows:

Section 1. Background.

- 1.01 Foundation Architects, on behalf of the Ridge Periodontics and Dental Implants, has requested design review approval to construct a dental clinic on the property.
- 1.02 The property is located at 3033 Hazelwood Street North and is legally described as: Lot 1, Block 1, Maekloth Addition, Ramsey County, Minnesota

PIN: 032922210119

- 1.03 On December 21, 2021, the community design review board reviewed this request. The applicant was provided the opportunity to present information to the community design review board. The community design review board considered all of the comments received and the staff report, which are incorporated by reference into this resolution.

Section 2. Standards.

- 2.01 City ordinance Section 2-290(b) requires that the community design review board make the following findings to approve plans:
1. That the design and location of the proposed development and its relationship to neighboring, existing or proposed developments and traffic is such that it will not impair the desirability of investment or occupation in the neighborhood; that it will not unreasonably interfere with the use and enjoyment of neighboring, existing or proposed developments; and that it will not create traffic hazards or congestion.
  2. That the design and location of the proposed development are in keeping with the character of the surrounding neighborhood and are not detrimental to the harmonious, orderly and attractive development contemplated by this article and the city's comprehensive municipal plan.
  3. That the design and location of the proposed development would provide a desirable environment for its occupants, as well as for its neighbors, and that it is aesthetically of good composition, materials, textures and colors.

Section 3. Findings.

- 3.01 The proposal meets the specific findings for design review approval.

Section 4. City Council.

- 4.01 The City Council hereby approves the resolution. Approval is based on the findings outlined in section 3 of this resolution. Approval is subject to the following conditions:
1. Repeat this review again in two years if the city has not issued a building permit.
  2. The applicant shall meet the requirements set forth in the report by the Assistant City Engineer, Jon Jarosch, dated December 2, 2021.
  3. The applicant shall meet the requirements set forth in the report by the Environmental Planner, Shann Finwall, and the Natural Resources Coordinator, Carole Gernes, dated December 10, 2021. The applicant shall work with staff to replace some of the landscaping details on the landscape plan, per staff's recommendations.
  4. All requirements of the Fire Code and Building Code must be achieved.

5. All mechanical equipment and trash receptacles shall be screened from view of all nearby residential properties, per city ordinance standards.
6. The applicant shall provide additional screening along the southern edge of the parking lot. The screening can consist of fencing or landscaping. Given the existing easements, the applicant will work with the pipeline and power company to determine the best type of screening at this location. The applicant will provide a plan to the city for review detailing the proposed screening. The plan may be approved by staff.
7. The applicant shall restore any public right-of-way, adjacent property or property irons disturbed by the construction.
8. A cash escrow or an irrevocable letter of credit for all required exterior improvements. The amount shall be 150 percent of the cost of the work.
9. Written documentation from all easement holders affecting this site indicating approval of the plans for the planned improvements.
10. The applicant shall complete the following before occupying the building:
  - a. Replace any property irons removed because of this construction.
  - b. Provide continuous concrete curb and gutter around the parking lot and driveways.
  - c. Install all required landscaping and an in-ground lawn irrigation system for all landscaped areas.
11. If any required work is not done, the city may allow temporary occupancy if:
  - a. The city determines that the work is not essential to the public health, safety or welfare.
  - b. The above-required letter of credit or cash escrow is held by the City of Maplewood for all required exterior improvements. The owner or contractor shall complete any unfinished exterior improvements by June 1 of the following year if occupancy of the building is in the fall or winter or within six weeks of occupancy of the building if occupancy is in the spring or summer.
12. The proposed building is permitted to be built within 50 feet of the existing pipeline on the site. The site has unique characteristics and challenges that justify approval of a revised pipeline setback.
13. Comply with all city ordinance requirements for signage, trash enclosures and parking.
14. All work shall follow the approved plans. City staff may approve minor changes.
15. The applicant shall submit color and building material samples to staff for approval prior to any permits being issued.

Seconded by Councilmember Cave

Ayes – All, via roll call

The motion passed.

**K. AWARD OF BIDS**

None

**L. ADJOURNMENT**

Each councilmember shared thoughts on current events.

Mayor Abrams adjourned the meeting at 9:08 p.m.

DRAFT

**CITY COUNCIL STAFF REPORT**

Meeting Date January 24, 2022

**REPORT TO:** City Council

**REPORT FROM:** Melinda Coleman, City Manager

**PRESENTER:** Melinda Coleman, City Manager

**AGENDA ITEM:** Council Calendar Update

**Action Requested:** ☐ Motion ☒ Discussion ☐ 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:**

**Feb 14** Workshop: Strategic Priorities Revisions  
Council: 2021 Strategic Plan Update

**Feb 28** Council: TBD

**Council Comments:**

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

1. Parking Space Requirement Review (2/8/21)
2. Goats and Buckthorn Removal (6/14/21)
3. Schedule meeting with Ramsey County re: HRA Levy Program Update

**Council Schedule for Maplewood Living through May 2022:**

Publication Month	Author	Article Due Date
February 2022	Kathleen Juenemann	<b>January 21</b>
March 2022	Bill Knutson	<b>February 18</b>
April 2022	Nikki Villavicencio	<b>March 18</b>
May 2022	Rebecca Cave	<b>April 15</b>



**CITY COUNCIL STAFF REPORT**

Meeting Date January 24, 2022

**REPORT TO:** Melinda Coleman, City Manager

**REPORT FROM:** Audra Robbins, Parks and Natural Resources Manager  
Shann Finwall, AICP, Environmental Planner

**PRESENTER:** Shann Finwall, AICP, Environmental Planner

**AGENDA ITEM:** Resolution Declaring a Climate Emergency

**Action Requested:** ☒ Motion ☐ Discussion ☐ Public Hearing

**Form of Action:** ☒ Resolution ☐ Ordinance ☐ Contract/Agreement ☐ Proclamation

**Policy Issue:**

Local governments of all sizes, and in all regions of Minnesota, will join in declaring a Climate Emergency, calling for immediate action at all levels of government to address the climate crises.

**Recommended Action:**

Motion to approve a Resolution Declaring a Climate Emergency.

**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  
☐ Use of Reserves ☐ Other: n/a

**Strategic Plan Relevance:**

☒ Financial Sustainability ☒ Integrated Communication ☒ Targeted Redevelopment  
☒ Operational Effectiveness ☒ Community Inclusiveness ☒ Infrastructure & Asset Mgmt.

Climate change impacts will affect all aspects of Maplewood's services and infrastructure.

**Background:**

The Climate Emergency Declaration started in the United States by the Climate Mobilization organization. It calls for a mobilization of government and society to make significant progress on climate change by 2030. There are 2,000 jurisdictions in 34 countries that have declared a Climate Emergency, including three leaders in Minnesota (Crystal Bay Township, Minneapolis, and Duluth.)

Maplewood has been participating in the Minnesota Cities Climate Caucus, which is a group of cities working on climate change action. In November, the Caucus requested that cities throughout the state join in declaring a Climate Emergency calling for immediate action at all levels of government to address the climate crises. Through the Minnesota Climate Caucus' work, 16 additional Minnesota cities will be participating in the Climate Emergency, including Maplewood.

Cities will be adopting resolutions or declaring proclamations for the Climate Emergency in mid-January 2022. A wider media strategy will be created, coordinated and executed by Great Plains Institute in coordination with City communications for the week of January 24 and beyond.

### Maplewood Climate Goals

Maplewood has adopted energy and climate goals to address climate change as follows:

1. 2021 Climate Adaptation Plan is a comprehensive road map that outlines the specific strategic strategies and actions that Maplewood will implement to build resilience to related climate impacts.
2. 2040 Comprehensive Plan, Sustainability Chapter includes climate goals including following the state energy goal guidelines of reducing greenhouse gas emissions to 20 percent of the City's 2015 baseline levels by 2050 (an 80 percent reduction).

### Climate Emergency Resolution Key Messaging

The bi-partisan Next Generation Energy Act, passed by the Minnesota State Legislature and signed by then Governor Tim Pawlenty in 2007, committed our State to achieving to an 80% reduction in greenhouse gas (GHG) emissions by 2050, with cities being key drivers of achieving those goals. Minnesota did not meet its 2015 goal, and is not yet on track to reach future targets.

Global warming has reached a temperature increase of nearly 1.1 degrees Celsius (nearly 2 degrees Fahrenheit) as compared to pre-industrial times. The death and destruction wrought by this level of global warming demonstrate that the Earth is too hot for safety and justice, as attested by increased and intensifying wildfires, floods, rising seas, diseases, droughts, and extreme weather. Recent scientific research indicates that to achieve the goal of limiting temperature increase to 1.5 degrees Celsius, carbon emissions must be halved by 2030 and reach net zero global emissions by 2050.

### Climate Emergency Resolution Requests

A transition to a clean energy economy, if not carefully planned, would have a disruptive effect on the livelihoods of Maplewood residents. A well-planned transition to clean energy economy may provide expanded job opportunities for Maplewood residents. The City commits to working for a just transition and climate emergency mobilization effort and will implement and continue to support the City's Climate Adaptation plan and create a Climate Mitigation plan. The Resolution requests that:

1. The Minnesota legislature and executive branch support cities of all sizes around Minnesota to both mitigate and adapt to the effects of climate change.
2. The federal government to commit resources to support the climate mitigation and adaptation efforts of cities, to invest in the infrastructure needed for a sustainable future, to ensure that investment is at the scale needed, and to provide the necessary global leadership to keep global warming to 1.5 degrees Celsius (2.7 degrees Fahrenheit).

### **Attachments:**

1. Climate Emergency Resolution

## A RESOLUTION DECLARING A CLIMATE EMERGENCY

WHEREAS the City of Maplewood has experienced numerous climate-change related impacts this year including a record June heat wave, dangerous air quality from drought-fueled forest fires, and water restrictions from the same drought;

WHEREAS extreme weather will create new challenges for Maplewood's infrastructure and finances and will pose a threat to the economic vitality of our residents and businesses;

WHEREAS Maplewood the City has adopted energy and climate goals to address climate change as follows:

- 2021 Climate Adaptation Plan is a comprehensive road map that outlines the specific strategic strategies and actions that Maplewood will implement to build resilience to related climate impacts.
- 2040 Comprehensive Plan, Sustainability Chapter includes climate goals including following the state energy goal guidelines of reducing greenhouse gas emissions to 20 percent of the City's 2015 baseline levels by 2050 (an 80 percent reduction).

WHEREAS the greatest burden from an inadequate response to this crises will be felt by historically marginalized or underserved communities;

WHEREAS in Minnesota, the ten warmest and wettest years ever recorded have all occurred since 1998; warming surface waters are leading to a significant loss of fish habitat for many prominent species as well as increasing the risk of harmful algae blooms; forests are changing as native northern species are strained by warming temperatures; crops are stressed by cycles of drought and floods; home insurance rates are rising far faster than the national average (from an average of \$368 in 1998 to \$1348 in 2015); and warming winters are leading to new pests as well as shorter winter recreation seasons;

WHEREAS, the bi-partisan Next Generation Energy Act, passed by the Minnesota State Legislature and signed by then Governor Tim Pawlenty in 2007, committed our State to achieving to an 80% reduction in greenhouse gas (GHG) emissions by 2050 and with interim goals of 15% and 30% below 2005 GHG emissions levels by 2015 and 2025, respectively, with cities being key drivers of achieving these goals;

WHEREAS, our State did not meet its 2015 goal, and is not yet on track to reach our future targets;

WHEREAS, in April 2016 world leaders from 175 countries, including the United States, recognized the threat of climate change and the urgent need to combat it by signing the Paris Agreement, agreeing to "pursue efforts to limit the temperature increase to 1.5 degrees Celsius";

WHEREAS, global warming has reached a temperature increase of nearly 1.1 degrees Celsius (nearly 2 degrees Fahrenheit) as compared to pre-industrial times. The death and destruction wrought by this level of global warming demonstrate that the Earth is too hot for safety and justice, as attested by increased and intensifying wildfires, floods, rising seas, diseases, droughts, and extreme weather;

WHEREAS, in August 2021 the Intergovernmental Panel on Climate Change (IPCC), the United Nations body responsible for assessing the science related to climate change, released a report that stated “It is unequivocal that human influence has warmed the atmosphere and land,” and that “Human influence has warmed the climate at a rate that is unprecedented in at least the last 2000 years,” and “with every additional increment of global warming, changes in extreme weather continue to become larger”;

WHEREAS, recent scientific research indicates that to achieve the goal of limiting temperature increase to 1.5 degrees Celsius, carbon emissions must be halved by 2030 and reach net zero global emissions by 2050;

WHEREAS, a transition to a clean energy economy, if not carefully planned, would have a disruptive effect on impact on the livelihoods of many in our community, while a well-planned transition may provide expanded job opportunities for local residents;

WHEREAS, 2,012 jurisdictions in 34 countries including Minnesota leaders Duluth, Minneapolis, and Crystal Bay Township, have already declared climate emergencies in order to focus attention on the need for rapid action to address climate change;

NOW, THEREFORE, BE IT RESOLVED, that Maplewood declares that a climate emergency threatens our city, region, state, nation, humanity and the natural world.

BE IT FURTHER RESOLVED, Maplewood commits to working for a just transition and climate emergency mobilization effort and will implement and continue to support the City’s Climate Adaptation plan and create a Climate Mitigation plan.

BE IT FURTHER RESOLVED, Maplewood calls on the Minnesota legislature and executive branch to immediately and aggressively support cities of all sizes around Minnesota to both mitigate and adapt to the effects of climate change including providing funding and resources for the development and implementation of climate action plans.

BE IT FURTHER RESOLVED, Maplewood calls on the federal government to immediately commit resources to support the climate mitigation and adaptation efforts of cities large and small, to invest in the infrastructure needed for a sustainable future, to ensure that investment is at the scale needed, and to provide the necessary global leadership to keep global warming to 1.5 degrees Celsius (2.7 degrees Fahrenheit).

**CITY COUNCIL STAFF REPORT**

Meeting Date January 24, 2022

**REPORT TO:** Melinda Coleman, City Manager**REPORT FROM:** Ellen Paulseth, Finance Director**PRESENTER:** Ellen Paulseth, Finance Director**AGENDA ITEM:** Approval of Claims

<b>Action Requested:</b>	<input checked="" type="checkbox"/> Motion	<input type="checkbox"/> Discussion	<input type="checkbox"/> Public Hearing
<b>Form of Action:</b>	<input type="checkbox"/> Resolution	<input type="checkbox"/> Ordinance	<input type="checkbox"/> Contract/Agreement <input type="checkbox"/> Proclamation

**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:**

\$	1,055,339.66	Checks # 108439 thru # 108459 dated 01/11/22
\$	484,303.09	Checks # 108460 thru # 108500 dated 01/18/22
\$	839,305.89	Disbursements via debits to checking account dated 01/03/22 thru 01/16/22
\$	2,378,948.64	Total Accounts Payable

**PAYROLL**

\$	646,179.64	Payroll Checks and Direct Deposits dated 01/07/22
\$	646,179.64	Total Payroll
\$	3,025,128.28	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	
108439	01/11/2022	05114	BOLTON & MENK, INC.	GENERAL GIS ASSISTANCE	510.00
108440	01/11/2022	06078	BOND TRUST SRVS CORP	2020B DEBT SVC PMT REF 336632	411,450.00
	01/11/2022	06078	BOND TRUST SRVS CORP	2019A DEBT SVC PMT REF 333364	309,212.50
	01/11/2022	06078	BOND TRUST SRVS CORP	2021A DEBT SVC PMT REF 339339	171,179.62
	01/11/2022	06078	BOND TRUST SRVS CORP	PAYING AGENT FEE REF 68782-PA	475.00
	01/11/2022	06078	BOND TRUST SRVS CORP	PAYING AGENT FEE REF 68783-PA	475.00
	01/11/2022	06078	BOND TRUST SRVS CORP	PAYING AGENT FEE REF 68784-PA	475.00
108441	01/11/2022	03759	HOTSY MINNESOTA	POWER WASHER SYS IN PD GARAGE	5,296.15
108442	01/11/2022	05598	KELLY & LEMMONS, P.A.	PROSECUTION SERVICES - DECEMBER	16,250.00
108443	01/11/2022	01202	NYSTROM PUBLISHING CO INC	MAPLEWOOD LIVING - JANUARY	7,777.61
108444	01/11/2022	01337	RAMSEY COUNTY-PROP REC & REV	MULCH FOR RAINGARDENS	1,410.00
108445	01/11/2022	04845	TENNIS SANITATION LLC	RECYCLING FEE - DECEMBER	66,406.17
108446	01/11/2022	05972	BHE COMMUNITY SOLAR, LLC	COMMUNITY SOLAR AGREEMENT-NOV	5,014.85
108447	01/11/2022	05514	COIT COMMERCIAL SERVICES	VINYL TILE CLEANING - 1902	3,156.00
108448	01/11/2022	03874	COMMERCIAL FURNITURE SERVICES	PARTS FOR WORK STATIONS AT MNC	270.80
108449	01/11/2022	00464	EMERGENCY AUTOMOTIVE TECH, INC	LIGHT BARS FOR ARROW BOARD TRUCK	3,206.00
108450	01/11/2022	05313	GRAPHIC DESIGN, INC.	BUSINESS CARDS	143.61
108451	01/11/2022	00891	M A M A	MEMBERSHIP DUES 2020 - M DARROW	45.00
108452	01/11/2022	06289	MERITAN HEALTH	REPAYMENT OF OVERPD RHS INS	689.78
108453	01/11/2022	00001	ONE TIME VENDOR	PETERSEN - ALCOHOL COMPLIANCE CK	40.00
108454	01/11/2022	01510	PIONEER PRESS	PIONEER PRESS FOR 52/WK 1902 BLDG	731.00
108455	01/11/2022	01363	RETROFIT COMPANIES, INC.	RECYCLING OF ILLEGAL DUMPING	708.28
108456	01/11/2022	00198	ST PAUL REGIONAL WATER SRVS	AUTO FIRE BASE CHARGE - 2022	800.00
108457	01/11/2022	01522	STATE OF MINNESOTA	DATA PRACTICES CLASS - A COLEMAN	125.00
	01/11/2022	01522	STATE OF MINNESOTA	DATA PRACTICES - G KUCHENMEISTER	125.00
108458	01/11/2022	00449	TYLER TECHNOLOGIES INC	EDEN SYS SUPPORT CONTRACT 2022	48,867.29
108459	01/11/2022	02464	US BANK	PAYING AGENT & ACCEPTANCE FEE	500.00
					1,055,339.66

**Check Register**  
**City of Maplewood**

Check	Date	Vendor	Description	Amount	
108460	01/11/2022	06222	BAKER TILLY US, LLP	CONSULTING FEES-ORG REVIEW ENG	6,000.00
108461	01/11/2022	03818	MEDICA	MONTHLY PREMIUM - JANUARY	191,127.33
108462	01/18/2022	00211	BRAUN INTERTEC CORP.	NORTH FIRE STATION CONST PROJ	3,628.00
108463	01/18/2022	06270	CREATING HEALTHIER COMMUNITIES	RECEPIENT #130765254 - PLEDGES	536.00
108464	01/18/2022	00348	CRYSTEEL TRUCK EQUIP INC	PARTS FOR UNIT #650 SNOWPLOW	170.81
108465	01/18/2022	00519	FLEXIBLE PIPE TOOL CO.	PROOFER FOR JETTING SEWER LINES	317.00
108466	01/18/2022	00585	GOPHER STATE ONE-CALL	NET BILLABLE TICKETS - DECEMBER	166.05
108467	01/18/2022	06084	LINCOLN FINANCIAL GROUP	MONTHLY PREMIUM - DECEMBER	8,322.34
108468	01/18/2022	00875	LOFFLER COMPANIES, INC.	CANON COPIER USAGE FEES - DEC	1,386.50
	01/18/2022	00875	LOFFLER COMPANIES, INC.	PRINTER CARTRIDGES	137.00
108469	01/18/2022	04192	TRANS-MEDIC	EMS BILLING - DECEMBER	8,417.13
108470	01/18/2022	05013	YALE MECHANICAL LLC	SEASONAL HVAC MAINT-PUBLIC WORKS	3,400.50
108471	01/18/2022	05761	YMCA	EMPLOYEE MEMBERSHIPS - DEC	996.00
	01/18/2022	05761	YMCA	EMPLOYEE MEMBERSHIPS - NOV	963.00
	01/18/2022	05761	YMCA	EMPLOYEE MEMBERSHIPS - OCT	930.00
108472	01/18/2022	06163	AL TECHNOLOGIES, LLC	ONLINE BENEFITS ADMIN FEE- JAN	357.00
108473	01/18/2022	05974	BODY KNOWLEDGE LLC	BODY KNOWLEDGE WEBINAR-WELLNESS	250.00
108474	01/18/2022	05823	CENTURYLINK	ANALOG LINE FOR POLICE FAX MACHINE	71.17
108475	01/18/2022	04155	CIVICPLUS	CIVICREC INITIAL SUB & IMPLEMENTATION	7,838.00
108476	01/18/2022	05786	COLONIAL LIFE PROCESSING CTR	MONTHLY PREMIUM BCN:E4677316-DEC	285.02
108477	01/18/2022	02789	COMCAST CABLE COMM INC	FIBER OPTIC LEASE FOR FS#3	413.00
108478	01/18/2022	06235	COMMON SENSE	CONSULTANT FEE	6,800.00
108479	01/18/2022	06290	RANDOLPH LEE HEADBIRD III	RELEASED CASH TAKEN - FORFEITURE	700.00
108480	01/18/2022	05533	KIRVIDA FIRE	REPAIRS TO T325	761.61
	01/18/2022	05533	KIRVIDA FIRE	REPAIRS TO E324	233.19
108481	01/18/2022	00134	METRO CITIES	MEMBERSHIP DUES 2022	11,225.00
108482	01/18/2022	05838	MINNESOTA BENEFIT ASSOCIATION	MONTHLY PREMIUM	381.03
108483	01/18/2022	05173	MN ENVIRONMENTAL FUND	ANNUAL PLEDGES - 2021	410.00
108484	01/18/2022	04273	MN MANAGEMENT OF BUDGET	PROCEEDS FROM FORFEITURE	229.00
108485	01/18/2022	06272	NESCO, LLC	UTILITY TRUCK BODY AND CRANE	69,268.00
108486	01/18/2022	04507	NORTHERN TECHNOLOGIES, LLC	PROJ 21-06 COPE AVE IMPROVEMENTS	15,800.00
108487	01/18/2022	04092	NORTHWEST ASPHALT, INC.	PROJ 20-09 SOUTHCREST-FERNDALE	69,742.54
108488	01/18/2022	00001	ONE TIME VENDOR	REFUND R BINGMAN - TRANS MEDIC	2,696.50
	01/18/2022	00001	ONE TIME VENDOR	REFUND R BINGMAN - TRANS MEDIC	2,149.25
108489	01/18/2022	00396	MN DEPT OF PUBLIC SAFETY	CJDN ACCESS FEE - 4TH QTR OCT-DEC	1,920.00
108490	01/18/2022	02010	RAMSEY CO ATTORNEY'S OFFICE	PROCEEDS FROM FORFEITURE	458.00
108491	01/18/2022	06014	REHDER FORESTRY CONSULTING	TREE INSPECTION SRVS - DECEMBER	134.00
108492	01/18/2022	05879	ROADKILL ANIMAL CONTROL	DEER REMOVAL - DECEMBER	119.00
108493	01/18/2022	02001	CITY OF ROSEVILLE	1920 RICE ST LIGHT-SHARED XCEL BILL	59.11
108494	01/18/2022	06291	STARCHASE LLC	STARCHASE VEH LAUNCHER SYSTEMS	34,790.29
108495	01/18/2022	01578	T R F SUPPLY CO.	SHOP TOWELS	96.40
108496	01/18/2022	06107	TOKLE INSPECTIONS, INC.	ELECTRICAL INSPECTIONS - DECEMBER	18,246.32
108497	01/18/2022	05663	TRANS UNION LLC	CREDIT REPORTING SERVICE - DEC	60.00
108498	01/18/2022	05842	MIKE TURNBULL	FIRE MARSHAL SERVICES 12/14 - 12/30	996.00
	01/18/2022	05842	MIKE TURNBULL	FIRE MARSHAL SERVICES 11/17 - 12/08	936.00
108499	01/18/2022	01698	GREATER TWIN CITIES UNITED WAY	ANNUAL PLEDGE - 2021	380.00
108500	01/18/2022	02464	US BANK	FUNDS FOR CITY HALL ATM	10,000.00
					484,303.09

**CITY OF MAPLEWOOD**  
**Disbursements via Debits to Checking account**

Settlement			
<u>Date</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
1/3/2022	Accela Credit Card Billing	Credit Card Billing Fee	30.30
1/4/2022	MN Dept of Revenue	Fuel Tax	2,404.61
1/5/2022	Delta Dental	Dental Premium	1,613.28
1/5/2022	MN State Treasurer	Drivers License/Deputy Registrar	122,726.17
1/6/2022	MN State Treasurer	Drivers License/Deputy Registrar	31,577.18
1/7/2022	ICMA (Vantagepointe)	Deferred Compensation	7,786.00
1/7/2022	ICMA (Vantagepointe)	Retiree Health Savings	13,102.45
1/7/2022	Labor Unions	Union Dues	4,726.04
1/7/2022	MidAmerica	HRA Flex Plan - AUL	15,072.95
1/7/2022	MN Dept of Natural Resources	DNR electronic licenses	1,338.50
1/7/2022	MN State Treasurer	Drivers License/Deputy Registrar	40,574.54
1/7/2022	MN State Treasurer	State Payroll Tax	27,251.47
1/7/2022	Optum Health	DCRP & Flex plan payments	1,625.03
1/7/2022	P.E.R.A.	P.E.R.A.	137,254.29
1/7/2022	U.S. Treasurer	Federal Payroll Tax	114,177.10
1/7/2022	US Bank VISA One Card*	Purchasing Card Items	57,573.41
1/10/2022	Delta Dental	Dental Premium	2,532.48
1/10/2022	Empower - State Plan	Deferred Compensation	26,933.00
1/10/2022	MN State Treasurer	Drivers License/Deputy Registrar	48,655.37
1/11/2022	MN State Treasurer	Drivers License/Deputy Registrar	13,357.29
1/12/2022	MN State Treasurer	Drivers License/Deputy Registrar	77,896.94
1/13/2022	MN State Treasurer	Drivers License/Deputy Registrar	32,433.99
1/14/2022	MN Dept of Natural Resources	DNR electronic licenses	808.40
1/14/2022	MN State Treasurer	Drivers License/Deputy Registrar	50,585.50
1/14/2022	Optum Health	DCRP & Flex plan payments	7,269.60
			<hr/>
			839,305.89
			<hr/>

\*Detailed listing of VISA purchases is attached.



Transaction Date	Posting Date	Merchant Name	Transaction Amount	Name
12/21/2021	12/22/2021	ACME TOOLS PLYMOUTH	\$213.97	DAVE ADAMS
12/21/2021	12/22/2021	FLEET FARM 2700	\$229.93	DAVE ADAMS
12/30/2021	12/31/2021	SPSWORKS	\$98.41	REGAN BEGGS
12/18/2021	12/20/2021	CANVA* I03273-21989306	\$12.99	ASHLEY BERGERON
12/29/2021	12/30/2021	AMZN MKTP US*JQ0ID4RE3	\$59.98	ASHLEY BERGERON
12/30/2021	12/30/2021	AMZN MKTP US*ML5MO2JQ3	\$86.40	ASHLEY BERGERON
12/31/2021	12/31/2021	AMZN MKTP US*RU04R5XK3	\$36.97	ASHLEY BERGERON
12/18/2021	12/20/2021	PERRLA LLC	\$49.95	BRIAN BIERDEMAN
12/21/2021	12/22/2021	MINNESOTA CHIEFS OF POLIC	\$446.00	BRIAN BIERDEMAN
12/27/2021	12/29/2021	THE HOME DEPOT #2801	\$45.26	NEIL BRENEMAN
12/20/2021	12/21/2021	RED WING SHOE #727	\$299.48	BRENT BUCKLEY
12/22/2021	12/23/2021	FLEET FARM 2700	\$219.99	BRENT BUCKLEY
12/18/2021	12/20/2021	MINNESOTA CHIEFS OF POLIC	\$180.00	DANIEL BUSACK
12/21/2021	12/22/2021	MINNESOTA CHIEFS OF POLIC	\$510.00	DANIEL BUSACK
12/21/2021	12/22/2021	SUN BADGE COMPANY	\$5,246.20	DANIEL BUSACK
12/23/2021	12/24/2021	IN *BRODIN STUDIOS, INC.	\$129.48	DANIEL BUSACK
12/30/2021	12/31/2021	HARDWIRE, LLC	\$7,023.48	DANIEL BUSACK
12/16/2021	12/20/2021	DEPARTMENT OF LABOR AND I	\$30.00	SCOTT CHRISTENSON
12/16/2021	12/20/2021	DEPARTMENT OF LABOR AND I	\$40.00	SCOTT CHRISTENSON
12/16/2021	12/20/2021	DEPARTMENT OF LABOR AND I	\$30.00	SCOTT CHRISTENSON
12/17/2021	12/24/2021	TWIN CITY FILTER SERVICE	\$320.72	SCOTT CHRISTENSON
12/20/2021	12/21/2021	OAKDALE 1237	\$394.98	SCOTT CHRISTENSON
12/20/2021	12/21/2021	VIKING ELECTRIC-CREDIT DE	\$55.90	SCOTT CHRISTENSON
12/26/2021	12/28/2021	JOHNSTONE SUPPLY BLOOMING	\$362.98	SCOTT CHRISTENSON
12/19/2021	12/20/2021	NEW YORK MAGAZINE	\$3.00	MELINDA COLEMAN
12/21/2021	12/23/2021	THE HOME DEPOT 2801	\$85.18	THOMAS DABRUZZI
12/16/2021	12/20/2021	MINNESOTA STATE FIRE CHIE	\$60.00	BRAD DAVISON
12/17/2021	12/20/2021	EDEN K9 CONSULTING	\$174.00	JOSEPH DEMULLING
12/19/2021	12/21/2021	USPCA	\$50.00	JOSEPH DEMULLING
12/21/2021	12/22/2021	MINNESOTA CHIEFS OF POLIC	\$446.00	MICHAEL DUGAS
12/21/2021	12/22/2021	MINNESOTA CHIEFS OF POLIC	\$510.00	MICHAEL DUGAS
12/21/2021	12/22/2021	BROWNELLS INC	\$4,790.80	MICHAEL DUGAS
12/22/2021	12/23/2021	MINNESOTA CHIEFS OF POLIC	(\$266.00)	MICHAEL DUGAS
12/22/2021	12/23/2021	NU CPS REGISTRATION	\$4,000.00	MICHAEL DUGAS
12/29/2021	12/30/2021	NORTH AMERICAN RESCUE LL	\$138.73	MICHAEL DUGAS
12/23/2021	12/27/2021	OFFICE DEPOT #1090	\$367.48	CHRISTINE EVANS
12/17/2021	12/20/2021	ZOOM.US 888-799-9666	\$489.82	MYCHAL FOWLDS
12/22/2021	12/24/2021	THE HOME DEPOT #2801	\$24.37	MYCHAL FOWLDS
12/23/2021	12/23/2021	COMCAST CABLE COMM	\$144.71	MYCHAL FOWLDS
12/27/2021	12/28/2021	EXCLAIMER	\$2,763.60	MYCHAL FOWLDS
12/29/2021	12/30/2021	CITY OF MAPLEWOOD	\$2.00	MYCHAL FOWLDS
12/29/2021	12/30/2021	CITY OF MAPLEWOOD CC FEE	\$0.05	MYCHAL FOWLDS
12/29/2021	12/31/2021	MIDWEST SECURITY PRODUCT	\$2,038.00	MYCHAL FOWLDS
12/18/2021	12/20/2021	AMZN MKTP US*QW04Z2043	\$10.99	NICK FRANZEN
12/19/2021	12/20/2021	MICROSOFT#G007006348	\$2.29	NICK FRANZEN
12/19/2021	12/20/2021	AMZN MKTP US*EQ8KS97T3	\$133.94	NICK FRANZEN
12/29/2021	12/30/2021	WWW COSTCO COM	\$644.23	NICK FRANZEN
12/21/2021	12/23/2021	THE HOME DEPOT #2801	\$5.35	MARK HAAG
12/23/2021	12/24/2021	SUAREZ INTERNATIONAL USA	\$104.80	TIMOTHY HAWKINSON
12/20/2021	12/22/2021	MENARDS OAKDALE MN	\$32.75	TAMARA HAYS
12/21/2021	12/23/2021	MENARDS OAKDALE MN	\$69.32	TAMARA HAYS
12/17/2021	12/20/2021	DAIRY QUEEN #11239	\$32.85	MICHAEL HOEMKE
12/17/2021	12/20/2021	CARIBOU COFFEE CO #1197	\$34.55	MICHAEL HOEMKE

12/21/2021	12/22/2021	STORM TRAINING GROUP,	\$943.95	MICHAEL HOEMKE
12/22/2021	12/23/2021	STORM TRAINING GROUP,	\$943.95	MICHAEL HOEMKE
12/22/2021	12/23/2021	GLOCK PROFESSIONAL INC	\$250.00	MICHAEL HOEMKE
12/22/2021	12/23/2021	GLOCK PROFESSIONAL INC	\$250.00	MICHAEL HOEMKE
12/22/2021	12/23/2021	GLOCK PROFESSIONAL INC	\$250.00	MICHAEL HOEMKE
12/22/2021	12/23/2021	GLOCK PROFESSIONAL INC	\$250.00	MICHAEL HOEMKE
12/22/2021	12/23/2021	GLOCK PROFESSIONAL INC	\$250.00	MICHAEL HOEMKE
12/23/2021	12/24/2021	IN *TALLEN AND BAERTSCHI	\$170.00	MICHAEL HOEMKE
12/27/2021	12/28/2021	GARMONT NORTH AMERICA	\$160.99	MICHAEL HOEMKE
12/30/2021	12/31/2021	STORM TRAINING GROUP,	\$943.95	MICHAEL HOEMKE
12/17/2021	12/20/2021	DALCO ENTERPRISES	\$594.00	DAVID JAHN
12/17/2021	12/20/2021	AMZN MKTP US*QN1TV2DH3	\$88.32	MEGHAN JANASZAK
12/22/2021	12/22/2021	AMAZON.COM*375A28GX3	\$59.94	MEGHAN JANASZAK
12/30/2021	12/31/2021	HY-TEST SAFETY SHOES - MI	\$264.97	JOE JENSEN
12/29/2021	12/30/2021	U OF M CONTLEARNING	\$435.00	RANDY JOHNSON
12/30/2021	12/30/2021	INT'L CODE COUNCIL INC	\$300.00	RANDY JOHNSON
12/21/2021	12/23/2021	MN IAAI	\$25.00	ERIC KUBAT
12/28/2021	12/30/2021	IAAI	\$90.00	ERIC KUBAT
12/20/2021	12/21/2021	PEAVEY CORP.	\$75.11	JASON KUCHENMEISTER
12/22/2021	12/23/2021	TARGET 00011858	\$13.99	JASON KUCHENMEISTER
12/23/2021	12/24/2021	THE BIG BLUE BOX	\$190.00	JASON KUCHENMEISTER
12/28/2021	12/29/2021	AMZN MKTP US*OY2EQ7QT3	\$19.99	JASON KUCHENMEISTER
12/28/2021	12/29/2021	SQ *TWIN CITIES TRANSPORT	\$350.00	JASON KUCHENMEISTER
12/28/2021	12/29/2021	SQ *TWIN CITIES TRANSPORT	\$350.00	JASON KUCHENMEISTER
12/30/2021	12/30/2021	AMZN MKTP US*HS7CA3JZ3	\$29.58	JASON KUCHENMEISTER
12/23/2021	12/23/2021	EB 2022 MAHCO MEMBERS	\$125.00	MIKE MARTIN
12/29/2021	12/30/2021	RED WING SHOE #727	\$289.92	BRENT MEISSNER
12/22/2021	12/23/2021	RED WING SHOE #727	\$300.00	JASON MLODZIK
12/18/2021	12/20/2021	KWIK TRIP 11100001115	\$10.00	MICHAEL MONDOR
12/21/2021	12/22/2021	ASPEN MILLS	\$111.60	MICHAEL MONDOR
12/21/2021	12/22/2021	AIRGAS USA, LLC	\$354.19	MICHAEL MONDOR
12/27/2021	12/29/2021	KWIK TRIP 41500004150	\$11.00	MICHAEL MONDOR
12/29/2021	12/30/2021	CLIAWAIVED INC	\$1,950.00	MICHAEL MONDOR
12/17/2021	12/20/2021	MACYS .COM	\$94.00	BRYAN NAGEL
12/18/2021	12/20/2021	CINTAS CORP	\$315.48	BRYAN NAGEL
12/18/2021	12/20/2021	CINTAS CORP	\$90.71	BRYAN NAGEL
12/18/2021	12/20/2021	CINTAS CORP	\$32.97	BRYAN NAGEL
12/19/2021	12/20/2021	MACYS .COM	\$94.00	BRYAN NAGEL
12/22/2021	12/23/2021	CINTAS CORP	\$107.89	BRYAN NAGEL
12/22/2021	12/23/2021	CINTAS CORP	\$106.37	BRYAN NAGEL
12/22/2021	12/23/2021	CINTAS CORP	\$32.44	BRYAN NAGEL
12/22/2021	12/23/2021	CINTAS CORP	\$38.87	BRYAN NAGEL
12/22/2021	12/23/2021	CINTAS CORP	\$12.75	BRYAN NAGEL
12/24/2021	12/27/2021	CINTAS CORP	\$70.75	BRYAN NAGEL
12/29/2021	12/30/2021	CINTAS CORP	\$30.79	BRYAN NAGEL
12/29/2021	12/30/2021	CINTAS CORP	\$34.39	BRYAN NAGEL
12/29/2021	12/30/2021	CINTAS CORP	\$152.49	BRYAN NAGEL
12/29/2021	12/30/2021	CINTAS CORP	\$15.05	BRYAN NAGEL
12/29/2021	12/30/2021	CINTAS CORP	\$125.57	BRYAN NAGEL
12/17/2021	12/20/2021	MERRELL.COM	\$325.00	JOHN NAUGHTON
12/23/2021	12/24/2021	FRATTALLONES - WOODBURY	\$123.15	JOHN NAUGHTON
12/23/2021	12/27/2021	MENARDS OAKDALE MN	\$33.48	JOHN NAUGHTON
12/17/2021	12/20/2021	ALLIED PARKING HPR SM	\$12.00	KEN NIELSEN
12/23/2021	12/27/2021	ALLIED PARKING HPR SM	\$12.00	KEN NIELSEN
12/27/2021	12/29/2021	ALLIED PARKING HPR SM	\$12.00	KEN NIELSEN

12/27/2021	12/28/2021	HY-TEST SAFETY SHOES - MI	\$199.97	ERICK OSWALD
12/17/2021	12/20/2021	GOVERNMENT FINANCE OFFIC	\$575.00	ELLEN PAULSETH
12/31/2021	12/31/2021	DRI*GALLUP	\$2,535.00	ELLEN PAULSETH
12/26/2021	12/28/2021	THE HOME DEPOT #2810	\$54.76	KENNETH POWERS
12/17/2021	12/20/2021	0391-AUTOPLUS	\$29.37	STEVEN PRIEM
12/20/2021	12/21/2021	TRI-STATE BOBCAT	\$208.57	STEVEN PRIEM
12/21/2021	12/22/2021	TOWMASTER	\$122.42	STEVEN PRIEM
12/21/2021	12/22/2021	POMP S TIRE #021	\$1,426.74	STEVEN PRIEM
12/22/2021	12/24/2021	AN FORD WHITE BEAR LAK	\$21.34	STEVEN PRIEM
12/23/2021	12/24/2021	WHEELCO NEWPORT	\$449.36	STEVEN PRIEM
12/23/2021	12/24/2021	0391-AUTOPLUS	\$40.26	STEVEN PRIEM
12/28/2021	12/29/2021	WHEELCO NEWPORT	\$20.67	STEVEN PRIEM
12/28/2021	12/29/2021	FRONTIER AG HASTINGS	\$337.64	STEVEN PRIEM
12/28/2021	12/29/2021	FACTORY MTR PTS #19	\$119.62	STEVEN PRIEM
12/28/2021	12/29/2021	FACTORY MTR PTS #19	\$11.79	STEVEN PRIEM
12/29/2021	12/30/2021	FACTORY MTR PTS #19	(\$26.13)	STEVEN PRIEM
12/30/2021	12/31/2021	TRI-STATE BOBCAT	\$58.30	STEVEN PRIEM
12/17/2021	12/20/2021	AMZN MKTP US*6A48W1AW3	\$29.98	MICHAEL RENNER
12/21/2021	12/22/2021	AMZN MKTP US*F79SD6HF3	\$149.19	MICHAEL RENNER
12/27/2021	12/29/2021	ON SITE SANITATION INC	\$800.00	AUDRA ROBBINS
12/29/2021	12/30/2021	CINTAS CORP	\$72.86	AUDRA ROBBINS
12/28/2021	12/29/2021	SAFE-FAST(MW)	\$104.35	ROBERT RUNNING
12/18/2021	12/20/2021	IN *ENVUE TELEMATICS LLC	\$703.00	STEPHANIE SHEA
12/21/2021	12/23/2021	OFFICE DEPOT #1090	\$103.12	STEPHANIE SHEA
12/22/2021	12/23/2021	CINTAS CORP	\$61.50	STEPHANIE SHEA
12/23/2021	12/24/2021	MINNESOTA CHIEFS OF POLIC	\$180.00	STEPHANIE SHEA
12/23/2021	12/27/2021	FEDERAL PROCESSING REGIST	\$999.00	STEPHANIE SHEA
12/27/2021	12/28/2021	THOMSON WEST*TC	\$611.10	STEPHANIE SHEA
12/29/2021	12/30/2021	CINTAS CORP	\$53.82	STEPHANIE SHEA
12/30/2021	12/31/2021	MINNESOTA COUNTY ATTORNEY	\$55.00	STEPHANIE SHEA
12/17/2021	12/20/2021	AMAZON PRIME*132P98VK3	\$13.95	ANDREA SINDT
12/27/2021	12/28/2021	PAYPAL *IAATI	\$55.00	JOSEPH STEINER
12/28/2021	12/29/2021	THE UPS STORE 2171	\$17.35	JOSEPH STEINER
12/30/2021	12/31/2021	RED WING SHOE #727	\$237.99	KAL STOKES
12/20/2021	12/21/2021	HY-TEST SAFETY SHOES - MI	\$198.00	TODD TEVLIN
12/23/2021	12/24/2021	SOL*SNAP-ON INDUSTRIAL	\$286.07	JEFF WILBER
12/23/2021	12/24/2021	SOL*SNAP-ON INDUSTRIAL	\$51.22	JEFF WILBER
12/23/2021	12/24/2021	SOL*SNAP-ON INDUSTRIAL	\$109.25	JEFF WILBER
12/27/2021	12/28/2021	SOL*SNAP-ON INDUSTRIAL	\$78.00	JEFF WILBER
12/30/2021	12/31/2021	HY-TEST SAFETY SHOES - MI	\$194.99	JEFF WILBER
12/30/2021	12/31/2021	SOL*SNAP-ON INDUSTRIAL	\$20.84	JEFF WILBER
12/22/2021	12/23/2021	LIFE ASSIST INC	\$84.00	ERIC ZAPPA
12/22/2021	12/24/2021	BOUND TREE MEDICAL LLC	\$354.30	ERIC ZAPPA
12/28/2021	12/30/2021	BOUND TREE MEDICAL LLC	\$104.50	ERIC ZAPPA
12/28/2021	12/30/2021	BOUND TREE MEDICAL LLC	\$45.33	ERIC ZAPPA
12/28/2021	12/30/2021	BOUND TREE MEDICAL LLC	\$276.54	ERIC ZAPPA

\$57,573.41

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

<u>CHECK #</u>	<u>CHECK DATE</u>	<u>EMPLOYEE NAME</u>	<u>AMOUNT</u>	<u>Exp Reimb, Severance, Conversion incl in Amount</u>
	01/07/22	ABRAMS, MARYLEE	560.80	
	01/07/22	CAVE, REBECCA	493.60	
	01/07/22	JUENEMANN, KATHLEEN	493.60	
	01/07/22	KNUTSON, WILLIAM	493.60	
	01/07/22	VILLAVICENCIO, NICHOLE	493.60	
	01/07/22	COLEMAN, MELINDA	6,835.20	
	01/07/22	DARROW, MICHAEL	5,165.19	
	01/07/22	KNUTSON, LOIS	3,410.70	6.75
	01/07/22	CHRISTENSON, SCOTT	2,393.85	
	01/07/22	DOUGLASS, TOM	2,582.76	
	01/07/22	JAHN, DAVID	2,693.78	
	01/07/22	HERZOG, LINDSAY	2,902.83	
	01/07/22	RAMEAUX, THERESE	3,766.81	
	01/07/22	DEBILZAN, JUDY	2,590.49	
	01/07/22	PAULSETH, ELLEN	5,912.55	
	01/07/22	RACETTE, THOMAS	2,601.07	
	01/07/22	RUEB, JOSEPH	4,646.49	
	01/07/22	STANLEY, JENNIFER	3,507.39	
	01/07/22	ARNOLD, AJLA	2,293.82	
	01/07/22	CROSS, JULIA	1,950.40	
	01/07/22	EVANS, CHRISTINE	2,439.21	
	01/07/22	LARSON, MICHELLE	2,316.89	
	01/07/22	SINDT, ANDREA	3,941.09	
	01/07/22	ABRAHAM, JOSHUA	2,849.60	2,849.60
	01/07/22	HANSON, MELISSA	2,001.85	
	01/07/22	HOCKBEIN, JUDY	1,276.61	
	01/07/22	KRAMER, PATRICIA	1,423.64	
	01/07/22	MOY, PAMELA	2,254.89	58.80
	01/07/22	OSTER, ANDREA	2,334.41	
	01/07/22	SCHORR, JENNIFER	1,392.93	
	01/07/22	VITT, JULIANNE	1,380.23	
	01/07/22	WEAVER, KRISTINE	3,499.78	
	01/07/22	ALDRIDGE, MARK	15,860.22	12,182.45
	01/07/22	BAKKE, LONN	3,754.47	
	01/07/22	BELDE, STANLEY	4,172.76	
	01/07/22	BENJAMIN, MARKESE	3,852.76	
	01/07/22	BERGERON, ASHLEY	3,413.86	
	01/07/22	BIERDEMAN, BRIAN	5,720.88	
	01/07/22	BROWN, RAE	6,100.04	
	01/07/22	BURT-MCGREGOR, EMILY	3,633.80	
	01/07/22	BUSACK, DANIEL	5,411.95	
	01/07/22	COLEMAN, ALEXANDRA	2,004.55	
	01/07/22	CONDON, MITCHELL	5,254.42	
	01/07/22	CRUZ, TREANA	2,502.37	
	01/07/22	DEMULLING, JOSEPH	4,419.70	
	01/07/22	DUGAS, MICHAEL	4,765.19	
	01/07/22	FORSYTHE, MARCUS	3,515.90	
	01/07/22	FRITZE, DEREK	4,076.88	
	01/07/22	GABRIEL, ANTHONY	4,480.36	
	01/07/22	GEISELHART, BENJAMIN	3,846.92	
	01/07/22	HAWKINSON JR, TIMOTHY	4,075.15	
	01/07/22	HENDRICKS, JENNIFER	2,182.40	
	01/07/22	HER, PHENG	3,919.00	

01/07/22	HER, TERRELL	2,407.61	
01/07/22	HOADLEY, JOSHUA	1,892.99	
01/07/22	HOEMKE, MICHAEL	4,765.20	
01/07/22	JOHNSON, JEREMY	2,287.87	
01/07/22	KANDA, MADELINE	2,670.11	
01/07/22	KIM, WINSTON	3,650.51	
01/07/22	KONG, TOMMY	3,686.38	
01/07/22	KROLL, BRETT	3,882.48	
01/07/22	KUCHENMEISTER, GINA	2,259.20	
01/07/22	KUCHENMEISTER, JASON	2,265.78	
01/07/22	LENERTZ, NICHOLAS	3,506.00	
01/07/22	LYNCH, KATHERINE	3,986.57	
01/07/22	MARINO, JASON	4,244.52	
01/07/22	MATTHEIS, TAWNY	2,287.87	
01/07/22	MURRAY, RACHEL	4,626.43	
01/07/22	NYE, MICHAEL	4,486.57	
01/07/22	OLSON, JULIE	3,957.48	
01/07/22	PARKER, JAMES	4,129.84	
01/07/22	PASDO, JOSEPH	2,287.87	
01/07/22	PEREZ, GUSTAVO	2,996.95	
01/07/22	PETERS, DANIEL	3,323.78	
01/07/22	SALCHOW, CONNOR	4,068.63	
01/07/22	SANCHEZ, ISABEL	3,306.89	
01/07/22	SHEA, STEPHANIE	2,612.64	
01/07/22	SPARKS, NICOLLE	11,736.81	9,654.70
01/07/22	STARKEY, ROBERT	4,119.19	
01/07/22	STEINER, JOSEPH	4,765.19	
01/07/22	STOCK, AUBREY	3,370.21	
01/07/22	SWETALA, NOAH	3,794.57	
01/07/22	TAUZELL, BRIAN	4,376.72	
01/07/22	WENZEL, JAY	3,686.38	
01/07/22	WIETHORN, AMANDA	4,716.29	
01/07/22	XIONG, KAO	3,686.38	
01/07/22	XIONG, TUOYER	3,438.19	
01/07/22	ZAPPA, ANDREW	4,064.38	
01/07/22	BARRETTE, CHARLES	3,624.50	
01/07/22	BAUMAN, ANDREW	4,726.21	
01/07/22	BEITLER, NATHAN	3,701.18	
01/07/22	CAMPBELL, MACLANE	4,226.47	
01/07/22	CONWAY, SHAWN	4,471.96	
01/07/22	CRAWFORD JR, RAYMOND	3,993.06	
01/07/22	CRUMMY, CHARLES	4,737.02	
01/07/22	DABRUZZI, THOMAS	5,376.12	
01/07/22	DANLEY, NICHOLAS	4,026.94	
01/07/22	DAVISON, BRADLEY	7,852.22	
01/07/22	DAWSON, RICHARD	4,085.02	
01/07/22	HAGEN, MICHAEL	3,624.50	
01/07/22	HALWEG, JODI	4,188.66	
01/07/22	HANG, RYAN	471.25	
01/07/22	HAWTHORNE, ROCHELLE	3,328.63	
01/07/22	KUBAT, ERIC	6,000.11	
01/07/22	LANDER, CHARLES	4,656.74	
01/07/22	LANIK, JAKE	3,362.33	
01/07/22	LO, CHING	570.00	
01/07/22	LUKIN, STEVEN	1,880.00	
01/07/22	MALESKI, MICHAEL	4,047.85	
01/07/22	MCGEE, BRADLEY	4,528.67	
01/07/22	MERKATORIS, BRETT	5,817.90	
01/07/22	MONDOR, MICHAEL	5,474.97	
01/07/22	NEILY, STEVEN	4,458.14	
01/07/22	NIELSEN, KENNETH	4,079.66	

01/07/22	NOVAK, JEROME	6,175.70	
01/07/22	POWERS, KENNETH	5,548.83	
01/07/22	SEDLACEK, JEFFREY	5,327.16	
01/07/22	STREFF, MICHAEL	3,495.17	
01/07/22	WARDELL, JORDAN	3,624.50	
01/07/22	WILLIAMSON, MICHAEL	4,541.77	
01/07/22	WILSON, DAMARI	416.88	
01/07/22	ZAPPA, ERIC	3,624.50	
01/07/22	CORTESI, LUANNE	2,316.89	
01/07/22	JANASZAK, MEGHAN	3,175.14	
01/07/22	BRINK, TROY	3,952.07	
01/07/22	BUCKLEY, BRENT	4,227.35	
01/07/22	EDGE, DOUGLAS	3,416.23	
01/07/22	JONES, DONALD	3,429.92	
01/07/22	MEISSNER, BRENT	3,103.18	
01/07/22	MLODZIK, JASON	2,846.69	
01/07/22	NAGEL, BRYAN	4,631.80	
01/07/22	OSWALD, ERICK	3,462.23	
01/07/22	RUNNING, ROBERT	3,866.49	109.99
01/07/22	TEVLIN, TODD	3,444.92	
01/07/22	ZAHNOW, LANCE	2,717.99	
01/07/22	BURLINGAME, NATHAN	3,278.40	
01/07/22	DUCHARME, JOHN	3,343.02	
01/07/22	ENGSTROM, ANDREW	3,338.40	
01/07/22	JAROSCH, JONATHAN	4,508.31	
01/07/22	LINDBLOM, RANDAL	3,343.02	
01/07/22	LOVE, STEVEN	6,091.22	
01/07/22	STRONG, TYLER	3,181.61	
01/07/22	GERNES, CAROLE	1,990.75	
01/07/22	FRIBERG, DAVID	2,162.07	
01/07/22	HAYS, TAMARA	3,392.07	
01/07/22	HINNENKAMP, GARY	3,197.42	
01/07/22	NAUGHTON, JOHN	3,453.93	
01/07/22	ORE, JORDAN	2,690.73	
01/07/22	STOKES, KAL	2,709.18	
01/07/22	BEGGS, REGAN	2,455.39	
01/07/22	HAMMOND, ELIZABETH	3,013.31	
01/07/22	JOHNSON, ELIZABETH	2,409.79	
01/07/22	JOHNSON, RANDY	4,462.88	
01/07/22	KROLL, LISA	2,329.51	
01/07/22	THOMSON, JEFFREY	5,366.87	
01/07/22	FINWALL, SHANN	3,974.61	
01/07/22	MARTIN, MICHAEL	4,221.93	
01/07/22	DREWRY, SAMANTHA	2,970.59	
01/07/22	LENTZ, DANIEL	3,290.82	
01/07/22	THIENES, PAUL	3,067.03	
01/07/22	WESTLUND, RONALD	2,845.23	
01/07/22	WELLENS, MOLLY	2,492.06	
01/07/22	BJORK, BRANDON	60.00	
01/07/22	BRENEMAN, NEIL	3,272.61	
01/07/22	CAMPBELL, KEVIN	66.00	
01/07/22	JORGENSEN, TARA	60.00	
01/07/22	LO, SATHAE	112.00	
01/07/22	ROBBINS, AUDRA	4,817.58	
01/07/22	BERGO, CHAD	3,787.41	
01/07/22	SCHMITZ, KEVIN	2,578.72	
01/07/22	SHEERAN JR, JOSEPH	4,274.79	
01/07/22	ADAMS, DAVID	2,762.38	
01/07/22	HAAG, MARK	3,585.21	
01/07/22	JENSEN, JOSEPH	2,598.18	
01/07/22	SCHULTZ, SCOTT	4,601.89	

## G1, Attachments

01/07/22	WILBER, JEFFREY	2,800.27	
01/07/22	PRIEM, STEVEN	3,021.84	
01/07/22	WOEHRLE, MATTHEW	3,712.69	
01/07/22	XIONG, BOON	2,646.49	
01/07/22	FOWLDS, MYCHAL	5,181.02	
01/07/22	FRANZEN, NICHOLAS	3,936.94	81.76
01/07/22	GERONSIN, ALEXANDER	3,320.83	
01/07/22	RENNER, MICHAEL	3,539.40	
		646,179.64	24,944.05

**CITY COUNCIL STAFF REPORT**  
Meeting Date January 24, 2022

**REPORT TO:** Melinda Coleman

**REPORT FROM:** Ellen Paulseth, Finance Director

**PRESENTER:** Ellen Paulseth, Finance Director

**AGENDA ITEM:** Preliminary Financial Report for the Month Ended December 31, 2021

**Action Requested:** ☐ Motion ☒ Discussion ☐ Public Hearing

**Form of Action:** ☐ Resolution ☐ Ordinance ☐ Contract/Agreement ☐ Proclamation

**Policy Issue:**

The City Council receives monthly financial reports at Council meetings, in addition to the emailed reports to provide greater transparency for taxpayers and interested parties.

**Recommended Action:**

No action is required.

**Fiscal Impact:**

Is There a Fiscal Impact? ☒ No ☐ Yes, the true or estimated cost is N/A

Financing source(s): ☒ Adopted Budget ☐ Budget Modification ☐ New Revenue Source  
☐ Use of Reserves ☐ Other: N/A

**Strategic Plan Relevance:**

☒ Financial Sustainability ☒ Integrated Communication ☒ Targeted Redevelopment  
☒ Operational Effectiveness ☒ Community Inclusiveness ☒ Infrastructure & Asset Mgmt.

Financial reports are primarily about communication and transparency; however, the budget covers all areas of the strategic plan.

**Background**

Council members receive an emailed financial report on a monthly basis, in addition 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 December 31, 2021. Notes to the financial report precede the report.

**Attachments**

1. Financial Report for the Month Ended December 31, 2021



## **Notes to Preliminary Financial Report for Month Ended December 31, 2021**

### **Investments**

- The investment portfolio meets investment policy parameters for diversification by security sector and maturity range.
- Total portfolio yield to maturity is .59%, down from the previous month of .58%. This is due to the changing market stabilizing.
- Interest earnings are near budget year-to-date expectations at 98.89%. Despite that, interest earnings in the General Ledger will be negative for the year. This is due to fluctuations in the market value of investments. While the fluctuations are on paper only, GASB requires an adjustment to market value. This adjustment happens at year-end.

### **General Fund Budget**

#### ***Revenues***

- The County settles property taxes in two main installments, July and December. There is one small year-end settlement yet to post. We should receive this by the end of January.
- Licenses and Permits exceed budget expectations for the year at 129.2%, due to continued robust building permit activity.
- Charges for services are 98% collected, year-to-date. DMV charges are at 77.56%. This should increase slightly by the end of the year; however, we expect this account to be below budget for the year. This is due primarily to the pandemic, and the resulting delay in new car purchases due to supply chain issues.
- Most intergovernmental revenue arrives in the second half of the year. Year to date, 112.5% of the intergovernmental revenue has been collected, with some outstanding grants left to book.
- 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 due to a volatile market. Adjustments will be booked at the end of the year. At this point, we expect interest earnings to be under budget, or even negative, for the year with a positive market value adjustment. This is because the prior year adjustment was much larger, over \$550K.
- Total revenues are 99.2% collected, prior to the addition of year-end accruals. Revenue collections are as expected for the year and we expect to be at 100% after accruals.

#### ***Expenditures***

- Departmental expenditures are at or below expected levels for the year. We expect expenditures to be below budget, even after the addition of year-end accruals.
- DMV wages (reflected in Finance) are above normal because a federal ARPA grant is offsetting expenses for two additional lobby employees.
- Total expenditures are at 96.9% for the year, but will be around 98% after year-end accruals are booked.

#### ***Transfers In/Out***

- Budgeted Transfers in from Enterprise Funds are complete for the year. We will record additional transfers from the ARPA grant to reimburse the General Fund for activities related to the pandemic.



Monthly Financial Report *(unaudited)*  
Month Ending December 31, 2021

Prepared By:

A stylized, cursive signature in black ink, likely belonging to the Finance Director.

Finance Director

Approved By:

A cursive signature in black ink that reads "Melinda Coleman".

City Manager

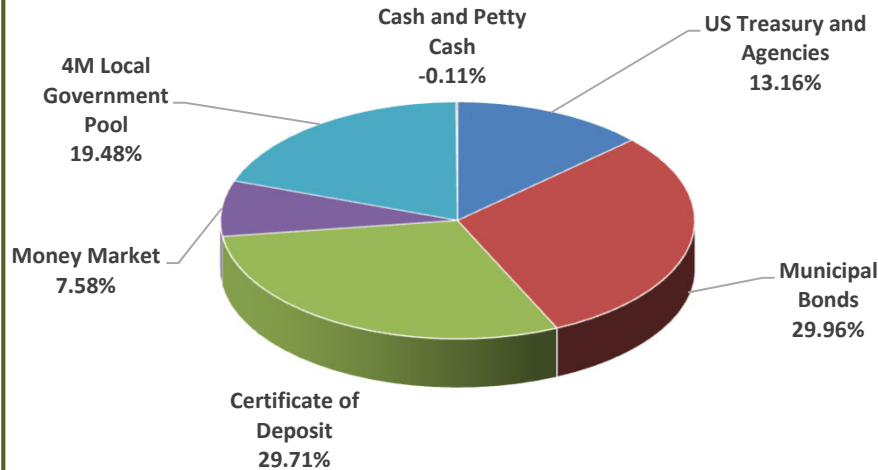
# CITY OF MAPLEWOOD

## Monthly Investment Summary Report

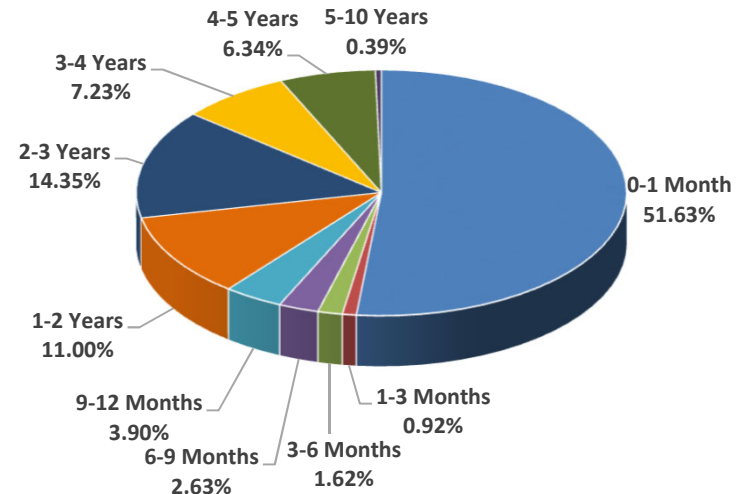
Period Ending: December 31, 2021



### Diversification - by Security Sector



### Diversification - Maturity Range



Portfolio			
Fixed Income Assets	YTM@Cost	Book Value	%
US Treasury and Agencies	0.13%	8,635,274.62	13.19%
Municipal Bonds	0.92%	19,655,029.93	30.03%
Certificate of Deposit	1.56%	19,485,850.85	29.77%
<b>Yield to Maturity @ Cost</b>	<b>1.11%</b>	<b>47,776,155.40</b>	<b>72.99%</b>
<b>Weighted Average</b>			
Money Market & LGIP			
Money Market	0.03%	4,970,359.58	7.59%
4M Local Government Pool	0.02%	12,780,659.95	19.52%
<b>Yield to Maturity @ Cost</b>	<b>0.02%</b>	<b>17,751,019.53</b>	<b>27.12%</b>
<b>Weighted Average</b>			
Cash and Liquid Assets			
Cash and Petty Cash	0.00%	(68,957.34)	-0.11%
<b>Yield to Maturity @ Cost</b>	<b>0.00%</b>	<b>(68,957.34)</b>	<b>-0.11%</b>
<b>Weighted Average</b>			
<b>Yield to Maturity @ Cost</b>	<b>0.59%</b>	<b>65,458,217.59</b>	<b>100.00%</b>
<b>Weighted Average</b>			

Portfolio			
Total Assets	YTM@Cost	Book Value	%
0-1 Month	0.17%	33,793,658.91	51.63%
1-3 Months	0.13%	599,793.63	0.92%
3-6 Months	2.06%	1,059,054.23	1.62%
6-9 Months	0.49%	1,723,456.31	2.63%
9-12 Months	1.87%	2,550,938.45	3.90%
1-2 Years	1.30%	7,198,543.94	11.00%
2-3 Years	0.68%	9,396,291.61	14.35%
3-4 Years	0.89%	4,733,690.94	7.23%
4-5 Years	1.05%	4,147,789.57	6.34%
5-10 Years	1.40%	255,000.00	0.39%
<b>Yield to Maturity @ Cost</b>	<b>0.59%</b>	<b>65,458,217.59</b>	<b>100.00%</b>
<b>Weighted Average</b>			

Interest Earned During Period - Book Value			
Current Month	39,613.21		
Year to Date	417,351.32		
Annual Budget	422,030.00	98.89%	



**City of Maplewood, Minnesota**  
**General Fund**

**Statement of Revenues, Expenditures, and Changes in Fund Balance**  
**December 31, 2021**

	2021			2020		
	Amended Budget	YTD Actual	Percent Of Actual To Budget	Amended Budget	YTD Actual	Percent Of Actual To Budget
<b><u>Revenues:</u></b>						
TAXES	\$ 17,324,330	\$ 16,748,941	96.7 %	\$ 17,481,000	\$ 17,347,522	99.2 %
SPECIAL ASSESSMENTS	0	143	0.0 %	0	464	0.0 %
LICENSES AND PERMITS	1,316,000	1,699,982	129.2 %	1,328,000	1,750,786	131.8 %
FINES AND FORFEITS	160,000	108,844	68.0 %	166,000	117,624	70.9 %
INTERGOVERNMENTAL	1,243,100	1,398,212	112.5 %	1,557,110	1,570,595	100.9 %
CHARGES FOR SERVICES	1,337,500	1,310,124	98.0 %	1,780,000	1,468,782	82.5 %
INVESTMENT EARNINGS	50,000	(75,921)	(151.8%)	87,560	77,393	88.4 %
MISCELLANEOUS	52,840	118,456	224.2 %	126,720	87,654	69.2 %
Total revenues	<u>21,483,770</u>	<u>21,308,780</u>	99.2 %	<u>22,526,390</u>	<u>22,420,821</u>	99.5 %
<b><u>Expenditures:</u></b>						
COMMUNITY DEVELOPMENT	1,550,630	1,559,690	100.6 %	1,481,840	1,386,731	93.6 %
ADMINISTRATION	1,863,190	1,588,270	85.2 %	1,889,880	1,790,103	94.7 %
FINANCE	1,436,150	1,600,389	111.4 %	1,375,520	1,384,621	100.7 %
FIRE	2,422,850	2,487,027	102.6 %	2,486,050	2,720,432	109.4 %
LEGISLATIVE	155,010	155,959	100.6 %	157,700	150,347	95.3 %
PARKS	1,458,000	1,438,939	98.7 %	1,314,050	799,566	60.8 %
POLICE	10,413,750	9,915,120	95.2 %	10,238,620	9,499,133	92.8 %
PUBLIC WORKS	3,374,190	3,235,517	95.9 %	4,372,730	4,090,978	93.6 %
Total expenditures	<u>22,673,770</u>	<u>21,980,911</u>	96.9 %	<u>23,316,390</u>	<u>21,821,911</u>	93.6 %
Excess (deficit) of revenues over expenditures	<u>(1,190,000)</u>	<u>(672,131)</u>	56.5 %	<u>(790,000)</u>	<u>598,910</u>	(75.8%)
<b><u>Other financing sources (uses):</u></b>						
TRANSFERS IN	1,290,000	1,315,000	101.9 %	3,393,213	3,396,137	100.1 %
TRANSFERS OUT	0	0	0.0 %	0	(356,071)	0.0 %
Total other financing sources (uses)	<u>1,290,000</u>	<u>1,315,000</u>	101.9 %	<u>3,393,213</u>	<u>3,040,065</u>	89.6 %
Excess (deficit) of revenues over expenditures and other financing sources (uses)	100,000	642,869	642.9 %	2,603,213	3,638,975	139.8 %
Fund balance - beginning	0	13,694,729	0.0 %	0	10,149,083	0.0 %
Fund balance - ending	<u>\$ 100,000</u>	<u>\$ 14,337,598</u>	4,337.6 %	<u>\$ 2,603,213</u>	<u>\$ 13,788,059</u>	529.7 %

Norm = 100.0 %

# Revenue Status Report

CITY OF MAPLEWOOD  
1/1/2021 through 12/31/2021

## 101 GENERAL FUND

000

<i>Account Number</i>	<i>Adjusted Estimate</i>	<i>Revenues</i>	<i>Year-to-date Revenues</i>	<i>Balance</i>	<i>Prct Rcvd</i>
000-3011 TAXES - CURRENT	17,324,330.00	16,841,291.06	16,841,291.06	483,038.94	97.21
000-3012 TAXES - DELINQUENT	0.00	-124,042.45	-124,042.45	124,042.45	0.00
000-3014 TAXES-FORFTD TAX SALE APP	0.00	992.24	992.24	-992.24	0.00
000-3016 TAXES-MOBILE HOMES	0.00	40,469.77	40,469.77	-40,469.77	0.00
000-3017 TAXES-INTEREST	0.00	-13,266.09	-13,266.09	13,266.09	0.00
000-3018 TAXES - OTHER	0.00	0.00	0.00	0.00	0.00
000-3019 TAXES - EXCESS TIF	0.00	3,496.73	3,496.73	-3,496.73	0.00
000-3031 CABLE TV FRANCHISE TAXES	0.00	0.00	0.00	0.00	0.00
000-3110 SPECIAL ASSESSMENTS CURRENT	0.00	0.00	0.00	0.00	0.00
000-3130 SPECIAL ASSESSMENTS DELINQUENT	0.00	0.00	0.00	0.00	0.00
000-3140 SPECIAL ASSESSMENTS DEFERRED	0.00	0.00	0.00	0.00	0.00
000-3160 SP. ASSESS.-PENALTIES/INTEREST	0.00	142.96	142.96	-142.96	0.00
000-3170 SP/A FORFTD TAX SALE APRT	0.00	0.00	0.00	0.00	0.00
000-3190 SP/A DEFERRED - COUNTY	0.00	0.00	0.00	0.00	0.00
000-3201 LIQUOR	190,000.00	202,636.25	202,636.25	-12,636.25	106.65
000-3203 CIGARETTE	10,000.00	14,760.00	14,760.00	-4,760.00	147.60
000-3204 ENTERTAINMENT-AMUSEMENTS	0.00	388.00	388.00	-388.00	0.00
000-3205 GENERAL BUSINESS	142,000.00	164,211.50	164,211.50	-22,211.50	115.64
000-3207 CONTRACTOR	55,000.00	51,350.00	51,350.00	3,650.00	93.36
000-3208 GARBAGE & RUBBISH REMOVAL	3,000.00	4,250.00	4,250.00	-1,250.00	141.67
000-3209 SERVICE & REPAIR STATIONS	14,000.00	13,465.00	13,465.00	535.00	96.18
000-3210 BUSINESS REGISTRATION FEE	4,000.00	4,605.00	4,605.00	-605.00	115.13

# Revenue Status Report

CITY OF MAPLEWOOD  
1/1/2021 through 12/31/2021

## 101 GENERAL FUND

000

<i>Account Number</i>	<i>Adjusted Estimate</i>	<i>Revenues</i>	<i>Year-to-date Revenues</i>	<i>Balance</i>	<i>Prct Rcvd</i>
000-3219 MISCELLANEOUS	23,000.00	20,873.00	20,873.00	2,127.00	90.75
000-3301 BUILDING	530,000.00	805,717.63	805,717.63	-275,717.63	152.02
000-3302 ELECTRIC PERMIT FEES	55,000.00	112,944.45	112,944.45	-57,944.45	205.35
000-3303 HEATING	180,000.00	154,592.29	154,592.29	25,407.71	85.88
000-3304 PLUMBING	80,000.00	66,085.10	66,085.10	13,914.90	82.61
000-3306 ANIMAL	0.00	4,640.00	4,640.00	-4,640.00	0.00
000-3319 MISCELLANEOUS	30,000.00	79,463.80	79,463.80	-49,463.80	264.88
000-3321 MISC LIC/PERMITS - TASTE OF MAPLEWOOD	0.00	0.00	0.00	0.00	0.00
000-3401 FINES	120,000.00	81,285.33	81,285.33	38,714.67	67.74
000-3402 PENALTIES	40,000.00	27,559.00	27,559.00	12,441.00	68.90
000-3512 FEDERAL DISASTER AID	0.00	0.00	0.00	0.00	0.00
000-3513 FEDERAL EMERGENCY MGMT ASSISTANCE	0.00	0.00	0.00	0.00	0.00
000-3516 FEDERAL POLICE GRANTS	140,000.00	62,626.47	62,626.47	77,373.53	44.73
000-3517 MISC FEDERAL GRANTS	0.00	20,196.46	20,196.46	-20,196.46	0.00
000-3520 STATE FIRE AID	195,000.00	221,250.07	221,250.07	-26,250.07	113.46
000-3521 STATE LOCAL GOVT. AID	0.00	0.00	0.00	0.00	0.00
000-3522 STATE MN DOT GRANTS	0.00	0.00	0.00	0.00	0.00
000-3523 STATE HOMESTEAD CREDIT	0.00	0.00	0.00	0.00	0.00
000-3524 STATE POLICE AID	435,000.00	487,972.22	487,972.22	-52,972.22	112.18
000-3526 STATE ST. MTNCE. AID	275,000.00	275,000.00	275,000.00	0.00	100.00
000-3527 STATE POLICE GRANTS	100,000.00	151,873.90	151,873.90	-51,873.90	151.87
000-3528 STATE FIRE/PARAMEDIC GRANTS	8,000.00	82,874.87	82,874.87	-74,874.87	1035.94
000-3530 MISC. STATE AID/GRANTS	10,000.00	14,240.00	14,240.00	-4,240.00	142.40

# Revenue Status Report

CITY OF MAPLEWOOD  
1/1/2021 through 12/31/2021

## 101 GENERAL FUND

000

<i>Account Number</i>	<i>Adjusted Estimate</i>	<i>Revenues</i>	<i>Year-to-date Revenues</i>	<i>Balance</i>	<i>Prct Rcvd</i>
000-3531 COUNTY ROAD BRIDGE AID	1,700.00	0.00	0.00	1,700.00	0.00
000-3532 STATE LOCAL PERFORMANCE AID	5,700.00	5,892.00	5,892.00	-192.00	103.37
000-3534 COUNTY - OTHER GRANTS/AID	0.00	0.00	0.00	0.00	0.00
000-3541 OTHER GOVT SCHL LIAS OFF PROG	72,700.00	74,160.00	74,160.00	-1,460.00	102.01
000-3542 OTHER GOVT JPA	0.00	2,125.89	2,125.89	-2,125.89	0.00
000-3544 OTHER GOVT-MISC. GRANTS	0.00	0.00	0.00	0.00	0.00
000-3610 ELECTION SERVICES	0.00	0.00	0.00	0.00	0.00
000-3611 GENERAL GOVT.-TAXABLE	200.00	22.36	22.36	177.64	11.18
000-3612 GENERAL GOVT. NON TAXABLE	100.00	149.11	149.11	-49.11	149.11
000-3613 GENERAL-MOTOR VEHICLE FEES	552,000.00	428,111.98	428,111.98	123,888.02	77.56
000-3614 GENERAL GOVT. DRIVERS LIC FEES	0.00	0.00	0.00	0.00	0.00
000-3615 DNR FILING FEES	6,000.00	5,633.00	5,633.00	367.00	93.88
000-3616 GENERAL GOVT ADMIN. CH/SWR FND	0.00	0.00	0.00	0.00	0.00
000-3617 PASSPORT FEES	135,000.00	168,893.66	168,893.66	-33,893.66	125.11
000-3618 INVESTMENT MGMT. FEES REVENUE	0.00	0.00	0.00	0.00	0.00
000-3619 GEN.GOV.-ADMIN CHR-PIP FUNDS	0.00	56.00	56.00	-56.00	0.00
000-3620 ADMINISTRATIVE CHARGES -T.I.F	25,000.00	0.00	0.00	25,000.00	0.00
000-3624 PUBLIC SAFETY MISCELLANEOUS	35,000.00	40,170.01	40,170.01	-5,170.01	114.77
000-3625 D.A.R.E. PROGRAM	0.00	0.00	0.00	0.00	0.00
000-3626 PAWNBROKER TRANSACTION FEES	20,000.00	0.00	0.00	20,000.00	0.00
000-3627 TOW/IMPOUND FEES	0.00	0.00	0.00	0.00	0.00
000-3628 PUBLIC WORKS ABATEMENT PROPERTY CHARGE	2,500.00	1,200.00	1,200.00	1,300.00	48.00
000-3629 ADMIN. FEE ABATEMENT PROPERTIES	500.00	367.96	367.96	132.04	73.59

# Revenue Status Report

CITY OF MAPLEWOOD  
1/1/2021 through 12/31/2021

## 101 GENERAL FUND

000

<i>Account Number</i>	<i>Adjusted Estimate</i>	<i>Revenues</i>	<i>Year-to-date Revenues</i>	<i>Balance</i>	<i>Prct Rcvd</i>
000-3631 PUBLIC WORKS ENG CH/SP FUND	0.00	0.00	0.00	0.00	0.00
000-3632 PUBLIC WORKS COUNTOUR MAPS	0.00	0.00	0.00	0.00	0.00
000-3633 PUBLIC WORKS MISC.	500.00	7,663.30	7,663.30	-7,163.30	1532.66
000-3641 RECREATION PROGRAM FEES	0.00	-6,429.36	-6,429.36	6,429.36	0.00
000-3643 REC. - NATURE CTR. FEES	0.00	0.00	0.00	0.00	0.00
000-3681 COMM DEV-PLAN CHECK FEES	235,000.00	336,411.65	336,411.65	-101,411.65	143.15
000-3682 COMM DEV-MISCELLANEOUS	55,000.00	74,105.95	74,105.95	-19,105.95	134.74
000-3683 COMM/DEV CNTY RECORD FEES	500.00	368.00	368.00	132.00	73.60
000-3685 COMM DEV-RENTAL LICENSING	270,000.00	253,350.00	253,350.00	16,650.00	93.83
000-3691 SUPPRESSION SERVICES	0.00	0.00	0.00	0.00	0.00
000-3692 FIRE DEPT. MISC. CHARGES	0.00	0.00	0.00	0.00	0.00
000-3693 LIFE SAFETY INSPECTION FEE	200.00	50.00	50.00	150.00	25.00
000-3694 EXTRICATION FEES	0.00	0.00	0.00	0.00	0.00
000-3801 INTEREST ON INVESTMENTS	50,000.00	-75,921.36	-75,921.36	125,921.36	-151.84
000-3802 RENT	1,500.00	1,620.00	1,620.00	-120.00	108.00
000-3803 DONATIONS & CONTRIBUTIONS	0.00	838.55	838.55	-838.55	0.00
000-3804 SALE OF PROPERTY	0.00	2,829.22	2,829.22	-2,829.22	0.00
000-3806 SURTAX RETAINER	500.00	292.09	292.09	207.91	58.42
000-3807 S.A.C. RETAINER	2,500.00	2,387.84	2,387.84	112.16	95.51
000-3809 OTHER	44,840.00	41,812.61	41,812.61	3,027.39	93.25
000-3810 DRUG & ALCOHOL AWARENESS PROGRAMS	1,000.00	383.83	383.83	616.17	38.38
000-3811 ADVERTISING FEES	0.00	0.00	0.00	0.00	0.00
000-3812 REVENUE BOND FEES	0.00	0.00	0.00	0.00	0.00



# Revenue Status Report

CITY OF MAPLEWOOD  
1/1/2021 through 12/31/2021

## 101 GENERAL FUND

000

<i>Account Number</i>	<i>Adjusted Estimate</i>	<i>Revenues</i>	<i>Year-to-date Revenues</i>	<i>Balance</i>	<i>Prct Rcvd</i>
000-3814 ADVERTISING FEES - TASTE OF MAPLEWOOD	2,500.00	500.00	500.00	2,000.00	20.00
000-3816 OTHER - TASTE OF MAPLEWOOD	0.00	0.00	0.00	0.00	0.00
000-3823 NATURE CENTER - DONATIONS	0.00	0.00	0.00	0.00	0.00
000-3872 RENTALS-ROOM	0.00	67,785.78	67,785.78	-67,785.78	0.00
000-3873 RECREATION CONCESSIONS	0.00	5.59	5.59	-5.59	0.00
101-3643 REC.- NATURE CTR. FEES	0.00	0.00	0.00	0.00	0.00
Total BIRTHDAY PARTIES	0.00	0.00	0.00	0.00	0.00
102-3643 REC.- NATURE CTR. FEES	0.00	0.00	0.00	0.00	0.00
Total COMMUNITY GROUPS	0.00	0.00	0.00	0.00	0.00
103-3643 REC.- NATURE CTR. FEES	0.00	0.00	0.00	0.00	0.00
Total CONCESSIONS	0.00	0.00	0.00	0.00	0.00
104-3643 REC.- NATURE CTR. FEES	0.00	0.00	0.00	0.00	0.00
Total PUBLIC PROGRAMS	0.00	0.00	0.00	0.00	0.00
105-3643 REC.- NATURE CTR. FEES	0.00	0.00	0.00	0.00	0.00
Total MAILING LIST	0.00	0.00	0.00	0.00	0.00
106-3643 REC.- NATURE CTR. FEES	0.00	0.00	0.00	0.00	0.00
Total DAYCARE/PRESCHOOL	0.00	0.00	0.00	0.00	0.00
107-3643 REC.- NATURE CTR. FEES	0.00	0.00	0.00	0.00	0.00
Total SCHOOLS	0.00	0.00	0.00	0.00	0.00
108-3643 REC.- NATURE CTR. FEES	0.00	0.00	0.00	0.00	0.00
Total RENTAL EQUIPMENT	0.00	0.00	0.00	0.00	0.00

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Periods: 0 through 12

Revenue Status Report  
  
CITY OF MAPLEWOOD  
1/1/2021 through 12/31/2021

101 GENERAL FUND  
000 '

<u>Account Number</u>	<u>Adjusted Estimate</u>	<u>Revenues</u>	<u>Year-to-date Revenues</u>	<u>Balance</u>	<u>Prct Rcvd</u>
109-3643 REC.- NATURE CTR. FEES	0.00	0.00	0.00	0.00	0.00
Total CONSULTING & TRAINING	0.00	0.00	0.00	0.00	0.00
Total '	21,483,770.00	21,308,780.22	21,308,780.22	174,989.78	99.19

# Revenue Status Report

CITY OF MAPLEWOOD  
1/1/2021 through 12/31/2021

101 GENERAL FUND

999 TRANSFERS

<i>Account Number</i>	<i>Adjusted Estimate</i>	<i>Revenues</i>	<i>Year-to-date Revenues</i>	<i>Balance</i>	<i>Prct Rcvd</i>
000-3999 TRANSFERS IN	1,290,000.00	1,315,000.00	1,315,000.00	-25,000.00	101.94
Total TRANSFERS	1,290,000.00	1,315,000.00	1,315,000.00	-25,000.00	101.94
Total GENERAL FUND	22,773,770.00	22,623,780.22	22,623,780.22	149,989.78	99.34
 Grand Total	 22,773,770.00	 22,623,780.22	 22,623,780.22	 149,989.78	 99.34

expstat.rpt  
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Periods: 0 through 13

## Expenditure Status Report

Page: 1

CITY OF MAPLEWOOD  
1/1/2021 through 12/31/2021

### 101 GENERAL FUND

### 101 CITY COUNCIL

<u>Account Number</u>	<u>Adjusted Appropriation</u>	<u>Expenditures</u>	<u>Year-to-date Expenditures</u>	<u>Year-to-date Encumbrances</u>	<u>Balance</u>	<u>Prct Used</u>
000-4010 WAGES/FULL-TIME EMPLOYEES	0.00	0.00	0.00	0.00	0.00	0.00
000-4011 OVERTIME PAY	0.00	0.00	0.00	0.00	0.00	0.00
000-4025 WAGES/TEMPORARY	63,100.00	66,168.72	66,168.72	0.00	-3,068.72	104.86
000-4040 RETIREMENT BENEFITS	7,980.00	7,980.00	7,980.00	0.00	0.00	100.00
000-4050 INSURANCE BENEFITS	0.00	0.00	0.00	0.00	0.00	0.00
000-4090 WORKERS' COMPENSATION	130.00	129.97	129.97	0.00	0.03	99.98
000-4110 SUPPLIES - OFFICE	250.00	120.16	120.16	0.00	129.84	48.06
000-4120 PROGRAM SUPPLIES	5,000.00	3,294.43	3,294.43	0.00	1,705.57	65.89
000-4160 SUPPLIES - EQUIPMENT	250.00	0.00	0.00	0.00	250.00	0.00
000-4165 SMALL EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00
000-4170 BOOKS	0.00	0.00	0.00	0.00	0.00	0.00
000-4220 SIGNS & SIGNALS	0.00	0.00	0.00	0.00	0.00	0.00
000-4310 TELEPHONE	1,200.00	638.55	638.55	0.00	561.45	53.21
000-4330 POSTAGE	100.00	322.89	322.89	0.00	-222.89	322.89
000-4360 PUBLISHING	0.00	0.00	0.00	0.00	0.00	0.00
000-4370 INSURANCE	500.00	500.14	500.14	0.00	-0.14	100.03
000-4380 SUBSCRIPTIONS & MEMBERSHIPS	45,000.00	45,583.00	45,583.00	0.00	-583.00	101.30
000-4390 TRAVEL & TRAINING	4,000.00	751.75	751.75	0.00	3,248.25	18.79
000-4400 VEHICLE ALLOWANCE	200.00	0.00	0.00	0.00	200.00	0.00
000-4430 REPAIRS & MTNCE./EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00
000-4480 FEES FOR SERVICE	12,000.00	8,504.38	8,504.38	0.00	3,495.62	70.87
000-4490 FEES - CONSULTING	0.00	6,865.00	6,865.00	0.00	-6,865.00	0.00
000-4520 OUTSIDE RENTAL - EQUIPMENT	200.00	0.00	0.00	0.00	200.00	0.00
000-4530 OUTSIDE RENTAL-PROPERTY/BLDGS	0.00	0.00	0.00	0.00	0.00	0.00
000-4580 INTERNAL I. T. CHARGES	15,100.00	15,099.97	15,099.97	0.00	0.03	100.00
<b>Total CITY COUNCIL</b>	<b>155,010.00</b>	<b>155,958.96</b>	<b>155,958.96</b>	<b>0.00</b>	<b>-948.96</b>	<b>100.61</b>

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## Expenditure Status Report

CITY OF MAPLEWOOD  
1/1/2021 through 12/31/2021

101 GENERAL FUND

102 ADMINISTRATION

<i>Account Number</i>	<i>Adjusted Appropriation</i>	<i>Expenditures</i>	<i>Year-to-date Expenditures</i>	<i>Year-to-date Encumbrances</i>	<i>Balance</i>	<i>Prct Used</i>
000-4010 WAGES/FULL-TIME EMPLOYEES	308,500.00	304,201.94	304,201.94	0.00	4,298.06	98.61
000-4011 OVERTIME PAY	0.00	0.00	0.00	0.00	0.00	0.00
000-4020 WAGES/PART-TIME	0.00	0.00	0.00	0.00	0.00	0.00
000-4025 WAGES/TEMPORARY	500.00	0.00	0.00	0.00	500.00	0.00
000-4030 LEAVE BENEFITS	4,320.00	4,320.00	4,320.00	0.00	0.00	100.00
000-4040 RETIREMENT BENEFITS	48,240.00	48,240.00	48,240.00	0.00	0.00	100.00
000-4050 INSURANCE BENEFITS	38,760.00	38,760.00	38,760.00	0.00	0.00	100.00
000-4090 WORKERS' COMPENSATION	4,960.00	4,959.97	4,959.97	0.00	0.03	100.00
000-4110 SUPPLIES - OFFICE	500.00	567.06	567.06	0.00	-67.06	113.41
000-4120 PROGRAM SUPPLIES	4,500.00	3,291.55	3,291.55	0.00	1,208.45	73.15
000-4160 SUPPLIES - EQUIPMENT	500.00	10.99	10.99	0.00	489.01	2.20
000-4165 SMALL EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00
000-4170 BOOKS	0.00	20.07	20.07	0.00	-20.07	0.00
000-4310 TELEPHONE	2,100.00	1,891.59	1,891.59	0.00	208.41	90.08
000-4330 POSTAGE	300.00	255.35	255.35	0.00	44.65	85.12
000-4360 PUBLISHING	0.00	0.00	0.00	0.00	0.00	0.00
000-4370 INSURANCE	0.00	0.02	0.02	0.00	-0.02	0.00
000-4380 SUBSCRIPTIONS & MEMBERSHIPS	4,000.00	4,503.88	4,503.88	0.00	-503.88	112.60
000-4390 TRAVEL & TRAINING	10,000.00	1,609.57	1,609.57	0.00	8,390.43	16.10
000-4391 EDUCATION REIMBURSEMENTS	0.00	0.00	0.00	0.00	0.00	0.00
000-4400 VEHICLE ALLOWANCE	2,400.00	2,200.00	2,200.00	0.00	200.00	91.67
000-4430 REPAIRS & MTNCE./EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00
000-4480 FEES FOR SERVICE	1,500.00	1,758.06	1,758.06	0.00	-258.06	117.20
000-4490 FEES - CONSULTING	7,500.00	2,535.00	2,535.00	0.00	4,965.00	33.80
000-4520 OUTSIDE RENTAL - EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00
000-4530 OUTSIDE RENTAL-PROPERTY/BLDGS	0.00	0.00	0.00	0.00	0.00	0.00
000-4550 DUPLICATING COSTS	3,500.00	1,784.80	1,784.80	0.00	1,715.20	50.99
000-4580 INTERNAL I. T. CHARGES	20,700.00	20,700.00	20,700.00	0.00	0.00	100.00
000-4630 EQUIPMENT - OFFICE	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total ADMINISTRATION</b>	<b>462,780.00</b>	<b>441,609.85</b>	<b>441,609.85</b>	<b>0.00</b>	<b>21,170.15</b>	<b>95.43</b>

## Expenditure Status Report

CITY OF MAPLEWOOD  
1/1/2021 through 12/31/2021

101 GENERAL FUND

103 LEGAL SERVICES

<u>Account Number</u>	<u>Adjusted Appropriation</u>	<u>Expenditures</u>	<u>Year-to-date Expenditures</u>	<u>Year-to-date Encumbrances</u>	<u>Balance</u>	<u>Prct Used</u>
000-4020 WAGES/PART-TIME	0.00	0.00	0.00	0.00	0.00	0.00
000-4025 WAGES/TEMPORARY	0.00	0.00	0.00	0.00	0.00	0.00
000-4040 RETIREMENT BENEFITS	0.00	0.00	0.00	0.00	0.00	0.00
000-4050 INSURANCE BENEFITS	0.00	0.00	0.00	0.00	0.00	0.00
000-4110 SUPPLIES - OFFICE	0.00	0.00	0.00	0.00	0.00	0.00
000-4310 TELEPHONE	500.00	478.68	478.68	0.00	21.32	95.74
000-4370 INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00
000-4390 TRAVEL & TRAINING	0.00	0.00	0.00	0.00	0.00	0.00
000-4480 FEES FOR SERVICE	150,000.00	103,000.64	103,000.64	0.00	46,999.36	68.67
000-4490 FEES - CONSULTING	0.00	0.00	0.00	0.00	0.00	0.00
000-4970 JUDGEMENTS & LOSSES	0.00	0.00	0.00	0.00	0.00	0.00
000-4975 SMALL LIABILITY CLAIMS	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total LEGAL SERVICES</b>	<b>150,500.00</b>	<b>103,479.32</b>	<b>103,479.32</b>	<b>0.00</b>	<b>47,020.68</b>	<b>68.76</b>

## Expenditure Status Report

CITY OF MAPLEWOOD  
1/1/2021 through 12/31/2021

101 GENERAL FUND

114 SAFETY

<i>Account Number</i>	<i>Adjusted Appropriation</i>	<i>Expenditures</i>	<i>Year-to-date Expenditures</i>	<i>Year-to-date Encumbrances</i>	<i>Balance</i>	<i>Prct Used</i>
000-4110 SUPPLIES - OFFICE	0.00	0.00	0.00	0.00	0.00	0.00
000-4120 PROGRAM SUPPLIES	1,000.00	0.00	0.00	0.00	1,000.00	0.00
000-4370 INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00
000-4380 SUBSCRIPTIONS & MEMBERSHIPS	0.00	0.00	0.00	0.00	0.00	0.00
000-4390 TRAVEL & TRAINING	0.00	0.00	0.00	0.00	0.00	0.00
000-4480 FEES FOR SERVICE	10,000.00	10,398.97	10,398.97	0.00	-398.97	103.99
000-4490 FEES - CONSULTING	0.00	0.00	0.00	0.00	0.00	0.00
000-4550 DUPLICATING COSTS	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total SAFETY</b>	<b>11,000.00</b>	<b>10,398.97</b>	<b>10,398.97</b>	<b>0.00</b>	<b>601.03</b>	<b>94.54</b>

## Expenditure Status Report

CITY OF MAPLEWOOD  
1/1/2021 through 12/31/2021

**101 GENERAL FUND**

**115 BUILDING OPERATIONS**

<u>Account Number</u>	<u>Adjusted Appropriation</u>	<u>Expenditures</u>	<u>Year-to-date Expenditures</u>	<u>Year-to-date Encumbrances</u>	<u>Balance</u>	<u>Prct Used</u>
000-4010 WAGES/FULL-TIME EMPLOYEES	175,040.00	182,953.44	182,953.44	0.00	-7,913.44	104.52
000-4011 OVERTIME PAY	10,300.00	18,630.93	18,630.93	0.00	-8,330.93	180.88
000-4020 WAGES/PART-TIME	0.00	0.00	0.00	0.00	0.00	0.00
000-4025 WAGES/TEMPORARY	3,000.00	0.00	0.00	0.00	3,000.00	0.00
000-4030 LEAVE BENEFITS	2,450.00	2,449.00	2,449.00	0.00	1.00	99.96
000-4040 RETIREMENT BENEFITS	33,210.00	33,215.00	33,215.00	0.00	-5.00	100.02
000-4050 INSURANCE BENEFITS	35,590.00	35,592.00	35,592.00	0.00	-2.00	100.01
000-4090 WORKERS' COMPENSATION	18,680.00	18,680.03	18,680.03	0.00	-0.03	100.00
000-4110 SUPPLIES - OFFICE	400.00	0.00	0.00	0.00	400.00	0.00
000-4130 SUPPLIES - JANITORIAL	16,000.00	12,624.71	12,624.71	0.00	3,375.29	78.90
000-4160 SUPPLIES - EQUIPMENT	25,000.00	22,829.07	22,829.07	0.00	2,170.93	91.32
000-4165 SMALL EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00
000-4170 BOOKS	0.00	0.00	0.00	0.00	0.00	0.00
000-4180 MAINTENANCE MATERIALS	1,000.00	410.38	410.38	0.00	589.62	41.04
000-4190 CHEMICALS	0.00	0.00	0.00	0.00	0.00	0.00
000-4210 FUEL & OIL	0.00	0.00	0.00	0.00	0.00	0.00
000-4220 SIGNS & SIGNALS	1,000.00	97.03	97.03	0.00	902.97	9.70
000-4230 SMALL TOOLS	1,000.00	0.00	0.00	0.00	1,000.00	0.00
000-4240 UNIFORMS & CLOTHING	1,000.00	6,500.78	6,500.78	0.00	-5,500.78	650.08
000-4290 MISCELLANEOUS COMMODITIES	7,000.00	0.00	0.00	0.00	7,000.00	0.00
000-4310 TELEPHONE	1,900.00	1,774.87	1,774.87	0.00	125.13	93.41
000-4320 UTILITIES	99,000.00	89,608.19	89,608.19	0.00	9,391.81	90.51
000-4325 SOLAR SYSTEM	0.00	0.00	0.00	0.00	0.00	0.00
000-4360 PUBLISHING	0.00	0.00	0.00	0.00	0.00	0.00
000-4370 INSURANCE	13,000.00	12,999.97	12,999.97	0.00	0.03	100.00
000-4380 SUBSCRIPTIONS & MEMBERSHIPS	500.00	30.00	30.00	0.00	470.00	6.00
000-4390 TRAVEL & TRAINING	1,000.00	0.00	0.00	0.00	1,000.00	0.00
000-4391 EDUCATION REIMBURSEMENTS	0.00	0.00	0.00	0.00	0.00	0.00
000-4400 VEHICLE ALLOWANCE	100.00	0.00	0.00	0.00	100.00	0.00
000-4410 REPAIR & MAINT/BUILDINGS	70,000.00	76,995.23	76,995.23	0.00	-6,995.23	109.99
000-4430 REPAIRS & MTNCE./EQUIPMENT	27,000.00	17,310.90	17,310.90	0.00	9,689.10	64.11
000-4480 FEES FOR SERVICE	36,000.00	27,969.48	27,969.48	0.00	8,030.52	77.69



## Expenditure Status Report

CITY OF MAPLEWOOD  
1/1/2021 through 12/31/2021

101 GENERAL FUND

115 BUILDING OPERATIONS

<i>Account Number</i>	<i>Adjusted Appropriation</i>	<i>Expenditures</i>	<i>Year-to-date Expenditures</i>	<i>Year-to-date Encumbrances</i>	<i>Balance</i>	<i>Prct Used</i>
000-4490 FEES - CONSULTING	12,000.00	0.00	0.00	0.00	12,000.00	0.00
000-4520 OUTSIDE RENTAL - EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00
000-4540 INTERNAL RENTAL - VEHICLE	4,500.00	4,500.00	4,500.00	0.00	0.00	100.00
000-4590 MISC. CONTRACTUAL SERVICES	35,000.00	0.00	0.00	0.00	35,000.00	0.00
000-4610 VEHICLES	0.00	0.00	0.00	0.00	0.00	0.00
000-4630 EQUIPMENT - OFFICE	0.00	0.00	0.00	0.00	0.00	0.00
000-4640 EQUIPMENT - OTHER	0.00	0.00	0.00	0.00	0.00	0.00
000-4720 LAND IMPROVEMENT	0.00	0.00	0.00	0.00	0.00	0.00
000-4730 BUILDING IMPROVEMENT	0.00	0.00	0.00	0.00	0.00	0.00
000-4759 OTHER CONSTRUCTION COSTS	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total BUILDING OPERATIONS</b>	<b>630,670.00</b>	<b>565,171.01</b>	<b>565,171.01</b>	<b>0.00</b>	<b>65,498.99</b>	<b>89.61</b>

## Expenditure Status Report

CITY OF MAPLEWOOD  
1/1/2021 through 12/31/2021

### 101 GENERAL FUND

### 116 HUMAN RESOURCES ADMINISTRATION

<i>Account Number</i>	<i>Adjusted Appropriation</i>	<i>Expenditures</i>	<i>Year-to-date Expenditures</i>	<i>Year-to-date Encumbrances</i>	<i>Balance</i>	<i>Prct Used</i>
000-4010 WAGES/FULL-TIME EMPLOYEES	181,600.00	229,282.79	229,282.79	0.00	-47,682.79	126.26
000-4011 OVERTIME PAY	1,000.00	0.00	0.00	0.00	1,000.00	0.00
000-4020 WAGES/PART-TIME	58,210.00	16,632.37	16,632.37	0.00	41,577.63	28.57
000-4025 WAGES/TEMPORARY	10,000.00	0.00	0.00	0.00	10,000.00	0.00
000-4030 LEAVE BENEFITS	3,360.00	3,360.00	3,360.00	0.00	0.00	100.00
000-4040 RETIREMENT BENEFITS	45,130.00	45,132.00	45,132.00	0.00	-2.00	100.00
000-4050 INSURANCE BENEFITS	22,680.00	22,680.00	22,680.00	0.00	0.00	100.00
000-4090 WORKERS' COMPENSATION	3,820.00	3,819.97	3,819.97	0.00	0.03	100.00
000-4110 SUPPLIES - OFFICE	1,500.00	481.27	481.27	0.00	1,018.73	32.08
000-4120 PROGRAM SUPPLIES	2,500.00	2,157.65	2,157.65	0.00	342.35	86.31
000-4160 SUPPLIES - EQUIPMENT	800.00	122.00	122.00	0.00	678.00	15.25
000-4165 SMALL EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00
000-4170 BOOKS	0.00	0.00	0.00	0.00	0.00	0.00
000-4310 TELEPHONE	1,600.00	2,133.57	2,133.57	0.00	-533.57	133.35
000-4330 POSTAGE	500.00	285.31	285.31	0.00	214.69	57.06
000-4360 PUBLISHING	10,000.00	23,721.00	23,721.00	0.00	-13,721.00	237.21
000-4370 INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00
000-4380 SUBSCRIPTIONS & MEMBERSHIPS	1,500.00	175.00	175.00	0.00	1,325.00	11.67
000-4390 TRAVEL & TRAINING	7,500.00	124.00	124.00	0.00	7,376.00	1.65
000-4391 EDUCATION REIMBURSEMENTS	12,000.00	0.00	0.00	0.00	12,000.00	0.00
000-4400 VEHICLE ALLOWANCE	2,450.00	2,200.00	2,200.00	0.00	250.00	89.80
000-4430 REPAIRS & MTNCE./EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00
000-4480 FEES FOR SERVICE	50,000.00	34,368.54	34,368.54	0.00	15,631.46	68.74
000-4490 FEES - CONSULTING	2,000.00	11,000.00	11,000.00	0.00	-9,000.00	550.00
000-4520 OUTSIDE RENTAL - EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00
000-4530 OUTSIDE RENTAL-PROPERTY/BLDGS	0.00	0.00	0.00	0.00	0.00	0.00
000-4550 DUPLICATING COSTS	1,500.00	400.74	400.74	0.00	1,099.26	26.72
000-4580 INTERNAL I. T. CHARGES	53,200.00	53,199.97	53,199.97	0.00	0.03	100.00
000-4630 EQUIPMENT - OFFICE	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total HUMAN RESOURCES ADMINISTRATION</b>	<b>472,850.00</b>	<b>451,276.18</b>	<b>451,276.18</b>	<b>0.00</b>	<b>21,573.82</b>	<b>95.44</b>

## Expenditure Status Report

CITY OF MAPLEWOOD  
1/1/2021 through 12/31/2021

### 101 GENERAL FUND

### 201 FINANCE

<i>Account Number</i>	<i>Adjusted Appropriation</i>	<i>Expenditures</i>	<i>Year-to-date Expenditures</i>	<i>Year-to-date Encumbrances</i>	<i>Balance</i>	<i>Prct Used</i>
000-4010 WAGES/FULL-TIME EMPLOYEES	466,090.00	482,234.18	482,234.18	0.00	-16,144.18	103.46
000-4011 OVERTIME PAY	0.00	418.80	418.80	0.00	-418.80	0.00
000-4020 WAGES/PART-TIME	0.00	1,090.65	1,090.65	0.00	-1,090.65	0.00
000-4025 WAGES/TEMPORARY	0.00	0.00	0.00	0.00	0.00	0.00
000-4030 LEAVE BENEFITS	6,530.00	6,529.00	6,529.00	0.00	1.00	99.98
000-4040 RETIREMENT BENEFITS	83,760.00	83,760.00	83,760.00	0.00	0.00	100.00
000-4050 INSURANCE BENEFITS	72,850.00	72,852.00	72,852.00	0.00	-2.00	100.00
000-4090 WORKERS' COMPENSATION	6,870.00	6,870.00	6,870.00	0.00	0.00	100.00
000-4110 SUPPLIES - OFFICE	2,500.00	872.71	872.71	0.00	1,627.29	34.91
000-4120 PROGRAM SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00
000-4160 SUPPLIES - EQUIPMENT	1,500.00	434.56	434.56	0.00	1,065.44	28.97
000-4165 SMALL EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00
000-4170 BOOKS	190.00	16.45	16.45	0.00	173.55	8.66
000-4290 MISCELLANEOUS COMMODITIES	0.00	0.00	0.00	0.00	0.00	0.00
000-4310 TELEPHONE	2,600.00	2,547.11	2,547.11	0.00	52.89	97.97
000-4330 POSTAGE	2,200.00	1,878.62	1,878.62	0.00	321.38	85.39
000-4360 PUBLISHING	200.00	0.00	0.00	0.00	200.00	0.00
000-4370 INSURANCE	4,000.00	3,999.97	3,999.97	0.00	0.03	100.00
000-4380 SUBSCRIPTIONS & MEMBERSHIPS	800.00	515.00	515.00	0.00	285.00	64.38
000-4390 TRAVEL & TRAINING	5,500.00	1,689.84	1,689.84	0.00	3,810.16	30.72
000-4391 EDUCATION REIMBURSEMENTS	0.00	0.00	0.00	0.00	0.00	0.00
000-4400 VEHICLE ALLOWANCE	2,600.00	2,968.48	2,968.48	0.00	-368.48	114.17
000-4430 REPAIRS & MTNCE./EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00
000-4480 FEES FOR SERVICE	65,000.00	66,981.77	66,981.77	0.00	-1,981.77	103.05
000-4490 FEES - CONSULTING	0.00	0.00	0.00	0.00	0.00	0.00
000-4520 OUTSIDE RENTAL - EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00
000-4550 DUPLICATING COSTS	3,800.00	1,648.74	1,648.74	0.00	2,151.26	43.39
000-4580 INTERNAL I. T. CHARGES	62,100.00	62,100.00	62,100.00	0.00	0.00	100.00
000-4630 EQUIPMENT - OFFICE	0.00	0.00	0.00	0.00	0.00	0.00
000-4901 LATE PAYMENT PENALTIES	0.00	0.00	0.00	0.00	0.00	0.00
000-4940 CASH OVER & SHORT	0.00	0.37	0.37	0.00	-0.37	0.00
<b>Total FINANCE</b>	<b>789,090.00</b>	<b>799,408.25</b>	<b>799,408.25</b>	<b>0.00</b>	<b>-10,318.25</b>	<b>101.31</b>

## Expenditure Status Report

CITY OF MAPLEWOOD  
1/1/2021 through 12/31/2021

**101 GENERAL FUND**

**301 CITY CLERK**

<u>Account Number</u>	<u>Adjusted Appropriation</u>	<u>Expenditures</u>	<u>Year-to-date Expenditures</u>	<u>Year-to-date Encumbrances</u>	<u>Balance</u>	<u>Prct Used</u>
000-4010 WAGES/FULL-TIME EMPLOYEES	369,330.00	268,498.91	268,498.91	0.00	100,831.09	72.70
000-4011 OVERTIME PAY	0.00	58.51	58.51	0.00	-58.51	0.00
000-4020 WAGES/PART-TIME	35,380.00	41,592.13	41,592.13	0.00	-6,212.13	117.56
000-4025 WAGES/TEMPORARY	0.00	3,106.80	3,106.80	0.00	-3,106.80	0.00
000-4030 LEAVE BENEFITS	5,670.00	5,675.00	5,675.00	0.00	-5.00	100.09
000-4040 RETIREMENT BENEFITS	73,180.00	73,177.00	73,177.00	0.00	3.00	100.00
000-4050 INSURANCE BENEFITS	63,270.00	63,275.00	63,275.00	0.00	-5.00	100.01
000-4090 WORKERS' COMPENSATION	5,720.00	5,720.03	5,720.03	0.00	-0.03	100.00
000-4110 SUPPLIES - OFFICE	4,000.00	2,324.74	2,324.74	0.00	1,675.26	58.12
000-4120 PROGRAM SUPPLIES	400.00	0.00	0.00	0.00	400.00	0.00
000-4160 SUPPLIES - EQUIPMENT	7,000.00	4,866.07	4,866.07	0.00	2,133.93	69.52
000-4165 SMALL EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00
000-4170 BOOKS	0.00	11.09	11.09	0.00	-11.09	0.00
000-4240 UNIFORMS & CLOTHING	0.00	0.00	0.00	0.00	0.00	0.00
000-4310 TELEPHONE	4,000.00	3,205.42	3,205.42	0.00	794.58	80.14
000-4330 POSTAGE	9,000.00	7,400.71	7,400.71	0.00	1,599.29	82.23
000-4360 PUBLISHING	3,000.00	3,391.20	3,391.20	0.00	-391.20	113.04
000-4370 INSURANCE	1,000.00	999.97	999.97	0.00	0.03	100.00
000-4380 SUBSCRIPTIONS & MEMBERSHIPS	700.00	560.00	560.00	0.00	140.00	80.00
000-4390 TRAVEL & TRAINING	3,000.00	625.00	625.00	0.00	2,375.00	20.83
000-4400 VEHICLE ALLOWANCE	300.00	203.28	203.28	0.00	96.72	67.76
000-4430 REPAIRS & MTNCE./EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00
000-4480 FEES FOR SERVICE	15,000.00	27,655.59	27,655.59	0.00	-12,655.59	184.37
000-4490 FEES - CONSULTING	0.00	0.00	0.00	0.00	0.00	0.00
000-4520 OUTSIDE RENTAL - EQUIPMENT	300.00	115.00	115.00	0.00	185.00	38.33
000-4530 OUTSIDE RENTAL-PROPERTY/BLDGS	0.00	0.00	0.00	0.00	0.00	0.00
000-4540 INTERNAL RENTAL - VEHICLE	0.00	0.00	0.00	0.00	0.00	0.00
000-4550 DUPLICATING COSTS	7,200.00	6,209.48	6,209.48	0.00	990.52	86.24
000-4580 INTERNAL I. T. CHARGES	38,800.00	38,799.97	38,799.97	0.00	0.03	100.00
000-4630 EQUIPMENT - OFFICE	0.00	0.00	0.00	0.00	0.00	0.00
000-4640 EQUIPMENT - OTHER	0.00	0.00	0.00	0.00	0.00	0.00
000-4730 BUILDING IMPROVEMENT	0.00	0.00	0.00	0.00	0.00	0.00

## Expenditure Status Report

CITY OF MAPLEWOOD  
1/1/2021 through 12/31/2021

101 GENERAL FUND

301 CITY CLERK

<u>Account Number</u>	<u>Adjusted Appropriation</u>	<u>Expenditures</u>	<u>Year-to-date Expenditures</u>	<u>Year-to-date Encumbrances</u>	<u>Balance</u>	<u>Prct Used</u>
000-4940 CASH OVER & SHORT	0.00	43.73	43.73	0.00	-43.73	0.00
000-4945 UNCOLLECTIBLE CHECKS	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total CITY CLERK</b>	646,250.00	557,514.63	557,514.63	0.00	88,735.37	86.27

## Expenditure Status Report

CITY OF MAPLEWOOD  
1/1/2021 through 12/31/2021

**101 GENERAL FUND**

**303 DEPUTY REGISTRAR**

<i>Account Number</i>	<i>Adjusted Appropriation</i>	<i>Expenditures</i>	<i>Year-to-date Expenditures</i>	<i>Year-to-date Encumbrances</i>	<i>Balance</i>	<i>Prct Used</i>
000-4010 WAGES/FULL-TIME EMPLOYEES	265,150.00	440,113.89	440,113.89	0.00	-174,963.89	165.99
000-4011 OVERTIME PAY	1,000.00	412.01	412.01	0.00	587.99	41.20
000-4020 WAGES/PART-TIME	170,020.00	149,488.64	149,488.64	0.00	20,531.36	87.92
000-4025 WAGES/TEMPORARY	0.00	0.00	0.00	0.00	0.00	0.00
000-4030 LEAVE BENEFITS	5,990.00	5,989.00	5,989.00	0.00	1.00	99.98
000-4040 RETIREMENT BENEFITS	78,940.00	78,937.00	78,937.00	0.00	3.00	100.00
000-4050 INSURANCE BENEFITS	64,040.00	64,043.00	64,043.00	0.00	-3.00	100.00
000-4090 WORKERS' COMPENSATION	5,720.00	5,720.03	5,720.03	0.00	-0.03	100.00
000-4110 SUPPLIES - OFFICE	1,800.00	2,070.66	2,070.66	0.00	-270.66	115.04
000-4160 SUPPLIES - EQUIPMENT	1,800.00	3,114.76	3,114.76	0.00	-1,314.76	173.04
000-4165 SMALL EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00
000-4310 TELEPHONE	200.00	178.06	178.06	0.00	21.94	89.03
000-4330 POSTAGE	4,500.00	3,896.81	3,896.81	0.00	603.19	86.60
000-4370 INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00
000-4380 SUBSCRIPTIONS & MEMBERSHIPS	800.00	1,320.00	1,320.00	0.00	-520.00	165.00
000-4390 TRAVEL & TRAINING	200.00	0.00	0.00	0.00	200.00	0.00
000-4400 VEHICLE ALLOWANCE	700.00	628.60	628.60	0.00	71.40	89.80
000-4480 FEES FOR SERVICE	600.00	819.57	819.57	0.00	-219.57	136.60
000-4550 DUPLICATING COSTS	6,800.00	5,593.14	5,593.14	0.00	1,206.86	82.25
000-4580 INTERNAL I. T. CHARGES	38,800.00	38,799.97	38,799.97	0.00	0.03	100.00
000-4630 EQUIPMENT - OFFICE	0.00	0.00	0.00	0.00	0.00	0.00
000-4730 BUILDING IMPROVEMENT	0.00	0.00	0.00	0.00	0.00	0.00
000-4940 CASH OVER & SHORT	0.00	-144.29	-144.29	0.00	144.29	0.00
<b>Total DEPUTY REGISTRAR</b>	<b>647,060.00</b>	<b>800,980.85</b>	<b>800,980.85</b>	<b>0.00</b>	<b>-153,920.85</b>	<b>123.79</b>

## Expenditure Status Report

CITY OF MAPLEWOOD  
1/1/2021 through 12/31/2021

**101 GENERAL FUND**

**304 ELECTIONS**

<i>Account Number</i>	<i>Adjusted Appropriation</i>	<i>Expenditures</i>	<i>Year-to-date Expenditures</i>	<i>Year-to-date Encumbrances</i>	<i>Balance</i>	<i>Prct Used</i>
000-4010 WAGES/FULL-TIME EMPLOYEES	0.00	0.00	0.00	0.00	0.00	0.00
000-4011 OVERTIME PAY	5,500.00	0.00	0.00	0.00	5,500.00	0.00
000-4020 WAGES/PART-TIME	0.00	0.00	0.00	0.00	0.00	0.00
000-4025 WAGES/TEMPORARY	80,700.00	0.00	0.00	0.00	80,700.00	0.00
000-4040 RETIREMENT BENEFITS	7,010.00	7,009.00	7,009.00	0.00	1.00	99.99
000-4110 SUPPLIES - OFFICE	1,100.00	31.38	31.38	0.00	1,068.62	2.85
000-4120 PROGRAM SUPPLIES	800.00	0.00	0.00	0.00	800.00	0.00
000-4160 SUPPLIES - EQUIPMENT	1,400.00	0.00	0.00	0.00	1,400.00	0.00
000-4310 TELEPHONE	1,400.00	0.00	0.00	0.00	1,400.00	0.00
000-4330 POSTAGE	2,900.00	251.76	251.76	0.00	2,648.24	8.68
000-4360 PUBLISHING	2,000.00	0.00	0.00	0.00	2,000.00	0.00
000-4370 INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00
000-4390 TRAVEL & TRAINING	0.00	0.00	0.00	0.00	0.00	0.00
000-4400 VEHICLE ALLOWANCE	300.00	0.00	0.00	0.00	300.00	0.00
000-4430 REPAIRS & MTNCE./EQUIPMENT	16,100.00	16,079.86	16,079.86	0.00	20.14	99.87
000-4480 FEES FOR SERVICE	0.00	0.00	0.00	0.00	0.00	0.00
000-4520 OUTSIDE RENTAL - EQUIPMENT	300.00	427.50	427.50	0.00	-127.50	142.50
000-4530 OUTSIDE RENTAL-PROPERTY/BLDGS	0.00	0.00	0.00	0.00	0.00	0.00
000-4550 DUPLICATING COSTS	300.00	191.38	191.38	0.00	108.62	63.79
000-4640 EQUIPMENT - OTHER	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total ELECTIONS</b>	<b>119,810.00</b>	<b>23,990.88</b>	<b>23,990.88</b>	<b>0.00</b>	<b>95,819.12</b>	<b>20.02</b>

## Expenditure Status Report

CITY OF MAPLEWOOD  
1/1/2021 through 12/31/2021

**101 GENERAL FUND**

**401 POLICE**

<u>Account Number</u>	<u>Adjusted Appropriation</u>	<u>Expenditures</u>	<u>Year-to-date Expenditures</u>	<u>Year-to-date Encumbrances</u>	<u>Balance</u>	<u>Prct Used</u>
000-4010 WAGES/FULL-TIME EMPLOYEES	5,535,270.00	5,129,334.59	5,129,334.59	0.00	405,935.41	92.67
000-4011 OVERTIME PAY	390,000.00	457,399.21	457,399.21	0.00	-67,399.21	117.28
000-4020 WAGES/PART-TIME	63,580.00	16,388.91	16,388.91	0.00	47,191.09	25.78
000-4025 WAGES/TEMPORARY	12,000.00	9,858.25	9,858.25	0.00	2,141.75	82.15
000-4030 LEAVE BENEFITS	78,380.00	78,383.00	78,383.00	0.00	-3.00	100.00
000-4040 RETIREMENT BENEFITS	1,223,390.00	1,223,389.00	1,223,389.00	0.00	1.00	100.00
000-4050 INSURANCE BENEFITS	848,370.00	848,375.00	848,375.00	0.00	-5.00	100.00
000-4090 WORKERS' COMPENSATION	415,260.00	415,260.00	415,260.00	0.00	0.00	100.00
000-4110 SUPPLIES - OFFICE	13,200.00	4,831.08	4,831.08	0.00	8,368.92	36.60
000-4120 PROGRAM SUPPLIES	31,200.00	79,505.10	79,505.10	0.00	-48,305.10	254.82
000-4140 SUPPLIES - VEHICLE	3,100.00	809.77	809.77	0.00	2,290.23	26.12
000-4160 SUPPLIES - EQUIPMENT	95,600.00	114,360.87	114,360.87	0.00	-18,760.87	119.62
000-4165 SMALL EQUIPMENT	15,300.00	37,500.00	37,500.00	0.00	-22,200.00	245.10
000-4210 FUEL & OIL	94,000.00	51,273.35	51,273.35	0.00	42,726.65	54.55
000-4240 UNIFORMS & CLOTHING	68,200.00	88,910.72	88,910.72	0.00	-20,710.72	130.37
000-4290 MISCELLANEOUS COMMODITIES	27,600.00	2,996.98	2,996.98	0.00	24,603.02	10.86
000-4310 TELEPHONE	46,000.00	40,312.75	40,312.75	0.00	5,687.25	87.64
000-4330 POSTAGE	2,100.00	2,600.67	2,600.67	0.00	-500.67	123.84
000-4370 INSURANCE	73,000.00	72,999.97	72,999.97	0.00	0.03	100.00
000-4380 SUBSCRIPTIONS & MEMBERSHIPS	6,100.00	29,718.08	29,718.08	0.00	-23,618.08	487.18
000-4390 TRAVEL & TRAINING	60,200.00	81,449.79	81,449.79	0.00	-21,249.79	135.30
000-4391 EDUCATION REIMBURSEMENTS	0.00	0.00	0.00	0.00	0.00	0.00
000-4400 VEHICLE ALLOWANCE	0.00	210.56	210.56	0.00	-210.56	0.00
000-4420 REPAIR & MAINT/VEHICLE	103,100.00	62,697.93	62,697.93	0.00	40,402.07	60.81
000-4430 REPAIRS & MTNCE./EQUIPMENT	25,000.00	4,789.62	4,789.62	0.00	20,210.38	19.16
000-4440 REPAIR & MAINT/RADIO	5,200.00	8,053.44	8,053.44	0.00	-2,853.44	154.87
000-4475 FEES FOR DISPATCHING	365,500.00	325,892.71	325,892.71	0.00	39,607.29	89.16
000-4480 FEES FOR SERVICE	317,800.00	237,419.34	237,419.34	0.00	80,380.66	74.71
000-4482 PROSECUTION FEES	198,000.00	195,000.00	195,000.00	0.00	3,000.00	98.48
000-4490 FEES - CONSULTING	0.00	0.00	0.00	0.00	0.00	0.00
000-4520 OUTSIDE RENTAL - EQUIPMENT	0.00	1,963.50	1,963.50	0.00	-1,963.50	0.00
000-4530 OUTSIDE RENTAL-PROPERTY/BLDGS	0.00	0.00	0.00	0.00	0.00	0.00



## Expenditure Status Report

CITY OF MAPLEWOOD  
1/1/2021 through 12/31/2021

101 GENERAL FUND

401 POLICE

<i>Account Number</i>	<i>Adjusted Appropriation</i>	<i>Expenditures</i>	<i>Year-to-date Expenditures</i>	<i>Year-to-date Encumbrances</i>	<i>Balance</i>	<i>Prct Used</i>
000-4540 INTERNAL RENTAL - VEHICLE	0.00	0.00	0.00	0.00	0.00	0.00
000-4550 DUPLICATING COSTS	11,300.00	7,436.22	7,436.22	0.00	3,863.78	65.81
000-4580 INTERNAL I. T. CHARGES	286,000.00	285,999.97	285,999.97	0.00	0.03	100.00
000-4610 VEHICLES	0.00	0.00	0.00	0.00	0.00	0.00
000-4630 EQUIPMENT - OFFICE	0.00	0.00	0.00	0.00	0.00	0.00
000-4640 EQUIPMENT - OTHER	0.00	0.00	0.00	0.00	0.00	0.00
000-4730 BUILDING IMPROVEMENT	0.00	0.00	0.00	0.00	0.00	0.00
000-4940 CASH OVER & SHORT	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total POLICE</b>	10,413,750.00	9,915,120.38	9,915,120.38	0.00	498,629.62	95.21

## Expenditure Status Report

CITY OF MAPLEWOOD  
1/1/2021 through 12/31/2021

**101 GENERAL FUND**

**404 FIRE**

<u>Account Number</u>	<u>Adjusted Appropriation</u>	<u>Expenditures</u>	<u>Year-to-date Expenditures</u>	<u>Year-to-date Encumbrances</u>	<u>Balance</u>	<u>Prct Used</u>
000-4010 WAGES/FULL-TIME EMPLOYEES	1,047,790.00	1,047,273.21	1,047,273.21	0.00	516.79	99.95
000-4011 OVERTIME PAY	140,000.00	244,140.71	244,140.71	0.00	-104,140.71	174.39
000-4020 WAGES/PART-TIME	27,970.00	53,488.71	53,488.71	0.00	-25,518.71	191.24
000-4025 WAGES/TEMPORARY	5,000.00	2,771.93	2,771.93	0.00	2,228.07	55.44
000-4030 LEAVE BENEFITS	15,060.00	15,060.00	15,060.00	0.00	0.00	100.00
000-4040 RETIREMENT BENEFITS	258,220.00	258,217.00	258,217.00	0.00	3.00	100.00
000-4050 INSURANCE BENEFITS	172,070.00	172,069.00	172,069.00	0.00	1.00	100.00
000-4060 FIREFIGHTERS PENSION BENEFITS	0.00	0.00	0.00	0.00	0.00	0.00
000-4090 WORKERS' COMPENSATION	116,640.00	116,640.00	116,640.00	0.00	0.00	100.00
000-4110 SUPPLIES - OFFICE	2,000.00	1,414.88	1,414.88	0.00	585.12	70.74
000-4120 PROGRAM SUPPLIES	10,000.00	10,471.36	10,471.36	0.00	-471.36	104.71
000-4130 SUPPLIES - JANITORIAL	2,200.00	2,426.30	2,426.30	0.00	-226.30	110.29
000-4140 SUPPLIES - VEHICLE	500.00	109.04	109.04	0.00	390.96	21.81
000-4160 SUPPLIES - EQUIPMENT	58,000.00	21,351.63	21,351.63	0.00	36,648.37	36.81
000-4165 SMALL EQUIPMENT	35,000.00	41,130.02	41,130.02	0.00	-6,130.02	117.51
000-4170 BOOKS	1,000.00	824.45	824.45	0.00	175.55	82.45
000-4180 MAINTENANCE MATERIALS	0.00	318.94	318.94	0.00	-318.94	0.00
000-4190 CHEMICALS	0.00	0.00	0.00	0.00	0.00	0.00
000-4210 FUEL & OIL	20,000.00	12,517.75	12,517.75	0.00	7,482.25	62.59
000-4220 SIGNS & SIGNALS	0.00	0.00	0.00	0.00	0.00	0.00
000-4230 SMALL TOOLS	0.00	0.00	0.00	0.00	0.00	0.00
000-4240 UNIFORMS & CLOTHING	24,000.00	25,947.00	25,947.00	0.00	-1,947.00	108.11
000-4290 MISCELLANEOUS COMMODITIES	0.00	0.00	0.00	0.00	0.00	0.00
000-4310 TELEPHONE	11,000.00	11,572.39	11,572.39	0.00	-572.39	105.20
000-4320 UTILITIES	30,000.00	27,210.95	27,210.95	0.00	2,789.05	90.70
000-4330 POSTAGE	500.00	312.53	312.53	0.00	187.47	62.51
000-4360 PUBLISHING	0.00	0.00	0.00	0.00	0.00	0.00
000-4370 INSURANCE	21,300.00	21,300.00	21,300.00	0.00	0.00	100.00
000-4380 SUBSCRIPTIONS & MEMBERSHIPS	3,500.00	10,389.14	10,389.14	0.00	-6,889.14	296.83
000-4390 TRAVEL & TRAINING	46,650.00	52,158.87	52,158.87	0.00	-5,508.87	111.81
000-4391 EDUCATION REIMBURSEMENTS	0.00	0.00	0.00	0.00	0.00	0.00
000-4400 VEHICLE ALLOWANCE	0.00	0.00	0.00	0.00	0.00	0.00

## Expenditure Status Report

CITY OF MAPLEWOOD  
1/1/2021 through 12/31/2021

**101 GENERAL FUND**

**404 FIRE**

<i>Account Number</i>	<i>Adjusted Appropriation</i>	<i>Expenditures</i>	<i>Year-to-date Expenditures</i>	<i>Year-to-date Encumbrances</i>	<i>Balance</i>	<i>Prct Used</i>
000-4410 REPAIR & MAINT/BUILDINGS	15,000.00	18,091.32	18,091.32	0.00	-3,091.32	120.61
000-4420 REPAIR & MAINT/VEHICLE	73,500.00	39,962.22	39,962.22	0.00	33,537.78	54.37
000-4430 REPAIRS & MTNCE./EQUIPMENT	11,000.00	14,213.28	14,213.28	0.00	-3,213.28	129.21
000-4440 REPAIR & MAINT/RADIO	4,000.00	1,637.51	1,637.51	0.00	2,362.49	40.94
000-4475 FEES FOR DISPATCHING	72,000.00	64,205.68	64,205.68	0.00	7,794.32	89.17
000-4480 FEES FOR SERVICE	110,850.00	45,435.87	45,435.87	0.00	65,414.13	40.99
000-4520 OUTSIDE RENTAL - EQUIPMENT	300.00	2,416.03	2,416.03	0.00	-2,116.03	805.34
000-4540 INTERNAL RENTAL - VEHICLE	0.00	0.00	0.00	0.00	0.00	0.00
000-4550 DUPLICATING COSTS	4,000.00	2,123.56	2,123.56	0.00	1,876.44	53.09
000-4580 INTERNAL I. T. CHARGES	74,000.00	74,000.03	74,000.03	0.00	-0.03	100.00
000-4610 VEHICLES	0.00	0.00	0.00	0.00	0.00	0.00
000-4630 EQUIPMENT - OFFICE	0.00	0.00	0.00	0.00	0.00	0.00
000-4640 EQUIPMENT - OTHER	0.00	0.00	0.00	0.00	0.00	0.00
000-4730 BUILDING IMPROVEMENT	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total FIRE</b>	<b>2,413,050.00</b>	<b>2,411,201.31</b>	<b>2,411,201.31</b>	<b>0.00</b>	<b>1,848.69</b>	<b>99.92</b>

## Expenditure Status Report

CITY OF MAPLEWOOD  
1/1/2021 through 12/31/2021

### 101 GENERAL FUND

### 413 EMERGENCY MANAGEMENT

<i>Account Number</i>	<i>Adjusted Appropriation</i>	<i>Expenditures</i>	<i>Year-to-date Expenditures</i>	<i>Year-to-date Encumbrances</i>	<i>Balance</i>	<i>Prct Used</i>
000-4020 WAGES/PART-TIME	0.00	0.00	0.00	0.00	0.00	0.00
000-4025 WAGES/TEMPORARY	0.00	0.00	0.00	0.00	0.00	0.00
000-4040 RETIREMENT BENEFITS	0.00	0.00	0.00	0.00	0.00	0.00
000-4110 SUPPLIES - OFFICE	0.00	183.82	183.82	0.00	-183.82	0.00
000-4120 PROGRAM SUPPLIES	0.00	434.68	434.68	0.00	-434.68	0.00
000-4160 SUPPLIES - EQUIPMENT	0.00	29,307.07	29,307.07	0.00	-29,307.07	0.00
000-4165 SMALL EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00
000-4210 FUEL & OIL	0.00	0.00	0.00	0.00	0.00	0.00
000-4240 UNIFORMS & CLOTHING	0.00	0.00	0.00	0.00	0.00	0.00
000-4310 TELEPHONE	400.00	0.00	0.00	0.00	400.00	0.00
000-4320 UTILITIES	600.00	541.20	541.20	0.00	58.80	90.20
000-4330 POSTAGE	0.00	1.41	1.41	0.00	-1.41	0.00
000-4370 INSURANCE	500.00	500.03	500.03	0.00	-0.03	100.01
000-4380 SUBSCRIPTIONS & MEMBERSHIPS	300.00	0.00	0.00	0.00	300.00	0.00
000-4390 TRAVEL & TRAINING	500.00	0.00	0.00	0.00	500.00	0.00
000-4400 VEHICLE ALLOWANCE	0.00	0.00	0.00	0.00	0.00	0.00
000-4420 REPAIR & MAINT/VEHICLE	0.00	0.00	0.00	0.00	0.00	0.00
000-4430 REPAIRS & MTNCE./EQUIPMENT	7,500.00	7,184.13	7,184.13	0.00	315.87	95.79
000-4480 FEES FOR SERVICE	0.00	37,673.15	37,673.15	0.00	-37,673.15	0.00
000-4550 DUPLICATING COSTS	0.00	0.00	0.00	0.00	0.00	0.00
000-4640 EQUIPMENT - OTHER	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total EMERGENCY MANAGEMENT</b>	<b>9,800.00</b>	<b>75,825.49</b>	<b>75,825.49</b>	<b>0.00</b>	<b>-66,025.49</b>	<b>773.73</b>

## Expenditure Status Report

CITY OF MAPLEWOOD  
1/1/2021 through 12/31/2021

### 101 GENERAL FUND

### 501 PUBLIC WORKS ADMINISTRATION

<i>Account Number</i>	<i>Adjusted Appropriation</i>	<i>Expenditures</i>	<i>Year-to-date Expenditures</i>	<i>Year-to-date Encumbrances</i>	<i>Balance</i>	<i>Prct Used</i>
000-4010 WAGES/FULL-TIME EMPLOYEES	116,500.00	119,729.73	119,729.73	0.00	-3,229.73	102.77
000-4011 OVERTIME PAY	0.00	50.83	50.83	0.00	-50.83	0.00
000-4020 WAGES/PART-TIME	0.00	0.00	0.00	0.00	0.00	0.00
000-4025 WAGES/TEMPORARY	0.00	0.00	0.00	0.00	0.00	0.00
000-4030 LEAVE BENEFITS	1,630.00	1,632.00	1,632.00	0.00	-2.00	100.12
000-4040 RETIREMENT BENEFITS	21,100.00	21,097.00	21,097.00	0.00	3.00	99.99
000-4050 INSURANCE BENEFITS	21,520.00	21,517.00	21,517.00	0.00	3.00	99.99
000-4110 SUPPLIES - OFFICE	3,000.00	2,319.73	2,319.73	0.00	680.27	77.32
000-4120 PROGRAM SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00
000-4160 SUPPLIES - EQUIPMENT	3,000.00	288.56	288.56	0.00	2,711.44	9.62
000-4165 SMALL EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00
000-4170 BOOKS	0.00	0.00	0.00	0.00	0.00	0.00
000-4210 FUEL & OIL	0.00	0.00	0.00	0.00	0.00	0.00
000-4290 MISCELLANEOUS COMMODITIES	0.00	0.00	0.00	0.00	0.00	0.00
000-4310 TELEPHONE	200.00	154.81	154.81	0.00	45.19	77.41
000-4330 POSTAGE	5,000.00	3,354.87	3,354.87	0.00	1,645.13	67.10
000-4370 INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00
000-4380 SUBSCRIPTIONS & MEMBERSHIPS	3,200.00	3,097.32	3,097.32	0.00	102.68	96.79
000-4390 TRAVEL & TRAINING	4,000.00	150.00	150.00	0.00	3,850.00	3.75
000-4400 VEHICLE ALLOWANCE	500.00	520.00	520.00	0.00	-20.00	104.00
000-4430 REPAIRS & MTNCE./EQUIPMENT	1,000.00	0.00	0.00	0.00	1,000.00	0.00
000-4480 FEES FOR SERVICE	4,600.00	53,561.43	53,561.43	0.00	-48,961.43	1,164.38
000-4490 FEES - CONSULTING	6,000.00	0.00	0.00	0.00	6,000.00	0.00
000-4520 OUTSIDE RENTAL - EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00
000-4530 OUTSIDE RENTAL-PROPERTY/BLDGS	0.00	0.00	0.00	0.00	0.00	0.00
000-4550 DUPLICATING COSTS	6,400.00	4,840.80	4,840.80	0.00	1,559.20	75.64
000-4580 INTERNAL I. T. CHARGES	124,700.00	124,700.03	124,700.03	0.00	-0.03	100.00
000-4630 EQUIPMENT - OFFICE	0.00	0.00	0.00	0.00	0.00	0.00
000-4710 LAND PURCHASE	0.00	0.00	0.00	0.00	0.00	0.00
000-4730 BUILDING IMPROVEMENT	0.00	0.00	0.00	0.00	0.00	0.00
000-4759 OTHER CONSTRUCTION COSTS	0.00	0.00	0.00	0.00	0.00	0.00
000-4940 CASH OVER & SHORT	0.00	0.00	0.00	0.00	0.00	0.00

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Expenditure Status Report  
  
CITY OF MAPLEWOOD  
1/1/2021 through 12/31/2021

101 GENERAL FUND  
  
501 PUBLIC WORKS ADMINISTRATION

<u>Account Number</u>	<u>Adjusted Appropriation</u>	<u>Expenditures</u>	<u>Year-to-date Expenditures</u>	<u>Year-to-date Encumbrances</u>	<u>Balance</u>	<u>Prct Used</u>
000-4945 UNCOLLECTIBLE CHECKS	0.00	0.00	0.00	0.00	0.00	0.00
Total PUBLIC WORKS ADMINISTRATION	322,350.00	357,014.11	357,014.11	0.00	-34,664.11	110.75

## Expenditure Status Report

CITY OF MAPLEWOOD  
1/1/2021 through 12/31/2021

### 101 GENERAL FUND

### 502 STREET MAINTAINANCE

<i>Account Number</i>	<i>Adjusted Appropriation</i>	<i>Expenditures</i>	<i>Year-to-date Expenditures</i>	<i>Year-to-date Encumbrances</i>	<i>Balance</i>	<i>Prct Used</i>
000-4010 WAGES/FULL-TIME EMPLOYEES	318,610.00	306,538.75	306,538.75	0.00	12,071.25	96.21
000-4011 OVERTIME PAY	5,000.00	8,300.26	8,300.26	0.00	-3,300.26	166.01
000-4020 WAGES/PART-TIME	0.00	0.00	0.00	0.00	0.00	0.00
000-4025 WAGES/TEMPORARY	7,200.00	0.00	0.00	0.00	7,200.00	0.00
000-4030 LEAVE BENEFITS	4,460.00	4,463.00	4,463.00	0.00	-3.00	100.07
000-4040 RETIREMENT BENEFITS	57,730.00	57,732.00	57,732.00	0.00	-2.00	100.00
000-4050 INSURANCE BENEFITS	67,220.00	67,223.00	67,223.00	0.00	-3.00	100.00
000-4090 WORKERS' COMPENSATION	103,980.00	103,980.00	103,980.00	0.00	0.00	100.00
000-4120 PROGRAM SUPPLIES	1,000.00	0.00	0.00	0.00	1,000.00	0.00
000-4140 SUPPLIES - VEHICLE	0.00	0.00	0.00	0.00	0.00	0.00
000-4160 SUPPLIES - EQUIPMENT	4,000.00	3,105.80	3,105.80	0.00	894.20	77.65
000-4165 SMALL EQUIPMENT	6,000.00	6,899.00	6,899.00	0.00	-899.00	114.98
000-4180 MAINTENANCE MATERIALS	100,000.00	100,363.21	100,363.21	0.00	-363.21	100.36
000-4190 CHEMICALS	0.00	0.00	0.00	0.00	0.00	0.00
000-4210 FUEL & OIL	28,000.00	17,256.21	17,256.21	0.00	10,743.79	61.63
000-4220 SIGNS & SIGNALS	10,000.00	14,659.43	14,659.43	0.00	-4,659.43	146.59
000-4230 SMALL TOOLS	500.00	391.74	391.74	0.00	108.26	78.35
000-4240 UNIFORMS & CLOTHING	10,000.00	9,747.24	9,747.24	0.00	252.76	97.47
000-4290 MISCELLANEOUS COMMODITIES	0.00	0.00	0.00	0.00	0.00	0.00
000-4310 TELEPHONE	10,500.00	7,143.97	7,143.97	0.00	3,356.03	68.04
000-4320 UTILITIES	0.00	0.00	0.00	0.00	0.00	0.00
000-4370 INSURANCE	25,000.00	24,999.97	24,999.97	0.00	0.03	100.00
000-4380 SUBSCRIPTIONS & MEMBERSHIPS	100.00	0.00	0.00	0.00	100.00	0.00
000-4390 TRAVEL & TRAINING	3,000.00	120.00	120.00	0.00	2,880.00	4.00
000-4400 VEHICLE ALLOWANCE	0.00	0.00	0.00	0.00	0.00	0.00
000-4430 REPAIRS & MTNCE./EQUIPMENT	1,000.00	0.00	0.00	0.00	1,000.00	0.00
000-4480 FEES FOR SERVICE	35,000.00	25,177.58	25,177.58	0.00	9,822.42	71.94
000-4490 FEES - CONSULTING	0.00	0.00	0.00	0.00	0.00	0.00
000-4520 OUTSIDE RENTAL - EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00
000-4530 OUTSIDE RENTAL-PROPERTY/BLDGS	3,000.00	0.00	0.00	0.00	3,000.00	0.00
000-4540 INTERNAL RENTAL - VEHICLE	170,000.00	170,000.03	170,000.03	0.00	-0.03	100.00
000-4610 VEHICLES	0.00	0.00	0.00	0.00	0.00	0.00

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Periods: 0 through 13

Expenditure Status Report  
  
CITY OF MAPLEWOOD  
1/1/2021 through 12/31/2021

101 GENERAL FUND  
  
502 STREET MAINTAINANCE

<i>Account Number</i>	<i>Adjusted Appropriation</i>	<i>Expenditures</i>	<i>Year-to-date Expenditures</i>	<i>Year-to-date Encumbrances</i>	<i>Balance</i>	<i>Prct Used</i>
000-4630 EQUIPMENT - OFFICE	0.00	0.00	0.00	0.00	0.00	0.00
000-4640 EQUIPMENT - OTHER	0.00	0.00	0.00	0.00	0.00	0.00
000-4710 LAND PURCHASE	0.00	0.00	0.00	0.00	0.00	0.00
000-4730 BUILDING IMPROVEMENT	0.00	0.00	0.00	0.00	0.00	0.00
000-4759 OTHER CONSTRUCTION COSTS	0.00	0.00	0.00	0.00	0.00	0.00
000-4975 SMALL LIABILITY CLAIMS	0.00	0.00	0.00	0.00	0.00	0.00
Total STREET MAINTAINANCE	971,300.00	928,101.19	928,101.19	0.00	43,198.81	95.55



## Expenditure Status Report

CITY OF MAPLEWOOD  
1/1/2021 through 12/31/2021

### 101 GENERAL FUND

### 503 ENGINEERING

<i>Account Number</i>	<i>Adjusted Appropriation</i>	<i>Expenditures</i>	<i>Year-to-date Expenditures</i>	<i>Year-to-date Encumbrances</i>	<i>Balance</i>	<i>Prct Used</i>
000-4010 WAGES/FULL-TIME EMPLOYEES	388,270.00	397,719.68	397,719.68	0.00	-9,449.68	102.43
000-4011 OVERTIME PAY	25,000.00	927.39	927.39	0.00	24,072.61	3.71
000-4020 WAGES/PART-TIME	0.00	0.00	0.00	0.00	0.00	0.00
000-4025 WAGES/TEMPORARY	20,000.00	8,128.00	8,128.00	0.00	11,872.00	40.64
000-4030 LEAVE BENEFITS	5,440.00	5,437.00	5,437.00	0.00	3.00	99.94
000-4040 RETIREMENT BENEFITS	72,170.00	72,169.00	72,169.00	0.00	1.00	100.00
000-4050 INSURANCE BENEFITS	67,770.00	67,775.00	67,775.00	0.00	-5.00	100.01
000-4160 SUPPLIES - EQUIPMENT	1,500.00	322.79	322.79	0.00	1,177.21	21.52
000-4165 SMALL EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00
000-4170 BOOKS	0.00	0.00	0.00	0.00	0.00	0.00
000-4230 SMALL TOOLS	1,000.00	45.03	45.03	0.00	954.97	4.50
000-4240 UNIFORMS & CLOTHING	1,000.00	454.13	454.13	0.00	545.87	45.41
000-4290 MISCELLANEOUS COMMODITIES	2,000.00	0.00	0.00	0.00	2,000.00	0.00
000-4310 TELEPHONE	5,000.00	3,767.70	3,767.70	0.00	1,232.30	75.35
000-4360 PUBLISHING	0.00	0.00	0.00	0.00	0.00	0.00
000-4370 INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00
000-4380 SUBSCRIPTIONS & MEMBERSHIPS	500.00	288.00	288.00	0.00	212.00	57.60
000-4390 TRAVEL & TRAINING	4,000.00	2,049.75	2,049.75	0.00	1,950.25	51.24
000-4391 EDUCATION REIMBURSEMENTS	0.00	0.00	0.00	0.00	0.00	0.00
000-4400 VEHICLE ALLOWANCE	200.00	520.00	520.00	0.00	-320.00	260.00
000-4430 REPAIRS & MTNCE./EQUIPMENT	8,000.00	2,000.00	2,000.00	0.00	6,000.00	25.00
000-4480 FEES FOR SERVICE	12,000.00	2,643.50	2,643.50	0.00	9,356.50	22.03
000-4490 FEES - CONSULTING	12,000.00	2,639.64	2,639.64	0.00	9,360.36	22.00
000-4520 OUTSIDE RENTAL - EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00
000-4540 INTERNAL RENTAL - VEHICLE	30,000.00	30,000.00	30,000.00	0.00	0.00	100.00
000-4610 VEHICLES	0.00	0.00	0.00	0.00	0.00	0.00
000-4630 EQUIPMENT - OFFICE	0.00	0.00	0.00	0.00	0.00	0.00
000-4640 EQUIPMENT - OTHER	0.00	0.00	0.00	0.00	0.00	0.00
000-4761 LEGAL & FISCAL	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total ENGINEERING</b>	<b>655,850.00</b>	<b>596,886.61</b>	<b>596,886.61</b>	<b>0.00</b>	<b>58,963.39</b>	<b>91.01</b>

## Expenditure Status Report

CITY OF MAPLEWOOD  
1/1/2021 through 12/31/2021

**101 GENERAL FUND**

**514 SNOW AND ICE CONTROL**

<u>Account Number</u>	<u>Adjusted Appropriation</u>	<u>Expenditures</u>	<u>Year-to-date Expenditures</u>	<u>Year-to-date Encumbrances</u>	<u>Balance</u>	<u>Prct Used</u>
000-4010 WAGES/FULL-TIME EMPLOYEES	144,250.00	161,010.35	161,010.35	0.00	-16,760.35	111.62
000-4011 OVERTIME PAY	30,000.00	22,084.19	22,084.19	0.00	7,915.81	73.61
000-4020 WAGES/PART-TIME	0.00	0.00	0.00	0.00	0.00	0.00
000-4025 WAGES/TEMPORARY	0.00	0.00	0.00	0.00	0.00	0.00
000-4030 LEAVE BENEFITS	2,020.00	2,017.00	2,017.00	0.00	3.00	99.85
000-4040 RETIREMENT BENEFITS	29,970.00	29,975.00	29,975.00	0.00	-5.00	100.02
000-4050 INSURANCE BENEFITS	31,880.00	31,883.00	31,883.00	0.00	-3.00	100.01
000-4120 PROGRAM SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00
000-4140 SUPPLIES - VEHICLE	0.00	0.00	0.00	0.00	0.00	0.00
000-4160 SUPPLIES - EQUIPMENT	5,000.00	338.60	338.60	0.00	4,661.40	6.77
000-4165 SMALL EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00
000-4180 MAINTENANCE MATERIALS	90,000.00	63,198.32	63,198.32	0.00	26,801.68	70.22
000-4190 CHEMICALS	0.00	0.00	0.00	0.00	0.00	0.00
000-4210 FUEL & OIL	0.00	0.00	0.00	0.00	0.00	0.00
000-4220 SIGNS & SIGNALS	0.00	0.00	0.00	0.00	0.00	0.00
000-4230 SMALL TOOLS	0.00	22.99	22.99	0.00	-22.99	0.00
000-4240 UNIFORMS & CLOTHING	400.00	0.00	0.00	0.00	400.00	0.00
000-4290 MISCELLANEOUS COMMODITIES	0.00	0.00	0.00	0.00	0.00	0.00
000-4310 TELEPHONE	300.00	1,034.75	1,034.75	0.00	-734.75	344.92
000-4320 UTILITIES	0.00	0.00	0.00	0.00	0.00	0.00
000-4370 INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00
000-4380 SUBSCRIPTIONS & MEMBERSHIPS	0.00	0.00	0.00	0.00	0.00	0.00
000-4390 TRAVEL & TRAINING	2,500.00	2,100.00	2,100.00	0.00	400.00	84.00
000-4400 VEHICLE ALLOWANCE	0.00	0.00	0.00	0.00	0.00	0.00
000-4430 REPAIRS & MTNCE./EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00
000-4480 FEES FOR SERVICE	3,000.00	669.29	669.29	0.00	2,330.71	22.31
000-4490 FEES - CONSULTING	0.00	0.00	0.00	0.00	0.00	0.00
000-4520 OUTSIDE RENTAL - EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00
000-4540 INTERNAL RENTAL - VEHICLE	200,000.00	200,000.03	200,000.03	0.00	-0.03	100.00
000-4610 VEHICLES	0.00	0.00	0.00	0.00	0.00	0.00
000-4630 EQUIPMENT - OFFICE	0.00	0.00	0.00	0.00	0.00	0.00
000-4640 EQUIPMENT - OTHER	0.00	0.00	0.00	0.00	0.00	0.00

## Expenditure Status Report

CITY OF MAPLEWOOD  
1/1/2021 through 12/31/2021

101 GENERAL FUND

514 SNOW AND ICE CONTROL

<u>Account Number</u>	<u>Adjusted Appropriation</u>	<u>Expenditures</u>	<u>Year-to-date Expenditures</u>	<u>Year-to-date Encumbrances</u>	<u>Balance</u>	<u>Prct Used</u>
000-4710 LAND PURCHASE	0.00	0.00	0.00	0.00	0.00	0.00
000-4730 BUILDING IMPROVEMENT	0.00	0.00	0.00	0.00	0.00	0.00
000-4759 OTHER CONSTRUCTION COSTS	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total SNOW AND ICE CONTROL</b>	539,320.00	514,333.52	514,333.52	0.00	24,986.48	95.37

## Expenditure Status Report

CITY OF MAPLEWOOD  
1/1/2021 through 12/31/2021

**101 GENERAL FUND**

**516 FORESTRY**

<b>Account Number</b>	<b>Adjusted Appropriation</b>	<b>Expenditures</b>	<b>Year-to-date Expenditures</b>	<b>Year-to-date Encumbrances</b>	<b>Balance</b>	<b>Prct Used</b>
000-4010 WAGES/FULL-TIME EMPLOYEES	100,240.00	104,590.87	104,590.87	0.00	-4,350.87	104.34
000-4011 OVERTIME PAY	0.00	1,603.70	1,603.70	0.00	-1,603.70	0.00
000-4020 WAGES/PART-TIME	0.00	0.00	0.00	0.00	0.00	0.00
000-4030 LEAVE BENEFITS	1,400.00	1,403.00	1,403.00	0.00	-3.00	100.21
000-4040 RETIREMENT BENEFITS	17,760.00	17,760.00	17,760.00	0.00	0.00	100.00
000-4050 INSURANCE BENEFITS	21,900.00	21,900.00	21,900.00	0.00	0.00	100.00
000-4140 SUPPLIES - VEHICLE	0.00	0.00	0.00	0.00	0.00	0.00
000-4160 SUPPLIES - EQUIPMENT	2,000.00	2,790.08	2,790.08	0.00	-790.08	139.50
000-4165 SMALL EQUIPMENT	2,000.00	2,300.00	2,300.00	0.00	-300.00	115.00
000-4210 FUEL & OIL	0.00	0.00	0.00	0.00	0.00	0.00
000-4240 UNIFORMS & CLOTHING	0.00	0.00	0.00	0.00	0.00	0.00
000-4310 TELEPHONE	100.00	259.50	259.50	0.00	-159.50	259.50
000-4370 INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00
000-4390 TRAVEL & TRAINING	1,300.00	0.00	0.00	0.00	1,300.00	0.00
000-4420 REPAIR & MAINT/VEHICLE	0.00	0.00	0.00	0.00	0.00	0.00
000-4480 FEES FOR SERVICE	100,000.00	121,403.81	121,403.81	0.00	-21,403.81	121.40
000-4520 OUTSIDE RENTAL - EQUIPMENT	8,000.00	0.00	0.00	0.00	8,000.00	0.00
<b>Total FORESTRY</b>	<b>254,700.00</b>	<b>274,010.96</b>	<b>274,010.96</b>	<b>0.00</b>	<b>-19,310.96</b>	<b>107.58</b>

## Expenditure Status Report

CITY OF MAPLEWOOD  
1/1/2021 through 12/31/2021

**101 GENERAL FUND**

**601 PARKS & REC. ADMINISTRATION**

<i>Account Number</i>	<i>Adjusted Appropriation</i>	<i>Expenditures</i>	<i>Year-to-date Expenditures</i>	<i>Year-to-date Encumbrances</i>	<i>Balance</i>	<i>Prct Used</i>
000-4010 WAGES/FULL-TIME EMPLOYEES	198,760.00	203,068.46	203,068.46	0.00	-4,308.46	102.17
000-4011 OVERTIME PAY	5,000.00	0.00	0.00	0.00	5,000.00	0.00
000-4025 WAGES/TEMPORARY	17,000.00	31,384.75	31,384.75	0.00	-14,384.75	184.62
000-4030 LEAVE BENEFITS	2,780.00	2,783.00	2,783.00	0.00	-3.00	100.11
000-4040 RETIREMENT BENEFITS	39,900.00	39,900.00	39,900.00	0.00	0.00	100.00
000-4050 INSURANCE BENEFITS	24,000.00	24,000.00	24,000.00	0.00	0.00	100.00
000-4090 WORKERS' COMPENSATION	15,770.00	15,770.03	15,770.03	0.00	-0.03	100.00
000-4110 SUPPLIES - OFFICE	2,500.00	700.73	700.73	0.00	1,799.27	28.03
000-4120 PROGRAM SUPPLIES	2,500.00	1,723.72	1,723.72	0.00	776.28	68.95
000-4160 SUPPLIES - EQUIPMENT	300.00	1,765.93	1,765.93	0.00	-1,465.93	588.64
000-4165 SMALL EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00
000-4170 BOOKS	0.00	0.00	0.00	0.00	0.00	0.00
000-4310 TELEPHONE	1,900.00	3,242.99	3,242.99	0.00	-1,342.99	170.68
000-4330 POSTAGE	5,000.00	487.06	487.06	0.00	4,512.94	9.74
000-4360 PUBLISHING	1,000.00	125.00	125.00	0.00	875.00	12.50
000-4370 INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00
000-4380 SUBSCRIPTIONS & MEMBERSHIPS	1,000.00	1,010.00	1,010.00	0.00	-10.00	101.00
000-4390 TRAVEL & TRAINING	1,500.00	419.00	419.00	0.00	1,081.00	27.93
000-4400 VEHICLE ALLOWANCE	500.00	2,600.00	2,600.00	0.00	-2,100.00	520.00
000-4430 REPAIRS & MTNCE./EQUIPMENT	2,800.00	532.37	532.37	0.00	2,267.63	19.01
000-4480 FEES FOR SERVICE	10,000.00	3,341.55	3,341.55	0.00	6,658.45	33.42
000-4490 FEES - CONSULTING	2,000.00	0.00	0.00	0.00	2,000.00	0.00
000-4520 OUTSIDE RENTAL - EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00
000-4530 OUTSIDE RENTAL-PROPERTY/BLDGS	0.00	0.00	0.00	0.00	0.00	0.00
000-4540 INTERNAL RENTAL - VEHICLE	0.00	0.00	0.00	0.00	0.00	0.00
000-4550 DUPLICATING COSTS	2,700.00	3,366.92	3,366.92	0.00	-666.92	124.70
000-4580 INTERNAL I. T. CHARGES	20,700.00	20,700.00	20,700.00	0.00	0.00	100.00
000-4630 EQUIPMENT - OFFICE	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total PARKS &amp; REC. ADMINISTRATION</b>	<b>357,610.00</b>	<b>356,921.51</b>	<b>356,921.51</b>	<b>0.00</b>	<b>688.49</b>	<b>99.81</b>

## Expenditure Status Report

CITY OF MAPLEWOOD  
1/1/2021 through 12/31/2021

**101 GENERAL FUND**

**602 PARK MAINTENANCE**

<b>Account Number</b>	<b>Adjusted Appropriation</b>	<b>Expenditures</b>	<b>Year-to-date Expenditures</b>	<b>Year-to-date Encumbrances</b>	<b>Balance</b>	<b>Prct Used</b>
000-4010 WAGES/FULL-TIME EMPLOYEES	375,840.00	374,610.00	374,610.00	0.00	1,230.00	99.67
000-4011 OVERTIME PAY	8,000.00	8,263.60	8,263.60	0.00	-263.60	103.30
000-4025 WAGES/TEMPORARY	20,000.00	14,976.00	14,976.00	0.00	5,024.00	74.88
000-4030 LEAVE BENEFITS	5,260.00	5,257.00	5,257.00	0.00	3.00	99.94
000-4040 RETIREMENT BENEFITS	68,830.00	68,832.00	68,832.00	0.00	-2.00	100.00
000-4050 INSURANCE BENEFITS	79,030.00	79,032.00	79,032.00	0.00	-2.00	100.00
000-4090 WORKERS' COMPENSATION	23,650.00	23,649.97	23,649.97	0.00	0.03	100.00
000-4120 PROGRAM SUPPLIES	0.00	4,069.90	4,069.90	0.00	-4,069.90	0.00
000-4130 SUPPLIES - JANITORIAL	0.00	251.48	251.48	0.00	-251.48	0.00
000-4160 SUPPLIES - EQUIPMENT	15,000.00	13,506.22	13,506.22	0.00	1,493.78	90.04
000-4165 SMALL EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00
000-4170 BOOKS	0.00	0.00	0.00	0.00	0.00	0.00
000-4180 MAINTENANCE MATERIALS	40,000.00	41,708.68	41,708.68	0.00	-1,708.68	104.27
000-4210 FUEL & OIL	20,000.00	14,361.22	14,361.22	0.00	5,638.78	71.81
000-4220 SIGNS & SIGNALS	0.00	0.00	0.00	0.00	0.00	0.00
000-4230 SMALL TOOLS	500.00	279.35	279.35	0.00	220.65	55.87
000-4240 UNIFORMS & CLOTHING	6,000.00	6,614.24	6,614.24	0.00	-614.24	110.24
000-4290 MISCELLANEOUS COMMODITIES	0.00	0.00	0.00	0.00	0.00	0.00
000-4310 TELEPHONE	3,300.00	3,257.07	3,257.07	0.00	42.93	98.70
000-4320 UTILITIES	58,000.00	70,096.02	70,096.02	0.00	-12,096.02	120.86
000-4370 INSURANCE	23,000.00	23,000.03	23,000.03	0.00	-0.03	100.00
000-4380 SUBSCRIPTIONS & MEMBERSHIPS	0.00	0.00	0.00	0.00	0.00	0.00
000-4390 TRAVEL & TRAINING	3,000.00	3,590.00	3,590.00	0.00	-590.00	119.67
000-4400 VEHICLE ALLOWANCE	0.00	0.00	0.00	0.00	0.00	0.00
000-4410 REPAIR & MAINT/BUILDINGS	0.00	400.00	400.00	0.00	-400.00	0.00
000-4420 REPAIR & MAINT/VEHICLE	5,000.00	0.00	0.00	0.00	5,000.00	0.00
000-4430 REPAIRS & MTNCE./EQUIPMENT	0.00	502.94	502.94	0.00	-502.94	0.00
000-4480 FEES FOR SERVICE	49,000.00	62,081.56	62,081.56	0.00	-13,081.56	126.70
000-4490 FEES - CONSULTING	0.00	0.00	0.00	0.00	0.00	0.00
000-4520 OUTSIDE RENTAL - EQUIPMENT	1,500.00	1,910.56	1,910.56	0.00	-410.56	127.37
000-4540 INTERNAL RENTAL - VEHICLE	198,000.00	198,000.00	198,000.00	0.00	0.00	100.00
000-4610 VEHICLES	0.00	0.00	0.00	0.00	0.00	0.00

## Expenditure Status Report

CITY OF MAPLEWOOD  
1/1/2021 through 12/31/2021

101 GENERAL FUND

602 PARK MAINTENANCE

<u>Account Number</u>	<u>Adjusted Appropriation</u>	<u>Expenditures</u>	<u>Year-to-date Expenditures</u>	<u>Year-to-date Encumbrances</u>	<u>Balance</u>	<u>Prct Used</u>
000-4630 EQUIPMENT - OFFICE	0.00	0.00	0.00	0.00	0.00	0.00
000-4640 EQUIPMENT - OTHER	0.00	0.00	0.00	0.00	0.00	0.00
000-4720 LAND IMPROVEMENT	0.00	0.00	0.00	0.00	0.00	0.00
000-4730 BUILDING IMPROVEMENT	0.00	0.00	0.00	0.00	0.00	0.00
000-4970 JUDGEMENTS & LOSSES	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total PARK MAINTENANCE</b>	1,002,910.00	1,018,249.84	1,018,249.84	0.00	-15,339.84	101.53

## Expenditure Status Report

CITY OF MAPLEWOOD  
1/1/2021 through 12/31/2021

**101 GENERAL FUND**

**604 NATURE CENTER**

<u>Account Number</u>	<u>Adjusted Appropriation</u>	<u>Expenditures</u>	<u>Year-to-date Expenditures</u>	<u>Year-to-date Encumbrances</u>	<u>Balance</u>	<u>Prct Used</u>
000-4010 WAGES/FULL-TIME EMPLOYEES	0.00	0.00	0.00	0.00	0.00	0.00
000-4011 OVERTIME PAY	0.00	0.00	0.00	0.00	0.00	0.00
000-4020 WAGES/PART-TIME	0.00	0.00	0.00	0.00	0.00	0.00
000-4025 WAGES/TEMPORARY	0.00	0.00	0.00	0.00	0.00	0.00
000-4030 LEAVE BENEFITS	0.00	0.00	0.00	0.00	0.00	0.00
000-4040 RETIREMENT BENEFITS	0.00	0.00	0.00	0.00	0.00	0.00
000-4050 INSURANCE BENEFITS	0.00	0.00	0.00	0.00	0.00	0.00
000-4110 SUPPLIES - OFFICE	0.00	0.00	0.00	0.00	0.00	0.00
000-4120 PROGRAM SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00
000-4130 SUPPLIES - JANITORIAL	0.00	0.00	0.00	0.00	0.00	0.00
000-4160 SUPPLIES - EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00
000-4165 SMALL EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00
000-4170 BOOKS	0.00	0.00	0.00	0.00	0.00	0.00
000-4180 MAINTENANCE MATERIALS	0.00	0.00	0.00	0.00	0.00	0.00
000-4190 CHEMICALS	0.00	0.00	0.00	0.00	0.00	0.00
000-4210 FUEL & OIL	0.00	0.00	0.00	0.00	0.00	0.00
000-4220 SIGNS & SIGNALS	0.00	0.00	0.00	0.00	0.00	0.00
000-4230 SMALL TOOLS	0.00	0.00	0.00	0.00	0.00	0.00
000-4240 UNIFORMS & CLOTHING	0.00	0.00	0.00	0.00	0.00	0.00
000-4290 MISCELLANEOUS COMMODITIES	0.00	0.00	0.00	0.00	0.00	0.00
000-4310 TELEPHONE	0.00	1,116.84	1,116.84	0.00	-1,116.84	0.00
000-4320 UTILITIES	1,700.00	3,781.68	3,781.68	0.00	-2,081.68	222.45
000-4330 POSTAGE	0.00	0.00	0.00	0.00	0.00	0.00
000-4360 PUBLISHING	0.00	0.00	0.00	0.00	0.00	0.00
000-4370 INSURANCE	6,000.00	6,000.00	6,000.00	0.00	0.00	100.00
000-4380 SUBSCRIPTIONS & MEMBERSHIPS	0.00	0.00	0.00	0.00	0.00	0.00
000-4390 TRAVEL & TRAINING	0.00	0.00	0.00	0.00	0.00	0.00
000-4391 EDUCATION REIMBURSEMENTS	0.00	0.00	0.00	0.00	0.00	0.00
000-4400 VEHICLE ALLOWANCE	0.00	0.00	0.00	0.00	0.00	0.00
000-4410 REPAIR & MAINT/BUILDINGS	0.00	0.00	0.00	0.00	0.00	0.00
000-4430 REPAIRS & MTNCE./EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00
000-4480 FEES FOR SERVICE	0.00	342.04	342.04	0.00	-342.04	0.00



## Expenditure Status Report

CITY OF MAPLEWOOD  
1/1/2021 through 12/31/2021

101 GENERAL FUND

604 NATURE CENTER

<u>Account Number</u>	<u>Adjusted Appropriation</u>	<u>Expenditures</u>	<u>Year-to-date Expenditures</u>	<u>Year-to-date Encumbrances</u>	<u>Balance</u>	<u>Prct Used</u>
000-4520 OUTSIDE RENTAL - EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00
000-4530 OUTSIDE RENTAL-PROPERTY/BLDGS	0.00	0.00	0.00	0.00	0.00	0.00
000-4540 INTERNAL RENTAL - VEHICLE	0.00	0.00	0.00	0.00	0.00	0.00
000-4550 DUPLICATING COSTS	0.00	1,221.69	1,221.69	0.00	-1,221.69	0.00
000-4630 EQUIPMENT - OFFICE	0.00	0.00	0.00	0.00	0.00	0.00
000-4640 EQUIPMENT - OTHER	0.00	0.00	0.00	0.00	0.00	0.00
000-4720 LAND IMPROVEMENT	0.00	0.00	0.00	0.00	0.00	0.00
000-4730 BUILDING IMPROVEMENT	0.00	0.00	0.00	0.00	0.00	0.00
000-4940 CASH OVER & SHORT	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total NATURE CENTER</b>	<b>7,700.00</b>	<b>12,462.25</b>	<b>12,462.25</b>	<b>0.00</b>	<b>-4,762.25</b>	<b>161.85</b>

## Expenditure Status Report

CITY OF MAPLEWOOD  
1/1/2021 through 12/31/2021

**101 GENERAL FUND**

**605 OPEN SPACE MANAGEMENT**

<u>Account Number</u>	<u>Adjusted Appropriation</u>	<u>Expenditures</u>	<u>Year-to-date Expenditures</u>	<u>Year-to-date Encumbrances</u>	<u>Balance</u>	<u>Prct Used</u>
000-4010 WAGES/FULL-TIME EMPLOYEES	19,030.00	20,792.28	20,792.28	0.00	-1,762.28	109.26
000-4011 OVERTIME PAY	0.00	0.00	0.00	0.00	0.00	0.00
000-4020 WAGES/PART-TIME	0.00	0.00	0.00	0.00	0.00	0.00
000-4025 WAGES/TEMPORARY	7,000.00	0.00	0.00	0.00	7,000.00	0.00
000-4030 LEAVE BENEFITS	270.00	275.00	275.00	0.00	-5.00	101.85
000-4040 RETIREMENT BENEFITS	3,890.00	3,889.00	3,889.00	0.00	1.00	99.97
000-4050 INSURANCE BENEFITS	3,330.00	3,335.00	3,335.00	0.00	-5.00	100.15
000-4110 SUPPLIES - OFFICE	500.00	0.00	0.00	0.00	500.00	0.00
000-4120 PROGRAM SUPPLIES	600.00	87.98	87.98	0.00	512.02	14.66
000-4160 SUPPLIES - EQUIPMENT	800.00	216.27	216.27	0.00	583.73	27.03
000-4165 SMALL EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00
000-4170 BOOKS	100.00	0.00	0.00	0.00	100.00	0.00
000-4180 MAINTENANCE MATERIALS	2,000.00	308.64	308.64	0.00	1,691.36	15.43
000-4190 CHEMICALS	300.00	0.00	0.00	0.00	300.00	0.00
000-4210 FUEL & OIL	0.00	0.00	0.00	0.00	0.00	0.00
000-4220 SIGNS & SIGNALS	0.00	0.00	0.00	0.00	0.00	0.00
000-4240 UNIFORMS & CLOTHING	0.00	0.00	0.00	0.00	0.00	0.00
000-4310 TELEPHONE	200.00	0.00	0.00	0.00	200.00	0.00
000-4360 PUBLISHING	0.00	0.00	0.00	0.00	0.00	0.00
000-4370 INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00
000-4390 TRAVEL & TRAINING	500.00	250.00	250.00	0.00	250.00	50.00
000-4400 VEHICLE ALLOWANCE	700.00	0.00	0.00	0.00	700.00	0.00
000-4480 FEES FOR SERVICE	15,000.00	2,805.11	2,805.11	0.00	12,194.89	18.70
000-4490 FEES - CONSULTING	0.00	0.00	0.00	0.00	0.00	0.00
000-4520 OUTSIDE RENTAL - EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00
000-4530 OUTSIDE RENTAL-PROPERTY/BLDGS	0.00	0.00	0.00	0.00	0.00	0.00
000-4610 VEHICLES	0.00	0.00	0.00	0.00	0.00	0.00
000-4630 EQUIPMENT - OFFICE	0.00	0.00	0.00	0.00	0.00	0.00
000-4640 EQUIPMENT - OTHER	0.00	0.00	0.00	0.00	0.00	0.00
000-4690 CONSTRUCTION - OTHER	0.00	0.00	0.00	0.00	0.00	0.00
000-4720 LAND IMPROVEMENT	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total OPEN SPACE MANAGEMENT</b>	<b>54,220.00</b>	<b>31,959.28</b>	<b>31,959.28</b>	<b>0.00</b>	<b>22,260.72</b>	<b>58.94</b>

## Expenditure Status Report

CITY OF MAPLEWOOD  
1/1/2021 through 12/31/2021

101 GENERAL FUND

622 LIGHT IT UP MAPLEWOOD

<u>Account Number</u>	<u>Adjusted Appropriation</u>	<u>Expenditures</u>	<u>Year-to-date Expenditures</u>	<u>Year-to-date Encumbrances</u>	<u>Balance</u>	<u>Prct Used</u>
000-4025 WAGES/TEMPORARY	0.00	360.00	360.00	0.00	-360.00	0.00
000-4120 PROGRAM SUPPLIES	1,500.00	602.18	602.18	0.00	897.82	40.15
000-4360 PUBLISHING	2,500.00	0.00	0.00	0.00	2,500.00	0.00
000-4370 INSURANCE	500.00	500.03	500.03	0.00	-0.03	100.01
000-4480 FEES FOR SERVICE	22,060.00	17,884.00	17,884.00	0.00	4,176.00	81.07
000-4520 OUTSIDE RENTAL - EQUIPMENT	9,000.00	0.00	0.00	0.00	9,000.00	0.00
<b>Total LIGHT IT UP MAPLEWOOD</b>	<b>35,560.00</b>	<b>19,346.21</b>	<b>19,346.21</b>	<b>0.00</b>	<b>16,213.79</b>	<b>54.40</b>

## Expenditure Status Report

CITY OF MAPLEWOOD  
1/1/2021 through 12/31/2021

### 101 GENERAL FUND

### 701 COMMUNITY DEVELOPMENT ADMIN.

<i>Account Number</i>	<i>Adjusted Appropriation</i>	<i>Expenditures</i>	<i>Year-to-date Expenditures</i>	<i>Year-to-date Encumbrances</i>	<i>Balance</i>	<i>Prct Used</i>
000-4010 WAGES/FULL-TIME EMPLOYEES	434,110.00	458,703.71	458,703.71	0.00	-24,593.71	105.67
000-4011 OVERTIME PAY	0.00	6,217.34	6,217.34	0.00	-6,217.34	0.00
000-4020 WAGES/PART-TIME	48,720.00	50,633.95	50,633.95	0.00	-1,913.95	103.93
000-4025 WAGES/TEMPORARY	2,000.00	0.00	0.00	0.00	2,000.00	0.00
000-4030 LEAVE BENEFITS	6,760.00	6,757.00	6,757.00	0.00	3.00	99.96
000-4040 RETIREMENT BENEFITS	87,740.00	87,743.00	87,743.00	0.00	-3.00	100.00
000-4050 INSURANCE BENEFITS	83,710.00	83,712.00	83,712.00	0.00	-2.00	100.00
000-4090 WORKERS' COMPENSATION	6,490.00	6,489.97	6,489.97	0.00	0.03	100.00
000-4110 SUPPLIES - OFFICE	3,000.00	2,548.38	2,548.38	0.00	451.62	84.95
000-4120 PROGRAM SUPPLIES	1,500.00	0.00	0.00	0.00	1,500.00	0.00
000-4160 SUPPLIES - EQUIPMENT	3,000.00	304.04	304.04	0.00	2,695.96	10.13
000-4165 SMALL EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00
000-4170 BOOKS	0.00	0.00	0.00	0.00	0.00	0.00
000-4220 SIGNS & SIGNALS	0.00	0.00	0.00	0.00	0.00	0.00
000-4290 MISCELLANEOUS COMMODITIES	0.00	0.00	0.00	0.00	0.00	0.00
000-4310 TELEPHONE	3,300.00	4,491.14	4,491.14	0.00	-1,191.14	136.10
000-4330 POSTAGE	5,000.00	5,791.12	5,791.12	0.00	-791.12	115.82
000-4360 PUBLISHING	1,000.00	0.00	0.00	0.00	1,000.00	0.00
000-4370 INSURANCE	24,000.00	24,000.00	24,000.00	0.00	0.00	100.00
000-4380 SUBSCRIPTIONS & MEMBERSHIPS	5,000.00	1,858.11	1,858.11	0.00	3,141.89	37.16
000-4390 TRAVEL & TRAINING	6,200.00	199.00	199.00	0.00	6,001.00	3.21
000-4400 VEHICLE ALLOWANCE	2,400.00	2,600.00	2,600.00	0.00	-200.00	108.33
000-4430 REPAIRS & MTNCE./EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00
000-4480 FEES FOR SERVICE	17,800.00	42,578.06	42,578.06	0.00	-24,778.06	239.20
000-4490 FEES - CONSULTING	25,000.00	21,744.44	21,744.44	0.00	3,255.56	86.98
000-4520 OUTSIDE RENTAL - EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00
000-4530 OUTSIDE RENTAL-PROPERTY/BLDGS	0.00	0.00	0.00	0.00	0.00	0.00
000-4550 DUPLICATING COSTS	6,400.00	3,035.09	3,035.09	0.00	3,364.91	47.42
000-4580 INTERNAL I. T. CHARGES	60,800.00	60,800.03	60,800.03	0.00	-0.03	100.00
000-4630 EQUIPMENT - OFFICE	0.00	0.00	0.00	0.00	0.00	0.00
000-4940 CASH OVER & SHORT	0.00	133.99	133.99	0.00	-133.99	0.00
000-4945 UNCOLLECTIBLE CHECKS	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total COMMUNITY DEVELOPMENT ADMIN.</b>	<b>833,930.00</b>	<b>870,340.37</b>	<b>870,340.37</b>	<b>0.00</b>	<b>-36,410.37</b>	<b>104.37</b>

## Expenditure Status Report

CITY OF MAPLEWOOD  
1/1/2021 through 12/31/2021

### 101 GENERAL FUND

### 703 BUILDING INSPECTIONS

<i>Account Number</i>	<i>Adjusted Appropriation</i>	<i>Expenditures</i>	<i>Year-to-date Expenditures</i>	<i>Year-to-date Encumbrances</i>	<i>Balance</i>	<i>Prct Used</i>
000-4010 WAGES/FULL-TIME EMPLOYEES	390,400.00	321,185.31	321,185.31	0.00	69,214.69	82.27
000-4011 OVERTIME PAY	0.00	8,527.81	8,527.81	0.00	-8,527.81	0.00
000-4020 WAGES/PART-TIME	56,760.00	74,130.13	74,130.13	0.00	-17,370.13	130.60
000-4025 WAGES/TEMPORARY	21,000.00	0.00	0.00	0.00	21,000.00	0.00
000-4030 LEAVE BENEFITS	6,260.00	6,263.00	6,263.00	0.00	-3.00	100.05
000-4040 RETIREMENT BENEFITS	79,110.00	79,115.00	79,115.00	0.00	-5.00	100.01
000-4050 INSURANCE BENEFITS	55,880.00	55,883.00	55,883.00	0.00	-3.00	100.01
000-4090 WORKERS' COMPENSATION	6,840.00	6,840.00	6,840.00	0.00	0.00	100.00
000-4120 PROGRAM SUPPLIES	0.00	50.64	50.64	0.00	-50.64	0.00
000-4160 SUPPLIES - EQUIPMENT	2,000.00	1,030.50	1,030.50	0.00	969.50	51.53
000-4165 SMALL EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00
000-4170 BOOKS	3,000.00	1,015.81	1,015.81	0.00	1,984.19	33.86
000-4240 UNIFORMS & CLOTHING	1,300.00	790.33	790.33	0.00	509.67	60.79
000-4310 TELEPHONE	2,500.00	3,176.52	3,176.52	0.00	-676.52	127.06
000-4370 INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00
000-4380 SUBSCRIPTIONS & MEMBERSHIPS	1,500.00	641.00	641.00	0.00	859.00	42.73
000-4390 TRAVEL & TRAINING	5,000.00	2,150.00	2,150.00	0.00	2,850.00	43.00
000-4391 EDUCATION REIMBURSEMENTS	0.00	0.00	0.00	0.00	0.00	0.00
000-4400 VEHICLE ALLOWANCE	750.00	0.00	0.00	0.00	750.00	0.00
000-4410 REPAIR & MAINT/BUILDINGS	0.00	0.00	0.00	0.00	0.00	0.00
000-4420 REPAIR & MAINT/VEHICLE	0.00	0.00	0.00	0.00	0.00	0.00
000-4430 REPAIRS & MTNCE./EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00
000-4480 FEES FOR SERVICE	64,900.00	109,050.46	109,050.46	0.00	-44,150.46	168.03
000-4540 INTERNAL RENTAL - VEHICLE	19,500.00	19,500.00	19,500.00	0.00	0.00	100.00
000-4610 VEHICLES	0.00	0.00	0.00	0.00	0.00	0.00
000-4630 EQUIPMENT - OFFICE	0.00	0.00	0.00	0.00	0.00	0.00
000-4730 BUILDING IMPROVEMENT	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total BUILDING INSPECTIONS</b>	<b>716,700.00</b>	<b>689,349.51</b>	<b>689,349.51</b>	<b>0.00</b>	<b>27,350.49</b>	<b>96.18</b>

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Expenditure Status Report  
  
CITY OF MAPLEWOOD  
1/1/2021 through 12/31/2021

101 GENERAL FUND  
  
999 TRANSFERS

<i>Account Number</i>	<i>Adjusted Appropriation</i>	<i>Expenditures</i>	<i>Year-to-date Expenditures</i>	<i>Year-to-date Encumbrances</i>	<i>Balance</i>	<i>Prct Used</i>
000-4999 TRANSFERS OUT	0.00	0.00	0.00	0.00	0.00	0.00
Total TRANSFERS	0.00	0.00	0.00	0.00	0.00	0.00
Total GENERAL FUND	22,673,770.00	21,980,911.44	21,980,911.44	0.00	692,858.56	96.94
Grand Total	22,673,770.00	21,980,911.44	21,980,911.44	0.00	692,858.56	96.94

**CITY COUNCIL STAFF REPORT**

Meeting Date January 24, 2022

**REPORT TO:** Melinda Coleman, City Manager**REPORT FROM:** Ellen Paulseth, Finance Director**PRESENTER:** Ellen Paulseth, Finance Director**AGENDA ITEM:** Allocation of ARPA Funding**Action Requested:** ☒ Motion ☐ Discussion ☐ Public Hearing**Form of Action:** ☒ Resolution ☐ Ordinance ☐ Contract/Agreement ☐ Proclamation**Policy Issue:**

The City received a total of \$2,234,002.14 of its total allocation of \$4,468,004.28 in federal American Rescue Plan Act aid in 2021. The federal government will distribute the second half of the funding in 2022. The U.S. Treasury issued the final guidance relating to the use of the funds on January 6, 2022. The City has until December 31, 2024 to spend the funds in accordance with the guidance. The first reporting deadline for the expenditure of funds is April 30, 2022. The City Council has already allocated \$390,000 to the EDA for aid to impacted industries and non-profit organizations. At this time, the City Council will consider the remaining 2021 allocation of \$1,844,002.14 in ARPA funding for eligible expenditures.

**Recommended Action:**

Motion to adopt the Resolution Allocating American Rescue Plan Act (ARPA) Funds. The motion provides for the allocation of \$1,844,002.14 as described below.

**Fiscal Impact:**

Is There a Fiscal Impact? ☐ No ☒ Yes, the true or estimated cost is \$1,844,002.14

Financing source(s): ☐ Adopted Budget ☐ Budget Modification ☒ New Revenue Source  
☐ Use of Reserves ☐ Other: N/A

**Strategic Plan Relevance:**

☒ Financial Sustainability ☒ Integrated Communication ☒ Targeted Redevelopment  
☒ Operational Effectiveness ☒ Community Inclusiveness ☒ Infrastructure & Asset Mgmt.

The resolution potentially affects all areas of the strategic plan and establishes spending policy.

**Background**

In 2021, the City Council allocated \$390,000 in ARPA funds to the EDA. This funding provides \$40,000 for Maplewood Mall Security and \$350,000 for the YMCA.

The City incurred additional expenditures in 2021 related to Covid-19 that are reimbursable by the ARPA grant for eligible expenses and the provision of government services. The Council will consider allocating the remaining **\$1,844,002.14** in ARPA funds to cover those expenditures.

The attached resolution allocates the funds for eligible expenses and the provision of government services as follows:

• City of Maplewood for Covid-19 Response Personnel	\$ 255,594.38
• City of Maplewood for Covid-19 Response PPE	\$ 39,840.75
• City of Maplewood for Covid-19 Response Covid-19 Leave	\$ 40,402.03
• City of Maplewood for Premium Pay for Essential Workers	\$ 245,972.08
• City of Maplewood for Provision of Ambulance Services	\$ 750,000.00
• City of Maplewood for Provision of Public Safety Services	<u>\$ 512,192.90</u>

**\$1,844,002.14**

The **Covid-19 Response Personnel** allocation of **\$255,594.38** reimburses the General Fund for budgeted personnel costs for workers with duties substantially redirected to responding to the pandemic. These positions totaled 2.61 FTE's, or 1.48% of the City's total workforce.

The **Covid-19 Response PPE** allocation of **\$39,840.75** reimburses the General Fund for unbudgeted costs for personal protective equipment, testing, technology, and other costs related to the pandemic.

The **Covid-19 Response Covid-19 Leave** allocation of **\$40,402.03** reimburses the General Fund for budgeted personnel costs related to the mandatory leave and quarantine of City employees who contracted or experienced exposure to Covid-19.

The **Premium Pay for Essential Workers** allocation of **\$245,972.08** reimburses the appropriate City funds for the unbudgeted lump-sum payouts granted to workers in 2021. Workers who belong to groups that have not yet settled their contracts will receive their Premium Pay after the contracts settle in 2022.

The **Provision of Public Safety Ambulance Services** allocation of **\$750,000** reimburses the Ambulance Fund for the cost of public health services in 2021, to the extent of revenue loss.

The **Provision of Public Safety Services** allocation of **\$512,192.90** reimburses the City for public safety costs in 2021, which are eligible for reimbursement through the grant to the extent of revenue loss.

The City Council will consider the allocation of the 2022 tranche of grant funding of \$2,234,002.14 in 2022. Staff is proposing to expend the 2022 grant for the provision of public safety services.

The American Rescue Plan Act is over 600 pages in length. The U.S. Treasury Guidance for the Act exceeds 400 pages. Therefore, attached is the 44-page Overview of the Final Rule. This overview covers all ARPA grant expenditures under consideration by the Council.

### **Attachments**

1. Resolution Allocating American Rescue Plan Act (ARPA) of 2021 Funds
2. CSLFRF: Overview of the Final Rule



**CITY OF MAPLEWOOD**

**RESOLUTION NO. xxxxxx**

**RESOLUTION ALLOCATING AMERICAN RESCUE PLAN ACT (ARPA) OF 2021 FUNDS**

WHEREAS, the American Rescue Plan Act (ARPA) was passed by Congress on March 10, 2021 and signed into law on March 11, 2021; and

WHEREAS, ARPA provides \$350 billion in emergency funding for eligible state, local, territorial, and Tribal governments to respond to the Covid-19 emergency and restore jobs; and

WHEREAS, the City of Maplewood has received \$2,234,002.14 of its total allocation of \$4,468,004.28 in ARP Act Funding; and

WHEREAS, the ARP Act allows local governmental units to utilize the funding for the following purposes:

- a. Response to the COVID-19 public health emergency;
- b. Provide premium pay to essential workers;
- c. Provide governmental services to the extent of reduction in revenue;
- d. Make necessary investments in water, sewer, or broadband infrastructure.

NOW, THEREFORE, BE IT RESOLVED that the Maplewood City Council allocates **\$1,844,002.14** in ARPA Funds to the City of Maplewood to reimburse the City for the following eligible costs:

- 2021 Response to Covid-19 Personnel, **\$255,594.38**;
- 2021 Response to Covid-19 PPE, **39,840.75**;
- 2021 Response to Covid-19 Leave Pay, **\$40,402.03**;
- 2021 Premium Pay for Essential Workers, **\$245,972.08**;
- 2021 Revenue Loss 2021 Provision of Public Safety Ambulance Services, **\$750,000**;
- 2021 Revenue Loss 2021 Provision of Public Safety Services, **\$512,190.90**.

BE IT FURTHER RESOLVED that the Council will consider further allocations of ARPA funding at future meetings.



# **Coronavirus State & Local Fiscal Recovery Funds: Overview of the Final Rule**

U.S. DEPARTMENT OF THE TREASURY

January 2022



**The Overview of the Final Rule provides a summary of major provisions of the final rule for informational purposes and is intended as a brief, simplified user guide to the final rule provisions.**

The descriptions provided in this document summarize key provisions of the final rule but are non-exhaustive, do not describe all terms and conditions associated with the use of SLFRF, and do not describe all requirements that may apply to this funding. Any SLFRF funds received are also subject to the terms and conditions of the agreement entered into by Treasury and the respective jurisdiction, which incorporate the provisions of the final rule and the guidance that implements this program.



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## Introduction

The Coronavirus State and Local Fiscal Recovery Funds (SLFRF), a part of the American Rescue Plan, delivers \$350 billion to state, local, and Tribal governments across the country to support their response to and recovery from the COVID-19 public health emergency. The program ensures that governments have the resources needed to:

- Fight the pandemic and support families and businesses struggling with its public health and economic impacts,
- Maintain vital public services, even amid declines in revenue, and
- Build a strong, resilient, and equitable recovery by making investments that support long-term growth and opportunity.

### EARLY PROGRAM IMPLEMENTATION

In May 2021, Treasury published the Interim final rule (IFR) describing eligible and ineligible uses of funds (as well as other program provisions), sought feedback from the public on these program rules, and began to distribute funds. The IFR went immediately into effect in May, and since then, governments have used SLFRF funds to meet their immediate pandemic response needs and begin building a strong and equitable recovery, such as through providing vaccine incentives, development of affordable housing, and construction of infrastructure to deliver safe and reliable water.

As governments began to deploy this funding in their communities, Treasury carefully considered the feedback provided through its public comment process and other forums. Treasury received over 1,500 comments, participated in hundreds of meetings, and received correspondence from a wide range of governments and other stakeholders.

### KEY CHANGES AND CLARIFICATIONS IN THE FINAL RULE

The final rule delivers broader flexibility and greater simplicity in the program, responsive to feedback in the comment process. Among other clarifications and changes, the final rule provides the features below.

#### Replacing Lost Public Sector Revenue

The final rule offers a standard allowance for revenue loss of \$10 million, allowing recipients to select between a standard amount of revenue loss or complete a full revenue loss calculation. Recipients that select the standard allowance may use that amount – in many cases their full award – for government services, with streamlined reporting requirements.

#### Public Health and Economic Impacts

In addition to programs and services, the final rule clarifies that recipients can use funds for capital expenditures that support an eligible COVID-19 public health or economic response. For example, recipients may build certain affordable housing, childcare facilities, schools, hospitals, and other projects consistent with final rule requirements.



In addition, the final rule provides an expanded set of households and communities that are presumed to be “impacted” and “disproportionately impacted” by the pandemic, thereby allowing recipients to provide responses to a broad set of households and entities without requiring additional analysis. Further, the final rule provides a broader set of uses available for these communities as part of COVID-19 public health and economic response, including making affordable housing, childcare, early learning, and services to address learning loss during the pandemic eligible in all impacted communities and making certain community development and neighborhood revitalization activities eligible for disproportionately impacted communities.

Further, the final rule allows for a broader set of uses to restore and support government employment, including hiring above a recipient’s pre-pandemic baseline, providing funds to employees that experienced pay cuts or furloughs, avoiding layoffs, and providing retention incentives.

### **Premium Pay**

The final rule delivers more streamlined options to provide premium pay, by broadening the share of eligible workers who can receive premium pay without a written justification while maintaining a focus on lower-income and frontline workers performing essential work.

### **Water, Sewer & Broadband Infrastructure**

The final rule significantly broadens eligible broadband infrastructure investments to address challenges with broadband access, affordability, and reliability, and adds additional eligible water and sewer infrastructure investments, including a broader range of lead remediation and stormwater management projects.

### **FINAL RULE EFFECTIVE DATE**

The final rule takes effect on April 1, 2022. Until that time, the interim final rule remains in effect; funds used consistently with the IFR while it is in effect are in compliance with the SLFRF program.

However, recipients can choose to take advantage of the final rule’s flexibilities and simplifications now, even ahead of the effective date. Treasury will not take action to enforce the interim final rule to the extent that a use of funds is consistent with the terms of the final rule, regardless of when the SLFRF funds were used. Recipients may consult the *Statement Regarding Compliance with the Coronavirus State and Local Fiscal Recovery Funds Interim Final Rule and Final Rule*, which can be found on Treasury’s website, for more information on compliance with the interim final rule and the final rule.



## Overview of the Program

The Coronavirus State and Local Fiscal Recovery Funds (SLFRF) program provides substantial flexibility for each jurisdiction to meet local needs within the four separate eligible use categories. This Overview of the Final Rule addresses the four eligible use categories ordered from the broadest and most flexible to the most specific.

Recipients may use SLFRF funds to:

- **Replace lost public sector revenue**, using this funding to provide government services up to the amount of revenue loss due to the pandemic.
  - Recipients may determine their revenue loss by choosing between two options:
    - A standard allowance of up to \$10 million in aggregate, not to exceed their award amount, during the program;
    - Calculating their jurisdiction's specific revenue loss each year using Treasury's formula, which compares actual revenue to a counterfactual trend.
  - Recipients may use funds up to the amount of revenue loss for government services; generally, services traditionally provided by recipient governments are government services, unless Treasury has stated otherwise.
- **Support the COVID-19 public health and economic response** by addressing COVID-19 and its impact on public health as well as addressing economic harms to households, small businesses, nonprofits, impacted industries, and the public sector.
  - Recipients can use funds for programs, services, or capital expenditures that respond to the public health and negative economic impacts of the pandemic.
  - To provide simple and clear eligible uses of funds, Treasury provides a list of enumerated uses that recipients can provide to households, populations, or classes (i.e., groups) that experienced pandemic impacts.
  - Public health eligible uses include COVID-19 mitigation and prevention, medical expenses, behavioral healthcare, and preventing and responding to violence.
  - Eligible uses to respond to negative economic impacts are organized by the type of beneficiary: assistance to households, small businesses, and nonprofits.
    - Each category includes assistance for "impacted" and "disproportionately impacted" classes: impacted classes experienced the general, broad-based impacts of the pandemic, while disproportionately impacted classes faced meaningfully more severe impacts, often due to preexisting disparities.
    - To simplify administration, the final rule presumes that some populations and groups were impacted or disproportionately impacted and are eligible for responsive services.

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- Eligible uses for assistance to impacted households include aid for re-employment, job training, food, rent, mortgages, utilities, affordable housing development, childcare, early education, addressing learning loss, and many more uses.
- Eligible uses for assistance to impacted small businesses or nonprofits include loans or grants to mitigate financial hardship, technical assistance for small businesses, and many more uses.
- Recipients can also provide assistance to impacted industries like travel, tourism, and hospitality that faced substantial pandemic impacts, or address impacts to the public sector, for example by re-hiring public sector workers cut during the crisis.
- Recipients providing funds for enumerated uses to populations and groups that Treasury has presumed eligible are clearly operating consistently with the final rule. Recipients can also identify (1) other populations or groups, beyond those presumed eligible, that experienced pandemic impacts or disproportionate impacts and (2) other programs, services, or capital expenditures, beyond those enumerated, to respond to those impacts.
- **Provide premium pay for eligible workers performing essential work**, offering additional support to those who have and will bear the greatest health risks because of their service in critical sectors.
  - Recipients may provide premium pay to eligible workers – generally those working in-person in key economic sectors – who are below a wage threshold or non-exempt from the Fair Labor Standards Act overtime provisions, or if the recipient submits justification that the premium pay is responsive to workers performing essential work.
- **Invest in water, sewer, and broadband infrastructure**, making necessary investments to improve access to clean drinking water, to support vital wastewater and stormwater infrastructure, and to expand affordable access to broadband internet.
  - Recipients may fund a broad range of water and sewer projects, including those eligible under the EPA’s Clean Water State Revolving Fund, EPA’s Drinking Water State Revolving Fund, and certain additional projects, including a wide set of lead remediation, stormwater infrastructure, and aid for private wells and septic units.
  - Recipients may fund high-speed broadband infrastructure in areas of need that the recipient identifies, such as areas without access to adequate speeds, affordable options, or where connections are inconsistent or unreliable; completed projects must participate in a low-income subsidy program.

While recipients have considerable flexibility to use funds to address the diverse needs of their communities, some restrictions on use apply across all eligible use categories. These include:

- **For states and territories:** No offsets of a reduction in net tax revenue resulting from a change in state or territory law.

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- **For all recipients except for Tribal governments:** No extraordinary contributions to a pension fund for the purpose of reducing an accrued, unfunded liability.
- **For all recipients:** No payments for debt service and replenishments of rainy day funds; no satisfaction of settlements and judgments; no uses that contravene or violate the American Rescue Plan Act, Uniform Guidance conflicts of interest requirements, and other federal, state, and local laws and regulations.

Under the SLFRF program, funds must be used for costs incurred on or after March 3, 2021. Further, funds must be obligated by December 31, 2024, and expended by December 31, 2026. This time period, during which recipients can expend SLFRF funds, is the “period of performance.”

In addition to SLFRF, the American Rescue Plan includes other sources of funding for state and local governments, including the [Coronavirus Capital Projects Fund](#) to fund critical capital investments including broadband infrastructure; the [Homeowner Assistance Fund](#) to provide relief for our country’s most vulnerable homeowners; the [Emergency Rental Assistance Program](#) to assist households that are unable to pay rent or utilities; and the [State Small Business Credit Initiative](#) to fund small business credit expansion initiatives. Eligible recipients are encouraged to visit the Treasury website for more information.



## Replacing Lost Public Sector Revenue

The Coronavirus State and Local Fiscal Recovery Funds provide needed fiscal relief for recipients that have experienced revenue loss due to the onset of the COVID-19 public health emergency. Specifically, SLFRF funding may be used to pay for “government services” in an amount equal to the revenue loss experienced by the recipient due to the COVID-19 public health emergency.

Government services generally include any service traditionally provided by a government, including construction of roads and other infrastructure, provision of public safety and other services, and health and educational services. Funds spent under government services are subject to streamlined reporting and compliance requirements.

In order to use funds under government services, recipients should first determine revenue loss. They may, then, spend up to that amount on general government services.

### DETERMINING REVENUE LOSS

Recipients have two options for how to determine their amount of revenue loss. Recipients must choose one of the two options and cannot switch between these approaches after an election is made.

**1. Recipients may elect a “standard allowance” of \$10 million to spend on government services through the period of performance.**

Under this option, which is newly offered in the final rule Treasury presumes that up to \$10 million in revenue has been lost due to the public health emergency and recipients are permitted to use that amount (not to exceed the award amount) to fund “government services.” The standard allowance provides an estimate of revenue loss that is based on an extensive analysis of average revenue loss across states and localities, and offers a simple, convenient way to determine revenue loss, particularly for SLFRF’s smallest recipients.

All recipients may elect to use this standard allowance instead of calculating lost revenue using the formula below, including those with total allocations of \$10 million or less. Electing the standard allowance does not increase or decrease a recipient’s total allocation.

**2. Recipients may calculate their actual revenue loss according to the formula articulated in the final rule.**

Under this option, recipients calculate revenue loss at four distinct points in time, either at the end of each calendar year (e.g., December 31 for years 2020, 2021, 2022, and 2023) or the end of each fiscal year of the recipient. Under the flexibility provided in the final rule, recipients can choose whether to use calendar or fiscal year dates but must be consistent throughout the period of performance. Treasury has also provided several adjustments to the definition of general revenue in the final rule.

To calculate revenue loss at each of these dates, recipients must follow a four-step process:



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- a. Calculate revenues collected in the most recent full fiscal year prior to the public health emergency (i.e., last full fiscal year before January 27, 2020), called the *base year revenue*.
- b. Estimate *counterfactual revenue*, which is equal to the following formula, where  $n$  is the number of months elapsed since the end of the base year to the calculation date:

$$\text{base year revenue} \times (1 + \text{growth adjustment})^{\frac{n}{12}}$$

The *growth adjustment* is the greater of either a standard growth rate—5.2 percent—or the recipient's average annual revenue growth in the last full three fiscal years prior to the COVID-19 public health emergency.

- c. Identify *actual revenue*, which equals revenues collected over the twelve months immediately preceding the calculation date.

Under the final rule, recipients must adjust actual revenue totals for the effect of tax cuts and tax increases that are adopted after the date of adoption of the final rule (January 6, 2022). Specifically, the estimated fiscal impact of tax cuts and tax increases adopted after January 6, 2022, must be added or subtracted to the calculation of actual revenue for purposes of calculation dates that occur on or after April 1, 2022.

Recipients may subtract from their calculation of actual revenue the effect of tax increases enacted prior to the adoption of the final rule. Note that recipients that elect to remove the effect of tax increases enacted before the adoption of the final rule must also remove the effect of tax decreases enacted before the adoption of the final rule, such that they are accurately removing the effect of tax policy changes on revenue.

- d. Revenue loss for the calculation date is equal to *counterfactual revenue* minus *actual revenue* (adjusted for tax changes) for the twelve-month period. If actual revenue exceeds counterfactual revenue, the loss is set to zero for that twelve-month period. Revenue loss for the period of performance is the sum of the revenue loss on for each calculation date.

The supplementary information in the final rule provides an example of this calculation, which recipients may find helpful, in the Revenue Loss section.



## SPENDING ON GOVERNMENT SERVICES

Recipients can use SLFRF funds on government services up to the revenue loss amount, whether that be the standard allowance amount or the amount calculated using the above approach. **Government services generally include *any service traditionally provided by a government***, unless Treasury has stated otherwise. Here are some common examples, although this list is not exhaustive:

- ✓ Construction of schools and hospitals
- ✓ Road building and maintenance, and other infrastructure
- ✓ Health services
- ✓ General government administration, staff, and administrative facilities
- ✓ Environmental remediation
- ✓ Provision of police, fire, and other public safety services (including purchase of fire trucks and police vehicles)

Government services is the most flexible eligible use category under the SLFRF program, and funds are subject to streamlined reporting and compliance requirements. Recipients should be mindful that certain restrictions, which are detailed further in the Restrictions on Use section and apply to all uses of funds, apply to government services as well.



## Responding to Public Health and Economic Impacts of COVID-19

The Coronavirus State and Local Fiscal Recovery Funds provide resources for governments to meet the public health and economic needs of those impacted by the pandemic in their communities, as well as address longstanding health and economic disparities, which amplified the impact of the pandemic in disproportionately impacted communities, resulting in more severe pandemic impacts.

The eligible use category to respond to public health and negative economic impacts is organized around the types of assistance a recipient may provide and includes several sub-categories:

- public health,
- assistance to households,
- assistance to small businesses,
- assistance to nonprofits,
- aid to impacted industries, and
- public sector capacity.

In general, to identify eligible uses of funds in this category, recipients should (1) identify a COVID-19 public health or economic impact on an individual or class (i.e., a group) and (2) design a program that responds to that impact. Responses should be related and reasonably proportional to the harm identified and reasonably designed to benefit those impacted.

To provide simple, clear eligible uses of funds that meet this standard, Treasury provides a non-exhaustive list of enumerated uses that respond to pandemic impacts. Treasury also presumes that some populations experienced pandemic impacts and are eligible for responsive services. In other words, recipients providing enumerated uses of funds to populations presumed eligible are clearly operating consistently with the final rule.<sup>1</sup>

Recipients also have broad flexibility to (1) identify and respond to other pandemic impacts and (2) serve other populations that experienced pandemic impacts, beyond the enumerated uses and presumed eligible populations. Recipients can also identify groups or “classes” of beneficiaries that experienced pandemic impacts and provide services to those classes.

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<sup>1</sup> However, please note that use of funds for enumerated uses may not be grossly disproportionate to the harm. Further, recipients should consult the Capital Expenditures section for more information about pursuing a capital expenditure; please note that enumerated capital expenditures are not presumed to be reasonably proportional responses to an identified harm except as provided in the Capital Expenditures section.



Step	1. Identify COVID-19 public health or economic impact	2. Design a response that addresses or responds to the impact
<b>Analysis</b>	<ul style="list-style-type: none"> <li>Can identify impact to a specific household, business or nonprofit or to a class of households, businesses, or nonprofits (i.e., group)</li> <li>Can also identify disproportionate impacts, or more severe impacts, to a specific beneficiary or to a class</li> </ul>	<ul style="list-style-type: none"> <li>Types of responses can include a program, service, or capital expenditure</li> <li>Response should be related and reasonably proportional to the harm</li> <li>Response should also be reasonably designed to benefit impacted individual or class</li> </ul>
<b>Simplifying Presumptions</b>	<ul style="list-style-type: none"> <li>Final Rule presumes certain populations and classes are impacted and disproportionately impacted</li> </ul>	<ul style="list-style-type: none"> <li>Final Rule provides non-exhaustive list of enumerated eligible uses that respond to pandemic impacts and disproportionate impacts</li> </ul>

To assess eligibility of uses of funds, recipients should first determine the sub-category where their use of funds may fit (e.g., public health, assistance to households, assistance to small businesses), based on the entity that experienced the health or economic impact.<sup>2</sup> Then, recipients should refer to the relevant section for more details on each sub-category.

While the same overall eligibility standard applies to all uses of funds to respond to the public health and negative economic impacts of the pandemic, each sub-category has specific nuances on its application. In addition:

- Recipients interested in using funds for capital expenditures (i.e., investments in property, facilities, or equipment) should review the Capital Expenditures section in addition to the eligible use sub-category.
- Recipients interested in other uses of funds, beyond the enumerated uses, should refer to the section on “Framework for Eligible Uses Beyond Those Enumerated.”

<sup>2</sup> For example, a recipient interested in providing aid to unemployed individuals is addressing a negative economic impact experienced by a household and should refer to the section on assistance to households. Recipients should also be aware of the difference between “beneficiaries” and “sub-recipients.” Beneficiaries are households, small businesses, or nonprofits that can receive assistance based on impacts of the pandemic that they experienced. On the other hand, sub-recipients are organizations that carry out eligible uses on behalf of a government, often through grants or contracts. Sub-recipients do not need to have experienced a negative economic impact of the pandemic; rather, they are providing services to beneficiaries that experienced an impact.



## RESPONDING TO THE PUBLIC HEALTH EMERGENCY

While the country has made tremendous progress in the fight against COVID-19, including a historic vaccination campaign, the disease still poses a grave threat to Americans' health and the economy. Providing state, local, and Tribal governments the resources needed to fight the COVID-19 pandemic is a core goal of the Coronavirus State and Local Fiscal Recovery Funds, as well as addressing the other ways that the pandemic has impacted public health. Treasury has identified several public health impacts of the pandemic and enumerated uses of funds to respond to impacted populations.

- **COVID-19 mitigation and prevention.** The pandemic has broadly impacted Americans and recipients can provide services to prevent and mitigate COVID-19 to the general public or to small businesses, nonprofits, and impacted industries in general. Enumerated eligible uses include:
  - ✓ Vaccination programs, including vaccine incentives and vaccine sites
  - ✓ Testing programs, equipment and sites
  - ✓ Monitoring, contact tracing & public health surveillance (e.g., monitoring for variants)
  - ✓ Public communication efforts
  - ✓ Public health data systems
  - ✓ COVID-19 prevention and treatment equipment, such as ventilators and ambulances
  - ✓ Medical and PPE/protective supplies
  - ✓ Support for isolation or quarantine
  - ✓ Ventilation system installation and improvement
  - ✓ Technical assistance on mitigation of COVID-19 threats to public health and safety
  - ✓ Transportation to reach vaccination or testing sites, or other prevention and mitigation services for vulnerable populations
  - ✓ Support for prevention, mitigation, or other services in congregate living facilities, public facilities, and schools
  - ✓ Support for prevention and mitigation strategies in small businesses, nonprofits, and impacted industries
  - ✓ Medical facilities generally dedicated to COVID-19 treatment and mitigation (e.g., ICUs, emergency rooms)
  - ✓ Temporary medical facilities and other measures to increase COVID-19 treatment capacity
  - ✓ Emergency operations centers & emergency response equipment (e.g., emergency response radio systems)
  - ✓ Public telemedicine capabilities for COVID-19 related treatment



- **Medical expenses.** Funds may be used for expenses to households, medical providers, or others that incurred medical costs due to the pandemic, including:
  - ✓ Unreimbursed expenses for medical care for COVID-19 testing or treatment, such as uncompensated care costs for medical providers or out-of-pocket costs for individuals
  - ✓ Paid family and medical leave for public employees to enable compliance with COVID-19 public health precautions
  - ✓ Emergency medical response expenses
  - ✓ Treatment of long-term symptoms or effects of COVID-19
- **Behavioral health care, such as mental health treatment, substance use treatment, and other behavioral health services.** Treasury recognizes that the pandemic has broadly impacted Americans' behavioral health and recipients can provide these services to the general public to respond. Enumerated eligible uses include:
  - ✓ Prevention, outpatient treatment, inpatient treatment, crisis care, diversion programs, outreach to individuals not yet engaged in treatment, harm reduction & long-term recovery support
  - ✓ Enhanced behavioral health services in schools
  - ✓ Services for pregnant women or infants born with neonatal abstinence syndrome
  - ✓ Support for equitable access to reduce disparities in access to high-quality treatment
  - ✓ Peer support groups, costs for residence in supportive housing or recovery housing, and the 988 National Suicide Prevention Lifeline or other hotline services
  - ✓ Expansion of access to evidence-based services for opioid use disorder prevention, treatment, harm reduction, and recovery
  - ✓ Behavioral health facilities & equipment
- **Preventing and responding to violence.** Recognizing that violence – and especially gun violence – has increased in some communities due to the pandemic, recipients may use funds to respond in these communities through:
  - ✓ Referrals to trauma recovery services for victims of crime
  - ✓ Community violence intervention programs, including:
    - Evidence-based practices like focused deterrence, with wraparound services such as behavioral therapy, trauma recovery, job training, education, housing and relocation services, and financial assistance
  - ✓ In communities experiencing increased gun violence due to the pandemic:
    - Law enforcement officers focused on advancing community policing
    - Enforcement efforts to reduce gun violence, including prosecution
    - Technology & equipment to support law enforcement response

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## RESPONDING TO NEGATIVE ECONOMIC IMPACTS

The pandemic caused severe economic damage and, while the economy is on track to a strong recovery, much work remains to continue building a robust, resilient, and equitable economy in the wake of the crisis and to ensure that the benefits of this recovery reach all Americans. While the pandemic impacted millions of American households and businesses, some of its most severe impacts fell on low-income and underserved communities, where pre-existing disparities amplified the impact of the pandemic and where the most work remains to reach a full recovery.

The final rule recognizes that the pandemic caused broad-based impacts that affected many communities, households, and small businesses across the country; for example, many workers faced unemployment and many small businesses saw declines in revenue. The final rule describes these as “impacted” households, communities, small businesses, and nonprofits.

At the same time, the pandemic caused disproportionate impacts, or more severe impacts, in certain communities. For example, low-income and underserved communities have faced more severe health and economic outcomes like higher rates of COVID-19 mortality and unemployment, often because pre-existing disparities exacerbated the impact of the pandemic. The final rule describes these as “disproportionately impacted” households, communities, small businesses, and nonprofits.

To simplify administration of the program, the final rule presumes that certain populations were “impacted” and “disproportionately impacted” by the pandemic; these populations are presumed to be eligible for services that respond to the impact they experienced. The final rule also enumerates a non-exhaustive list of eligible uses that are recognized as responsive to the impacts or disproportionate impacts of COVID-19. Recipients providing enumerated uses to populations presumed eligible are clearly operating consistently with the final rule.

As discussed further in the section Framework for Eligible Uses Beyond Those Enumerated, recipients can also identify other pandemic impacts, impacted or disproportionately impacted populations or classes, and responses.



## Assistance to Households

### *Impacted Households and Communities*

Treasury presumes the following households and communities are impacted by the pandemic:

- ✓ Low- or-moderate income households or communities
- ✓ Households that experienced unemployment
- ✓ Households that experienced increased food or housing insecurity
- ✓ Households that qualify for the Children's Health Insurance Program, Childcare Subsidies through the Child Care Development Fund (CCDF) Program, or Medicaid
- ✓ *When providing affordable housing programs:* households that qualify for the National Housing Trust Fund and Home Investment Partnerships Program
- ✓ *When providing services to address lost instructional time in K-12 schools:* any student that lost access to in-person instruction for a significant period of time

Low- or moderate-income households and communities are those with (i) income at or below 300 percent of the Federal Poverty Guidelines for the size of the household based on the most recently published poverty guidelines or (ii) income at or below 65 percent of the area median income for the county and size of household based on the most recently published data. For the vast majority of communities, the Federal Poverty Guidelines are higher than the area's median income and using the Federal Poverty Guidelines would result in more households and communities being presumed eligible. Treasury has provided an easy-to-use spreadsheet with Federal Poverty Guidelines and area median income levels on its website.

Recipients can measure income for a specific household or the median income for the community, depending on whether the response they plan to provide serves specific households or the general community. The income thresholds vary by household size; recipients should generally use income thresholds for the appropriate household size but can use a default household size of three when easier for administration or when measuring income for a general community.

The income limit for 300 percent of the Federal Poverty Guidelines for a household of three is \$65,880 per year.<sup>3</sup> In other words, recipients can always presume that a household earning below this level, or a community with median income below this level, is impacted by the pandemic and eligible for services to respond. Additionally, by following the steps detailed in the section Framework for Eligible Uses Beyond Those Enumerated, recipients may designate additional households as impacted or disproportionately impacted beyond these presumptions, and may also pursue projects not listed below in response to these impacts consistent with Treasury's standards.

<sup>3</sup> For recipients in Alaska, the income limit for 300 percent of the Federal Poverty Guidelines for a household of three is \$82,350 per year. For recipients in Hawaii, the income limit for 300 percent of the Federal Poverty Guidelines for a household of three is \$75,780 per year.



Treasury recognizes the enumerated projects below, which have been expanded under the final rule, as eligible to respond to impacts of the pandemic on households and communities:

- ✓ Food assistance & food banks
- ✓ Emergency housing assistance: rental assistance, mortgage assistance, utility assistance, assistance paying delinquent property taxes, counseling and legal aid to prevent eviction and homelessness & emergency programs or services for homeless individuals, including temporary residences for people experiencing homelessness
- ✓ Health insurance coverage expansion
- ✓ Benefits for surviving family members of individuals who have died from COVID-19
- ✓ Assistance to individuals who want and are available for work, including job training, public jobs programs and fairs, support for childcare and transportation to and from a jobsite or interview, incentives for newly-employed workers, subsidized employment, grants to hire underserved workers, assistance to unemployed individuals to start small businesses & development of job and workforce training centers
- ✓ Financial services for the unbanked and underbanked
- ✓ Burials, home repair & home weatherization
- ✓ Programs, devices & equipment for internet access and digital literacy, including subsidies for costs of access
- ✓ Cash assistance
- ✓ Paid sick, medical, and family leave programs
- ✓ Assistance in accessing and applying for public benefits or services
- ✓ Childcare and early learning services, home visiting programs, services for child welfare-involved families and foster youth & childcare facilities
- ✓ Assistance to address the impact of learning loss for K-12 students (e.g., high-quality tutoring, differentiated instruction)
- ✓ Programs or services to support long-term housing security: including development of affordable housing and permanent supportive housing
- ✓ Certain contributions to an Unemployment Insurance Trust Fund<sup>4</sup>

<sup>4</sup> Recipients may only use SLFRF funds for contributions to unemployment insurance trust funds and repayment of the principal amount due on advances received under Title XII of the Social Security Act up to an amount equal to (i) the difference between the balance in the recipient's unemployment insurance trust fund as of January 27, 2020 and the balance of such account as of May 17, 2021, plus (ii) the principal amount outstanding as of May 17, 2021 on any advances received under Title XII of the Social Security Act between January 27, 2020 and May 17, 2021. Further, recipients may use SLFRF funds for the payment of any interest due on such Title XII advances. Additionally, a recipient that deposits SLFRF funds into its unemployment insurance trust fund to fully restore the pre-pandemic balance may not draw down that balance and deposit more SLFRF funds, back up to the pre-pandemic balance. Recipients that deposit SLFRF funds into an unemployment insurance trust fund, or use SLFRF funds to repay principal on Title XII advances, may not take action to reduce benefits available to unemployed workers by changing the computation method governing regular unemployment compensation in a way that results in a reduction of average weekly benefit amounts or the number of weeks of benefits payable (i.e., maximum benefit entitlement).

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### ***Disproportionately Impacted Households and Communities***

Treasury presumes the following households and communities are disproportionately impacted by the pandemic:

- ✓ Low -income households and communities
- ✓ Households residing in Qualified Census Tracts
- ✓ Households that qualify for certain federal benefits<sup>5</sup>
- ✓ Households receiving services provided by Tribal governments
- ✓ Households residing in the U.S. territories or receiving services from these governments

Low-income households and communities are those with (i) income at or below 185 percent of the Federal Poverty Guidelines for the size of its household based on the most recently published poverty guidelines or (ii) income at or below 40 percent of area median income for its county and size of household based on the most recently published data. For the vast majority of communities, the Federal Poverty Guidelines level is higher than the area median income level and using this level would result in more households and communities being presumed eligible. Treasury has provided an easy-to-use spreadsheet with Federal Poverty Guidelines and area median income levels on its website.

Recipients can measure income for a specific household or the median income for the community, depending on whether the service they plan to provide serves specific households or the general community. The income thresholds vary by household size; recipients should generally use income thresholds for the appropriate household size but can use a default household size of three when easier for administration or when measuring income for a general community.

The income limit for 185 percent of the Federal Poverty Guidelines for a household of three is \$40,626 per year.<sup>6</sup> In other words, recipients can always presume that a household earning below this level, or a community with median income below this level, is disproportionately impacted by the pandemic and eligible for services to respond.

<sup>5</sup> These programs are Temporary Assistance for Needy Families (TANF), Supplemental Nutrition Assistance Program (SNAP), Free- and Reduced-Price Lunch (NSLP) and/or School Breakfast (SBP) programs, Medicare Part D Low-Income Subsidies, Supplemental Security Income (SSI), Head Start and/or Early Head Start, Special Supplemental Nutrition Program for Women, Infants, and Children (WIC), Section 8 Vouchers, Low-Income Home Energy Assistance Program (LIHEAP), and Pell Grants. For services to address educational disparities, Treasury will recognize Title I eligible schools as disproportionately impacted and responsive services that support the school generally or support the whole school as eligible.

<sup>6</sup> For recipients in Alaska, the income limit for 185 percent of the Federal Poverty Guidelines for a household of three is \$50,783 per year. For recipients in Hawaii, the income limit for 185 percent of the Federal Poverty Guidelines for a household of three is \$46,731 per year



Treasury recognizes the enumerated projects below, which have been expanded under the final rule, as eligible to respond to disproportionate impacts of the pandemic on households and communities:

- ✓ Pay for community health workers to help households access health & social services
- ✓ Remediation of lead paint or other lead hazards
- ✓ Primary care clinics, hospitals, integration of health services into other settings, and other investments in medical equipment & facilities designed to address health disparities
- ✓ Housing vouchers & assistance relocating to neighborhoods with higher economic opportunity
- ✓ Investments in neighborhoods to promote improved health outcomes
- ✓ Improvements to vacant and abandoned properties, including rehabilitation or maintenance, renovation, removal and remediation of environmental contaminants, demolition or deconstruction, greening/vacant lot cleanup & conversion to affordable housing<sup>7</sup>
- ✓ Services to address educational disparities, including assistance to high-poverty school districts & educational and evidence-based services to address student academic, social, emotional, and mental health needs
- ✓ Schools and other educational equipment & facilities

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<sup>7</sup> Please see the final rule for further details and conditions applicable to this eligible use. This includes Treasury's presumption that demolition of vacant or abandoned residential properties that results in a net reduction in occupiable housing units for low- and moderate-income individuals in an area where the availability of such housing is lower than the need for such housing is ineligible for support with SLFRF funds.



### Assistance to Small Businesses

Small businesses have faced widespread challenges due to the pandemic, including periods of shutdown, declines in revenue, or increased costs. The final rule provides many tools for recipients to respond to the impacts of the pandemic on small businesses, or disproportionate impacts on businesses where pre-existing disparities like lack of access to capital compounded the pandemic's effects.

Small businesses eligible for assistance are those that experienced negative economic impacts or disproportionate impacts of the pandemic and meet the definition of "small business," specifically:

1. Have no more than 500 employees, or if applicable, the size standard in number of employees [established](#) by the Administrator of the Small Business Administration for the industry in which the business concern or organization operates, and
2. Are a small business concern as defined in section 3 of the Small Business Act<sup>8</sup> (which includes, among other requirements, that the business is independently owned and operated and is not dominant in its field of operation).

### Impacted Small Businesses

Recipients can identify small businesses impacted by the pandemic, and measures to respond, in many ways; for example, recipients could consider:

- |                                       |  |
|---------------------------------------|--|
| ✓ Decreased revenue or gross receipts | ✓ Capacity to weather financial hardship                                   |
| ✓ Financial insecurity                | ✓ Challenges covering payroll, rent or mortgage, and other operating costs |
| ✓ Increased costs                     |  |

Assistance to small businesses that experienced negative economic impacts includes the following enumerated uses:

- |   |  |
|---|--|
| ✓ Loans or grants to mitigate financial hardship, such as by supporting payroll and benefits, costs to retain employees, and mortgage, rent, utility, and other operating costs | ✓ Technical assistance, counseling, or other services to support business planning |
|---|--|

### Disproportionately Impacted Small Businesses

Treasury presumes that the following small businesses are disproportionately impacted by the pandemic:

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<sup>8</sup> 15 U.S.C. 632.



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- ✓ Small businesses operating in Qualified Census Tracts
- ✓ Small businesses operated by Tribal governments or on Tribal lands
- ✓ Small businesses operating in the U.S. territories

Assistance to disproportionately impacted small businesses includes the following enumerated uses, which have been expanded under the final rule:

- ✓ Rehabilitation of commercial properties, storefront improvements & façade improvements
- ✓ Technical assistance, business incubators & grants for start-up or expansion costs for small businesses
- ✓ Support for microbusinesses, including financial, childcare, and transportation costs



### **Assistance to Nonprofits**

Nonprofits have faced significant challenges due to the pandemic's increased demand for services and changing operational needs, as well as declines in revenue sources such as donations and fees.

Nonprofits eligible for assistance are those that experienced negative economic impacts or disproportionate impacts of the pandemic and meet the definition of "nonprofit"—specifically those that are 501(c)(3) or 501(c)(19) tax-exempt organizations.

### ***Impacted Nonprofits***

Recipients can identify nonprofits impacted by the pandemic, and measures to respond, in many ways; for example, recipients could consider:

- ✓ Decreased revenue (e.g., from donations and fees)
- ✓ Financial insecurity
- ✓ Increased costs (e.g., uncompensated increases in service need)
- ✓ Capacity to weather financial hardship
- ✓ Challenges covering payroll, rent or mortgage, and other operating costs

Assistance to nonprofits that experienced negative economic impacts includes the following enumerated uses:

- ✓ Loans or grants to mitigate financial hardship
- ✓ Technical or in-kind assistance or other services that mitigate negative economic impacts of the pandemic

### ***Disproportionately Impacted Nonprofits***

Treasury presumes that the following nonprofits are disproportionately impacted by the pandemic:

- ✓ Nonprofits operating in Qualified Census Tracts
- ✓ Nonprofits operated by Tribal governments or on Tribal lands
- ✓ Nonprofits operating in the U.S. territories

Recipients may identify appropriate responses that are related and reasonably proportional to addressing these disproportionate impacts.





## Aid to Impacted Industries

Recipients may use SLFRF funding to provide aid to industries impacted by the COVID-19 pandemic. Recipients should first designate an impacted industry and then provide aid to address the impacted industry's negative economic impact.

This sub-category of eligible uses does not separately identify disproportionate impacts and corresponding responsive services.

**1. Designating an impacted industry.** There are two main ways an industry can be designated as "impacted."

1. If the industry is in the travel, tourism, or hospitality sectors (including Tribal development districts), the industry is impacted.
2. If the industry is outside the travel, tourism, or hospitality sectors, the industry is impacted if:
  - a. The industry experienced at least 8 percent employment loss from pre-pandemic levels,<sup>9</sup> or
  - b. The industry is experiencing comparable or worse economic impacts as the national tourism, travel, and hospitality industries as of the date of the final rule, based on the totality of economic indicators or qualitative data (if quantitative data is unavailable), and if the impacts were generally due to the COVID-19 public health emergency.

Recipients have flexibility to define industries broadly or narrowly, but Treasury encourages recipients to define narrow and discrete industries eligible for aid. State and territory recipients also have flexibility to define the industries with greater geographic precision; for example, a state may identify a particular industry in a certain region of a state as impacted.

**2. Providing eligible aid to the impacted industry.** Aid may only be provided to support businesses, attractions, and Tribal development districts operating prior to the pandemic and affected by required closures and other efforts to contain the pandemic. Further, aid should be generally broadly available to all businesses within the impacted industry to avoid potential conflicts of interest, and Treasury encourages aid to be first used for operational expenses, such as payroll, before being used on other types of costs.

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<sup>9</sup> Specifically, a recipient should compare the percent change in the number of employees of the recipient's identified industry and the national Leisure & Hospitality sector in the three months before the pandemic's most severe impacts began (a straight three-month average of seasonally-adjusted employment data from December 2019, January 2020, and February 2020) with the latest data as of the final rule (a straight three-month average of seasonally-adjusted employment data from September 2021, October 2021, and November 2021). For parity and simplicity, smaller recipients without employment data that measure industries in their specific jurisdiction may use data available for a broader unit of government for this calculation (e.g., a county may use data from the state in which it is located; a city may use data for the county, if available, or state in which it is located) solely for purposes of determining whether a particular industry is an impacted industry.

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Treasury recognizes the enumerated projects below as eligible responses to impacted industries.

- ✓ Aid to mitigate financial hardship, such as supporting payroll costs, lost pay and benefits for returning employees, support of operations and maintenance of existing equipment and facilities
- ✓ Technical assistance, counseling, or other services to support business planning
- ✓ COVID-19 mitigation and infection prevention measures (see section Public Health)

As with all eligible uses, recipients may pursue a project not listed above by undergoing the steps outlined in the section Framework for Eligible Uses Beyond Those Enumerated.



## PUBLIC SECTOR CAPACITY

Recipients may use SLFRF funding to restore and bolster public sector capacity, which supports government's ability to deliver critical COVID-19 services. There are three main categories of eligible uses to bolster public sector capacity and workforce: Public Safety, Public Health, and Human Services Staff; Government Employment and Rehiring Public Sector Staff; and Effective Service Delivery.

### Public Safety, Public Health, and Human Services Staff

SLFRF funding may be used for payroll and covered benefits for public safety, public health, health care, human services and similar employees of a recipient government, for the portion of the employee's time spent responding to COVID-19. Recipients should follow the steps below.

#### 1. **Identify eligible public safety, public health, and human services staff.** Public safety staff include:

- ✓ Police officers (including state police officers)
- ✓ Sheriffs and deputy sheriffs
- ✓ Firefighters
- ✓ Emergency medical responders
- ✓ Correctional and detention officers
- ✓ Dispatchers and supervisor personnel that directly support public safety staff

Public health staff include:

- ✓ Employees involved in providing medical and other physical or mental health services to patients and supervisory personnel, including medical staff assigned to schools, prisons, and other such institutions
- ✓ Laboratory technicians, medical examiners, morgue staff, and other support services essential for patient care
- ✓ Employees of public health departments directly engaged in public health matters and related supervisory personnel

Human services staff include:

- ✓ Employees providing or administering social services and public benefits
- ✓ Child welfare services employees
- ✓ Child, elder, or family care employees

#### 2. **Assess portion of time spent on COVID-19 response for eligible staff.**

Recipients can use a variety of methods to assess the share of an employees' time spent responding to COVID-19, including using reasonable estimates—such as estimating the share of time based on discussions with staff and applying that share to all employees in that position.

For administrative convenience, recipients can consider public health and safety employees entirely devoted to responding to COVID-19 (and their payroll and benefits fully covered by SLFRF) if the



employee, or his or her operating unit or division, is “primarily dedicated” to responding to COVID-19. Primarily dedicated means that more than half of the employee, unit, or division’s time is dedicated to responding to COVID-19.

Recipients must periodically reassess their determination and maintain records to support their assessment, although recipients do not need to track staff hours.

3. **Use SLFRF funding for payroll and covered benefits for the portion of eligible staff time spent on COVID-19 response.** SLFRF funding may be used for payroll and covered benefits for the portion of the employees’ time spent on COVID-19 response, as calculated above, through the period of performance.

### **Government Employment and Rehiring Public Sector Staff**

Under the increased flexibility of the final rule, SLFRF funding may be used to support a broader set of uses to restore and support public sector employment. Eligible uses include hiring up to a pre-pandemic baseline that is adjusted for historic underinvestment in the public sector, providing additional funds for employees who experienced pay cuts or were furloughed, avoiding layoffs, providing worker retention incentives, and paying for ancillary administrative costs related to hiring, support, and retention.

- **Restoring pre-pandemic employment.** Recipients have two options to restore pre-pandemic employment, depending on the recipient’s needs.
  - *If the recipient simply wants to hire back employees for pre-pandemic positions:* Recipients may use SLFRF funds to hire employees for the same positions that existed on January 27, 2020 but that were unfilled or eliminated as of March 3, 2021. Recipients may use SLFRF funds to cover payroll and covered benefits for such positions through the period of performance.
  - *If the recipient wants to hire above the pre-pandemic baseline and/or would like to have flexibility in positions:* Recipients may use SLFRF funds to pay for payroll and covered benefits associated with the recipient increasing its number of budgeted FTEs up to 7.5 percent above its pre-pandemic baseline. Specifically, recipients should undergo the following steps:
    - a. Identify the recipient’s budgeted FTE level on January 27, 2020. This includes all budgeted positions, filled and unfilled. This is called the *pre-pandemic baseline*.
    - b. Multiply the pre-pandemic baseline by 1.075. This is called the *adjusted pre-pandemic baseline*.
    - c. Identify the recipient’s budgeted FTE level on March 3, 2021, which is the beginning of the period of performance for SLFRF funds. Recipients may, but are not required to, exclude the number of FTEs dedicated to responding to the COVID-19 public health emergency. This is called the *actual number of FTEs*.
    - d. Subtract the *actual number of FTEs* from the *adjusted pre-pandemic baseline* to calculate the number of FTEs that can be covered by SLFRF funds. Recipients do not have to hire for the same roles that existed pre-pandemic.

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Recipients may use SLFRF funds to cover payroll and covered benefits through the period of performance; these employees must have begun their employment on or after March 3, 2021. Recipients may only use SLFRF funds for additional FTEs hired over the March 3, 2021 level (i.e., the *actual number of FTEs*).

- **Supporting and retaining public sector workers.** Recipients can also use funds in other ways that support the public sector workforce.<sup>10</sup> These include:
  - **Providing additional funding for employees who experienced pay reductions or were furloughed** since the onset of the pandemic, up to the difference in the employee's pay, taking into account unemployment benefits received.
  - **Maintaining current compensation levels to prevent layoffs.** SLFRF funds may be used to maintain current compensation levels, with adjustments for inflation, in order to prevent layoffs that would otherwise be necessary.
  - **Providing worker retention incentives, including reasonable increases in compensation** to persuade employees to remain with the employer as compared to other employment options. Retention incentives must be entirely additive to an employee's regular compensation, narrowly tailored to need, and should not exceed incentives traditionally offered by the recipient or compensation that alternative employers may offer to compete for the employees. Treasury presumes that retention incentives that are less than 25 percent of the rate of base pay for an individual employee or 10 percent for a group or category of employees are reasonably proportional to the need to retain employees, as long as other requirements are met.
- **Covering administrative costs associated with administering the hiring, support, and retention programs above.**

### Effective Service Delivery

SLFRF funding may be used to improve the efficacy of public health and economic programs through tools like program evaluation, data, and outreach, as well as to address administrative needs caused or exacerbated by the pandemic. Eligible uses include:

- **Supporting program evaluation, data, and outreach through:**

<sup>10</sup> Recipients should be able to substantiate that these uses of funds are substantially due to the public health emergency or its negative economic impacts (e.g., fiscal pressures on state and local budgets) and respond to its impacts. See the final rule for details on these uses.



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- ✓ Program evaluation and evidence resources
- ✓ Data analysis resources to gather, assess, share, and use data
- ✓ Technology infrastructure to improve access to and the user experience of government IT systems, as well as technology improvements to increase public access and delivery of government programs and services
- ✓ Community outreach and engagement activities
- ✓ Capacity building resources to support using data and evidence, including hiring staff, consultants, or technical assistance support
- **Addressing administrative needs, including:**
  - ✓ Administrative costs for programs responding to the public health emergency and its economic impacts, including non-SLFRF and non-federally funded programs
  - ✓ Address administrative needs caused or exacerbated by the pandemic, including addressing backlogs caused by shutdowns, increased repair or maintenance needs, and technology infrastructure to adapt government operations to the pandemic (e.g., video-conferencing software, data and case management systems)



## CAPITAL EXPENDITURES

As described above, the final rule clarifies that recipients may use funds for programs, services, and capital expenditures that respond to the public health and negative economic impacts of the pandemic. Any use of funds in this category for a capital expenditure must comply with the capital expenditure requirements, in addition to other standards for uses of funds.

Capital expenditures are subject to the same eligibility standard as other eligible uses to respond to the pandemic's public health and economic impacts; specifically, they must be related and reasonably proportional to the pandemic impact identified and reasonably designed to benefit the impacted population or class.

For ease of administration, the final rule identifies enumerated types of capital expenditures that Treasury has identified as responding to the pandemic's impacts; these are listed in the applicable sub-category of eligible uses (e.g., public health, assistance to households, etc.). Recipients may also identify other responsive capital expenditures. Similar to other eligible uses in the SLFRF program, no pre-approval is required for capital expenditures.

To guide recipients' analysis of whether a capital expenditure meets the eligibility standard, recipients (with the exception of Tribal governments) must complete and meet the requirements of a written justification for capital expenditures equal to or greater than \$1 million. For large-scale capital expenditures, which have high costs and may require an extended length of time to complete, as well as most capital expenditures for non-enumerated uses of funds, Treasury requires recipients to submit their written justification as part of regular reporting. Specifically:

If a project has total capital expenditures of	and the use is enumerated by Treasury as eligible, then	and the use is beyond those enumerated by Treasury as eligible, then
Less than \$1 million	No Written Justification required	No Written Justification required
Greater than or equal to \$1 million, but less than \$10 million	Written Justification required but recipients are not required to submit as part of regular reporting to Treasury	Written Justification required and recipients must submit as part of regular reporting to Treasury
\$10 million or more	Written Justification required and recipients must submit as part of regular reporting to Treasury	

A Written Justification includes:

- *Description of the harm or need to be addressed.* Recipients should provide a description of the specific harm or need to be addressed and why the harm was exacerbated or caused by the public health emergency. Recipients may provide quantitative information on the extent and the type of harm, such as the number of individuals or entities affected.

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- *Explanation of why a capital expenditure is appropriate.* For example, recipients should include an explanation of why existing equipment and facilities, or policy changes or additional funding to pertinent programs or services, would be inadequate.
- *Comparison of proposed capital project against at least two alternative capital expenditures and demonstration of why the proposed capital expenditure is superior.* Recipients should consider the effectiveness of the capital expenditure in addressing the harm identified and the expected total cost (including pre-development costs) against at least two alternative capital expenditures.

Where relevant, recipients should consider the alternatives of improving existing capital assets already owned or leasing other capital assets.

Treasury presumes that the following capital projects are generally ineligible:

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| ✖ Construction of new correctional facilities as a response to an increase in rate of crime | ✖ Construction of convention centers, stadiums, or other large capital projects intended for general economic development or to aid impacted industries |
| ✖ Construction of new congregate facilities to decrease spread of COVID-19 in the facility  |   |

In undertaking capital expenditures, Treasury encourages recipients to adhere to strong labor standards, including project labor agreements and community benefits agreements that offer wages at or above the prevailing rate and include local hire provisions. Treasury also encourages recipients to prioritize in their procurements employers with high labor standards and to prioritize employers without recent violations of federal and state labor and employment laws.





## FRAMEWORK FOR ELIGIBLE USES BEYOND THOSE ENUMERATED

As described above, recipients have broad flexibility to identify and respond to other pandemic impacts and serve other populations that experienced pandemic impacts, beyond the enumerated uses and presumed eligible populations. Recipients should undergo the following steps to decide whether their project is eligible:

Step	1. Identify COVID-19 public health or economic impact	2. Design a response that addresses or responds to the impact
Analysis	<ul style="list-style-type: none"> <li>Can identify impact to a specific household, business or nonprofit or to a class of households, businesses or nonprofits (i.e., group)</li> <li>Can also identify disproportionate impacts, or more severe impacts, to a specific beneficiary or to a class</li> </ul>	<ul style="list-style-type: none"> <li>Types of responses can include a program, service, or capital expenditure</li> <li>Response should be related and reasonably proportional to the harm</li> <li>Response should also be reasonably designed to benefit impacted individual or class</li> </ul>

### 1. Identify a COVID-19 public health or negative economic impact on an individual or a class.

Recipients should identify an individual or class that is “impacted” or “disproportionately impacted” by the COVID-19 public health emergency or its negative economic impacts as well as the specific impact itself.

- “Impacted” entities are those impacted by the disease itself or the harmful consequences of the economic disruptions resulting from or exacerbated by the COVID-19 public health emergency. For example, an individual who lost their job or a small business that saw lower revenue during a period of closure would both have experienced impacts of the pandemic.
- “Disproportionately impacted” entities are those that experienced disproportionate public health or economic outcomes from the pandemic; Treasury recognizes that pre-existing disparities, in many cases, amplified the impacts of the pandemic, causing more severe impacts in underserved communities. For example, a household living in a neighborhood with limited access to medical care and healthy foods may have faced health disparities before the pandemic, like a higher rate of chronic health conditions, that contributed to more severe health outcomes during the COVID-19 pandemic.

The recipient may choose to identify these impacts at either the individual level or at a class level. If the recipient is identifying impacts at the individual level, they should retain documentation supporting the impact the individual experienced (e.g., documentation of lost revenues from a small business). Such documentation can be streamlined in many cases (e.g., self-attestation that a household requires food assistance).

Recipients also have broad flexibility to identify a “class” – or a group of households, small businesses, or nonprofits – that experienced an impact. In these cases, the recipients should



first identify the class and the impact that it faced. Then, recipients only need to document that the individuals served fall within that class; recipients do not need to document a specific impact to each individual served. For example, a recipient could identify that restaurants in the downtown area faced substantial declines in revenue due to decreased foot traffic from workers; the recipient could develop a program to respond to the impact on that class and only needs to document that the businesses being served are restaurants in the downtown area.

Recipients should keep the following considerations in mind when designating a class:

- **There should be a relationship between the definition of the class and the proposed response.** Larger and less-specific classes are less likely to have experienced similar harms, which may make it more difficult to design a response that appropriately responds to those harms.
- **Classes may be determined on a population basis or on a geographic basis,** and the response should be appropriately matched. For example, a response might be designed to provide childcare to single parents, regardless of which neighborhood they live in, or a response might provide a park to improve the health of a disproportionately impacted neighborhood.
- **Recipients may designate classes that experienced disproportionate impact,** by assessing the impacts of the pandemic and finding that some populations experienced meaningfully more severe impacts than the general public. To determine these disproportionate impacts, recipients:
  - May designate classes based on academic research or government research publications (such as the citations provided in the supplementary information in the final rule), through analysis of their own data, or through analysis of other existing data sources.
  - May also consider qualitative research and sources to augment their analysis, or when quantitative data is not readily available. Such sources might include resident interviews or feedback from relevant state and local agencies, such as public health departments or social services departments.
  - Should consider the quality of the research, data, and applicability of analysis to their determination in all cases.
- **Some of the enumerated uses may also be appropriate responses to the impacts experienced by other classes of beneficiaries.** It is permissible for recipients to provide these services to other classes, so long as the recipient determines that the response is also appropriate for those groups.
- **Recipients may designate a class based on income level, including at levels higher than the final rule definition of "low- and moderate-income."** For example, a recipient may identify that households in their community with incomes above the final rule threshold for low-income nevertheless experienced disproportionate impacts from the pandemic and provide responsive services.

2. **Design a response that addresses or responds to the impact.** Programs, services, and other interventions must be reasonably designed to benefit the individual or class that experienced

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the impact. They must also be related and reasonably proportional to the extent and type of impact experienced. For example, uses that bear no relation or are grossly disproportionate to the type or extent of the impact would not be eligible.

“Reasonably proportional” refers to the scale of the response compared to the scale of the harm, as well as the targeting of the response to beneficiaries compared to the amount of harm they experienced; for example, it may not be reasonably proportional for a cash assistance program to provide a very small amount of aid to a group that experienced severe harm and a much larger amount to a group that experienced relatively little harm. Recipients should consider relevant factors about the harm identified and the response to evaluate whether the response is reasonably proportional. For example, recipients may consider the size of the population impacted and the severity, type, and duration of the impact. Recipients may also consider the efficacy, cost, cost-effectiveness, and time to delivery of the response.

For disproportionately impacted communities, recipients may design interventions that address broader pre-existing disparities that contributed to more severe health and economic outcomes during the pandemic, such as disproportionate gaps in access to health care or pre-existing disparities in educational outcomes that have been exacerbated by the pandemic.



## Premium Pay

The Coronavirus State and Local Fiscal Recovery Funds may be used to provide premium pay to eligible workers performing essential work during the pandemic. Premium pay may be awarded to eligible workers up to \$13 per hour. Premium pay must be in addition to wages or remuneration (i.e., compensation) the eligible worker otherwise receives. Premium pay may not exceed \$25,000 for any single worker during the program.

Recipients should undergo the following steps to provide premium pay to eligible workers.

1. **Identify an “eligible” worker.** Eligible workers include workers “needed to maintain continuity of operations of essential critical infrastructure sectors.” These sectors and occupations are eligible:

- |  |   |
|--|---|
| ✓ Health care  | ✓ State, local, or Tribal government workforce  |
| ✓ Emergency response   | ✓ Workers providing vital services to Tribes  |
| ✓ Sanitation, disinfection & cleaning  | ✓ Educational, school nutrition, and other work required to operate a school facility           |
| ✓ Maintenance  | ✓ Laundry   |
| ✓ Grocery stores, restaurants, food production, and food delivery                      | ✓ Elections   |
| ✓ Pharmacy   | ✓ Solid waste or hazardous materials management, response, and cleanup                          |
| ✓ Biomedical research  | ✓ Work requiring physical interaction with patients   |
| ✓ Behavioral health  | ✓ Dental care   |
| ✓ Medical testing and diagnostics  | ✓ Transportation and warehousing  |
| ✓ Home and community-based health care or assistance with activities of daily living   | ✓ Hotel and commercial lodging facilities that are used for COVID-19 mitigation and containment |
| ✓ Family or child care   |   |
| ✓ Social services  |   |
| ✓ Public health  |   |
| ✓ Mortuary   |   |
| ✓ Critical clinical research, development, and testing necessary for COVID-19 response |   |

Beyond this list, the chief executive (or equivalent) of a recipient government may designate additional non-public sectors as critical so long as doing so is necessary to protecting the health and wellbeing of the residents of such jurisdictions.

2. **Verify that the eligible worker performs “essential work,”** meaning work that:

- Is not performed while teleworking from a residence; and
- Involves either:
  - a. regular, in-person interactions with patients, the public, or coworkers of the individual that is performing the work; or
  - b. regular physical handling of items that were handled by, or are to be handled by, patients, the public, or coworkers of the individual that is performing the work.



**3. Confirm that the premium pay “responds to” workers performing essential work during the COVID-19 public health emergency.** Under the final rule, which broadened the share of eligible workers who can receive premium pay without a written justification, recipients may meet this requirement in one of three ways:

- Eligible worker receiving premium pay is earning (with the premium included) at or below 150 percent of their residing state or county’s average annual wage for all occupations, as defined by the Bureau of Labor Statistics’ [Occupational Employment and Wage Statistics](#), whichever is higher, on an annual basis; or
- Eligible worker receiving premium pay is not exempt from the Fair Labor Standards Act overtime provisions; or
- If a worker does not meet either of the above requirements, the recipient must submit written justification to Treasury detailing how the premium pay is otherwise responsive to workers performing essential work during the public health emergency. This may include a description of the essential worker’s duties, health, or financial risks faced due to COVID-19, and why the recipient determined that the premium pay was responsive. Treasury anticipates that recipients will easily be able to satisfy the justification requirement for front-line workers, like nurses and hospital staff.

Premium pay may be awarded in installments or lump sums (e.g., monthly, quarterly, etc.) and may be awarded to hourly, part-time, or salaried or non-hourly workers. Premium pay must be paid in addition to wages already received and may be paid retrospectively. A recipient may not use SLFRF to merely reimburse itself for premium pay or hazard pay already received by the worker, and premium pay may not be paid to volunteers.



## Water & Sewer Infrastructure

The Coronavirus State and Local Fiscal Recovery Funds may be used to make necessary investments in water and sewer infrastructure. State, local, and Tribal governments have a tremendous need to address the consequences of deferred maintenance in drinking water systems and removal, management, and treatment of sewage and stormwater, along with additional resiliency measures needed to adapt to climate change.

Recipients may undertake the eligible projects below:

### PROJECTS ELIGIBLE UNDER EPA'S CLEAN WATER STATE REVOLVING FUND (CWSRF)

Eligible projects under the CWSRF, and the final rule, include:

- ✓ Construction of publicly owned treatment works
- ✓ Projects pursuant to implementation of a nonpoint source pollution management program established under the Clean Water Act (CWA)
- ✓ Decentralized wastewater treatment systems that treat municipal wastewater or domestic sewage
- ✓ Management and treatment of stormwater or subsurface drainage water
- ✓ Water conservation, efficiency, or reuse measures
- ✓ Development and implementation of a conservation and management plan under the CWA
- ✓ Watershed projects meeting the criteria set forth in the CWA
- ✓ Energy consumption reduction for publicly owned treatment works
- ✓ Reuse or recycling of wastewater, stormwater, or subsurface drainage water
- ✓ Security of publicly owned treatment works

Treasury encourages recipients to review the EPA handbook for the [CWSRF](#) for a full list of eligibilities.

### PROJECTS ELIGIBLE UNDER EPA'S DRINKING WATER STATE REVOLVING FUND (DWSRF)

Eligible drinking water projects under the DWSRF, and the final rule, include:

- ✓ Facilities to improve drinking water quality
- ✓ Transmission and distribution, including improvements of water pressure or prevention of contamination in infrastructure and lead service line replacements
- ✓ New sources to replace contaminated drinking water or increase drought resilience, including aquifer storage and recovery system for water storage
- ✓ Green infrastructure, including green roofs, rainwater harvesting collection, permeable pavement
- ✓ Storage of drinking water, such as to prevent contaminants or equalize water demands
- ✓ Purchase of water systems and interconnection of systems
- ✓ New community water systems

Treasury encourages recipients to review the EPA handbook for the [DWSRF](#) for a full list of eligibilities.

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**ADDITIONAL ELIGIBLE PROJECTS**

With broadened eligibility under the final rule, SLFRF funds may be used to fund additional types of projects— such as additional stormwater infrastructure, residential wells, lead remediation, and certain rehabilitations of dams and reservoirs — beyond the CWSRF and DWSRF, if they are found to be “necessary” according to the definition provided in the final rule and outlined below.

- ✓ Culvert repair, resizing, and removal, replacement of storm sewers, and additional types of stormwater infrastructure
- ✓ Infrastructure to improve access to safe drinking water for individual served by residential wells, including testing initiatives, and treatment/remediation strategies that address contamination
- ✓ Dam and reservoir rehabilitation if primary purpose of dam or reservoir is for drinking water supply and project is necessary for provision of drinking water
- ✓ Broad set of lead remediation projects eligible under EPA grant programs authorized by the Water Infrastructure Improvements for the Nation (WIIN) Act, such as lead testing, installation of corrosion control treatment, lead service line replacement, as well as water quality testing, compliance monitoring, and remediation activities, including replacement of internal plumbing and faucets and fixtures in schools and childcare facilities

A “necessary” investment in infrastructure must be:

- (1) responsive to an identified need to achieve or maintain an adequate minimum level of service, which may include a reasonable projection of increased need, whether due to population growth or otherwise,
- (2) a cost-effective means for meeting that need, taking into account available alternatives, and
- (3) for investments in infrastructure that supply drinking water in order to meet projected population growth, projected to be sustainable over its estimated useful life.

Please note that DWSRF and CWSRF-eligible projects are generally presumed to be necessary investments. Additional eligible projects generally must be responsive to an identified need to achieve or maintain an adequate minimum level of service. Recipients are only required to assess cost-effectiveness of projects for the creation of new drinking water systems, dam and reservoir rehabilitation projects, or projects for the extension of drinking water service to meet population growth needs. Recipients should review the supplementary information to the final rule for more details on requirements applicable to each type of investment.

**APPLICABLE STANDARDS & REQUIREMENTS**

Treasury encourages recipients to adhere to strong labor standards, including project labor agreements and community benefits agreements that offer wages at or above the prevailing rate and include local hire provisions. Treasury also encourages recipients to prioritize in their procurements employers with high labor standards and to prioritize employers without recent violations of federal and state labor and employment laws.

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## Broadband Infrastructure

The Coronavirus State and Local Fiscal Recovery Funds may be used to make necessary investments in broadband infrastructure, which has been shown to be critical for work, education, healthcare, and civic participation during the public health emergency. The final rule broadens the set of eligible broadband infrastructure investments that recipients may undertake.

Recipients may pursue investments in broadband infrastructure meeting technical standards detailed below, as well as an expanded set of cybersecurity investments.

### BROADBAND INFRASTRUCTURE INVESTMENTS

Recipients should adhere to the following requirements when designing a broadband infrastructure project:

1. **Identify an eligible area for investment.** Recipients are encouraged to prioritize projects that are designed to serve locations without access to reliable wireline 100/20 Mbps broadband service (meaning service that reliably provides 100 Mbps download speed and 20 Mbps upload speed through a wireline connection), but are broadly able to invest in projects designed to provide service to locations with an identified need for additional broadband investment. Recipients have broad flexibility to define need in their community. Examples of need could include:

- ✓ Lack of access to a reliable high-speed broadband connection
- ✓ Lack of affordable broadband
- ✓ Lack of reliable service

If recipients are considering deploying broadband to locations where there are existing and enforceable federal or state funding commitments for reliable service of at least 100/20 Mbps, recipients must ensure that SLFRF funds are designed to address an identified need for additional broadband investment that is not met by existing federal or state funding commitments. Recipients must also ensure that SLFRF funds will not be used for costs that will be reimbursed by the other federal or state funding streams.

2. **Design project to meet high-speed technical standards.** Recipients are required to design projects to, upon completion, reliably meet or exceed symmetrical 100 Mbps download and upload speeds. In cases where it is not practicable, because of the excessive cost of the project or geography or topography of the area to be served by the project, eligible projects may be designed to reliably meet or exceed 100/20 Mbps and be scalable to a minimum of symmetrical 100 Mbps download and upload speeds.

Treasury encourages recipients to prioritize investments in fiber-optic infrastructure wherever feasible and to focus on projects that will achieve last-mile connections. Further, Treasury encourages recipients to prioritize support for broadband networks owned, operated by, or affiliated with local governments, nonprofits, and co-operatives.





3. **Require enrollment in a low-income subsidy program.** Recipients must require the service provider for a broadband project that provides service to households to either:

- ✓ Participate in the FCC's Affordable Connectivity Program (ACP)
- ✓ Provide access to a broad-based affordability program to low-income consumers that provides benefits commensurate to ACP

Treasury encourages broadband services to also include at least one low-cost option offered without data usage caps at speeds sufficient for a household with multiple users to simultaneously telework and engage in remote learning. Recipients are also encouraged to consult with the community on affordability needs.

### **CYBERSECURITY INVESTMENTS**

SLFRF may be used for modernization of cybersecurity for existing and new broadband infrastructure, regardless of their speed delivery standards. This includes modernization of hardware and software.

### **APPLICABLE STANDARDS & REQUIREMENTS**

Treasury encourages recipients to adhere to strong labor standards, including project labor agreements and community benefits agreements that offer wages at or above the prevailing rate and include local hire provisions. Treasury also encourages recipients to prioritize in their procurements employers with high labor standards and to prioritize employers without recent violations of federal and state labor and employment laws.



## Restrictions on Use

While recipients have considerable flexibility to use Coronavirus State and Local Fiscal Recovery Funds to address the diverse needs of their communities, some restrictions on use of funds apply.

### OFFSET A REDUCTION IN NET TAX REVENUE

- **States and territories may not use this funding to directly or indirectly offset a reduction in net tax revenue resulting from a change in law, regulation, or administrative interpretation beginning on March 3, 2021, through the last day of the fiscal year in which the funds provided have been spent.** If a state or territory cuts taxes during this period, it must demonstrate how it paid for the tax cuts from sources other than SLFRF, such as by enacting policies to raise other sources of revenue, by cutting spending, or through higher revenue due to economic growth. If the funds provided have been used to offset tax cuts, the amount used for this purpose must be repaid to the Treasury.

### DEPOSITS INTO PENSION FUNDS

- **No recipients except Tribal governments may use this funding to make a deposit to a pension fund.** Treasury defines a “deposit” as an extraordinary contribution to a pension fund for the purpose of reducing an accrued, unfunded liability. While pension deposits are prohibited, recipients may use funds for routine payroll contributions connected to an eligible use of funds (e.g., for public health and safety staff). Examples of extraordinary payments include ones that:
  - ✗ Reduce a liability incurred prior to the start of the COVID-19 public health emergency and occur outside the recipient's regular timing for making the payment
  - ✗ Occur at the regular time for pension contributions but is larger than a regular payment would have been

### ADDITIONAL RESTRICTIONS AND REQUIREMENTS

Additional restrictions and requirements that apply across all eligible use categories include:

- **No debt service or replenishing financial reserves.** Since SLFRF funds are intended to be used prospectively, recipients may not use SLFRF funds for debt service or replenishing financial reserves (e.g., rainy day funds).
- **No satisfaction of settlements and judgments.** Satisfaction of any obligation arising under or pursuant to a settlement agreement, judgment, consent decree, or judicially confirmed debt restructuring in a judicial, administrative, or regulatory proceeding is itself not an eligible use. However, if a settlement requires the recipient to provide services or incur other costs that are an eligible use of SLFRF funds, SLFRF may be used for those costs.
- **Additional general restrictions.** SLFRF funds may not be used for a project that conflicts with or contravenes the purpose of the American Rescue Plan Act statute (e.g., uses of funds that

*Coronavirus State & Local Fiscal Recovery Funds: Overview of the Final Rule*



## U.S. DEPARTMENT OF THE TREASURY

undermine COVID-19 mitigation practices in line with CDC guidance and recommendations) and may not be used in violation of the Award Terms and Conditions or conflict of interest requirements under the Uniform Guidance. Other applicable laws and regulations, outside of SLFRF program requirements, may also apply (e.g., laws around procurement, contracting, conflicts-of-interest, environmental standards, or civil rights).



## Program Administration

The Coronavirus State and Local Fiscal Recovery Funds final rule details a number of administrative processes and requirements, including on distribution of funds, timeline for use of funds, transfer of funds, treatment of loans, use of funds to meet non-federal match or cost-share requirements, administrative expenses, reporting on use of funds, and remediation and recoupment of funds used for ineligible purposes. This section provides a summary for the most frequently asked questions.

### TIMELINE FOR USE OF FUNDS

Under the SLFRF, funds must be used for costs incurred on or after March 3, 2021. Further, costs must be obligated by December 31, 2024, and expended by December 31, 2026.

### TRANSFERS

Recipients may undertake projects on their own or through subrecipients, which carry out eligible uses on behalf of a recipient, including pooling funds with other recipients or blending and braiding SLFRF funds with other sources of funds. Localities may also transfer their funds to the state through section 603(c)(4), which will decrease the locality's award and increase the state award amounts.

### LOANS

Recipients may generally use SLFRF funds to provide loans for uses that are otherwise eligible, although there are special rules about how recipients should track program income depending on the length of the loan. Recipients should consult the final rule if they seek to utilize these provisions.

### NON-FEDERAL MATCH OR COST-SHARE REQUIREMENTS

Funds available under the "revenue loss" eligible use category (sections 602(c)(1)(C) and 603(c)(1)(C) of the Social Security Act) generally may be used to meet the non-federal cost-share or matching requirements of other federal programs. However, note that SLFRF funds may not be used as the non-federal share for purposes of a state's Medicaid and CHIP programs because the Office of Management and Budget has approved a waiver as requested by the Centers for Medicare & Medicaid Services pursuant to 2 CFR 200.102 of the Uniform Guidance and related regulations.

SLFRF funds beyond those that are available under the revenue loss eligible use category may not be used to meet the non-federal match or cost-share requirements of other federal programs, other than as specifically provided for by statute. As an example, the Infrastructure Investment and Jobs Act provides that SLFRF funds may be used to meet the non-federal match requirements of authorized Bureau of Reclamation projects and certain broadband deployment projects. Recipients should consult the final rule for further details if they seek to utilize SLFRF funds as a match for these projects.

### ADMINISTRATIVE EXPENSES

SLFRF funds may be used for direct and indirect administrative expenses involved in administering the program. For details on permissible direct and indirect administrative costs, recipients should refer to Treasury's [Compliance and Reporting Guidance](#). Costs incurred for the same purpose in like circumstances must be treated consistently as either direct or indirect costs.

*Coronavirus State & Local Fiscal Recovery Funds: Overview of the Final Rule*

*U.S. Department of the Treasury*

**REPORTING, COMPLIANCE & RECOUPMENT**

Recipients are required to comply with Treasury's [Compliance and Reporting Guidance](#), which includes submitting mandatory periodic reports to Treasury.

Funds used in violation of the final rule are subject to remediation and recoupment. As outlined in the final rule, Treasury may identify funds used in violation through reporting or other sources. Recipients will be provided with an initial written notice of recoupment with an opportunity to submit a request for reconsideration before Treasury provides a final notice of recoupment. If the recipient receives an initial notice of recoupment and does not submit a request for reconsideration, the initial notice will be deemed the final notice. Treasury may pursue other forms of remediation and monitoring in conjunction with, or as an alternative to, recoupment.

**CITY COUNCIL STAFF REPORT**  
Meeting Date January 24, 2022

**REPORT TO:** Melinda Coleman

**REPORT FROM:** Ellen Paulseth, Finance Director

**PRESENTER:** Ellen Paulseth, Finance Director

**AGENDA ITEM:** Allocation of General Fund Surplus

**Action Requested:** ☒ Motion ☐ Discussion ☐ Public Hearing

**Form of Action:** ☒ Resolution ☐ Ordinance ☐ Contract/Agreement ☐ Proclamation

**Policy Issue:**

Currently, the General Fund has over \$2.5M in reserves not designated for cash flow. The reserves were a carryover from fiscal year 2020, and will not be required as a potential funding source for the new fire station. The City Council has discretion over these funds and can allocate the excess fund balance, as deemed appropriate. Fund balance requirements increase with inflation over time; therefore, it is prudent to consider allocating less than the amount available.

**Recommended Action:**

Motion to adopt the Resolution Allocating \$1.5M in General Fund Surplus.

**Fiscal Impact:**

Is There a Fiscal Impact? ☒ No ☐ Yes, the true or estimated cost is N/A

Financing source(s): ☐ Adopted Budget ☐ Budget Modification ☐ New Revenue Source  
☒ Use of Reserves ☐ Other: N/A

**Strategic Plan Relevance:**

☒ Financial Sustainability ☐ Integrated Communication ☒ Targeted Redevelopment  
☒ Operational Effectiveness ☒ Community Inclusiveness ☒ Infrastructure & Asset Mgmt.

The surplus allocations will affect most areas of the strategic plan, especially asset management.

**Background**

Staff submitted list of General Fund allocation recommendations for consideration by the City Council on May 24, 2021. This report reflects slight modifications since that time. The recommendations are based on areas of need from a long-term financial perspective. The next page includes extensive detail of the recommendations.

The City Council and staff will evaluate the General Fund surplus again after closing of the books in April of 2022.

## Recommendations for Allocations

### 1. Employee Benefits Fund

**\$400,000**

The Employee Benefits Fund accrues resources to fund employee severance and PTO leave payments. At 12/31/2021, the fund had approximately \$1.7M in assets and \$2.2M in liabilities. Adding additional employees and severance payments resulting from early retirement incentives have recently put pressure on the fund. It is currently around \$500K underfunded. There is no legal requirement to fully fund leave payments, but the liabilities are monitored closely by rating agencies. A one-time allocation of \$400,000, coupled with additional measures adopted internally, will bring the fund into balance again. This funding is available due to several years of police department vacancies.

### 2. Building Fund

**\$250,000**

The City levies \$200,000 per year in property taxes for the Building Fund to finance repair and maintenance projects for existing buildings. We have plans to increase the levy to \$250,000 - \$300,000 per year, because existing funding makes it difficult to maintain the building at an appropriate level. This is especially true in years where a large roofing project is required. However, recent economic conditions have made it difficult to increase the levy. A one-time allocation of \$250,000 to this fund will provide some flexibility and allow for completion of deferred projects. The five-year CIP includes \$1M in projects, or \$200,000 per year. However, this leaves no consideration for contingencies.

### 3. Public Safety Equipment Fund

**\$250,000**

For fiscal year 2022, the City levied \$425,000 for the Public Safety Equipment Fund. This covers police and fire vehicles and equipment. The annual requirement to fund the public safety fleet is approximately \$600,000 per year. This does not include the ladder truck, scheduled for replacement in 2022, at a cost of \$1,250,000. Other fire equipment is also up for replacement during the CIP period. An allocation of \$250,000 will provide funding for equipment until the increased levy is affordable for the community. In the alternative, the City can purchase fire equipment through a tax-exempt lease agreement.

### 4. Fleet Fund

**\$250,000**

The Fleet Fund accounts for the purchase of public works vehicles and equipment. Funding for the equipment purchases comes from internal services charges from the General Fund and the Utility Funds, supported by a tax levy and utility revenues. The annual funding requirement is approximately \$600,000 for overall fleet replacement. Due to continually rising equipment costs, it can be difficult to maintain adequate cash flow requirements. An increase of 5% per year in service charges is required for the entire 2022-2026 CIP period to fund the necessary purchases. This one-time allocation of \$250,000 will mitigate the need for increases to the tax levy and keep the fund balance from going negative.

### 5. EDA Fund

**\$350,000**

The EDA consistently needs funding sources for economic development activities. This one-time allocation, coupled with other allocations over the next couple of years, will give the EDA some capital to fund economic development and housing projects.

## TOTAL ALLOCATIONS

**\$1,500,000**

### Attachments

1. Resolution Allocating \$1,500,000 of General Fund Surplus

**CITY OF MAPLEWOOD****RESOLUTION NO. xxxxx****RESOLUTION ALLOCATING \$1,500,000 OF GENERAL FUND SURPLUS**

WHEREAS, the City of Maplewood has a comprehensive set of financial policies, including a Reserves Policy; and

WHEREAS, the purpose of the Reserves Policy is to provide financial stability through the maintenance of reserve funds for unanticipated expenditures or unforeseen emergencies, and to provide adequate working capital for current operating needs to avoid short-term borrowing; and

WHEREAS, in establishing an appropriate fund balance (reserves), the City needs to consider the demands of cash flow, capital asset purchases, need for emergency reserves, ability to manage fluctuations of major revenue sources, credit ratings, and long-term fiscal health; and

WHEREAS, the City's Reserves Policy requires an unassigned fund balance in the General Fund at a minimum of 41.67%, with a desired level of 50%, of annual General Fund operating expenditures; and

WHEREAS, the City's General Fund unassigned reserves exceed the 50% desired level of operating expenditures; and

WHEREAS, the City Council committed \$2,589,246 of General Fund reserves, in excess of the desired 50% level of unassigned reserves, as a possible funding source for construction of the North Fire Station; and

WHEREAS, the North Fire Station project is now fully funded through other revenue sources; and

WHEREAS, City staff have reviewed other areas of need from a long-term financial management perspective.

THEREFORE, BE IT RESOLVED that the Maplewood City Council allocates \$1,500,000 in General Fund surplus unassigned reserves as follows:

Employee Benefits Fund	\$ 400,000
Building Fund	\$ 250,000
Public Safety Equipment Fund	\$ 250,000
Fleet Fund	\$ 250,000
EDA Fund	<u>\$ 350,000</u>
 Total Allocation	 <u>\$1,500,000</u>

BE IT FURTHER RESOLVED that authorization be given to the Finance Director to make the accounting entries necessary to transfer the funds.



**CITY COUNCIL STAFF REPORT**  
Meeting Date January 24, 2022

**REPORT TO:** Melinda Coleman

**REPORT FROM:** Ellen Paulseth, Finance Director

**PRESENTER:** Ellen Paulseth, Finance Director

**AGENDA ITEM:** Transfers and Budget Adjustments

**Action Requested:** ☒ Motion ☐ Discussion ☐ Public Hearing

**Form of Action:** ☐ Resolution ☐ Ordinance ☐ Contract/Agreement ☐ Proclamation

**Policy Issue:**

Transfers between funds and budget adjustments are made periodically and must be approved by the City Council. The transfers on the attached list relate to the 2021 allocation of ARPA funds and the 2022 allocation of General Fund surplus. The budget adjustments on the list relate to the surplus allocation and modify the 2022 budget accordingly.

**Recommended Action:**

Motion to approve the transfers and budget adjustments dated 1/24/2022 and authorize the Finance Director to make the necessary accounting entries.

**Fiscal Impact:**

Is There a Fiscal Impact? ☒ No ☐ Yes, the true or estimated cost is N/A

Financing source(s): ☐ Adopted Budget ☐ Budget Modification ☐ New Revenue Source  
☐ Use of Reserves ☐ Other: N/A

**Strategic Plan Relevance:**

☒ Financial Sustainability ☐ Integrated Communication ☐ Targeted Redevelopment  
☒ Operational Effectiveness ☐ Community Inclusiveness ☐ Infrastructure & Asset Mgmt.

The transfers are a component of the City's annual budget or for the restructuring of accounts. They provide for operational effectiveness.

**Background**

The transfers for the ARPA funding allocation by the City Council reimburse the City for expenses related to the pandemic and provide funding for the provision of governmental services. The transfers and budget adjustments for the General Fund surplus provide for the reallocation of surplus funds.

**Attachments**

1. List of Transfers and Budget Adjustments Dated January 24, 2022

<b>Transfer From:</b>	<b>Transfer To:</b>	<b>Effective:</b>	<b>Amount:</b>
<b>Transfers Dated 12/31/2021</b>			
Federal Grant Fund 299	General Fund 101	12/31/2021	530,169.33
Federal Grant Fund 299	Communications Fund 222	12/31/2021	7,148.95
Federal Grant Fund 299	WAC Fund 407	12/31/2021	1,495.86
Federal Grant Fund 299	Sewer Fund 601	12/31/2021	14,371.46
Federal Grant Fund 299	EU Fund 604	12/31/2021	10,738.99
Federal Grant Fund 299	Recycling Fund 605	12/31/2021	940.96
Federal Grant Fund 299	Ambulance Fund 606	12/31/2021	1,555.90
Federal Grant Fund 299	Fleet Fund 702	12/31/2021	7,989.36
Federal Grant Fund 299	IT Fund 703	12/31/2021	7,398.43
Federal Grant Fund 299	Ambulance Fund 606	12/31/2021	750,000.00
Federal Grant Fund 299	Public Safety Equip Fund 406	12/31/2021	512,192.90
<b>TOTAL 2021 TRANSFERS</b>			<b>1,844,002.14</b>
<b>Transfers Dated 1/24/2022</b>			
General Fund 101	Employee Benefits Fund 701	01/24/2022	400,000.00
General Fund 101	Building Fund 401	01/24/2022	250,000.00
General Fund 101	Public Safety Equipment Fund 406	01/24/2022	250,000.00
General Fund 101	Fleet Fund 702	01/24/2022	250,000.00
General Fund 101	EDA Fund 280	01/24/2022	350,000.00
<b>TOTAL 2022 TRANSFERS</b>			<b>1,500,000.00</b>
<b>BUDGET ADJUSTMENTS</b>			
<b>2022 Budget Adjustments</b>	<b>Account</b>	<b>Effective:</b>	<b>Amount:</b>
General Fund 101	Transfers Out	01/24/2022	1,500,000.00
Employee Benefits Fund 701	Transfers In	01/24/2022	400,000.00
Building Fund 401	Transfers In	01/24/2022	250,000.00
Public Safety Equip Fund 406	Transfers In	01/24/2022	250,000.00
Fleet Fund 702	Transfers In	01/24/2022	250,000.00
EDA Fund 280	Transfers In	01/24/2022	350,000.00

**CITY COUNCIL STAFF REPORT**

Meeting Date January 24, 2022

**REPORT TO:** Melinda Coleman, City Manager

**REPORT FROM:** Michael Mondor, Fire and EMS Chief

**PRESENTER:** Michael Mondor, Fire and EMS Chief

**AGENDA ITEM:** Resolution Directing Modification of Existing Construction Contract, Change Order No. 17 and No. 18, North Fire Station Construction Project

**Action Requested:** ☒ Motion ☐ Discussion ☐ Public Hearing

**Form of Action:** ☒ Resolution ☐ Ordinance ☒ Contract/Agreement ☐ Proclamation

**Policy Issue:**

City Council will consider approving the attached resolution Directing Modification of the Existing Construction Contract, Change Order No. 17 and Change Order No. 18 for the North Fire Station Construction Project.

**Recommended Action:**

Motion to approve resolution Directing Modification of the Existing Construction Contract, Change Order No. 17 and Change Order No. 18, North Fire Station Construction Project and authorize the Mayor and City Manager to sign Change Order No. 17, and Change Order No. 18.

**Fiscal Impact:**

Is There a Fiscal Impact? ☐ No ☒ Yes, the true or estimated cost is \$6,999

Financing source(s): ☐ Adopted Budget ☐ Budget Modification ☐ New Revenue Source  
☐ Use of Reserves ☒ Other: Fire Facility Fund

**Strategic Plan Relevance:**

☒ Financial Sustainability ☐ Integrated Communication ☐ Targeted Redevelopment  
☒ Operational Effectiveness ☐ Community Inclusiveness ☒ Infrastructure & Asset Mgmt.

Approval of Change Order No. 17 will increase the project construction amount by \$5,179

- Work Scope 05-A-Thornberg Steel \$5,179, for added material and design costs which will change the contract amount from \$537,747 to \$542,926.

Approval of Change Order No. 18 will increase the project construction amount by \$1,820

- Work Scope 09-C-Twin City Acoustics \$1,820 to change construction materials for baffles for sound dampening in the training room. This will change the contract amount from \$50,795 to \$52,615.

The revised contract amounts fall within the approved project budget of \$13,100,000. No adjustments to the approved budget are necessary at this time.

**Background**

The City Council awarded construction contracts to Thornberg Steel and Twin City Acoustics as part of the North Fire Station Construction Project.

Change Order No. 17 proposes to increase the construction contract by \$5,179 associated with increased materials and design costs for the elevator landing.

Change Order No. 18 proposes to increase the construction contract by \$1,820 to switch to intended noise baffles which is an increase in material costs.

The changes requested fall within the budgeted construction contingency costs and no changes to the project budget are required at this time. The current construction contingency balance including executed and pending change orders is \$315,322. The project currently has \$821,112 in additional contingency funds at the time of this report.

**Attachments**

1. Change Order No. 17
2. Change Order No. 18
3. Resolution Directing Modification of the Existing Construction Contract, Change Order No. 17 and Change Order No. 18 for the North Fire Station Construction Project



## Change Order Request

**Project:** 2110032-02  
Maplewood North Fire Station  
1530 County Road C East  
Maplewood, MN 55109

**COR #** 17.00

**Date:** 12/23/2021

**To: Owner** City Of Maplewood  
1830 East County Road B  
Maplewood, MN 55109

**From:** Kraus-Anderson Construction Company  
501 South Eighth Street  
Minneapolis, MN 55404

**PCO #** 53 - Thornberg: Cost for Landing @ 118

Item #	Description	Vendor	Amount
1	WO#11: Cost for Landing @ 118	Thornberg Steel, Inc.	\$5,179.00
Total For Change Order			<u>\$5,179.00</u>

**Approved By:** City Of Maplewood

**Signed:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Submitted By:** Kraus-Anderson Construction Company

**Signed:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Accepted By:** Short-Elliott-Hendrickson, Incorporated

**Signed:** \_\_\_\_\_

**Date:** \_\_\_\_\_

change order # 11 REVISED TO DEDUCT FLOOR PANS/LANDING PLATES  
 DATE: 12/20/2021  
 job: MAPLEWOOD FIRE STATION  
 loc: MAPLEWOOD MN  
 quote ADDED MATERIAL FOR STAIR LANDING CALLED OUT AS STAIR LANDIN  
 contractor KRAUS ANDERSON  
 job sup DALE SONNICHSEN  
 from: terry  
 memo: NOTE: ESTIMATING A PROJECT DOES NOT EN  
 DESIGNED AND NOT IN MY ORIGINAL ESTIMA

## MATERIAL ADD:

weight: 1700 lbs  
discription: SEE ABOVE

material	\$2,881
labor:	\$921
joist deduct	\$0
DECK	\$0
eng/dtl	\$570.00
galv/pnt	\$325.00
SHIPPING	\$425.00
sub total	\$5,122.00
10% O&P	\$512
sub total	\$5,634.20
p/tax:	\$394
total amount	\$6,029
deduct floor pans	(\$850)
	\$5,179.00

chage orders must be approved before we can exp xpeditate order.

GENERAL CONTRACTOR

SIGNED

BY:

TITLE:

THORNBERG STEEL/ 23602 UNIVERSITY AVE NW. BETHEL MN. 55005  
 23604 UNIVERSITY AVE NW  
 BETHEL MN. 55005  
 PHONE: 763-434-5178 FAX: 763-434-5186  
 email: thornberg@qwestoffice.net

IG BUT NO STRUCTURAL STEEL OR MATERIAL CALLED OUT

TAIL DESIGN WORK AND THIS LANDING WAS NOT STRUCTURALLY  
TE.



## Change Order Request

**Project:** 2110032-02  
Maplewood North Fire Station  
1530 County Road C East  
Maplewood, MN 55109

**COR #** 18.00

**Date:** 12/29/2021

**To: Owner** City Of Maplewood  
1830 East County Road B  
Maplewood, MN 55109

**From:** Kraus-Anderson Construction Company  
501 South Eighth Street  
Minneapolis, MN 55404

**PCO #** 55 - TCA: Switch to the intended baffles

Item #	Description	Vendor	Amount
1	Switch to the intended baffles	Twin City Acoustics, Inc.	\$1,820.00
Total For Change Order			<u>\$1,820.00</u>

**Approved By:** City Of Maplewood

**Signed:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Submitted By:** Kraus-Anderson Construction Company

**Signed:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Accepted By:** Short-Elliott-Hendrickson, Incorporated

**Signed:** \_\_\_\_\_

**Date:** \_\_\_\_\_





Commercial and Residential  
An Equal Opportunity Employer

G6, Attachment 2

**TWIN CITY ACOUSTICS, INC.**  
9449 SCIENCE CENTER DRIVE  
NEW HOPE, MN 55428  
P)763.535.6697 ♦ F)763.535.5309  
www.tcacoustics.com

**TO:** Kraus Anderson Construction  
501 S. Eighth Street  
Minneapolis, MN 55404

Attention: Dale Sonnichsen

**DATE:** December 29, 2021

**PROJECT:** Maplewood Fire Station

**LOCATION:**

**ADDENDUM:**

=====

We propose to furnish and install the following materials for the above referenced project in accordance with the terms and conditions listed below and in accordance with the project plans and specifications unless noted. Labor, materials and equipment necessary for the installation is included unless specifically stated to the contrary.

**ADDITIONAL COST TO CHANGE PRODUCT FROM ORIGINAL SPECIFICATION**

**TOTAL MATERIAL ADD: \$1,820.00**

**NOTE: Dumpsters, sweeping & final cleaning to be furnished by General Contractor at no cost to Twin City Acoustics, Inc.  
No seismic bracing or compression struts figured.**

Material, labor and sales tax included in our quote.

This proposal is valid for 30 days from date of issue. **TERMS:** Net cash for 90% of value of materials delivered on the job and labor for installing materials for the job during the previous 30 day period; shall be due the 10<sup>th</sup> of the following month, balance net cash after 30 days after completion. All taxes now or hereafter levied by any Federal, State or local authority, upon sale of foregoing materials are not included in the price and shall be paid by the purchaser unless specifically stated otherwise in this proposal.

Accepted by: \_\_\_\_\_

**TWIN CITY ACOUSTICS, INC.**

Company: \_\_\_\_\_

By: \_\_\_\_\_ Jaina Brinker \_\_\_\_\_

Date: \_\_\_\_\_ Order No. \_\_\_\_\_

**jaina@tcacoustics.com**

**RESOLUTION  
DIRECTING MODIFICATION OF EXISTING CONSTRUCTION CONTRACT,  
NORTH FIRE STATION CONSTRUCTION PROJECT, CHANGE ORDER NO. 17 AND  
CHANGE ORDER NO. 18**

WHEREAS, the City Council of Maplewood, Minnesota has heretofore ordered the construction of the North Fire Station, and has approved construction contracts related to the project.

WHEREAS, it is now necessary and expedient that said contract be modified and designated as North Fire Station Construction Project, Change Order No. 17, and Change Order No. 18.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF MAPLEWOOD, Minnesota, that

1. The Mayor, City Manager, and Fire and EMS Chief are hereby authorized and directed to modify the existing contract by executing said Change Order No. 17 which is an increase of \$5,179.

The revised contract amount for Work Scope 05-A Thornberg Steel is \$542,926.

2. The Mayor, City Manager, and Fire and EMS Chief are hereby authorized and directed to modify the existing contract by executing said Change Order No. 18 which is an increase of \$1,820

The revised contract amount for Work Scope 09-C Twin City Acoustics is \$52,615.

Adopted by the Maplewood City Council on this 24<sup>th</sup> day of January 2022.

**CITY COUNCIL STAFF REPORT**  
Meeting Date January 24, 2022

**REPORT TO:** Melinda Coleman, City Manager  
**REPORT FROM:** Michael Mondor, Fire and EMS Chief  
**PRESENTER:** Michael Mondor, Fire and EMS Chief  
**AGENDA ITEM:** Purchase of a New Ladder Truck

**Action Requested:** ☒ Motion ☐ Discussion ☐ Public Hearing  
**Form of Action:** ☐ Resolution ☐ Ordinance ☒ Contract/Agreement ☐ Proclamation

**Policy Issue:**

City Council will consider approving the purchase of a new ladder truck.

**Recommended Action:**

Motion to approve the purchase of a new ladder truck from Rosenbauer Minnesota, LLC.

**Fiscal Impact:**

Is There a Fiscal Impact? ☐ No ☒ Yes, the true or estimated cost is \$1,282,937  
Financing source(s): ☐ Adopted Budget ☐ Budget Modification ☐ New Revenue Source  
☐ Use of Reserves ☒ Other: Fire Facility Fund

**Strategic Plan Relevance:**

☐ Financial Sustainability ☐ Integrated Communication ☐ Targeted Redevelopment  
☒ Operational Effectiveness ☐ Community Inclusiveness ☒ Infrastructure & Asset Mgmt.

The 2022-2026 CIP identified the replacement of the department's ladder truck. Reference Project FD22.03. City Council approval is required prior to purchase. This truck will replace a 95' ladder truck that is currently 22 years old and has passed its useful life.

**Background**

The fire department has planned to purchase a new ladder truck as part of the Capital Improvement Planning Process (Project Detail FD 22.03). The department's current ladder truck is 22 years old and has passed its useful life. The National Fire Protection Association establishes recommended fire department standards and suggests that ladder trucks that are greater than 15 years old be placed in reserve status.

In brief, ladder trucks serve the community in the following ways: rescue operations, reach greater than the height or length of ground ladders, elevated master streams for limited access fires, horizontal access where obstacles are present, limited road access or challenging terrain creating barriers for efficient operations. Additionally, these apparatus are configured to carry specialized equipment not found on standard fire engines such as: 10'-12' pike poles, 24'-36' extension ladders, additional extrication

equipment, ventilation fans, and salvage and overhaul supplies to protect citizen property (tarps, smoke tube, debris buckets). The attributes of these trucks are designed and deployed to positively and rapidly affect incident mitigation.

The fire department's truck committee researched options, completed factory and apparatus tours and ultimately solicited quotes from two vendors. Rosenbauer Minnesota, LLC provided the most competitive bid, they are the recommended vendor.

ARPA funds have provided a funding opportunity to avoid the need to bond for the purchase of this equipment.

The truck will be purchased via a competitive purchasing cooperative.

Budget:

Quote Price: \$1,304,423

Chassis Payment Credit: (\$14,735)

Aerial Mount Payment Credit: (\$6,751)

Total: \$1,282,937

### **Attachments**

1. Purchase Agreement



## PURCHASE ORDER

Purchaser		SUPPLIER	
<b>Purchaser:</b>	City of Maplewood	<b>Contract #</b>	FS12-19 For Years 2019-2021
<b>Address 1:</b>	1830 County Road B East	<b>Supplier:</b>	Rosenbauer Minnesota, LLC
<b>Address 2:</b>		<b>Address 1:</b>	5180 260th Street
<b>City, State, Zip:</b>	Maplewood, MN 55109	<b>Address 2:</b>	PO Box 549
		<b>City, State, Zip:</b>	Wyoming, MN 55092

<b>Purchase Order Number:</b>		<b>Delivery in Calendar Days:</b>	485
<b>Date:</b>	12/16/2021	<b>HGAC Product Code</b>	FS19ZA06

Quantity	Description	Price	Price (Extended)
1	One (1) Rosenbauer Aerial, complete with Rosenbauer Commander chassis and Rosenbauer Cobra Platform per attached specifications.	\$1,304,423.00	\$1,304,423.00
	Note: HGAC administration fee included in price		
*Note: If chassis amount of \$383,603.00 is paid upon arrival at our plant in Minnesota, deduct \$14,735.00 each			
*Note: If aerial amount of \$348,419.00 is paid upon arrival at our plant in Minnesota, deduct \$6,751.00 each			
<b>TOTAL</b>			<b>\$1,304,423.00</b>

<b>NOTES:</b>	
---------------	--

<b>Rosenbauer Dealer :</b>	General Safety Fire Apparatus
<b>Salesperson:</b>	Steven Harris
<b>Signature:</b>	

<b>Purchaser:</b>	City of Maplewood
<b>Print Name:</b>	
<b>Title:</b>	
<b>Date</b>	
<b>Signature:</b>	



**APPENDIX C  
CHANGE ORDER POLICY**

This change order policy is intended to reflect the increased cost of changes which result in delayed deliveries, confused paperwork, poor production flow and increased potential of trucks being built to incorrect specifications. With your cooperation, changes can be kept to a minimum which means we will be able to reduce lead times, increase production and maintain costs which will benefit all of us.

Our objective is accurate, high quality and on-time deliveries exceeding our customer expectations.

Changes any time after the order is received may delay the quoted delivery date. Significant design or component changes will have the largest impact on the schedule and quoted delivery date. Changes that occur later in the process will also have the largest impact on the schedule and quoted delivery date.

All time fences are reference to contract execution date if not otherwise stated.

**Change Window #1**

All changes will be priced at standard pricing and specials will be priced through our normal process. Significant changes made to the vehicle during this time period may result in a delivery extension.

RBM Chassis	0-60 days
RBA Aerial	0-60 days
Rosenbauer Body	0-60 days

**Change Window #2**

All changes are subject to a 25% mark-up, as well as a \$250.00 change order processing fee. All changes are subject to factory review and may be denied due to engineering or lead time issues.

RBM Chassis	61-75 days
RBA Aerial	61-75 days
Rosenbauer Body	61-120 days

**Change Window #3**

All changes are subject to a 50% mark-up, and 50% restocking fee on deleted items, as well as a \$250.00 change order processing fee. All changes are subject to factory review and may be denied due to engineering or lead time issues. No major components can be changed at this time; major components are considered engine, transmission, axles, suspension, cab, frame (wheelbase), seats, water pump and water tank.

RBM Chassis	76-120 days
RBA Aerial	76-120 days
Rosenbauer Body	121-180 days

**Change Window #4**

Changes are not recommended at this time. Any changes requested will be priced on a time and material basis, as well as a \$500.00 change order processing fee. Any changes requested, and that are quoted to the customer, must be approved by the customer within three days or they will not be valid.

RBM Chassis	After 120 days
RBA Aerial	After 120 days
Rosenbauer Body	After 180 days

*\*Note: Any late change orders that are factory driven will be done at cost and no additional mark up or penalties will apply.*

**BUYER INITIALS:** \_\_\_\_\_

**CITY COUNCIL STAFF REPORT**  
Meeting Date January 24, 2022

**REPORT TO:** Melinda Coleman, City Manager  
**REPORT FROM:** Michael Mondor, Fire and EMS Chief  
**PRESENTER:** Michael Mondor, Fire and EMS Chief  
**AGENDA ITEM:** Purchase Furniture for North Fire Station

**Action Requested:** ☒ Motion ☐ Discussion ☐ Public Hearing  
**Form of Action:** ☐ Resolution ☐ Ordinance ☒ Contract/Agreement ☐ Proclamation

**Policy Issue:**

City Council will consider approving the furniture quotation for the North Fire Station Construction Project.

**Recommended Action:**

Motion to approve the furniture quotation from Atmosphere Commercial Interiors for the North Fire Station Construction Project.

**Fiscal Impact:**

Is There a Fiscal Impact? ☐ No ☒ Yes, the true or estimated cost is \$248,738.52  
Financing source(s): ☐ Adopted Budget ☐ Budget Modification ☐ New Revenue Source  
☐ Use of Reserves ☒ Other: Fire Facility Fund

**Strategic Plan Relevance:**

☒ Financial Sustainability ☐ Integrated Communication ☐ Targeted Redevelopment  
☒ Operational Effectiveness ☐ Community Inclusiveness ☒ Infrastructure & Asset Mgmt.

The fire department will occupy the new North Fire Station in June of 2022. Staff have been working with Atmosphere Commercial Interiors as the project's interior design consultant for the past several months. If approved, this purchase will ensure that the fire station is adequately furnished.

**Background**

The North Fire Station is currently under construction and it is anticipated that the department will occupy the new station in June 2022. The department has been working on interior design and furnishings for the past several months. Due to supply chain challenges associated with COVID-19, the department is recommending that we purchase furniture in January of 2022 to ensure that the building can be adequately furnished upon building completion.

All furniture will be purchased via the NASPO Value Point Contract which is a shared purchasing cooperative. The quotation includes furnishings for offices, conference rooms, the training room, bedrooms and living areas and incorporates art work for the new station.

This purchase is within the furniture and contingency allowance that has been budgeted in association with the project.

**Attachments**

1. Furniture Quotation



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# ATMOSPHERE

COMMERCIAL INTERIORS

## Quotation 636748

**Quote Date** 10/29/21

**Customer Order** SECOND AND FIRST FLR

**Project** 5033

**Customer** MWFIRES

**Terms** NET 30,LATE CHG 1.5%

**Account Representative** MATT GABRIELSE  
 920.593.9436

### Quote To

Maplewood Fire Department  
 Michael Mondor  
 1830 COUNTY ROAD B E  
 Saint Paul MN 55109-2702

### Ship To

Maplewood Fire Department  
 1530 County Road C E  
 Maplewood MN 55109-1049

**Phone** +1 (651) 249-2822

michael.mondor@maplewoodmn.gov

**Sales Location** MINNEAPOLIS MN

Description	Quantity	Unit Price	Extended Price
BUNK ROOMS			
<b>1</b> <b>SIDE TABLE - WEST ELM</b> INDUSTRIAL STORAGE SIDE TABLE FINISH: TBD WEST ELM <b>Tag For</b> BUNK ROOMS	8	398.67	3,189.36
<b>2</b> <b>MXBERL3785-LS - LDFM89</b> MAXWEEL, BED, DORM TWIN XL, 14" UNDER BED CLEARANCE (16.25"HEIGHT AT BOTTOM OF BED RAILS, 27" AT TOP OF MATTRESS), SILVER POST 37"D X 85"W X 39"H FINISH: PREMIUM FINISH-DRIFTWOOD 89  MATTRESS SIZED 36X80 RT LONDON	8	464.81	3,718.48
<b>3</b> <b>ES463 MC1 P1 CFA - ESSENTIALS, LARGE SINGLE DRAWER STACKER</b> 26"W X 24"D X 24"D, 14.5"H 24D X 26W X 14.5"H CASE MATERIAL AND CONSTRUCTION TYPE: LAMINATE- GLUE & DOWEL (#1) PULL TYPE: INTERGRAL (#1) CASE FINISH: PREMIUM FINISH- DRIFTWOOD (#A) RT LONDON	24	266.63	6,399.12
<b>4</b> <b>MATTRESS - tbd</b> RT LONDON	8	711.00	5,688.00
<b>5</b> <b>TS34403 - Alight; Ottoman-Bench</b> <b>UPHLESTRY:</b> 5877 FOGGY NIGHT <b>LEG OPT:</b> *OPT:LEG OPTIONS	8	349.96	2,799.68

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 (July 2015 or prior contract signed by client). EXECUTION OF THIS PRICE QUOTATION IS BUYER'S ACCEPTANCE OF THOSE TERMS AND CONDITIONS.

ACCEPTED BY \_\_\_\_\_

CLIENT SIGNATURE, TITLE

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 DATE

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COMMERCIAL INTERIORS

**Quotation 636748**

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Description		Quantity	Unit Price	Extended Price
5	<b>ALUMINUM:</b> STD:ALUMINUM LEGS STEELCASE <b>Tag For</b> BUNK ROOMS			
<b>Sub Total</b>				21,794.64
MINNESOTA - TAX EXEMPT				0.00
<b>Total</b>				<b>21,794.64</b>
FITNESS ROOM				
6	<b>WCOP9ZW7</b> - TRACE OPEN CUBBY LOCKERS 8 OPENING DOUBLE WIDE 65-7/8"H X 18"D X 30"W  FINISH: STEEL MESH GREAT OPEN <b>Tag For</b> FITNESS ROOM	1	1,375.43	1,375.43
<b>Sub Total</b>				1,375.43
MINNESOTA - TAX EXEMPT				0.00
<b>Total</b>				<b>1,375.43</b>
KITCHEN 204 & DAY ROOMS 206				
7	<b>XZ418301RHTCDBLK</b> - DREAMSEAT RECLINER HT RECLINER FINISH: DILLION BLACK DIGITIZING: CUSTOM LOGO POCUSTOM: CUSTOM 30" DILLION BLACK XZIPIT PANEL CUP HOLDER DREAM SEAT <b>Tag For</b> KITCHEN 204 & DAY ROOMS 206	12	1,150.00	13,800.00
8	<b>490412</b> - Move; Chair, Plastic back, Arms, Glides <b>FRAME:</b> 4799 PLATINUM METALLIC <b>SHELL:</b> 6249 PLATINUM SOLID <b>UPHLSTRY:</b> 5876 NAVY <b>GLIDES:</b> *OPT:GLIDES <b>SOFT GLD:</b> SOFT GLIDES STEELCASE <b>Tag For</b> KITCHEN 204 & DAY ROOMS 206	16	221.13	3,538.08
9	<b>490710</b> - Move; Stool, Plastic back, No arms, Glides <b>FRAME:</b> 4799 PLATINUM METALLIC <b>SHELL:</b> 6249 PLATINUM SOLID <b>UPHLSTRY:</b> 5876 NAVY <b>GLIDES:</b> *OPT:GLIDES	5	309.30	1,546.50

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COMMERCIAL INTERIORS

**Quotation 636748**

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Description		Quantity	Unit Price	Extended Price
9	<b>SOFT GLD: SOFT GLIDES</b> STEELCASE <b>Tag For</b> KITCHEN 204 & DAY ROOMS 206			
10	<b>CUSTOM TABLE - CUSTOM TABLE</b> RECLAIMED WHITE OAK WRITE OR AREL TABLE 168"L 72W X 30H FINISHES TO MATCH ASIAN NIGHTS TWO PIECE TOP URBAN EVOL	1	12,533.33	12,533.33
11	<b>CRCD15HFS - Credenza 1.5 High Full Storage</b> <b>Depth:</b> 18.87500 <b>Width:</b> 72.00000 <b>Storage Configuration:</b> Open/Lateral File <b>Handedness:</b> Left Hand <b>Application:</b> Full <b>Top:</b> With Top <b>Worksurface Thickness:</b> 1.12500 <b>Case Finish:</b> Woodgrain LPL 2LSN - STORM NOCE (LPL) <b>Headset Finish:</b> Woodgrain LPL 2LSN - STORM NOCE (LPL) <b>Top Surface Finish:</b> Woodgrain LPL 2LSN - STORM NOCE (LPL) <b>Edge Finish:</b> Plastic - PG1 6710 - STORM NOCE <b>Pull Option:</b> Ledge <b>Pull Finish:</b> Smooth Metallic 4799 - PLATINUM METALLIC <b>Lock Finish:</b> Polished Chrome 9201 - POLISHED CHROME <b>Keys:</b> Key Plug STEELCASE <b>Tag For</b> KITCHEN 204 & DAY ROOMS 206	1	671.98	671.98
12	<b>CRCD15HFS - Credenza 1.5 High Full Storage</b> <b>Depth:</b> 18.87500 <b>Width:</b> 72.00000 <b>Storage Configuration:</b> Open/Lateral File <b>Handedness:</b> Right Hand <b>Application:</b> Full <b>Top:</b> With Top <b>Worksurface Thickness:</b> 1.12500 <b>Case Finish:</b> Woodgrain LPL 2LSN - STORM NOCE (LPL) <b>Headset Finish:</b> Woodgrain LPL 2LSN - STORM NOCE (LPL) <b>Top Surface Finish:</b> Woodgrain LPL 2LSN - STORM NOCE (LPL)	1	671.98	671.98

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COMMERCIAL INTERIORS

**Quotation 636748**

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Description		Quantity	Unit Price	Extended Price
<b>12</b>	<b>Edge Finish:</b> Plastic - PG1 6710 - STORM NOCE <b>Pull Option:</b> Ledge <b>Pull Finish:</b> Smooth Metallic 4799 - PLATINUM METALLIC <b>Lock Finish:</b> Polished Chrome 9201 - POLISHED CHROME <b>Keys:</b> Key Plug STEELCASE <b>Tag For</b> KITCHEN 204 & DAY ROOMS 206			
<b>13</b>	<b>CROR - 8 27/32" H Organizer</b> <b>Width:</b> 36.00000 <b>Case Finish:</b> Woodgrain LPL 2LSN - STORM NOCE (LPL) <b>Storage:</b> Personal <b>Attachment Brackets:</b> Wall Mount Brackets STEELCASE <b>Tag For</b> KITCHEN 204 & DAY ROOMS 206	1	319.11	319.11
<b>14</b>	<b>CROR - 8 27/32" H Organizer</b> <b>Width:</b> 48.00000 <b>Case Finish:</b> Woodgrain LPL 2LSN - STORM NOCE (LPL) <b>Storage:</b> Personal <b>Attachment Brackets:</b> Wall Mount Brackets STEELCASE <b>Tag For</b> KITCHEN 204 & DAY ROOMS 206	1	347.81	347.81
<b>Sub Total</b>				33,428.79
MINNESOTA - TAX EXEMPT				0.00
<b>Total</b>				<b>33,428.79</b>
NMR ROOM				
<b>15</b>	<b>TS31409 - Jenny; Chair-Round</b> <b>UPHLCSTRY:</b> 5999 MISC FABRIC ARCHITECTURAL TEXTILES USA, IN Purchaser: VENDOR Pattern: PISA Color: FONTANA -FONTANA Direction: VERTICAL <b>LEG OPT:</b> *OPT:LEG OPTIONS <b>ALUMINUM:</b> STD:ALUMINUM LEGS STEELCASE <b>Tag For</b> NMR ROOM	1	736.99	736.99
<b>16</b>	<b>FABRIC - ARCHITEX FABRIC</b> <b>PATTERN:</b> PISA	4	100.00	400.00

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Description		Quantity	Unit Price	Extended Price
16	COLOR: FONTANA ARCHITEX T			
17	TS3FR - Campfire; Foot rest, 16 1/4D x 11W x 16 5/8H PLASTIC: 6009 ARCTIC WHITE STEELCASE Tag For NMR ROOM	1	99.19	99.19
18	MXBERL3785-LS - LDFM89 MAXWEEL, BED, DORM TWIN XL, 14" UNDER BED CLEARANCE (16.25"HEIGHT AT BOTTOM OF BED RAILS, 27" AT TOP OF MATTRESS), SILVER POST 37"D X 85"W X 39"H FINISH: PREMIUM FINISH-DRIFTWOOD 89  MATTRESS SIZED 36X80 RT LONDON	1	464.81	464.81
19	ES463 MC1 P1 CFA - ESSENTIALS, LARGE SINGLE DRAWER STACKER 26"W X 24"D X 24"D, 14.5"H 24D X 26W X 14.5"H CASE MATERIAL AND CONSTRUCTION TYPE: LAMINATE- GLUE & DOWEL (#1) PULL TYPE: INTERGRAL (#1) CASE FINISH: PREMIUM FINISH- DRIFTWOOD (#A) RT LONDON	3	266.63	799.89
20	MATTRESS - tbd RT LONDON	1	711.00	711.00
21	TS4TST - Campfire; Skate table, 18D x 22W x 24 7/8H BASIC: 4799 PLATINUM METALLIC TOP OPT: *OPT:TOP SELECTION HPL TOP: HPL TOP TOP-SURF: TOP SURFACE LAMINATE: *TOP-SURF:LAMINATE FINISHES 2HAW: ASH WENG (HPL) EDGE: EDGE PLASTIC: *EDGE:PLASTIC 6703: ASH WENG STEELCASE Tag For NMR ROOM	1	252.84	252.84
Sub Total				3,464.72
MINNESOTA - TAX EXEMPT				0.00
Total				3,464.72

## PATIO

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Description		Quantity	Unit Price	Extended Price
22	<b>107-130-1093</b> - MHUD-LC HUDSON MODULAR SEAT FINISH: BIRCHWOOD NEX-TERRA <b>Tag For</b> PATIO	9	641.00	5,769.00
23	<b>236-1488</b> - CUSHION DEEP SEATING SEAT AND BACK CUSHION W/BOX EDGE WELT FINISH: CANVAS NAVY YMMAY-SBC-5439-0000 NEX-TERRA <b>Tag For</b> PATIO	9	368.00	3,312.00
24	<b>189-130-1095</b> - MHUD-ARM HUDSON ARM KIT FINISH: BIRCHWOOD NEX-TERRA <b>Tag For</b> PATIO	5	480.00	2,400.00
25	<b>215-130-3981</b> - MHUD-CT HUDSON SERIES COFFEE TABLE FINISH: BIRCHWOOD NEX-TERRA	2	656.00	1,312.00
26	<b>180-130-3965</b> - MMIL-DT44 MILANO 44" DINING TABLE FINISH: BIRCHWOOD NEX-TERRA <b>Tag For</b> PATIO	2	1,931.00	3,862.00
27	<b>162-130-2017</b> - MMIL-DC MILANO DINING CHAIR FINISH: BIRCHWOOD NEX-TERRA <b>Tag For</b> PATIO	8	772.00	6,176.00
28	<b>171-125-3231</b> - MSUM-CC SUMMIT CHAT CHAIR FINISH: NAVY NEX-TERRA <b>Tag For</b> PATIO	2	742.00	1,484.00
<b>Sub Total</b>				24,315.00
MINNESOTA - TAX EXEMPT				0.00
<b>Total</b>				<b>24,315.00</b>

## STUDY ROOMS

29	<b>490412</b> - Move; Chair, Plastic back, Arms, Glides <b>FRAME:</b> 4799 PLATINUM METALLIC <b>SHELL:</b> 6249 PLATINUM SOLID <b>UPHLCSTRY:</b> 59DE GRADED IN PR. GRP. 5 DESIGNTEX INC. Purchaser: VENDOR Pattern: HASHTAG -3662 Color: BLUEBERRY -402 Direction: VERTICAL	4	233.34	933.36
----	--	---	--------	--------

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**Quotation 636748**

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Description		Quantity	Unit Price	Extended Price
29	<b>GLIDES: *OPT:GLIDES</b> <b>HARD GLD: STD:HARD GLIDES</b> STEELCASE <b>Tag For</b> STUDY ROOMS			
30	<b>TS31401</b> - Jenny; Chair, No arms <b>UPHISTRY: 5999 MISC FABRIC</b> ARCHITECTURAL TEXTILES USA, IN Purchaser: VENDOR Pattern: TUSSAR Color: SLATE -SLATE Direction: VERTICAL <b>LEG OPT: *OPT:LEG OPTIONS</b> <b>ALUMINUM: ALUMINUM LEGS</b> STEELCASE <b>Tag For</b> STUDY ROOMS	1	623.02	623.02
31	<b>TS31403</b> - Jenny; Chair, Arm right seated <b>UPHISTRY: 5999 MISC FABRIC</b> ARCHITECTURAL TEXTILES USA, IN Purchaser: VENDOR Pattern: TUSSAR Color: SLATE -SLATE Direction: VERTICAL <b>LEG OPT: *OPT:LEG OPTIONS</b> <b>ALUMINUM: ALUMINUM LEGS</b> STEELCASE <b>Tag For</b> STUDY ROOMS	1	655.10	655.10
32	<b>TS31404</b> - Jenny; Chair, Arm left seated <b>UPHISTRY: 5999 MISC FABRIC</b> ARCHITECTURAL TEXTILES USA, IN Purchaser: VENDOR Pattern: TUSSAR Color: SLATE -SLATE Direction: VERTICAL <b>LEG OPT: *OPT:LEG OPTIONS</b> <b>ALUMINUM: ALUMINUM LEGS</b> STEELCASE <b>Tag For</b> STUDY ROOMS	1	655.10	655.10
33	<b>TS31407</b> - Jenny; Chair-Club <b>UPHISTRY: 59DG GRADED IN PR. GRP. 7</b> DESIGNTEX INC. Purchaser: VENDOR Pattern: CHUNKY TWEED -3172	1	809.59	809.59

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**Quotation 636748**

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Description		Quantity	Unit Price	Extended Price
<b>33</b>	Color: INDIGO -404 Direction: VERTICAL <b>LEG OPT:</b> *OPT:LEG OPTIONS <b>ALUMINUM:</b> ALUMINUM LEGS STEELCASE <b>Tag For</b> STUDY ROOMS			
<b>34</b>	<b>TS31410</b> - Kit-Ganging <b>BASIC:</b> 0835 BLACK STEELCASE <b>Tag For</b> STUDY ROOMS	2	13.51	27.02
<b>35</b>	<b>TS31416H</b> - Jenny; Table-Coffee, High pressure laminate <b>BASIC:</b> 2LSN STORM NOCE (LPL) <b>EDGE:</b> 6710 STORM NOCE <b>TOP-SURF:</b> 2HSN STORM NOCE (HPL) <b>LEG OPT:</b> *OPT:LEG OPTIONS <b>ALUMINUM:</b> ALUMINUM LEGS STEELCASE <b>Tag For</b> STUDY ROOMS	1	284.07	284.07
<b>36</b>	<b>BFRR3672</b> - Table-Rectangle, 36D x 72W <b>EDGE:</b> 6703 ASH WENGE <b>TOP-SURF:</b> 2HAW ASH WENGE (HPL) <b>RFCHAN:</b> *OPT:REINFORCING CHANNEL OPTION <b>NO RCHNL:</b> STD:NO REINFORCING CHANNEL STEELCASE <b>Tag For</b> STUDY ROOMS	1	252.66	252.66
<b>37</b>	<b>BT26</b> - Base-T, 26W <b>BASE:</b> 4799 PLATINUM METALLIC <b>COLUMN:</b> 4799 PLATINUM METALLIC STEELCASE <b>Tag For</b> STUDY ROOMS	2	111.86	223.72
<b>Sub Total</b>				4,463.64
MINNESOTA - TAX EXEMPT				0.00
<b>Total</b>				<b>4,463.64</b>
<b>39</b>	<b>FREIGHT</b> - ESTIMATED FREIGHT URBAN EVOL	1	411.76	411.76
<b>40</b>	<b>FREIGHT</b> - ESTIMATED FREIGHT NEX-TERRA	1	2,352.94	2,352.94

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ATMOSPHERE COMMERCIAL INTERIORS



Minneapolis MN Madison WI  
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Quotation 636748

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Description		Quantity	Unit Price	Extended Price
41	<b>FREIGHT</b> - ESTIMATED FREIGHT DREAM SEAT	1	1,756.11	1,756.11
ADMIN RM 103				
42	<b>465A300</b> - Think; Chair, 3D knit <b>Frame Finish:</b> Plastic - PG1 6205 - BLACK <b>Back Finish:</b> 3D Knit 5064 - LICORICE <b>Seat Finish:</b> Graded In Prc. Grp. 5 59DE - GRADED IN PR. GRP. 5 DESIGNTEX INC. Purchaser: VENDOR Pattern: CLAD CELLIANT -3976 Color: RED -302 Direction: VERTICAL <b>Headrest Option:</b> No Headrest <b>Coat Hanger:</b> No Coat Hanger <b>Arm Type:</b> Height,Width,Pivot,Depth Arm <b>Lumbar Option:</b> Adjustable Lumbar <b>Cylinder Type:</b> Standard Range <b>Base Type:</b> Plastic Base <b>Caster or Glide Type:</b> Hard Casters <b>Soil Retardant Option:</b> No Soil Retardant <b>Fire Code Type:</b> No Fire Code STEELCASE <b>Tag For</b> ADMIN RM 103	1	612.72	612.72
43	<b>RLF18362F</b> - Universal; Lateral file, 2 drawers, Flush steel front, 18D x 36W x 28H <b>BASIC:</b> 7360 MERLE <b>LOCK:</b> 9201 POLISHED CHROME <b>KEYS:</b> SK PLUG <b>TOP OPT:</b> *OPT:TOP OPTIONS <b>STL TOP:</b> 1" STEEL TOP <b>LOCK OPT:</b> *OPT:DRAWER LOCK OPTIONS <b>CENTRAL:</b> STD:CENTRAL LOCKING DWR <b>DWR ACC:</b> *OPT:FILE DWR ACCESSORIES <b>RAIL:</b> DRAWERS WITH RAILS <b>CNTRWT:</b> *OPT:COUNTERWEIGHT PKG <b>NO WGHT:</b> NO COUNTERWT PKG <b>BASE OPT:</b> *OPT:BASE OPTIONS <b>UNIVBASE:</b> UNIVERSAL BASE	1	422.39	422.39

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Description		Quantity	Unit Price	Extended Price
43	STEELCASE <b>Tag For</b> ADMIN RM 103			
44	<b>RSC18362AF</b> - Cabinet-Storage, 1 adjustable shelf, Flush steel front, 18D x 36W x 28H <b>BASIC:</b> 7360 MERLE <b>LOCK:</b> 9201 POLISHED CHROME <b>KEYS:</b> SK PLUG <b>TOP OPT:</b> *OPT:TOP OPTIONS <b>STL TOP:</b> STD:1" STEEL TOP STEELCASE <b>Tag For</b> ADMIN RM 103	1	493.79	493.79
45	<b>RATCL</b> - Universal, Common, Top, Laminate <b>Depth:</b> 18.00000 <b>Width:</b> 72.00000 <b>Top Surface Finish:</b> Woodgrain HPL 2HAW - ASH WENGE (HPL) <b>Profile A:</b> 3MM Plastic Edge <b>Profile B:</b> 3MM Plastic Edge <b>Profile C:</b> 3MM Plastic Edge <b>Profile D:</b> 3MM Plastic Edge <b>Edge Finish:</b> Plastic - PG1 6703 - ASH WENGE <b>Grain Direction-Top:</b> Long Grain STEELCASE <b>Tag For</b> ADMIN RM 103	1	159.32	159.32
46	<b>430-B1748</b> - Sidewalk; Bench, Silver powdercoat, Steel legs <b>UPHOLS:</b> 5875 BLACK <b>SWGLIDES:</b> *OPT:SIDEWALK GLIDE OPTIONS <b>GLIDEOPT:</b> GO OR NO GO GLIDES <b>GO GLIDE:</b> STD:GO GLIDES <b>FAB BACK:</b> *OPT:ACRYLIC LATEX BACKING <b>NOBACKER:</b> FABRIC BACKER NOT REQUIRED COALESSE <b>Tag For</b> ADMIN RM 103	1	729.24	729.24
<b>Sub Total</b>				2,417.46
MINNESOTA - TAX EXEMPT				0.00
<b>Total</b>				<b>2,417.46</b>
BREAKOUT ROOMS				

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Description		Quantity	Unit Price	Extended Price
<b>47</b>	<b>BFRR4896</b> - Table-Rectangle, 48D x 96W <b>EDGE:</b> 6703 ASH WENGE <b>TOP-SURF:</b> 2HAW ASH WENGE (HPL) <b>RFCHAN:</b> *OPT:REINFORCING CHANNEL OPTION <b>W RCHNL:</b> WITH REINFORCING CHANNEL Universal Freestanding Rectangular Worksurface, 3mm Edge, SPECIAL CHANGE: (A=60" D) X (B=120" W) <b>Eng Quote</b> SF231447 <b>Eng Quote Product ID</b> SF00214109 STEELCASE <b>Tag For</b> BREAKOUT ROOMS	2	718.17	1,436.34
<b>48</b>	<b>MNT2</b> - MANHATTAN SERIES T- BASE, DOUBLE COLUMN 29"H BLACK FOR 60 X 120 TOP SPEC FURNI <b>Tag For</b> BREAKOUT ROOMS	6	324.00	1,944.00
<b>49</b>	<b>POWER MOD</b> - BE01820-MS2A-2-2-Z02-U1/U1-72 POWER DATA CENTER, MHO SIDE TO SIDE, ALTERNATING 3-POWER 1-USB SILVER FRAME, WHITE OUTLETS BYRNE ELEC	2	628.85	1,257.70
<b>50</b>	<b>PWBWTBRD</b> - Whiteboard-Premium <b>Size Option:</b> Modular <b>Trim Type:</b> 110 Series <b>Height:</b> 48.25000 <b>Width:</b> 96.25000 <b>Surface Finish:</b> Ceramic 7655 - E3 ENVIRONMENTAL CERAMICS <b>Trim Finish:</b> Anodized Aluminum 8043 - CLEAR ANODIZED ALUM <b>Mount Option:</b> Wall Mount <b>Maprail Option:</b> No Maprail <b>Tray Option:</b> With Tray STEELCASE	2	384.13	768.26
<b>51</b>	<b>465A300</b> - Think; Chair, 3D knit <b>Frame Finish:</b> Plastic - PG1 6205 - BLACK <b>Back Finish:</b> 3D Knit 5064 - LICORICE <b>Seat Finish:</b> Graded In Prc. Grp. 5 59DE - GRADED IN PR. GRP. 5	16	537.53	8,600.48

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Description	Quantity	Unit Price	Extended Price
<b>51</b> DESIGNTEX INC. Purchaser: VENDOR Pattern: CLAD CELLIANT -3976 Color: RED -302 Direction: VERTICAL <b>Headrest Option:</b> No Headrest <b>Coat Hanger:</b> No Coat Hanger <b>Arm Type:</b> Fixed Arm <b>Lumbar Option:</b> Fixed Lumbar <b>Cylinder Type:</b> Standard Range <b>Base Type:</b> Plastic Base <b>Caster or Glide Type:</b> Hard Casters <b>Soil Retardant Option:</b> No Soil Retardant <b>Fire Code Type:</b> No Fire Code STEELCASE <b>Tag For</b> BREAKOUT ROOMS			
<b>Sub Total</b>			14,006.78
MINNESOTA - TAX EXEMPT			0.00
<b>Total</b>			<b>14,006.78</b>
COMMUNITY ROOM			
<b>52</b> <b>AMQCONCURTT72</b> - Concur Frame-Training Table, 72W <b>Frame Finish:</b> AMQ Paint F1 - Platinum AMQ SOLUTI <b>Tag For</b> COMMUNITY ROOM	20	421.49	8,429.80
<b>53</b> <b>AMQXS7224</b> - ACTIV-PRO Worksurface, 72" x 24" <b>Worksurface Finish:</b> AMQ Laminate W27 - ASH WENG LAMINATE AMQ SOLUTI <b>Tag For</b> COMMUNITY ROOM	20	181.00	3,620.00
<b>54</b> <b>AMQTIZUPB001</b> - Tizu 4-Leg Nesting Chair, Black Plastic Back, Fixed Arms, Chrome Base <b>Seat Cover Finish:</b> Era Collection ER5ES7 - NIGHT OWL <b>Glide:</b> No Glides <b>Fully Assembled:</b> With Fully Assembled - Nest AMQ SOLUTI <b>Tag For</b> COMMUNITY ROOM	40	302.00	12,080.00
<b>55</b> <b>HMVPC-DTLG</b> - Motivate Presentation Cart Desktop Lectern 2mm edgeband <b>Select Grade:</b>	1	199.47	199.47

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Description		Quantity	Unit Price	Extended Price
55	<b>\$(L1STD):</b> Grd L1 Standard Laminates <b>.LKI1:</b> LAM: Kingswood Walnut <b>Select Edge Color:</b> <b>.KI:</b> Kingswood Walnut <b>Select Paint Grade:</b> <b>\$(P1):</b> P1 Paint Opts <b>.PLAT:</b> Platinum Textured HON COMPAN <b>Tag For</b> COMMUNITY ROOM			
56	<b>HMVPC-MP -</b> Motivate Presentation Cart Modesty Panel <b>Select Paint Grade:</b> <b>\$(P1):</b> P1 Paint Opts <b>.PLAT:</b> Platinum Textured HON COMPAN <b>Tag For</b> COMMUNITY ROOM	1	106.67	106.67
57	<b>HMVPCA2-1830G -</b> Motivate Prsntn Cart Standing Ht Adj-Leg 35 Ccave 2mm Top <b>Select Caster/Glide Option:</b> <b>.C:</b> Caster <b>Select Grade:</b> <b>\$(L1STD):</b> Grd L1 Standard Laminates <b>.LKI1:</b> LAM: Kingswood Walnut <b>Select Edge Color:</b> <b>.KI:</b> Kingswood Walnut <b>Select Paint Grade:</b> <b>\$(P1):</b> P1 Paint Opts <b>.PLAT:</b> Platinum Textured HON COMPAN <b>Tag For</b> COMMUNITY ROOM	1	690.13	690.13
58	<b>HMVPCSS-409C -</b> Motivate Presetn Cart Shelf Dbl 4"Open Bk/ 9"Closed BK <b>Select Paint Grade:</b> <b>\$(P1):</b> P1 Paint Opts <b>.PLAT:</b> Platinum Textured HON COMPAN <b>Tag For</b> COMMUNITY ROOM	1	173.33	173.33
59	<b>PFLHUB -</b> Thread; Hub	10	261.98	2,619.80

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Description		Quantity	Unit Price	Extended Price
59	<b>Height:</b> 37.12500 <b>Power Plug Type:</b> STANDARD NEMA 5-15 3-PRONG <b>Hub Finish:</b> Smooth Metallic 4799 - PLATINUM METALLIC STEELCASE			
60	<b>RLF18363F</b> - Universal; Lateral file, 3 drawers, Flush steel front, 18D x 36W x 40H <b>BASIC:</b> 7360 MERLE <b>LOCK:</b> 9201 POLISHED CHROME <b>KEYS:</b> SK PLUG <b>TOP OPT:</b> *OPT:TOP OPTIONS <b>LAM TOP:</b> LAMINATE TOP <b>TOP-SURF:</b> TOP SURFACE <b>PLAS LAM:</b> *TOP-SURF:PLASTIC LAMINATE <b>2HAW:</b> ASH WENGE (HPL) <b>EDGE:</b> EDGE <b>PLASTIC:</b> *EDGE:PLASTIC <b>6703:</b> ASH WENGE <b>DWR ACC:</b> *OPT:FILE DWR ACCESSORIES <b>RAIL:</b> DRAWERS WITH RAILS <b>WGHT PKG:</b> *OPT:COUNTERWEIGHT PKG <b>NO WGHT:</b> NO COUNTERWT PKG STEELCASE <b>Tag For</b> COMMUNITY ROOM	1	613.72	613.72
61	<b>RSC18363CF</b> - Cabinet-Storage, 2 adjustable shelves, Flush steel front, 18D x 36W x 40H <b>BASIC:</b> 7360 MERLE <b>LOCK:</b> 9201 POLISHED CHROME <b>KEYS:</b> SK PLUG STEELCASE <b>Tag For</b> COMMUNITY ROOM	2	561.66	1,123.32
<b>Sub Total</b>				29,656.24
MINNESOTA - TAX EXEMPT				0.00
<b>Total</b>				<b>29,656.24</b>
CONFERENCE RM 105				
62	<b>E2R1260A</b> - E Table 2; Table-Rectangle, 2 aluminum T bases, 144L x 60W <b>Top Finish:</b> Woodgrain HPL 2HSN - STORM NOCE (HPL)	1	3,409.87	3,409.87

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Description		Quantity	Unit Price	Extended Price
62	<b>Edge Type:</b> 3MM Plastic Edge <b>Edge Finish:</b> Plastic - PG1 6703 - ASH WENGE <b>Base Finish:</b> Smooth Paint 4141 - PLATINUM MATTE <b>Wireway Finish:</b> Smooth Paint 4141 - PLATINUM MATTE <b>Bay Option:</b> Two Bays <b>Bay Finish:</b> Smooth Paint 4745 - NICKEL MICA (F01) <b>Wiring Schematic:</b> 3 + 0 Wireway <b>Infeed:</b> Plug <b>Infeed Location:</b> End Base Power Infeed <b>Sectioned Top:</b> With Sectioned Top COALESSE <b>Tag For</b> CONFERENCE RM 105			
63	<b>465A000</b> - Think; Chair, Upholstered back <b>Frame Finish:</b> Smooth Metallic 4799 - PLATINUM METALLIC <b>Upholstery Color Scheme:</b> Non-Contrasting <b>Back Finish:</b> Brisa BR27 - STORMY <b>Sewn Upholstery Type:</b> Sewn <b>Seat Finish:</b> Brisa BR27 - STORMY <b>Headrest Option:</b> No Headrest <b>Coat Hanger:</b> No Coat Hanger <b>Arm Type:</b> Height,Width,Pivot,Depth Arm <b>Lumbar Option:</b> Adjustable Lumbar <b>Cylinder Type:</b> Standard Range <b>Base Type:</b> Plastic Base <b>Caster or Glide Type:</b> Hard Casters <b>Soil Retardant Option:</b> No Soil Retardant <b>Fire Code Type:</b> No Fire Code STEELCASE <b>Tag For</b> CONFERENCE RM 105	10	636.48	6,364.80
64	<b>TS4S4866</b> - Screen, 48W x 66H <b>FRAME:</b> 4799 PLATINUM METALLIC <b>SURF-1:</b> 7655 E3 ENVIRONMENTAL CERAMICSTEEL <b>SURF-2:</b> 7655 E3 ENVIRONMENTAL CERAMICSTEEL STEELCASE	1	459.67	459.67
65	<b>E60O15607</b> - Shelf-Organizer, 15D x 60W x 7 1/2H <b>BASIC:</b> 2HSN STORM NOCE (HPL)	1	522.29	522.29

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Description		Quantity	Unit Price	Extended Price
65	<b>BRACKETS: *OPT:BRACKET OPTIONS</b> <b>NO BRKTS: NO BRACKET</b> STEELCASE <b>Tag For</b> CONFERENCE RM 105			
66	<b>E6PHL151535L</b> - Pedestal-High, Leg base, Door hinged left hand, 15 3/4D x 15W x 35 7/8H <b>BASIC: 2HSN STORM NOCE (HPL)</b> <b>LEGS: 4799 PLATINUM METALLIC</b> <b>LOCK: 9201 POLISHED CHROME</b> <b>KEYS: SK PLUG</b> <b>DOOR OPT: *OPT:DOOR OPTION</b> <b>LAM DOOR: LAMINATE DOOR</b> <b>DOOR: DOOR</b> <b>LAMINATE: *DOOR:LAMINATE FINISHES</b> <b>2HSN: STORM NOCE (HPL)</b> <b>PULL OPT: *OPT:PULL OPTION</b> <b>PULL LAM: PULLS FOR LAM DR</b> <b>CONTPULL: CONTEMPORARY PULL</b> <b>PULL: PULL</b> <b>PLTMETAL: *PULL:PLATED METAL</b> <b>9211: NICKEL</b> <b>SHELF OPT: *OPT:SHELF OPTION</b> <b>3/4 SHLF: STD:3/4 INCH SHELF</b> STEELCASE <b>Tag For</b> CONFERENCE RM 105	1	769.19	769.19
67	<b>E6PHL151535R</b> - Pedestal-High, Leg base, Door hinged right hand, 15 3/4D x 15W x 35 7/8H <b>BASIC: 2HSN STORM NOCE (HPL)</b> <b>LEGS: 4799 PLATINUM METALLIC</b> <b>LOCK: 9201 POLISHED CHROME</b> <b>KEYS: SK PLUG</b> <b>DOOR OPT: *OPT:DOOR OPTION</b> <b>LAM DOOR: LAMINATE DOOR</b> <b>DOOR: DOOR</b> <b>LAMINATE: *DOOR:LAMINATE FINISHES</b> <b>2HSN: STORM NOCE (HPL)</b> <b>PULL OPT: *OPT:PULL OPTION</b>	1	769.19	769.19

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67	<b>PULL LAM:</b> PULLS FOR LAM DR <b>CONTPULL:</b> CONTEMPORARY PULL <b>PULL:</b> PULL <b>PLTMETAL:</b> *PULL:PLATED METAL <b>9211:</b> NICKEL <b>SHELF OPT:</b> *OPT:SHELF OPTION <b>3/4 SHLF:</b> STD:3/4 INCH SHELF STEELCASE <b>Tag For</b> CONFERENCE RM 105			
68	<b>E6NB607S</b> - Panel-Back, Shelf application, 60W x 7 1/2H <b>BASIC:</b> 2HSN STORM NOCE (HPL) STEELCASE <b>Tag For</b> CONFERENCE RM 105	1	78.68	78.68
69	<b>E6NBL1527H</b> - Panel-Back, Leg base, High pedestal application, 14 7/8W x 26 7/8H <b>BASIC:</b> 2HSN STORM NOCE (HPL) STEELCASE <b>Tag For</b> CONFERENCE RM 105	2	110.79	221.58
<b>Sub Total</b>				12,595.27
MINNESOTA - TAX EXEMPT				0.00
<b>Total</b>				<b>12,595.27</b>
OPEN OFFICE RM 116				
70	<b>TSAPF4830</b> - Panel-Tackable, 48H x 30W <b>BASIC:</b> 7360 MERLE <b>SURF-1:</b> P421 MIST <b>SURF-2:</b> P421 MIST <b>TOP CAP:</b> *OPT:TOP CAP OPTIONS 30" <b>LOW:</b> STD:LOW TOP CAP <b>FAB DIR:</b> *OPT:FABRIC DIRECTION <b>SURF-1:</b> SURF-1 DIRECTION <b>HORZ:</b> STD:HORIZONTAL APPLICATION <b>SURF-2:</b> SURF-2 DIRECTION <b>HORZ:</b> STD:HORIZONTAL APPLICATION <b>POWER:</b> *OPT:POWER AT BASE OPTIONS <b>FACT INS:</b> STD:FACTORY INSTALLED OPTIONS <b>POWER:</b> POWERWAY OPTIONS	4	167.46	669.84

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Description	Quantity	Unit Price	Extended Price
<b>70 NO POWER: STD:NO PWRWAY AT BASE OF PNL</b> STEELCASE <b>Tag For</b> OPEN OFFICE RM 116			
<b>71 TSAPF4836</b> - Panel-Tackable, 48H x 36W <b>BASIC:</b> 7360 MERLE <b>SURF-1:</b> P421 MIST <b>SURF-2:</b> P421 MIST <b>TOP CAP:</b> *OPT:TOP CAP OPTIONS 36" <b>LOW:</b> STD:LOW TOP CAP <b>FAB DIR:</b> *OPT:FABRIC DIRECTION <b>SURF-1:</b> SURF-1 DIRECTION <b>HORZ:</b> STD:HORIZONTAL APPLICATION <b>SURF-2:</b> SURF-2 DIRECTION <b>HORZ:</b> STD:HORIZONTAL APPLICATION <b>POWER:</b> *OPT:POWER AT BASE OPTIONS <b>FACT INS:</b> STD:FACTORY INSTALLED OPTIONS <b>POWER:</b> POWERWAY OPTIONS <b>SHRD PWY:</b> 3-CIRCT PWWAY W/SHRD NTRL STEELCASE <b>Tag For</b> OPEN OFFICE RM 116	4	230.13	920.52
<b>72 TSAPBWS66</b> - Connector-Panel, Wallstart STEELCASE <b>Tag For</b> OPEN OFFICE RM 116	3	12.27	36.81
<b>73 TSAPTC48</b> - Trim-Vertical, Corner, 48H <b>BASIC:</b> 7360 MERLE <b>END CAP:</b> *OPT:END CAP VERT CORNER OPTS <b>LOW:</b> STD:LOW END CAP STEELCASE <b>Tag For</b> OPEN OFFICE RM 116	1	29.51	29.51
<b>74 TSAPTE48</b> - Trim-Vertical, End of run, 48H <b>BASIC:</b> 7360 MERLE <b>END CAP:</b> *OPT:END CAP VERT EOR OPTIONS <b>LOW:</b> STD:LOW END CAP STEELCASE <b>Tag For</b> OPEN OFFICE RM 116	5	20.56	102.80
<b>75 TSAE31DA15S</b> - Receptacle, 3 circuit, Shared neutrals, Line 1, 15	1	84.89	84.89

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Description		Quantity	Unit Price	Extended Price
<b>75</b>	amperage, Package quantity 6 STEELCASE <b>Tag For</b> OPEN OFFICE RM 116			
<b>76</b>	<b>TSAE32DA15S</b> - Receptacle, 3 circuit, Shared neutrals, Line 2, 15 amperage, Package quantity 6 STEELCASE <b>Tag For</b> OPEN OFFICE RM 116	1	84.89	84.89
<b>77</b>	<b>TSAE98669</b> - Base power in, 3 circuit <b>WIRE OPT:</b> *OPT:WIRING OPTIONS <b>SHRD PWY:</b> STD:3 CIRCUIT SHARED NEUTRAL STEELCASE <b>Tag For</b> OPEN OFFICE RM 116	1	103.46	103.46
<b>78</b>	<b>USWS</b> - Worksurface-Straight, Laminate, Plastic edge profile <b>Size Option:</b> Parametric <b>Depth:</b> 29.00000 <b>Width:</b> 70.00000 <b>Top Surface Finish:</b> Woodgrain HPL 2HAW - ASH WENGE (HPL) <b>Grain Direction:</b> Long Grain <b>Edge Finish:</b> Plastic - PG1 6703 - ASH WENGE <b>Power Access:</b> No Power Access <b>Scallop:</b> No Scallop <b>Grommet:</b> No Grommet <b>Cord Drop:</b> No Cord Drop STEELCASE <b>Tag For</b> OPEN OFFICE RM 116	7	116.68	816.76
<b>79</b>	<b>AMQAP2S224C</b> - ACTIV-PRO 22" C-Foot, 2 Stage Height Adjustable Base <b>Base Finish:</b> AMQ Paint F4 - MERLE AMQ SOLUTI <b>Tag For</b> OPEN OFFICE RM 116	7	430.00	3,010.00
<b>80</b>	<b>230 SERIES</b> - D-SHAPED, 1/2 RACETRACK 54W X 72D NO POWER, BACK CENTER SCALLOP ON FLAT EDGE LAMINATE: STEELCASE ASH WENGE EDGE: STEELCASE ASH WENGE SHOTO CORP <b>Tag For</b> OPEN OFFICE RM 116	1	658.29	658.29
<b>81</b>	<b>911500568SR</b> - High Pressure Laminate-61x97, .028" Thick <b>TOP-SURF:</b> 2HAW ASH WENGE (HPL) STEELCASE	3	155.63	466.89

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Description	Quantity	Unit Price	Extended Price
<b>82 Y557207FT</b> - Edge-Plastic, For 1-1/2" Avenir, 9000, Elective Elements Worksurfaces, Side/Rear, 1MM, Foot <b>EDGE:</b> 6703 ASH WENGE STEELCASE	12	19.38	232.56
<b>83 Y78966FT</b> - Edge-Plastic, EE6 Worksurfaces, 3MM, 1.688 X .117, Foot <b>EDGE:</b> 6703 ASH WENGE STEELCASE	60	22.50	1,350.00
<b>84 BX36</b> - Base-X, 36W <b>BASE:</b> 4799 PLATINUM METALLIC <b>COLUMN:</b> 4799 PLATINUM METALLIC STEELCASE <b>Tag For</b> OPEN OFFICE RM 116	1	159.79	159.79
<b>85 UPL</b> - Post leg, Glides, 28 1/2H <b>LEGS:</b> 4799 PLATINUM METALLIC STEELCASE <b>Tag For</b> OPEN OFFICE RM 116	2	49.14	98.28
<b>86 465A300</b> - Think; Chair, 3D knit <b>Frame Finish:</b> Plastic - PG1 6205 - BLACK <b>Back Finish:</b> 3D Knit 5064 - LICORICE <b>Seat Finish:</b> Graded In Prc. Grp. 3 59DC - GRADED IN PR. GRP. 3 DESIGNTEX INC. Purchaser: VENDOR Pattern: MINNIE -4132 Color: WALRUS -803 Direction: HORIZONTAL <b>Headrest Option:</b> No Headrest <b>Coat Hanger:</b> No Coat Hanger <b>Arm Type:</b> Height,Width,Pivot,Depth Arm <b>Lumbar Option:</b> Adjustable Lumbar <b>Cylinder Type:</b> Standard Range <b>Base Type:</b> Plastic Base <b>Caster or Glide Type:</b> Hard Casters <b>Soil Retardant Option:</b> No Soil Retardant <b>Fire Code Type:</b> No Fire Code STEELCASE <b>Tag For</b> OPEN OFFICE RM 116	7	604.08	4,228.56
<b>87 490410C</b> - Move; Chair, Plastic back, No arms, Casters <b>FRAME:</b> 4799 PLATINUM METALLIC	5	207.56	1,037.80

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Description		Quantity	Unit Price	Extended Price
87	<b>SHELL:</b> 6205 BLACK <b>UPHSTRY:</b> 5G57 ROUGE <b>CASTER:</b> *OPT:CASTERS <b>HARD CST:</b> STD:HARD CASTERS STEELCASE <b>Tag For</b> OPEN OFFICE RM 116			
<b>Sub Total</b>				14,091.65
MINNESOTA - TAX EXEMPT				0.00
<b>Total</b>				<b>14,091.65</b>
PRIVATE OFFICES				
88	<b>UPL4</b> - Post leg, Package quantity 4, Glides, 28 1/2H <b>LEGS:</b> 7360 MERLE STEELCASE <b>Tag For</b> PRIVATE OFFICES	2	170.05	340.10
89	<b>OLELL3</b> - Ology; Desk-90 degree, 3 legs, Extended height <b>Size Option:</b> Modular <b>Depth - Left:</b> 24.00000 <b>Depth - Right:</b> 30.00000 <b>Width - Left:</b> 58.00000 <b>Width - Right:</b> 76.00000 <b>Top Surface Finish:</b> Woodgrain HPL 2HSN - STORM NOCE (HPL) <b>Edge Finish:</b> Plastic - PG1 6710 - STORM NOCE <b>Base Finish:</b> Textured Paint 7360 - MERLE <b>Corner:</b> Square Corner <b>Controller:</b> Active Touch Controller <b>Integrated Rail:</b> No Rail <b>Power Access:</b> No Power Access <b>Grommet:</b> No Grommet <b>Glides:</b> 1/2" Glide <b>Power:</b> NA 120V, NEMA 1-15 Type A - D STEELCASE <b>Tag For</b> PRIVATE OFFICES	4	1,607.40	6,429.60
90	<b>OLELL3</b> - Ology; Desk-90 degree, 3 legs, Extended height <b>Size Option:</b> Modular <b>Depth - Left:</b> 30.00000 <b>Depth - Right:</b> 24.00000	1	1,560.52	1,560.52

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Description		Quantity	Unit Price	Extended Price
90	<b>Width - Left:</b> 76.00000 <b>Width - Right:</b> 52.00000 <b>Top Surface Finish:</b> Woodgrain HPL 2HSN - STORM NOCE (HPL) <b>Edge Finish:</b> Plastic - PG1 6710 - STORM NOCE <b>Base Finish:</b> Textured Paint 7360 - MERLE <b>Corner:</b> Square Corner <b>Controller:</b> Active Touch Controller <b>Integrated Rail:</b> No Rail <b>Power Access:</b> No Power Access <b>Grommet:</b> No Grommet <b>Glides:</b> 1/2" Glide <b>Power:</b> NA 120V, NEMA 1-15 Type A - D STEELCASE <b>Tag For</b> PRIVATE OFFICES			
91	<b>DSTRAYSM</b> - Tray-Cable management, Package quantity 5, Smart straps, 15 1/2W STEELCASE <b>Tag For</b> PRIVATE OFFICES	5	37.69	188.45
92	<b>E6NM4812</b> - Panel-Modesty, 48W x 12H <b>BASIC:</b> 2HSN STORM NOCE (HPL) <b>BRACKETS:</b> *OPT:BRACKET OPTIONS <b>HANGING:</b> HANGING BRACKET <b>BRACKET:</b> BRACKET <b>STD PNT:</b> *BRACKET:STANDARD PAINT <b>4799:</b> PLATINUM METALLIC STEELCASE <b>Tag For</b> PRIVATE OFFICES	5	178.17	890.85
93	<b>USWS</b> - Worksurface-Straight, Laminate, Plastic edge profile <b>Size Option:</b> Modular <b>Depth:</b> 24.00000 <b>Width:</b> 42.00000 <b>Top Surface Finish:</b> Woodgrain HPL 2HSN - STORM NOCE (HPL) <b>Grain Direction:</b> Long Grain <b>Edge Finish:</b> Plastic - PG1 6710 - STORM NOCE <b>Power Access:</b> No Power Access <b>Scallop:</b> With Scallop <b>Grommet:</b> No Grommet	5	77.18	385.90

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Description		Quantity	Unit Price	Extended Price
93	<b>Cord Drop:</b> No Cord Drop STEELCASE <b>Tag For</b> PRIVATE OFFICES			
94	<b>UPL</b> - Post leg, Glides, 28 1/2H <b>LEGS:</b> 7360 MERLE STEELCASE <b>Tag For</b> PRIVATE OFFICES	2	42.51	85.02
95	<b>RPF2427AF</b> - Pedestal-Fixed, 2 box / 1 file, Flush steel front, 22 5/8D x 15W x 27H <b>BASIC:</b> 7360 MERLE <b>LOCK:</b> 9201 POLISHED CHROME <b>KEYS:</b> SK PLUG <b>DWR OPT:</b> *OPT:DRAWER FEATURE OPTIONS <b>FULL DWR:</b> STD:FULL DRAWER <b>PULLS:</b> *OPT:PULL OPTIONS <b>INT PULL:</b> STD:INTEGRAL J, PULL <b>LOCK OPT:</b> *OPT:LOCK OPTIONS <b>SINGLELK:</b> STD:SINGLE LOCK STEELCASE <b>Tag For</b> PRIVATE OFFICES	5	218.89	1,094.45
96	<b>E6KW241572L</b> - Wardrobe, Plinth base, Door hinged left hand, 24D x 15 1/2W x 72 1/2H <b>BASIC:</b> 2HSN STORM NOCE (HPL) <b>DOOR OPT:</b> *OPT:DOOR OPTION <b>LAM DOOR:</b> LAMINATE DOOR <b>DOOR:</b> DOOR <b>LAMINATE:</b> *DOOR:LAMINATE FINISHES <b>2HSN:</b> STORM NOCE (HPL) <b>LOCK OPT:</b> *OPT:LOCK OPTION <b>LOCKOPT:</b> LOCKING WOOD AND LAMINATE <b>KEY OPT:</b> KEYING OPTIONS <b>SK PLUG:</b> STANDARD KEY PLUG <b>LOCKING:</b> LOCKING FINISH (REQUIRED) <b>LOCK:</b> LOCK <b>POL CHR:</b> *LOCK:POLISHED CHROME <b>9201:</b> POLISHED CHROME <b>PULL OPT:</b> *OPT:PULL OPTION	1	1,229.53	1,229.53

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Description		Quantity	Unit Price	Extended Price
96	<b>PULL LAM:</b> PULLS FOR LAM DR <b>CONTPULL:</b> CONTEMPORARY PULL <b>PULL:</b> PULL <b>PLTMETAL:</b> *PULL:PLATED METAL <b>9211:</b> NICKEL EE Wardrobe LH Special CHANGE: 24"D x (18"W) x 72 1/2"H ADD: 1-Fixed shelf location 12" from Interior top. ADD: 1-Fixed shelf location 15"from interior bottom. <b>Eng Quote</b> GW113860 <b>Eng Quote Product ID</b> GW00225610 STEELCASE <b>Tag For</b> PRIVATE OFFICES			
97	<b>E6KW241572R</b> - Wardrobe, Plinth base, Door hinged right hand, 24D x 15 1/2W x 72 1/2H <b>BASIC:</b> 2HSN STORM NOCE (HPL) <b>DOOR OPT:</b> *OPT:DOOR OPTION <b>LAM DOOR:</b> LAMINATE DOOR <b>DOOR:</b> DOOR <b>LAMINATE:</b> *DOOR:LAMINATE FINISHES <b>2HSN:</b> STORM NOCE (HPL) <b>LOCK OPT:</b> *OPT:LOCK OPTION <b>LOCKOPT:</b> LOCKING WOOD AND LAMINATE <b>KEY OPT:</b> KEYING OPTIONS <b>SK PLUG:</b> STANDARD KEY PLUG <b>LOCKING:</b> LOCKING FINISH (REQUIRED) <b>LOCK:</b> LOCK <b>POL CHR:</b> *LOCK:POLISHED CHROME <b>9201:</b> POLISHED CHROME <b>PULL OPT:</b> *OPT:PULL OPTION <b>PULL LAM:</b> PULLS FOR LAM DR <b>CONTPULL:</b> CONTEMPORARY PULL <b>PULL:</b> PULL <b>PLTMETAL:</b> *PULL:PLATED METAL <b>9211:</b> NICKEL EE Wardrobe RH Special	4	1,229.53	4,918.12

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Description	Quantity	Unit Price	Extended Price
<b>97</b> CHANGE: 24"D x (18"W) x 72 1/2"H ADD: 1-Fixed shelf location 12" from Interior top. ADD: 1-Fixed shelf location 15"from interior bottom. <b>Eng Quote</b> GW113860 <b>Eng Quote Product ID</b> GW00225611 STEELCASE			
<b>98</b> <b>E6LF243651F</b> - Lateral file, Plinth base, 4 drawers, 24D x 36W x 51 1/4H <b>BASIC:</b> 2HSN STORM NOCE (HPL) <b>FRONT:</b> 2HSN STORM NOCE (HPL) <b>LOCK:</b> 9201 POLISHED CHROME <b>KEYS:</b> SK RAND <b>PULL OPT:</b> *OPT:PULL OPTION <b>PULL LAM:</b> PULLS FOR LAM FRT <b>CONTPULL:</b> CONTEMPORARY PULL <b>PULL:</b> PULL <b>PLTMETAL:</b> *PULL:PLATED METAL <b>9211:</b> NICKEL <b>DWR CON:</b> *OPT:DRAWER CONSTRUCTION <b>MITE FLD:</b> MITER FOLD CONSTRUCTION STEELCASE <b>Tag For</b> PRIVATE OFFICES	4	1,216.87	4,867.48
<b>99</b> <b>465A300</b> - Think; Chair, 3D knit <b>Frame Finish:</b> Smooth Metallic 4799 - PLATINUM METALLIC <b>Back Finish:</b> 3D Knit 5064 - LICORICE <b>Seat Finish:</b> Graded In Prc. Grp. 5 59DE - GRADED IN PR. GRP. 5 DESIGNTEX INC. Purchaser: VENDOR Pattern: CLAD CELLIANT -3976 Color: CARBON -806 Direction: VERTICAL <b>Headrest Option:</b> No Headrest <b>Coat Hanger:</b> No Coat Hanger <b>Arm Type:</b> Height,Width,Pivot,Depth Arm <b>Lumbar Option:</b> Adjustable Lumbar <b>Cylinder Type:</b> Standard Range <b>Base Type:</b> Plastic Base <b>Caster or Glide Type:</b> Hard Casters <b>Soil Retardant Option:</b> No Soil Retardant	5	634.75	3,173.75

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Description		Quantity	Unit Price	Extended Price
99	<b>Fire Code Type:</b> No Fire Code STEELCASE <b>Tag For</b> PRIVATE OFFICES			
100	<b>490412C</b> - Move; Chair, Plastic back, Arms, Casters <b>FRAME:</b> 7239 MIDNIGHT <b>SHELL:</b> 6205 BLACK <b>UPHSTRY:</b> 59DG GRADED IN PR. GRP. 7 DESIGNTEX INC. Purchaser: VENDOR Pattern: CHUNKY TWEED -3172 Color: RED -302 Direction: VERTICAL <b>CASTER:</b> *OPT:CASTERS <b>HARD CST:</b> STD:HARD CASTERS STEELCASE <b>Tag For</b> PRIVATE OFFICES	13	251.42	3,268.46
101	<b>TS4THR3636</b> - Top-Table, Square, 1 1/8 thick, High pressure laminate, 36D x 36W <b>EDGE:</b> 6710 STORM NOCE <b>TOP-SURF:</b> 2HSN STORM NOCE (HPL) STEELCASE <b>Tag For</b> PRIVATE OFFICES	4	163.35	653.40
102	<b>TS4TBASE28</b> - Base, 28 dia <b>BASE:</b> 4799 PLATINUM METALLIC STEELCASE <b>Tag For</b> PRIVATE OFFICES	4	248.62	994.48
103	<b>E6LF243629T</b> - Lateral file, Plinth base, 2 drawers, 24D x 36W x 29H <b>BASIC:</b> 2HSN STORM NOCE (HPL) <b>FRONT:</b> 2HSN STORM NOCE (HPL) <b>LOCK:</b> 9201 POLISHED CHROME <b>KEYS:</b> SK PLUG <b>PULL OPT:</b> *OPT:PULL OPTION <b>PULL LAM:</b> PULLS FOR LAM FRT <b>CONTPULL:</b> CONTEMPORARY PULL <b>PULL:</b> PULL <b>PLTMETAL:</b> *PULL:PLATED METAL <b>9211:</b> NICKEL <b>DWR CON:</b> *OPT:DRAWER CONSTRUCTION	2	960.02	1,920.04

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Description		Quantity	Unit Price	Extended Price
<b>103</b>	<b>MITE FLD:</b> MITER FOLD CONSTRUCTION <b>PROF OPT:</b> *OPT:WORKSURFACE PROFILE OPTIONS <b>LAMP PROF:</b> LAMINATE WKSF PROFILE OPTIONS <b>LAM SQ:</b> LAM WS 3MM PLASTIC <b>EDGE:</b> EDGE <b>PLASTIC:</b> *EDGE:PLASTIC <b>6710:</b> STORM NOCE STEELCASE <b>Tag For</b> PRIVATE OFFICES			
<b>104</b>	<b>391</b> - Switch; Chair-Lounge, Matte chrome legs <b>UPHOLS:</b> AFL8 ATX634 PRESTIGE FRENCH GREY <b>ATTBLSTR:</b> *OPT:ATTCH STRPS ONLY FOR XTRA PILO <b>2 SIDES:</b> ATTACHED LEFT & RIGHT SIDE <b>ATT CUSH:</b> *OPT:ATTCHMENT STRAPS ST/BK CUSHION <b>ATCHSTRAP:</b> ATTCHMNTSTRPS ST/BK CUSHION <b>FAB BACK:</b> *OPT:ACRYLIC LATEX BACKING <b>NOBACKER:</b> FABRIC BACKER NOT REQUIRED COALESSE <b>Tag For</b> PRIVATE OFFICES	3	1,680.07	5,040.21
<b>105</b>	<b>TS31416H</b> - Jenny; Table-Coffee, High pressure laminate <b>BASIC:</b> 2LSN STORM NOCE (LPL) <b>EDGE:</b> 6710 STORM NOCE <b>TOP-SURF:</b> 2HSN STORM NOCE (HPL) <b>LEG OPT:</b> *OPT:LEG OPTIONS <b>FOOT:</b> LOW FOOT STEELCASE <b>Tag For</b> PRIVATE OFFICES	2	230.47	460.94
<b>Sub Total</b>				37,501.30
MINNESOTA - TAX EXEMPT				0.00
<b>Total</b>				<b>37,501.30</b>
STORAGE/OFFICE RM 106				
<b>106</b>	<b>RLF18363F</b> - Universal; Lateral file, 3 drawers, Flush steel front, 18D x 36W x 40H <b>BASIC:</b> 7360 MERLE <b>LOCK:</b> 9201 POLISHED CHROME <b>KEYS:</b> SK PLUG	2	560.96	1,121.92

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Description		Quantity	Unit Price	Extended Price
106	<b>TOP OPT: *OPT:TOP OPTIONS</b> <b>STL TOP: STD:1" STEEL TOP</b> <b>LOCK OPT: *OPT:DRAWER LOCK OPTIONS</b> <b>CENTRAL: STD:CENTRAL LOCKING DWR</b> <b>DWR ACC: *OPT:FILE DWR ACCESSORIES</b> <b>RAIL: DRAWERS WITH RAILS</b> <b>WGHT PKG: *OPT:COUNTERWEIGHT PKG</b> <b>NO WGHT: NO COUNTERWT PKG</b> STEELCASE <b>Tag For</b> STORAGE/OFFICE RM 106			
107	<b>RLF18364F</b> - Universal; Lateral file, 4 drawers, Flush steel front, 18D x 36W x 52H <b>BASIC: 7360 MERLE</b> <b>LOCK: 9201 POLISHED CHROME</b> <b>KEYS: SK PLUG</b> <b>TOP OPT: *OPT:TOP OPTIONS</b> <b>STL TOP: STD:1" STEEL TOP</b> <b>LOCK OPT: *OPT:DRAWER LOCK OPTIONS</b> <b>CENTRAL: STD:CENTRAL LOCKING DWR</b> <b>DWR ACC: *OPT:FILE DWR ACCESSORIES</b> <b>RAIL: DRAWERS WITH RAILS</b> <b>WGHT PKG: *OPT:COUNTERWEIGHT PKG</b> <b>NO WGHT: NO COUNTERWT PKG</b> STEELCASE <b>Tag For</b> STORAGE/OFFICE RM 106	5	730.48	3,652.40
108	<b>230 SEREIS</b> - RECTANGULAR TOP 36X96 LAMINATE: STEELCASE ASH WENGE EDGE: STEELCASE ASH WENGE SHOTO CORP	1	342.71	342.71
109	<b>UHPL</b> - Post leg, Glides, 40 7/8H <b>LEGS: 4799 PLATINUM METALLIC</b> STEELCASE <b>Tag For</b> STORAGE/OFFICE RM 106	2	60.00	120.00
110	<b>TSATRC48</b> - Channel-Reinforcing, 48D STEELCASE	1	18.90	18.90
111	<b>490710</b> - Move; Stool, Plastic back, No arms, Glides <b>FRAME: 4799 PLATINUM METALLIC</b>	2	299.81	599.62

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Description		Quantity	Unit Price	Extended Price
111	<b>SHELL:</b> 6205 BLACK <b>UPHISTRY:</b> 5G57 ROUGE <b>GLIDES:</b> *OPT:GLIDES <b>HARD GLD:</b> STD:HARD GLIDES STEELCASE <b>Tag For</b> STORAGE/OFFICE RM 106			
112	<b>3043</b> - Wood Mobile Roll File, 21 Compartment SAFCO PROD <b>Tag For</b> STORAGE/OFFICE RM 106	1	306.13	306.13
<b>Sub Total</b>				6,161.68
MINNESOTA - TAX EXEMPT				0.00
<b>Total</b>				<b>6,161.68</b>
WATCH RM 128				
113	<b>USWS</b> - Worksurface-Straight, Laminate, Plastic edge profile <b>Size Option:</b> Modular <b>Depth:</b> 30.00000 <b>Width:</b> 108.00000 <b>Top Surface Finish:</b> Woodgrain HPL 2HAW - ASH WENGE (HPL) <b>Grain Direction:</b> Long Grain <b>Edge Finish:</b> Plastic - PG1 6703 - ASH WENGE <b>Power Access:</b> No Power Access <b>Scallop:</b> With Scallop <b>Grommet:</b> No Grommet <b>Cord Drop:</b> No Cord Drop STEELCASE <b>Tag For</b> WATCH RM 128	1	251.75	251.75
114	<b>USWS</b> - Worksurface-Straight, Laminate, Plastic edge profile <b>Size Option:</b> Modular <b>Depth:</b> 30.00000 <b>Width:</b> 120.00000 <b>Top Surface Finish:</b> Woodgrain HPL 2HAW - ASH WENGE (HPL) <b>Grain Direction:</b> Long Grain <b>Edge Finish:</b> Plastic - PG1 6703 - ASH WENGE <b>Power Access:</b> No Power Access <b>Scallop:</b> With Scallop <b>Grommet:</b> No Grommet	1	270.14	270.14

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 (July 2015 or prior contract signed by client). EXECUTION OF THIS PRICE QUOTATION IS BUYER'S ACCEPTANCE OF THOSE TERMS AND CONDITIONS.

ACCEPTED BY \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
 CLIENT SIGNATURE, TITLE DATE  
 ATMOSPHERE COMMERCIAL INTERIORS  
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Minneapolis MN Madison WI  
 Phoenix AZ Green Bay WI  
 Tucson AZ Rockford IL Wausau WI



**Quotation 636748**

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Description		Quantity	Unit Price	Extended Price
<b>114</b>	<b>Cord Drop:</b> No Cord Drop STEELCASE <b>Tag For</b> WATCH RM 128			
<b>115</b>	<b>USWS -</b> Worksurface-Straight, Laminate, Plastic edge profile <b>Size Option:</b> Modular <b>Depth:</b> 30.00000 <b>Width:</b> 66.00000 <b>Top Surface Finish:</b> Woodgrain HPL 2HAW - ASH WENGE (HPL) <b>Grain Direction:</b> Long Grain <b>Edge Finish:</b> Plastic - PG1 6703 - ASH WENGE <b>Power Access:</b> No Power Access <b>Scalloped:</b> With Scalloped <b>Grommet:</b> No Grommet <b>Cord Drop:</b> No Cord Drop STEELCASE <b>Tag For</b> WATCH RM 128	1	146.53	146.53
<b>116</b>	<b>TS7TIEPLATE -</b> Tie plate, Package quantity 6, Side by side worksurface application STEELCASE <b>Tag For</b> WATCH RM 128	1	35.28	35.28
<b>117</b>	<b>UCL -</b> C legs-Double post, Glides, 28 1/2H <b>LEGS:</b> 7360 MERLE STEELCASE <b>Tag For</b> WATCH RM 128	2	135.67	271.34
<b>118</b>	<b>UPL -</b> Post leg, Glides, 28 1/2H <b>LEGS:</b> 7360 MERLE STEELCASE	1	42.51	42.51
<b>119</b>	<b>RPF3027AF -</b> Pedestal-Fixed, 2 box / 1 file, Flush steel front, 28 5/8D x 15W x 27H <b>BASIC:</b> 7360 MERLE <b>LOCK:</b> 9201 POLISHED CHROME <b>KEYS:</b> SK PLUG <b>DWR OPT:</b> *OPT:DRAWER FEATURE OPTIONS <b>BASIC DWR:</b> BASIC DRAWER <b>PULLS:</b> *OPT:PULL OPTIONS <b>INT PULL:</b> STD:INTEGRAL J, PULL <b>LOCK OPT:</b> *OPT:LOCK OPTIONS	4	245.42	981.68

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ACCEPTED BY \_\_\_\_\_

CLIENT SIGNATURE, TITLE

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
 DATE

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# ATMOSPHERE

COMMERCIAL INTERIORS

**Quotation 636748**

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Description	Quantity	Unit Price	Extended Price
<b>119</b> <b>SINGLELK:</b> STD:SINGLE LOCK STEELCASE <b>Tag For</b> WATCH RM 128			
<b>120</b> <b>4821410S</b> - Amia; Chair, Arms, Sewn <b>PLASTIC:</b> 6205 BLACK <b>UPHSTRY:</b> 5875 BLACK <b>ARMS:</b> *OPT:ARM OPTIONS <b>HGT ADJ:</b> HEIGHT ADJUSTABLE ARMS <b>SEAT HGT:</b> *OPT:BASE ASSY HEIGHT RANGE <b>5" RANGE:</b> STD:5" PNEU SEAT HEIGHT RANGE <b>BASE OPT:</b> *OPT:BASE OPTION <b>PLASTIC:</b> STD:PLASTIC BASE <b>CASTERS:</b> CASTERS <b>HARD CST:</b> STD:HARD CASTERS STEELCASE <b>Tag For</b> WATCH RM 128	4	517.22	2,068.88
<b>Sub Total</b>			4,068.11
MINNESOTA - TAX EXEMPT			0.00
<b>Total</b>			<b>4,068.11</b>

## DESIGN SERVICES

<b>121</b> <b>Design</b> - Design & Planning Services ACI DESIGN <b>Tag For</b> _Design Services	56	72.00	4,032.00
<b>Sub Total</b>			4,032.00
MINNESOTA - TAX EXEMPT			0.00
<b>Total</b>			<b>4,032.00</b>

## INSTALL

<b>123</b> <b>LABOR</b> - 10/19 5:13PM: STRAX#: 255466-1.1 PM: JERRY SLAMA ----- RECEIVE, DELIVER & INSTALL NEW FURNITURE, SEATING, TABLES, STORAGE, BEDS, ETC. INSTALLATION TO OCCUR IN NO MORE THAN 3 PHASES. AREAS TO BE MOVE IN READY, FREE AND CLEAR OF ALL CONSTRUCTION MATERIALS AND TRADE BOXES. ELEVATOR TO BE OPERATIONAL AND AVAILABLE FOR USE. DINING ROOM TABLE ONLY ITEM ACCOUNTED FOR STAIR CARRY.	1	23,845.00	23,845.00
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ACCEPTED BY \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
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# ATMOSPHERE

COMMERCIAL INTERIORS

**Quotation 636748**

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Description	Quantity	Unit Price	Extended Price
<b>123</b> DO NOT MODIFY ABOVE THIS LINE. ***** •WORK TO BE PERFORMED BY NON-UNION LABOR. •WORK TO BE PERFORMED DURING NORMAL BUSINESS HOURS (8:00AM – 5:00PM MONDAY-FRIDAY). •WORK TO BE PERFORMED AFTER NORMAL BUSINESS (AFTER 5:00PM MONDAY-FRIDAY AND WEEKENDS). •INSTALLATION IS COMPLETED IN ____ PHASE(S). •SPACE TO HAVE CLEAR & FREE ACCESS TO BUILDING AND INSTALLATION SITE. •IF ELEVATOR IS REQUIRED, ONE IS TO BE AVAILABLE FOR OUR USE TO MOVE PRODUCT AND EQUIPMENT. •IF LICENSED ELECTRICIAN OR DATA CABLING IS REQUIRED, IT WOULD BE THE CLIENT'S RESPONSIBILITY. •CLIENT IS RESPONSIBLE TO PACK ALL REQUIRED ITEMS TO ALLOW THE RELOCATION OF THE PRODUCT. •CLIENT IS RESPONSIBLE TO DISCONNECT AND RECONNECT ANY PHONE OR COMPUTER EQUIPMENT. •ANY CHANGES TO THE SCOPE OF WORK DETAILED ABOVE MAY RESULT IN ADDITIONAL COSTS. INSTALLSVC			
<b>Sub Total</b>			23,845.00
MINNESOTA - TAX EXEMPT			0.00
<b>Total</b>			<b>23,845.00</b>
ARTWORK ALLOWANCE			
<b>125</b> <b>ART ALLOWANCE</b> - ARTWORK ALLOWANCE	1	7,000.00	7,000.00
Community room art wall and metal wall art for admin wall ATMOSPHERE			
<b>Sub Total</b>			7,000.00
MINNESOTA - TAX EXEMPT			0.00
<b>Total</b>			<b>7,000.00</b>
<b>Quotation Totals</b>			
<b>Sub Total</b>			248,738.52
MINNESOTA - TAX EXEMPT			0.00
<b>Grand Total</b>			<b>248,738.52</b>

**End of Quotation**

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ACCEPTED BY \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
 CLIENT SIGNATURE, TITLE DATE ATMOSPHERE COMMERCIAL INTERIORS



**CITY COUNCIL STAFF REPORT**

Meeting Date January 24, 2022

**REPORT TO:** Melinda Coleman, City Manager

**REPORT FROM:** Terrie Rameaux, Human Resource Coordinator

**PRESENTER:** Mike Darrow, Assistant City Manager/HR Director

**AGENDA ITEM:** Resolution Approving 2022 Pay Rates for Temporary/Seasonal and Casual Part-Time Employees

**Action Requested:** ☒ Motion ☐ Discussion ☐ Public Hearing

**Form of Action:** ☒ Resolution ☐ Ordinance ☐ Contract/Agreement ☐ Proclamation

**Policy Issue:**

The Human Resource Department is requesting an adjustment to the positions affected by the new Minnesota Department of Labor and Industry minimum wage adjustment effective January 1, 2019.

**Recommended Action:**

Motion to approve the attached temporary/seasonal and casual part-time pay rates resolution adjusting the minimum wage to reflect the new minimum wage for January 1, 2022.

**Fiscal Impact:**

Is There a Fiscal Impact? ☐ No ☒ Yes, the true or estimated cost is very minimal impact on department budgets.

Financing source(s): ☒ Adopted Budget ☐ Budget Modification ☐ New Revenue Source  
☐ Use of Reserves ☐ Other: n/a

**Strategic Plan Relevance:**

☐ Financial Sustainability ☐ Integrated Communication ☐ Targeted Redevelopment  
☒ Operational Effectiveness ☒ Community Inclusiveness ☐ Infrastructure & Asset Mgmt.

There are several temporary/seasonal and casual part-time positions where the minimum wage is driven by the State and/or federal minimum wage laws. The 2021 Minnesota minimum wage was \$10.06 per hour. Effective January 1, 2022, it will increase to \$10.33 per hour.

**Background**

Since the onset of COVID and with the reduction in recreation programming and closing of the Nature Center, the City currently has very few active casual part-time employees who are currently paid above minimum wage. However, when the City is able to move forward to hire/rehire more temporary/seasonal and casual part-time employees, we will need the new minimum wage reflected for January 1, 2022.

We have also eliminated a few positions that the City no longer utilizes, adjusted the minimum pay rate for recreation employees and increased the maximum pay rate on election judges and interns in an effort to better retain such employees with the current challenging job market.

**Attachments**

1. 2022 Pay Rates Resolution for Temporary/Seasonal and Casual Part-Time Employees

## 2022 PAY RATES RESOLUTION TEMPORARY/SEASONAL & CASUAL P/T EMPLOYEES

WHEREAS, according to the Minnesota Public Employees Labor Relations act, part-time employees who do not work more than 14 hour per week and temporary/seasonal employees who work in positions that do not exceed 67 days in a calendar year, or 100 days for full-time students, are not public employees and are therefore not eligible for membership in a public employee union.

NOW, THEREFORE, BE IT RESOLVED, that the following pay ranges and job classifications are hereby established for temporary/seasonal, casual part-time employees effective January 1, 2022 upon Council approval.

Accountant	\$10.33-30.00	per hour
Accounting Technician	\$10.33-22.00	per hour
Administrative Assistant	\$10.33-23.00	per hour
Background Investigator	\$25.00-40.00	per hour
Building Inspector	\$14.00-35.00	per hour
CSO	\$14.50-19.50	per hour
Election Judge	\$10.33-20.00	per hour
Fire Maintenance Engineer	\$14.00-18.00	per hour
Fire/EMS Cadet	\$14.50-19.50	per hour
Gardener	\$12.00-25.00	per hour
Intern	\$10.33-25.00	per hour
IT Technician	\$15.00-20.00	per hour
Laborer	\$10.33-15.00	per hour
Office Specialist	\$10.33-18.00	per hour
Receptionist	\$10.33-16.00	per hour
Recreation Instructor/Leader	\$12.00-32.00	per hour
Recreation Official	\$12.00-30.00	per hour
Recreation Worker	\$12.00-18.00	per hour

BE IT FURTHER RESOLVED, this resolution will supersede previous resolutions setting pay rates for these pay classifications; and,

BE IT FURTHER RESOLVED, that the City Manager shall have the authority to set the pay rate within the above ranges.

**CITY COUNCIL STAFF REPORT**

Meeting Date January 24, 2022

**REPORT TO:** Melinda Coleman, City Manager

**REPORT FROM:** Audra Robbins, Parks and Natural Resources Manager  
Shann Finwall, AICP, Environmental Planner

**PRESENTER:** Shann Finwall, AICP, Environmental Planner

**AGENDA ITEM:** Metro CERTs Seed Grant for the Clean Energy for All Project

**Action Requested:** ☒ Motion ☐ Discussion ☐ Public Hearing

**Form of Action:** ☐ Resolution ☐ Ordinance ☒ Contract/Agreement ☐ Proclamation

**Policy Issue:**

The Metro Clean Energy Resource Teams (CERTs) offer yearly seed grants to encourage community-based clean energy projects. The Great Plains Institute coordinates the Metro CERTs seed grants.

**Recommended Action:**

Motion to approve the Metro CERTs seed grant project, Clean Energy for All, by entering into the 2022-2023 Consulting Contract between the Great Plains Institute for Sustainable Development and the City of Maplewood.

**Fiscal Impact:**

Is There a Fiscal Impact? ☐ No ☒ Yes, the true or estimated cost is \$1,000 grant fund award

Financing source(s): ☐ Adopted Budget ☐ Budget Modification ☒ New Revenue Source  
☐ Use of Reserves ☒ Other: In-Kind Staff Time - \$3,000

**Strategic Plan Relevance:**

☒ Financial Sustainability ☐ Integrated Communication ☐ Targeted Redevelopment  
☒ Operational Effectiveness ☐ Community Inclusiveness ☐ Infrastructure & Asset Mgmt.

The Metro CERTs seed grant funds will be used to pay for the Clean Energy for All Study. The study results will assist in the Energy Burden Outreach at three manufactured home parks in the City.

**Background:****Metro CERTs Seed Grant**

The 2022 Metro CERTs seed grant award amount was estimated to be from \$2,000 to \$5,000 for projects that reduce energy burden for lower-income or historically underserved communities. The

projects must reduce energy burden through energy efficiency/conservation and solar adoption strategies. Maplewood initially applied for a \$5,000 grant to include a study to research creative ideas and a next-step action plan to reduce energy use and energy poverty, a 100% Municipal Operations Renewable Electricity Action Plan to explore community-based clean energy project potentials on City sites that may benefit historically underserved residents, and an energy efficiency and clean energy community outreach and education campaign. The City was awarded \$1,000 for the study and outreach component of the project.

#### Clean Energy for All Project

The \$1,000 grant will fund the Clean Energy for All study to be complete by the City's partner and consultant paleBLUEdot, LLC in the spring of 2022. The study will identify program opportunities to reduce energy burden for historically underserved populations and help guide an outreach project to reduce energy burden. The \$3,000 in-kind will fund City and partner staff time to conduct the outreach project. The outreach will focus on 800 households at three manufactured home parks in Maplewood and include energy efficiency resources and content including:

1. Home Energy Squad visits with project partner Center for Energy and Environment.
2. Energy bill clinic/consultations with project collaborate Citizens Utility Board of Minnesota.

#### Attachments:

1. Metro CERTs Seed Grant Agreement (2022-2023 Consulting Contract Between the Great Plains Institute for Sustainable Development, Inc., and the City of Maplewood)

## **2022-2023 CONSULTING CONTRACT BETWEEN**

### **THE GREAT PLAINS INSTITUTE FOR SUSTAINABLE DEVELOPMENT, INC. AND CITY OF MAPLEWOOD**

**Date:** 1/7/22

This Contract ("Contract"), is made and entered into as of January 7th, 2022 by and between the Great Plains Institute for Sustainable Development, Inc. (GPI), a Minnesota based not-for-profit corporation having its principal place of business at 2801 21st Avenue South, Suite 220, Minneapolis, MN 55407 (the "Client") and the City of Maplewood, a municipal government, having its place of business at 1830 County Road B East, Maplewood, MN 55109, the ("Contractor"). GPI and Contractor are hereinafter also referred to collectively as the "Parties" and individually as a "Party".

#### **RECITALS**

The Contractor will assist GPI with implementing a Metro CERT Seed Grant Project.

NOW, THEREFORE, in consideration of the agreements set forth herein, the receipt and sufficiency of which is acknowledged, the parties agree as follows:

#### **AGREEMENTS**

**Term:**

The term of this Agreement will commence on 1/7/22 and will expire on 1/6/23, unless earlier terminated pursuant to the Termination section.

**Termination:**

GPI may terminate this Agreement at any time for good cause. For purposes of this Agreement, "good cause" includes, but is not limited to, the Contractor's willful misconduct, gross negligence or dishonesty in relation to the business and affairs of GPI or any other material breach of this Agreement by Contractor.

Upon termination by either party, the Contractor will promptly provide the Client with all materials (in written, electronic or other form), developed for the Maplewood Clean Energy for All!. Upon such early termination, funds shall be transferred back to GPI or GPI will pay for any uncompensated work performed by the Contractor in a manner pro-rated to the percentage of the deliverables project completed.

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#### **WORK PLAN**

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The *Clean Energy for All* study seeks to identify program opportunities to reduce energy burden for

historically underserved populations living at manufactured home parks. The study will research and outline creative ways to reduce energy use, create clean energy opportunities, and outline actions and next steps. The *Clean Energy for All* study will help guide an Energy Burden Outreach project. The outreach project will focus on 800 households at three manufactured home parks in Maplewood and include actions for immediate reduction of energy use and review of solar benefits.

#### Program Details:

Conduct a *Clean Energy for All* study to research creative ideas and a next-step action plan to reduce energy use and energy poverty, and advance solar benefits, for historically underserved populations. Energy burden outreach will engage residents of Maplewood manufactured home parks through an energy efficiency and clean energy community outreach and education campaign.

- 1) *Clean Energy for All Study*: Undertake a study for residents of historically underserved populations that will:
  - a) survey and review ideas to reduce energy use and energy poverty, and solar benefits;
  - b) identify approaches and program options for Maplewood;
  - c) establish an action plan identifying City policy modifications and next steps; and
  - d) provide a replicable model for other communities.
- 2) *Energy Burden Outreach*: Develop a program to reduce the energy burden at three Maplewood manufactured home park communities with over 800 households. The program will include energy efficiency resources and content to be used for a community education and outreach campaign with the following components:
  - a) Home Energy Squad visits with project partner Center for Energy and Environment.
  - b) Energy bill clinic/consultations with project partner Citizens Utility Board of Minnesota.

#### Program Schedule:

- 1) Spring 2022: Draft Clean Energy for All Study. Analyze Study for Action and Create Energy Burden Outreach Plan.
- 2) Summer/Fall: Conduct Energy Burden Outreach at Three Manufactured Home Parks
- 3) Winter: Finalize Clean Energy for All Study with Outreach Results
- 4) January 2023: Submit Final Clean Energy for All Study

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**Relationship:**

Contractor will at all times be an independent contractor and not an employee of GPI. Nothing contained herein or done in furtherance of this Agreement will cause either Party to be the agent of the other Party for any purpose whatsoever. GPI may contract with other parties for services which may or may not be similar to the services to be provided by Contractor hereunder.

As an independent contractor, Contractor will not be included in or be a part of any of GPI's employee benefits plans, nor will Contractor be covered by GPI's insurance coverage (including, without limitation, professional liability insurance). GPI will not deduct from the fees paid to Contractor any federal, state or local income, disability insurance, social security or other payroll taxes, payments for unemployment compensation or any other type of withholding and the reporting and payment of such taxes is the sole responsibility of Contractor. All payments made to Contractor by GPI pursuant to this Agreement may be reported to the Internal Revenue Service on Form 1099. Contractor is also solely responsible for the payment of all taxes, including, without limitation, self-employment taxes and payroll taxes, for payments from Contractor to its employees (if any) for work performed by Contractor pursuant to this Agreement.

**Insurance:**

Contractor will provide a Certificate of Insurance to GPI prior to executing this Agreement, evidencing that Contractor has commercial general liability insurance on an "occurrence" basis. The Certificate of Insurance shall name GPI as a certificate holder.

**Subcontractors:**

The manner in which Contractor will render services to GPI will be within Contractor's sole control and discretion, subject to the terms of this Agreement. In rendering services for GPI, Contractor may, in its sole discretion, decide to use the services of its own employees or subcontractors, provided that Contractor will remain primarily responsible for the performance of its obligations under this Agreement. Contractor will notify all of its employees and subcontractors performing services pursuant to this Agreement of the Contractor's obligations hereunder and will cause all such employees and subcontractors to comply with such obligations. GPI will not supervise or instruct any employees or subcontractors whom Contractor decides to retain, and Contractor will have the sole right to discipline or reassign any employees or subcontractors whom it elects to hire.

**Intellectual Property:**

All rights and intellectual property rights (including copyrights), in any work, including, without limitation, all plans, research results, publications, developments, reports, processes, programs, analyses, website content and other materials ("Works"), created or developed by or on behalf of Contractor pursuant to this Agreement will be owned exclusively by GPI as "works made for hire." To the extent any such Works are deemed not to be works made for hire, Contractor hereby assigns all rights and intellectual property rights therein to GPI. GPI will provide full credit for authorship to Contractor as appropriate. GPI reserves the right (but not the obligation), to publicize Contractor's services.

**Lobbying Activities:**

In performing its obligations under this Agreement, Contractor will not engage in any federal, state or local lobbying activity as defined in Section 4911 of the Internal Revenue Code (or any similar state or



local statute or regulation), and will not engage in any activity that would constitute participation in, or intervention in (including through the publishing or distribution of any statement), any political campaign on behalf of (or in opposition to), any candidate for public office within the meaning of Section 501(c)(3) of the Internal Revenue Code.

**Limitation of Liability:**

GPI will not be liable to Contractor for any incidental, indirect, special or consequential damages of any kind arising out of this Agreement or the relationship between GPI and Contractor, including, without limitation, loss of profit. The provisions of this section will survive the expiration or earlier termination of this Agreement.

**Assignment:**

Neither Party may assign this Agreement or any of its rights, interests or obligations hereunder, in whole or in part, without the prior written consent of the other Party. Any purported assignment in violation of the foregoing will be null and void ab initio and of no force or effect. This Agreement will be binding upon, and will inure to the benefit of, Contractor and GPI and their respective heirs, estate, legatees, personal and legal representatives and permitted successors and assigns.

**Compliance with Law:**

Each Party agrees that it will comply with all applicable laws, regulations, treaties and conventions and, to the extent applicable, the United States Foreign Corrupt Practices Act.

**Governing Law:**

This Agreement will be governed by and construed in accordance with the laws of the State of Minnesota without regard to its conflict of laws principles. Any dispute between the parties relating to this Agreement will be resolved solely in the state or federal courts located in Minnesota.

**Complete Agreement and Amendment:**

This Agreement constitutes the complete and exclusive statement of the agreement between GPI and Contractor and supersedes all prior proposals (oral or written), and all other communications between GPI and Contractor relating to the subject matter of this Agreement. This Agreement may only be amended, or any provision waived, by written agreement executed by each Party.

**Notices:**

All notices and other communications pursuant to this Agreement are preferred by email. Otherwise, if sent in writing, notices addressed to the Parties at the applicable address set forth in the introductory paragraph to this Agreement (or such other address as a Party may from time to time specifically designate in writing), can be sent by a nationally recognized overnight courier and will be deemed given on the date delivery is first accepted or refused.

**Reporting:**

The Contractor will file an Interim and Final Report via email in conjunction with invoices to the project administrator and contract coordinator as listed below.

The Contractor will provide an Interim Report to GPI before 4:00pm CST on June 1, 2022. The Contractor may submit an interim invoice with the Interim Report for eligible expenses up to fifty percent of the full project award in conjunction with the Interim Report. If the Contractor has yet to

begin project activities by June 1, 2022, as demonstrated by its Interim Report, project funding will be revoked.

The Contractor will provide a Final Report to GPI before 4:00pm CST on January 6, 2023. The Contractor must submit an invoice with the final report for eligible expenses, up to the remainder of the full project award. Funds for any month thereafter will be released AFTER receipt of the Final Report due January 6, 2023.

Additionally, Contractor agrees to assist GPI by responding in a timely way to any requests for reports from the Minnesota Department of Commerce and by responding to any questions raised by the Minnesota Department of Commerce with respect to the funds dispersed under this Agreement.

Finally, Contractor agrees to participate in any calls and meetings with a GPI representative about the use of funds disbursed under this Agreement.

**Payment for Services:**

All invoices shall reference this contract. Total fees for this effort are not to exceed \$1000. Invoices will be paid contingent on submission and acceptance of the Interim and Final Report as detailed above under Reporting.

The Contractor will supply GPI with completed IRS Form W-9.

**GPI Project Administrator:**

Diana McKeown  
Great Plains Institute for Sustainable Development  
2801 21st Ave. South, Suite 220  
Minneapolis, MN 55407  
[dmckeown@gpisd.net](mailto:dmckeown@gpisd.net)  
Office: 612-278-7158

**GPI Contract Coordinator:**

Klara Droessler  
Great Plains Institute for Sustainable Development  
2801 21st Ave. South, Suite 220  
Minneapolis, MN 55407  
[kdroessler@gpisd.net](mailto:kdroessler@gpisd.net)  
Office: 612-400-6293  
Fax: 612-278-7151

**Contractor Contact Information:**

Shann Finwall  
City of Maplewood  
1830 County Road B East  
Maplewood, MN, 55109  
651-249-2304  
[shann.finwall@maplewoodmn.gov](mailto:shann.finwall@maplewoodmn.gov)

**To Be Completed by CONTRACTOR:**

Company Name: City of Maplewood

Tax I.D. #: \_\_\_\_\_

Make checks payable to: City of Maplewood

Submit Payment to:  
City of Maplewood  
1830 County Road B East  
Maplewood, MN, 55109

Under penalties of perjury, contractor certifies the following:

1. Certify that the Tax ID# you are giving is correct,
2. Certify that you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you are a U.S. exempt payee.

IN WITNESS WHEREOF, the parties hereto have made and entered into this Contract as of the last date written below.

**CLIENT:**

THE GREAT PLAINS INSTITUTE FOR SUSTAINABLE DEVELOPMENT, INC.

By: \_\_\_\_\_

Name: Rolf Nordstrom

Its: Chief Executive Officer

Date: \_\_\_\_\_

**CONTRACTOR:**

By: \_\_\_\_\_

Name: Melinda Coleman

Its: City Manager

Date: \_\_\_\_\_

**CITY COUNCIL STAFF REPORT**

Meeting Date January 24, 2022

**REPORT TO:** Melinda Coleman, City Manager

**REPORT FROM:** Brian Bierdeman, Public Safety Director

**PRESENTER:** Brian Bierdeman, Public Safety Director

**AGENDA ITEM:** Purchase of Three 2022 Marked Police Vehicles and Three 2022 Unmarked Police Vehicles

**Action Requested:** ☒ Motion ☐ Discussion ☐ Public Hearing

**Form of Action:** ☐ Resolution ☐ Ordinance ☒ Contract/Agreement ☐ Proclamation

**Policy Issue:**

City Council approval is requested to approve the purchase of three 2022 marked police vehicles and three 2022 unmarked police vehicles. All six squads will be direct replacements into our current fleet. Due to the pandemic, auto manufacturers have reduced or eliminated vehicles available for state contract pricing, which has greatly reduced vehicle selection and availability and increased pricing. Delivery times are currently expected to be two to four months after orders are placed.

**Recommended Action:**

Motion to approve the purchase of three 2022 marked Dodge Durango AWD squad cars (SUV), and three 2022 unmarked police vehicles: a Dodge Ram 1500 SSV (Truck), a Chevrolet Tahoe (SUV), and a Ford Explorer (SUV).

**Fiscal Impact:**

Is There a Fiscal Impact? ☐ No ☒ Yes, the true or estimated cost is \$226,883.00

Financing source(s): ☒ Adopted Budget ☐ Budget Modification ☐ New Revenue Source  
☐ Use of Reserves ☐ Other: N/A

**Strategic Plan Relevance:**

☐ Financial Sustainability ☐ Integrated Communication ☐ Targeted Redevelopment  
☒ Operational Effectiveness ☐ Community Inclusiveness ☐ Infrastructure & Asset Mgmt.

The 2021-2025 CIP identified the replacement of 6 vehicles. Reference Project PD21.010. City Council approval is required to approve the purchase of new vehicles.

**Background**

Minnesota police departments are able to place orders for squad cars in conjunction with the State of Minnesota and many other municipal departments from a state bid awarded to Tenvoorde Ford, Inc in St Cloud, MN and Dodge of Burnsville in Burnsville, MN. By utilizing the state bid process, the City of Maplewood can purchase the Dodge and Ford vehicles at a reduced price. Due to the pandemic, the state bid awarded to North Country Chevrolet in Hibbing was unable to be utilized.

It is recommended that authorization be given to purchase three new 2022 Dodge Durango AWD squad cars (SUV), one new 2022 Dodge Ram 1500 SSV (truck) , one new 2022 Chevrolet Tahoe (SUV), and one new 2022 Ford Explorer (SUV):

The 2022 Dodge Durango AWD Pursuit (SUV) price is \$31,339.00.

The 2022 Dodge Ram 1500 SSV Crew Cab (Truck) price is \$32,056.00.

The 2022 Chevrolet Tahoe LT (SUV) price is \$57,245.00.

The 2022 Ford Explorer XLT (SUV) price is \$43,565.00.

**Attachments**

1. 2022 Dodge Durango AWD squad purchase specification worksheet
2. 2022 Dodge Ram 1500 squad purchase specification worksheet.
3. 2022 Chevrolet Tahoe SUV purchase specification worksheet.
4. 2022 Ford Explorer SUV purchase specification worksheet.

Date 12/03/2021

## Purchaser

Dodge of Burnsville

12101 Hwy 35W South

Todd Prissel

tprissel@dodgeofburnsville.com

952-767-2702

State Contract # 184131

Allow 22-28 weeks for delivery from order date

Order Cutoff 12-20-22

## 2022 Durango Pursuit AWD

Note: Please select options

## Options

## V6 WDEE75 2BZ Package

Base Vehicle Contract Price

\$ 30,566.00

Extra OEM Key From Dealer

EDK

\$215

\$-

**Functional Packages:****Copy and Paste Price to add options**

Technology Group	ADG	\$ 2,156.00	
Skid Plate Group	ADL	\$ 266.00	
Trailer Tow Group IV	AHX	\$ 760.00	
18X8.0 Painted Aluminum Wheels	WP1	\$ 313.00	
<b>Additional Features</b>			
Floor Carpet	CKD	\$ 113.00	
Full Length Floor Console	CUF	\$ 266.00	
Police Floor Console	CUG	\$ 755.00	
Deactivate Rear Doors/Windows	CW6	\$ 68.00	\$ 68.00
Door/Window Activation Kit	CW7	\$ 90.00	
Entire Fleet Alike Key (FREQ 2)	GXA	\$ 125.00	
Entire Fleet Alike Key (FREQ 3)	GXE	\$ 125.00	
Entire Fleet Alike Key (FREQ 1)	GXF	\$ 125.00	\$ 125.00
Entire Fleet Alike Key (FREQ 4)	GXG	\$ 125.00	
Power Liftgate	JRC	\$ 356.00	
Black Right LED Spot Lamp	LNA	\$ 463.00	
Black Left LED Spot Lamp	LNF	\$ 490.00	\$ 490.00
Security Alarm	LSA	\$ 136.00	
Delete Liftgate Badge	MT8	\$ -	\$ -
Uconnect 5 Nav w 10.1" Display (USA)	UBN	\$ 896.00	
4 Additional Key Fobs	XCS	\$ 90.00	\$ 90.00
Passenger Side Ballistic Door Panel	XDG	\$ 2,093.00	
Driver Side Ballistic Door Panel	XDV	\$ 2,183.00	
Front & Rear Wire Harness	XPW	\$ 1,287.00	

**Seat Options**

Cloth Bucket Seats W/Rear Vinyl/Black	A7X9	\$ 108.00	
Cloth Bucket Seats w/ Shift Insert/Black	C5X9	\$ -	\$ -

**Color Options**

DB Black Clear Coat	PXJ	\$ -	\$ -
Destroyer Grey Clear Coat	PDN	\$ 356.00	
F8 Green Clear Coat	PFQ	\$ -	
Redline 2 Pearl Coat	PRM	\$ -	

Date 12/03/2021

## Purchaser

Dodge of Burnsville  
 12101 Hwy 35W South  
 Todd Prissel  
 dgeofburnsveille.com  
 952-767-2702

Octane Red Pearl Coat	PRV	\$ 356.00	
White Knuckle Clear Coat	PW7	\$ -	
<b>Dealer Installed Options</b>			
Engine Block Heater	DBH	\$ 282.00	
3 Lock Remote Start	DRS	\$ 600.00	
<b>Total Delivered Price with options Per Contract</b>			<b>\$ 31,339.00</b>

**Dodge Of Burnsville**

12101 Hwy 35W South

Burnsville MN 55337

Todd Prissel

tprissel2dodgeofburnsville.co

**952-767-2702**



## Purchaser

**State Contract # 184131**

Allow 16-20 weeks for delivery from order date

Order Cutoff 7-22

**Dodge of Burnsville**

12101 Hwy 35W South

Todd Prissel

tprissel@dodgeofburnsville.com

Direct # 952-767-2702

## 2022 Ram 1500 SSV Crew Cab 5-7 Box

### 4x4 V8 DS6T98 26D Package

Base Vehicle Contract Price

\$ 31,043.00

Extra OEM Key From Dealer

EDK

\$215

**Options:**
**Copy and Paste Price to add options**

Protection Group	ADB	\$ 364.00	
Chrome Appearance Group	AED	\$ 640.00	\$ 640.00
Remote Start & Security Alarm Group	AJB	\$ 364.00	
3.92 Axle Ratio	DMH	\$ 88.00	
Power Black Trailer Tow Mirrors	GPG	\$ 165.00	
265/70R17E BSW A/T Tires	TTB	\$ 231.00	
Locking Lug Nuts	XJC	\$ 56.00	

**Additional Equipment Groups**

SiriusXM Satellite Radio	RSD	\$ 180.00	
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**Additional Features**

Carpet Floor Covering	CKE	\$ 101.00	\$ 101.00
Tri-Fold Tonneau Cover N/A W Ram Box	CS7	\$ 548.00	
Anti-Spin Differential Rear Axle	DSA	\$ 456.00	
Rear Window Defroster	GFA	\$ 180.00	\$ 180.00
Daytime Running Headlamps Low Beam	LM1	\$ 36.00	
Front License Plate Bracket	MDA	\$ -	\$ -
32 Gallon Fuel Tank	NFX	\$ 409.00	
Engine Block Heater	NHK	\$ 88.00	
Power Adjustable Pedals	XAP	\$ 115.00	
RamBox Cargo Management System	XB9	\$ 1,192.00	
Delete Class IV Receiver Hitch	XF8	\$ (51.00)	
Trailer Brake Control	XHC	\$ 272.00	
Delete Spray in Bedliner	XM9	\$ (184.00)	

**Seat Options**

Cloth Front Bench / Vinyl Rear Black/Grey D7/-X8	\$ 41.00	
Front Cloth Buckets <b>no center</b> / Vinyl Rear D5/-X8	\$ -	\$ -

**Color Options**

Billet Silver Metallic	PSC	\$ 184.00	
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Bright White	PW7	\$ -	
Case IH Red	P61	\$ 415.00	
Harvest Sunrise	PEC	\$ -	
New Holland Blue	P72	\$ 415.00	
Diamond Black Crystal	PXJ	\$ 92.00	
Granite Crystal Metallic	PAU	\$ 184.00	
Flame Red	PR4	\$ -	
Hydro Blue Pearl	PBJ	\$ 92.00	
Delmonico Red Pearl	PRV	\$ 92.00	
Maximum Steel Metallic	PAR	\$ 184.00	
Patriot Blue Pearl	PPX	\$ 92.00	\$ 92.00
Republic Blue Clear Coat	P49	\$ 415.00	
Olive Green Pearl Coat	PFP	\$ 92.00	
<b><u>Dealer Installed Options</u></b>			
Spot Light	DSL	\$ 900.00	
<b>Total Delivered Price with options Per Contract</b>			<b>\$ 32,056.00</b>

**Dodge Of Burnsville**

12101 Hwy 35W South

Burnsville MN 55337

Todd Prissel

tprissel2dodgeofburnsville.co

**952-767-2702**

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Tahoe for Sale: 2022 Tahoe Pricing | Chevrolet

2022 TAHOE 4WD LT

\$63,740 Net Price <sup>±</sup>



VEHICLE DETAILS  
Standard Vehicle Price

\$58,600

Selected Colors

\$0

(G6M) Dark Ash Metallic  
\$0



(H0Y) Jet Black, Leather-Appointed seating  
surfaces 1st and 2nd row  
\$0



Selected Packages (2)

\$2,525

LUXURY PACKAGE  
\$2,525

Highlights Include:

(UKC) Lane Change Alert with Side Blind Zone Alert

(UET) Smart Trailer Integration Indicator

(UFG) Rear Cross Traffic Alert

(UV2) HD Surround Vision

(UKK) Rear Pedestrian Alert

(A45) Memory settings

(DXR) Body-color heated, driver-side auto-dimming  
power outside mirrors

(N38) Power tilt and telescoping steering column

(KA6) Heated second row outboard seats

(ATT) Power-release second row 60/40 split-folding  
bench seat

(AS8) Power 60/40 split-folding third row bench seat

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Tahoe for Sale: 2022 Tahoe Pricing | Chevrolet

(L84) 5.3L V8 engine, 10-speed automatic transmission, third row bucket seat

**DRIVER ALERT PACKAGE**

\$0

**Highlights Include:**

(UKC) Lane Change Alert with Side Blind Zone Alert

(UFG) Rear Cross Traffic Alert

**Selected Options (8)****\$970**(L84) 5.3L V8 engine  
**Standard**(MHS) 10-speed automatic transmission  
**Standard**(RD4) 20" painted aluminum machined  
face wheels with Argent Metallic  
pockets  
**\$800**(XCI) 20" all-season blackwall tires  
**\$0**(00G) Not Equipped with Heated Steering Wheel  
**(\$25)**(A50) Front bucket seats  
**Standard**(IOK) 10.2" diagonal Chevrolet Infotainment 3 Premium  
System with Google built-in  
**Standard**(S10) Console-Mounted Safe  
**\$195****Total Vehicle and Options****\$62,045**

Destination Freight Charge

\$1,695

**Total Vehicle Price****\$63,740****Net Price****\$63,740<sup>±</sup>****Standard Features**

Mechanical Interior Exterior Safety

**Mechanical**

- Premium Smooth Ride suspension
  - Designed to offer passengers a more comfortable ride by isolating the interior cabin from rough pavement
- 5.3L V8 engine
  - 355 hp @ 5600 rpm
  - 383 lb-ft of torque @ 4100 rpm
  - Dynamic Fuel Management technology
  - Aluminum block
  - Direct injection

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Tahoe for Sale: 2022 Tahoe Pricing | Chevrolet

- Variable Valve Timing
    - Paired with a 10-speed automatic transmission
  - 10-speed automatic transmission
    - Electronically controlled with overdrive
    - Includes Traction Select System including tow/haul
  - 3.23 rear axle ratio
  - 7,500 lbs. GVWR
    - When properly equipped; includes weight of vehicle, passengers, cargo and equipment
  - Automatic Stop/Start
    - At complete stops, when drivers keep their foot on the brake pedal, and under certain conditions, the engine shuts off
    - When drivers remove their foot from the brake, the engine automatically restarts
    - Includes disable button with each engine cycle
    - Vehicles built with a V8 engine will have Not Equipped with Automatic Stop/Start, which removes Automatic Stop/Start, Engine control stop/start disable button and its content. Contact a dealer for details on a specific vehicle
    - Vehicles not equipped with Automatic Stop/Start will be less fuel efficient
  - Automatic Stop/Start disable button
    - Vehicles built with a V8 engine will have Not Equipped with Automatic Stop/Start, which removes Automatic Stop/Start, Engine control stop/start disable button and its content. Contact a dealer for details on a specific vehicle
    - Vehicles not equipped with Automatic Stop/Start will be less fuel efficient
  - Engine air filtration monitor
  - Fuel, gasoline, E15 (Standard with (L84) 5.3L EcoTec3 V8 engine only.)
  - Autotrac® single-speed transfer case
    - Single speed 4WD transfer case
    - The system is designed to detect wheel slippage and transfer torque to the front wheels for enhanced traction
    - As conditions warrant, the vehicle will return automatically to 2WD
    - Manually engage 4WD on a full-time basis
  - Mechanical limited-slip rear differential
    - When the differential senses a significant difference in wheel speed, it locks to turn both rear wheels in unison for added traction
    - Redistributes power to the drive wheels, providing you with more control
    - Helps your vehicle power through the tough terrain by keeping the rear wheels moving together
  - 4-wheel drive
  - External engine oil cooler
    - Heavy-duty air-to-oil cooler
    - Helps the engine generate peak performance efficiently
    - Helps prevent possible engine oil breakdown during high-performance driving or under loads
  - External auxiliary transmission oil cooler
    - Heavy-duty air-to-oil cooler
    - Helps prevent transmission overheating
    - Helps provides optimal transmission performance even when operating under a heavy load or towing a trailer
  - Heavy-duty 800 cold-cranking amps battery
    - Maintenance-free with rundown protection and retained accessory power
  - 220-amp alternator
  - Trailering equipment
    - Trailering hitch platform
    - 2" trailering receiver
    - 7-wire electrical harness and 7-pin connector for connecting your trailer's lights and brakes to your vehicle
  - Trailer sway control
    - Helps prevent trailer sway by monitoring driver steering input and then automatically applying the trailer brakes
  - Hitch Guidance
    - Uses the Rear Vision Camera display to provide you with a guideline to help align your vehicle with a trailer<sup>1</sup>
    - Provides a camera view to briefly check the trailer when driving
- <sup>1</sup> Safety or driver assistance features are no substitute for the driver's responsibility to operate the vehicle in a safe manner. The driver should remain attentive to traffic, surroundings and road conditions at all times. Visibility, weather, and road conditions may affect feature performance. Read the vehicle's owner's manual for more important feature limitations and information.
- Suspension, front coil-over-shock with stabilizer bar
  - Suspension, rear multi-link with coil springs
  - Steering, power
  - 4-wheel antilock disc brakes

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Tahoe for Sale: 2022 Tahoe Pricing | Chevrolet

- Help reduce wheel lockup and maintain steering control during hard braking on most slippery surfaces
- Single-outlet exhaust
  - May require additional optional equipment
- Mechanical jack with tools

### Interior

- 10.2" diagonal Chevrolet Infotainment 3 Premium System with Google built-in
  - 10.2" diagonal Chevrolet Infotainment 3 Premium System with Google built-in, includes multi-touch display, AM/FM/SiriusXM<sup>1</sup> radio capable
  - Bluetooth<sup>®2</sup> streaming audio for music and select phones
  - Wireless Apple CarPlay<sup>™</sup> capability for compatible phones<sup>3</sup>
  - Wireless Android Auto<sup>™</sup> capability for compatible phones<sup>4</sup>
  - Customize and manage entertainment and vehicle feature settings through the 10.2" diagonal touch-screen display
  - Use, control and manage select smartphone apps through the Infotainment system
  - Voice-activated technology for phone

<sup>1</sup> If you decide to continue service after your trial, the subscription plan you choose will automatically renew thereafter and you will be charged according to your chosen payment method at then-current rates. Fees and taxes apply. To cancel you must call SiriusXM at 1-866-635-2349. See the SiriusXM Customer Agreement for complete terms at [www.siriusxm.com](http://www.siriusxm.com) (<http://www.siriusxm.com>). All fees and programming subject to change. ©2021 Sirius XM Radio Inc. Sirius, XM, SiriusXM and all related marks and logos are trademarks of Sirius XM Radio Inc. All rights reserved.

<sup>2</sup> Go to [www.mychevrolet.com/learn](http://www.mychevrolet.com/learn) (<http://www.mychevrolet.com/learn>) to find out which phones are compatible with the vehicle.

<sup>3</sup> Vehicle user interface is a product of Apple and its terms and privacy statements apply. Requires compatible iPhone and data plan rates apply. Apple CarPlay is a trademark of Apple Inc. Siri, iPhone and iTunes are trademarks for Apple Inc, registered in the U.S. and other countries.

<sup>4</sup> Vehicle user interface is a product of Google and its terms and privacy statements apply. Requires the Android Auto app on Google Play and an Android compatible smartphone running Android<sup>™</sup> 5.0 or higher. Data plan rates apply. Android Auto is a trademark of Google LLC.

- Bose<sup>®</sup> 9-speaker audio system
  - Bose<sup>®</sup> is renowned for expert sound engineering and high-quality audio and with speakers positioned throughout the cabin, you'll get rich, concert-like sound
- 10.2" diagonal multicolor reconfigurable Infotainment screen
- SiriusXM<sup>®</sup> with 360L 3-month Trial Subscription
  - Enjoy a 3-month Platinum Trial Subscription and enjoy the full SiriusXM with 360L experience<sup>1</sup>
  - This vehicle is equipped with SiriusXM with 360L. This advanced in-car technology will guide you to the most SiriusXM channels, shows and exclusive content for a ride that's uniquely you, with personalization features to make discovering your perfect soundtrack easier than ever before
  - For the full SiriusXM with 360L experience, a Platinum Plan is required. If you subscribe to a lower package, certain features of 360L will not be available
  - With the Platinum Plan you can listen when outside of your vehicle on the SXM App

<sup>1</sup> If you decide to continue service after your trial, the subscription plan you choose will automatically renew thereafter and you will be charged according to your chosen payment method at then-current rates. Fees and taxes apply. See the SiriusXM Customer Agreement at [www.siriusxm.com](http://www.siriusxm.com) (<http://www.siriusxm.com>) for complete terms and how to cancel. All fees, content, features, and availability are subject to change. ©2021 Sirius XM Radio Inc. SiriusXM, Automatic, Pandora and all related logos are trademarks of SiriusXM Radio Inc. and its respective subsidiaries.

- Bluetooth<sup>®</sup>
  - Pair your compatible mobile phone<sup>1</sup> to your vehicle's infotainment system
- <sup>1</sup> Go to [Owner's Center](https://my.gm.ca/chevrolet/en/how-to-support/entertainment-connections/bluetooth-smartphones-wifi/bluetooth) (<https://my.gm.ca/chevrolet/en/how-to-support/entertainment-connections/bluetooth-smartphones-wifi/bluetooth>) to find out which phones are compatible with the vehicle.
- Wireless Apple CarPlay/Wireless Android Auto capability for compatible phones
  - Apple CarPlay vehicle user interface is a product of Apple and its terms and privacy statements apply. Requires compatible iPhone and data plan rates apply. Apple CarPlay is a trademark of Apple Inc. Siri, iPhone and Apple Music are trademarks for Apple Inc, registered in the U.S. and other countries.
  - Android Auto vehicle user interface is a product of Google and its terms and privacy statements apply. Requires the Android Auto app on Google Play and a compatible Android smartphone. Data plan rates apply. You can check which smartphones are compatible at [g.co/androidauto/requirements](https://support.google.com/androidauto/answer/6348019?hl=en&ref_topic=6106969) ([https://support.google.com/androidauto/answer/6348019?hl=en&ref\\_topic=6106969](https://support.google.com/androidauto/answer/6348019?hl=en&ref_topic=6106969)). Android, Google Play and Android Auto are trademarks of Google LLC.
- Wi-Fi<sup>®</sup> hotspot capable
  - Terms and limitations apply. See [onstar.com](http://onstar.com) (<http://onstar.com>) or dealer for details.
- Front bucket seats

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Tahoe for Sale: 2022 Tahoe Pricing | Chevrolet

- Keyless Start
    - Uses an integrated key fob sensor instead of a traditional key
    - Keep your keys in your purse or pocket to start your vehicle
    - With the vehicle in Park or Neutral, press the brake pedal and then press the engine start/stop button to start the engine; the green indicator on the button will illuminate
    - Shift to Park and press the engine start/stop button to turn off the engine
  - Seat trim, leather-appointed front seats
  - 10-way power driver and front passenger seats
    - Beginning with production starting on November 1, 2021, Premier and High Country models will also be equipped with 2-way driver and front passenger power lumbar. See dealer for details.
    - Includes 8-way power driver and front passenger seats with 2-way power lumbar
  - Heated driver and front passenger seats
    - At the touch of a button you can warm the cushions and seatbacks with multilevel temperature control
    - Individually controlled
  - Manual-folding second row 60/40 split-bench seats
    - Includes a manual release that lets you conveniently fold one or both of the second row seatbacks
  - Manual 60/40 split-folding third row bench seat
    - Lets you conveniently fold one or both of the third row seatbacks
    - Adds cargo- and passenger-carrying versatility to your vehicle
    - Folds flat
  - Front center console
    - Keep valuables and smaller items secure
    - Storage area, cup holders and auxiliary power outlet
    - Removable organizer tray
    - USB ports<sup>1</sup>
- <sup>1</sup> Not compatible with all devices.
- Carpeted floor covering
    - Color-keyed
  - Carpeted floor mats
    - Removable color-keyed floor mats for first and second rows
  - Electronic Precision Shift
    - An advanced button and switch based transmission interface
  - Manual tilt and telescoping steering column
    - Allows the driver to adjust the steering wheel up or down, and the steering column forward or back
    - Provides extra comfort when entering or exiting the vehicle
  - Leather-wrapped steering wheel
  - Steering-wheel mounted controls
    - Allow the driver to easily operate the Driver Information Center, cruise control, Forward Collision Alert<sup>1</sup> following gap button and heated steering wheel (when equipped)
- <sup>1</sup> Safety or driver assistance features are no substitute for the driver's responsibility to operate the vehicle in a safe manner. Read the vehicle's owner's manual for important feature limitations and information.
- 12" diagonal color Driver Information Center
    - Includes driver personalization, warning messages and vehicle information
    - Allows drivers to personalize vehicle features, including warning messages and vehicle information
  - Rear Seat Reminder
    - Helps to remind the driver to check the back seat(s) before leaving the vehicle<sup>1</sup>
    - Activates when rear doors are opened and closed up to 10 minutes before or anytime while your vehicle is on
    - Under certain conditions, once the vehicle is switched off, designed to sound 5 audible chimes and display a visual message within the Driver Information Center
    - Activates only once each time the vehicle is turned on and off, and would require re-activation on a second trip
- <sup>1</sup> Does not detect people or items. Always check rear seat before exiting.
- Power door locks
    - Programmable
    - Allows you to lock and unlock doors easily whether it's from the driver or front passenger seat or from outside using the key fob
    - Lockout protection helps you avoid locking your key fob in the vehicle
  - Keyless Open
    - With the key fob in your possession, locks and unlocks your vehicle's doors without having to use the key fob, increasing convenience



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Tahoe for Sale: 2022 Tahoe Pricing | Chevrolet

- Lockout protection helps you avoid locking keys in the vehicle
- Remote Start
  - Start your vehicle remotely and step into a comfortably warmed or cooled vehicle, depending on the weather and your preset preferences
  - Locks doors and turns on parking lamps while the engine is running
  - If equipped, the heated seats may also be activated, depending on certain weather conditions
- Cruise control
  - Maintains a selected speed while driving
  - Automatically disengages when the vehicle's traction control system needs to limit wheelspin on slippery surfaces or when the StabiliTrak<sup>®</sup> stability control system detects an oncoming skid
  - Set and resume speed functions
- Universal Home Remote
  - 3-channel programmable
  - Conveniently activate compatible devices such as garage door openers, security systems, and home automation devices from inside your vehicle
- Electrical theft-deterrent system
  - Helps deter unauthorized entry, helping to protect your vehicle and its contents
  - Immobilizes the engine to help prevent theft
  - Sounds the horn and flashes the turn signals when someone attempts to open the vehicle without the proper key or remote transmitter
- Wireless Charging
  - Uses induction technology for portable electronic devices<sup>1</sup>
  - Convenient charging location within lower bin directly beneath the Infotainment screen

<sup>1</sup> The system wirelessly charges one compatible mobile device. Some phones have built-in wireless charging technology and others require a special adapter/back cover. For a list of GM wireless charging-compatible mobile devices see [my.chevrolet.com/learnAbout/wireless-charging](https://my.chevrolet.com/learnAbout/wireless-charging) (<https://my.chevrolet.com/learnAbout/wireless-charging>). If your device is not on this list, please consult your carrier.
- USB data ports
  - Includes 2 USB ports<sup>1</sup> (one type-A and one type-C) and located in the lower bin of instrument panel

<sup>1</sup> Not compatible with all devices.
- USB ports for rear passengers
  - 2 on the rear of the center console (both type C and charge only<sup>1</sup>); change to charge and data when Rear Seat Media is ordered
  - 2 in third row (both type C and charge only<sup>1</sup>)

<sup>1</sup> Not compatible with all devices.
- Power windows with driver express-up/down
  - Quickly raises the window or lowers it with the touch of a button
  - If an obstruction is detected, the anti-pinch feature will auto-reverse
- Power windows with front passenger express-down
  - Quickly lowers the window with the touch of a button
  - If an obstruction is detected, the anti-pinch feature will auto-reverse
- Power windows with rear express-down
  - Quickly lowers the window with the touch of a button
  - If an obstruction is detected, the anti-pinch feature will auto-reverse
- Driver memory
  - Recalls 2 driver presets for 8-way power driver seat
  - Press memory button 1 or 2 to program and recall preferences
- Tri-zone automatic climate control
  - Automatically maintains the selected temperatures for the driver, front passenger and rear seat passengers
- Rear air conditioning
- Rear window defogger
  - Helps to keep your rear view clear of fog or frost
  - Utilizes a warming grid to help remove fog or frost from the rear window
- 120-volt power outlets
  - Two outlets, located in the rear of the center console and cargo area
- 12-volt power outlet
  - Located in the center stack of the instrument panel
- Bright sill plates
  - Front and rear doors
- Inside rearview auto-dimming mirror



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Tahoe for Sale: 2022 Tahoe Pricing | Chevrolet

- Automatically dims the inside rearview mirror when it senses bright light from behind
- When headlamp glare is no longer detected, the mirror returns to its normal state
- Driver and front passenger visors with illuminated mirrors
  - Include covered mirrors
- Overhead assist handles
  - Driver and front passenger, located in headliner
- Assist handles
  - Front passenger A-pillar and second row outboard B-pillar
- Interior lighting
  - Driver- and passenger-side door switch with delayed entry feature
  - Dome light
  - Map lights in front and second row seat positions
  - Cargo light, door handle or Remote Keyless Entry-activated illuminated entry
- Cargo Management System
  - Organizes the items in the rear cargo hold to help keep it neat
  - Allows you to secure cargo to help prevent items from shifting while you're driving
  - Includes movable dividers that adjust the size of the storage areas
- Chevrolet Connected Access capable
  - Subject to terms. See [onstar.com](http://onstar.com) (<http://onstar.com>) or dealer for details.

### Exterior

- 18" Bright Silver painted aluminum wheels
  - Paired with all-season blackwall tires
- 18" all-season blackwall tires
  - P265/65R18
- 17" full-size spare steel wheel
- 17" all-season blackwall spare tire
  - P265/70R17
- Spare tire carrier
  - Lockable winch-type, located under frame in rear
- Upper active aero shutters
  - Shutters automatically close at high speeds to help enhance aerodynamics
  - Shutters reopen at lower speeds or when needed to help cool the engine compartment
  - Located in the front fascia
- Front fascia
- Bright roof-mounted side rails
  - Enhances the appearance of your vehicle
- Black assist steps
  - Textured step pads help provide secure footing
  - Extend from wheel well to wheel well
  - Includes chrome accent strip
- LED headlamps
  - Provide a bright, intense beam of light to illuminate the road ahead
  - Help improve down-the-road visibility in low-light conditions
- IntelliBeam
  - Can automatically turn the vehicle's high-beam headlamps on and off according to surrounding traffic conditions
- LED tail lamps
  - Help improve visibility in low-light conditions
- Body-color heated power outside mirrors
  - Both mirrors are heated and are activated when the rear defogger is engaged, helping to clear them of ice, snow and frost to help improve visibility
  - Power adjustments allow you to move both side mirrors with the touch of a button
  - Manual-folding feature lets you fold the mirrors in
- Body-color mirror caps
- Deep-tinted glass
  - Tint on rear side windows and rear liftgate window
- Acoustic laminated glass
  - Helps keep out traffic and road noises
  - Dampens sounds from the outside to help give you a quiet ride

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Tahoe for Sale: 2022 Tahoe Pricing | Chevrolet

- Glass, windshield shade band
- Rainsense automatic wipers
  - Turn on automatically when sensors detect varying degrees of precipitation on the windshield
  - The intermittent feature adjusts the speed of the wipers to help keep the windshield clear in a variety of conditions
- Rear intermittent wiper
  - Variable-speed
  - Keeps your rear window clear to help enhance visibility
- Body-color door handles
- Hands-Free power liftgate with emblem projection
  - Opens liftgate when the system senses the key fob and the driver places their foot under the rear bumper
  - Memory height function allows you to program how high the gate opens to suit you
  - You can also press the liftgate open button on the key fob or use the exterior release button

### Safety

- Automatic Emergency Braking
  - Works with Forward Collision Alert to help you avoid or reduce the severity of a front-end collision with a detected vehicle you're following<sup>1</sup>
  - Camera technology is used to automatically provide hard emergency braking or enhance the driver's hard braking
  - This feature works at speeds below 50 mph
- <sup>1</sup> Safety or driver assistance features are no substitute for the driver's responsibility to operate the vehicle in a safe manner. The driver should remain attentive to traffic, surroundings and road conditions at all times. Visibility, weather, and road conditions may affect feature performance. Read the vehicle's owner's manual for more important feature limitations and information.
- Hill Start Assist
  - When you are stopped on an incline, this feature keeps the brakes engaged for a split second as you transition from brake pedal to gas pedal
  - Automatically releases once you press down on the accelerator
  - Prevent vehicle roll-back while the driver moves his/her foot from the brake to the accelerator pedal
- StabiliTrak, electronic stability control system with traction control
  - Automatically helps enhance control, particularly during emergency maneuvers, by adjusting the brakes and engine torque to help you stay on your intended path
  - Activates when vehicle sensors detect a difference between the driver's intended path and the direction the vehicle is actually travelling
  - Includes Traction Control that detects wheel slippage and applies brake pressure and/or reduces engine power to help the driver maintain control when accelerating on wet or snow-covered roads
  - Includes Brake Assist that senses how hard and fast a driver hits the brake pedal and gives extra braking assistance, if required
- LED Daytime Running Lamps
  - Illuminate when your vehicle is running and headlamps are off
  - Include automatic exterior lamp control
- Teen Driver
  - This configurable feature lets you activate customizable vehicle settings associated with a key fob to help encourage better driving behavior
  - It can limit certain vehicle features, and automatically turns on certain safety systems if vehicle is equipped
  - An in-vehicle report card gives you information on driving habits and helps you to continue to coach your new driver
- 7 airbags (requires front bucket seats)
  - Frontal airbags for driver and front outboard passenger<sup>1</sup>
  - Seat-mounted side-impact airbags for driver and front outboard passenger<sup>1</sup>
  - Driver inboard seat-mounted side-impact airbag<sup>1</sup> (requires bucket seats)
  - Head-curtain airbags for front and rear outboard seating positions<sup>1</sup>
  - Includes front outboard Passenger Sensing System for frontal passenger airbag and illuminates a status light that indicates whether the airbag is on or off<sup>1</sup>
- <sup>1</sup> Always use seat belts and child restraints. Children are safer when properly secured in a rear seat in the appropriate child restraint. See the Owner's Manual for more information.
- Front outboard Passenger Sensing System for frontal outboard passenger airbag (Always use seat belts and child restraints. Children are safer when properly secured in a rear seat in the appropriate child restraint. See the Owner's Manual for more information.)
- OnStar® & Chevrolet Connected Services capable
  - Terms and limitations apply. See [onstar.com](http://onstar.com) (<http://onstar.com>) or dealer for details.
- Chevy Safety Assist

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Tahoe for Sale: 2022 Tahoe Pricing | Chevrolet

- Automatic Emergency Braking<sup>1</sup>
- Forward Collision Alert<sup>1</sup>
- Front Pedestrian Braking<sup>1</sup>
- Following Distance Indicator<sup>1</sup>
- Lane Keep Assist with Lane Departure Warning<sup>1</sup>
- IntelliBeam

<sup>1</sup> Safety or driver assistance features are no substitute for the driver's responsibility to operate the vehicle in a safe manner. Read the vehicle's owner's manual for important feature limitations and information.

- Front and Rear Park Assist

- Can provide distance alerts to nearby detected objects in front of or behind your vehicle to help you park and avoid collisions at low speeds<sup>1</sup>

<sup>1</sup> Safety or driver assistance features are no substitute for the driver's responsibility to operate the vehicle in a safe manner. The driver should remain attentive to traffic, surroundings and road conditions at all times. Visibility, weather, and road conditions may affect feature performance. Read the vehicle's owner's manual for more important feature limitations and information.

- Following Distance Indicator

- Displays the gap time in seconds between your vehicle and a detected vehicle you're following<sup>1</sup>
- This can help you decide if you're following much too closely

<sup>1</sup> Safety or driver assistance features are no substitute for the driver's responsibility to operate the vehicle in a safe manner. The driver should remain attentive to traffic, surroundings and road conditions at all times. Visibility, weather, and road conditions may affect feature performance. Read the vehicle's owner's manual for more important feature limitations and information.

- HD Rear Vision Camera

- Shows you a high-resolution digital image of the area directly behind your vehicle when you're in Reverse at low speeds<sup>1</sup>
- This may help you park and avoid nearby objects

<sup>1</sup> Safety or driver assistance features are no substitute for the driver's responsibility to operate the vehicle in a safe manner. The driver should remain attentive to traffic, surroundings and road conditions at all times. Visibility, weather, and road conditions may affect feature performance. Read the vehicle's owner's manual for more important feature limitations and information.

- Front Pedestrian Braking

- Can help you avoid or reduce the severity of a front-end collision with a pedestrian it detects directly ahead of you<sup>1</sup>
- It provides pedestrian alerts and can even automatically provide hard emergency braking or enhance the driver's hard braking
- The system works at speeds below 50 mph during the daytime
- It has limited nighttime and low visibility performance

<sup>1</sup> Safety or driver assistance features are no substitute for the driver's responsibility to operate the vehicle in a safe manner. The driver should remain attentive to traffic, surroundings and road conditions at all times. Visibility, weather, and road conditions may affect feature performance. Read the vehicle's owner's manual for more important feature limitations and information.

- Lane Keep Assist with Lane Departure Warning

- Uses a brief, gentle steering wheel turn to alert you when you may be unintentionally drifting out of detected lane lines, so you can steer to stay safely in your lane<sup>1</sup>
- If needed, you may receive additional Lane Departure Warning alerts
- System alerts do not occur if you're using your turn signal or it detects you may be intentionally leaving your lane

<sup>1</sup> Safety or driver assistance features are no substitute for the driver's responsibility to operate the vehicle in a safe manner. The driver should remain attentive to traffic, surroundings and road conditions at all times. Visibility, weather, and road conditions may affect feature performance. Read the vehicle's owner's manual for more important feature limitations and information.

- Forward Collision Alert

- Can warn you if it detects a potential front-end collision with a vehicle you're following so you can quickly take action<sup>1</sup>
- It can also provide a tailgating alert if you're following a vehicle much too closely

<sup>1</sup> Safety or driver assistance features are no substitute for the driver's responsibility to operate the vehicle in a safe manner. The driver should remain attentive to traffic, surroundings and road conditions at all times. Visibility, weather, and road conditions may affect feature performance. Read the vehicle's owner's manual for more important feature limitations and information.

- Buckle to Drive

- Prevents the vehicle from being shifted out of Park until the driver seat belt is fastened
- Encourages seat belt use
- Times out after 20 seconds and can be turned on/off in Settings or Teen Driver menu

- Rear child security door locks

- When activated, prevents passengers from opening the rear doors from inside the vehicle
- Allow rear doors to open from outside of the vehicle only

- LATCH System

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- Lower Anchors and Tethers for CHildren system helps make it easy to install and secure a compatible child restraint seat
- Tire Pressure Monitoring System
  - Monitors the pressure in each tire and alerts you if there is a low-pressure condition in one or more of the tires<sup>1</sup>
  - Includes Tire Fill Alert<sup>1</sup>
- <sup>1</sup> Does not monitor spare tire.
- Warning tones
  - Include headlamp on, driver and right-front passenger seat belt unfasten and turn signal on
- **MSRP excludes tax, title, license and dealer fees.**
- **MSRP excluding installation, taxes and wheel components (if applicable). Dealer prices may vary. Some accessories may require purchase of additional equipment and/or services. See dealer for details.**
- **MSRP excludes tax, title, license, dealer fees and optional equipment. See dealer for details.**

### PURCHASE AGREEMENT

DEAL # Order DATE 01/07/2022

STOCK # 151008 FO SALES 1 Corey Moutray (#           ) SALES 2            (#           )

NC NT NO UV CASH FINANCE OSF SCHEDULED DELIVERY TIME           

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**PURCHASER INFORMATION:**

BUYER City of Maplewood O City of Maplewood DL#            DOB:           

CO-BUYER            DL#            DOB:           

ADDRESS 1830 County Road B E CITY MAPLEWOOD STATE MN COUNTY Ramsey ZIP 55109270

PHONE # (H)            (W) (651) 775-9360 (M) (651) 775-9360

E MAIL ADDRESS:           

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<p><b>PURCHASED VEHICLE:</b></p> <p>YEAR <u>2022</u> MAKE <u>Tahoe</u> MODEL <u>LT</u></p> <p>BODY STYLE <u>          </u> CYL <u>          </u> MILES <u>          </u></p> <p>VIN # <u>          </u></p> <p>COLOR <u>          </u> LICENSE PLATE # <u>          </u></p> <p>EXPIRES <u>          </u> TAB # <u>          </u></p> <p>STATE INSPECTION <u>          </u> <small>Expiration Date</small></p> <p>PROGRAM IN SERVICE <u>          </u> / <u>          </u> / <u>          </u></p> <hr/> <p><b>TRADE-IN VEHICLE #1:</b></p> <p>YEAR <u>          </u> MAKE <u>          </u> MODEL <u>          </u></p> <p>BODY STYLE <u>          </u> MILES <u>          </u></p> <p>VIN # <u>          </u></p> <p>COLOR <u>          </u> CYL <u>          </u> LICENSE PLATE # <u>          </u></p> <p>EXPIRES <u>          </u> TAB # <u>          </u></p> <p>LEIN HOLDER <u>          </u></p> <hr/> <p><b>TRADE-IN VEHICLE #2:</b></p> <p>YEAR <u>          </u> MAKE <u>          </u> MODEL <u>          </u></p> <p>BODY STYLE <u>          </u> MILES <u>          </u></p> <p>VIN # <u>          </u></p> <p>COLOR <u>          </u> CYL <u>          </u> LICENSE PLATE # <u>          </u></p> <p>EXPIRES <u>          </u> TAB # <u>          </u></p> <p>LEIN HOLDER <u>          </u></p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td>SELLING PRICE:</td><td style="text-align: right;">57,245</td></tr> <tr><td>TRADE ALLOWANCE:</td><td></td></tr> <tr><td>REBATE:</td><td></td></tr> <tr><td>TRADE DIFFERENCE:</td><td style="text-align: right;">\$0.00</td></tr> <tr><td>SALES TAX:</td><td></td></tr> <tr><td>LICENSE FEE:</td><td></td></tr> <tr><td>TITLE FEE:</td><td></td></tr> <tr><td>STATE INSPECTION:</td><td></td></tr> <tr><td>DEALERS' VEHICLE INVENTORY TAX:</td><td></td></tr> <tr><td>ACCESSORIES:</td><td></td></tr> <tr><td>DOCUMENTARY FEE:</td><td></td></tr> <tr><td>TOTAL:</td><td style="text-align: right;">\$0.00</td></tr> <tr><td>TRADE PAY-OFF:</td><td></td></tr> <tr><td>TOTAL:</td><td style="text-align: right;">\$0.00</td></tr> <tr><td>CASH DOWN:</td><td></td></tr> <tr><td>BALANCE DUE:</td><td></td></tr> </table> <p>A DEALERSHIP REPRESENTATIVE EXPLAINED THE ABOVE FIGURES</p> <p>I ACKNOWLEDGE THE ABOVE FIGURES AND AGREE TO THE FOLLOWING TERMS:</p>	SELLING PRICE:	57,245	TRADE ALLOWANCE:		REBATE:		TRADE DIFFERENCE:	\$0.00	SALES TAX:		LICENSE FEE:		TITLE FEE:		STATE INSPECTION:		DEALERS' VEHICLE INVENTORY TAX:		ACCESSORIES:		DOCUMENTARY FEE:		TOTAL:	\$0.00	TRADE PAY-OFF:		TOTAL:	\$0.00	CASH DOWN:		BALANCE DUE:	
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CASH DOWN:																																	
BALANCE DUE:																																	

TENVOORDE FORD, INC  
PO BOX 1045  
ST CLOUD, MN 56302

Invoice No. 220099

## INVOICE

### Customer

Name City of Maplewood  
Address 1830 CR RD BE  
City Maplewood State MN ZIP 55109  
Phone 651-249-2000

### Misc

Date 1/13/2022  
Order No. 1  
Rep  
FOB

Qty	Description	Unit Price	TOTAL
1	2022 Ford Explorer XLT Vin# 1FMSK8DH2NGA77755	\$37,290.00	\$ 37,290.00
1	Star White Tri Color Paint	\$ 795.00	\$ 795.00
1	Equipment Group 202a	\$ 3,540.00	\$ 3,540.00
1	Class IV Tow Package and Hitch	\$ 545.00	\$ 545.00
1	20" Premium Painted Alum Whls	\$ 1,395.00	\$ 1,395.00
SubTotal			\$ 43,565.00
Shipping			
Tax Rate(s) 0.00%			\$ -
<b>TOTAL</b>			<b>\$ 43,565.00</b>

Payment Select One ...

Comments

Name

CC#

Expires

Tax Rate(s)

Use Only

!Office

TENVOORDE FORD, INC, PO BOX 1045, ST CLOUD, MN 56302

1/12/22, 1:57 PM

Preview Order 0099 - KBD - XLT 4WD



Preview Order 0099 - KSD -XLT 4WD: Order Summary Time of Preview: 01/12/2022 13:57:17

Dealership Name: Ten Voorde Ford, Inc.

Sales Code : F58584

Dealer Rep.	Jade Aanenson	Type	Stock	Vehicle Line	Explorer	Order Code	0099
Customer Name		Priority Code	32	Model Year	2022	Price Level	230

DESCRIPTION	MSRP	DESCRIPTION	MSRP
K8D0 EXPLORER XLT 4WD	\$38145	50 STATE EMISSIONS	\$0
.119 INCH WHEELBASE	\$0	CLASS IV TRAILER TOW PACKAGE	\$545
STAR WHITE MET TRI-COAT	\$795	AUTO START-STOP REMOVAL	-\$0
ACTIVEX SEAT MATERIAL	\$0	20" PREMIUM PAINTED ALUM WHLS	\$1395
EBONY INTERIOR	\$0	FRONT LICENSE PLATE BRACKET	\$0
EQUIPMENT GROUP 202A	\$3540	FUEL CHARGE	\$0
.REMOTE START SYSTEM	\$0	PRICED DORA	\$0
.HEATED STEERING WHEEL	\$0	ADVERTISING ASSESSMENT	\$0
.8-WAY POWER PASSENGER SEAT	\$0	DESTINATION & DELIVERY	\$1295
.2.3L ECOBOOST 14 ENGINE	\$0	*****	\$0
.10-SPEED AUTO TRANSMISSION	\$0	*RESIDENCY RESTRICTIONS APPLY*	\$0
P255/SSR20 A/S BSW TIRES	\$0	*TO DISCOUNTS/SAVINGS - BASED*	\$0
JOB#2 ORDER	\$0	* ON CUSTOMER ZIP CODE. SEE *	\$0
4WD REGIONAL DISCOUNT	\$0	* DEALER FOR DETAILS. *	\$0
RESIDENCY RESTRICTIONS APPLY	\$0	*****	\$0
CV LOT MANAGEMENT	\$0		

TOTAL BASE AND OPTIONS	MSRP
4WD REGIONAL DISCOUNT	\$45665
TOTAL	-\$300
	\$45365

-

9.

\$ 43,565

Customer Name:  
Customer Address:

Customer Email:

Customer Phone:

Customer Signature

Date

This is not an invoice.

1/12/22, 1:59 PM

GPC Lookup



## Government Bid Management System (GBMS)

ADEMNESEN (J-AANEN2)

Purpose:New Bid; State:MN-Minnesota; FIN:QC519-CITY OF MAPLEWOOD; Bid Open Date 01/12/2022; Vehicle Line:27 • EXPLORER 4-DOOR; Model Year:2022; Body Code & Name:K80-4DR 4WD XLT; GPC Type:All

State	Model Year	Vehicle Line	Body Code & Name	Option Discounts	GPC Req #	GPC (\$)	Price Level	Bid Open/Reference# Start Date	Reference# Issue Date	FIN	GPC Type	Reference #
MN	2022	27 - EXPLORER 4-DOOR	K8D - 4DR 4WD XLT			2922	215	07/30/2021	11/30/2021		PIGGYBACK	Reveal
MN	2022	27 - EXPLORER 4-DOOR	K8D - 4DR 4WD XLT			1800	230	12/20/2021	12/22/2021		PIGGYBACK	45672N
MN	2022	27 - EXPLORER 4-DOOR	K8D - 4DR 4WD XLT			1500	000	06/17/2021	06/17/2021		LOCAL	R0veal
MN	2022	27 - EXPLORER 4-DOOR	K8D - 4DR 4WD XLT			1600	230	12/20/2021	12/20/2021		LOCAL	Reveal

MN State Discount  
on XLT Exp.



**CITY COUNCIL STAFF REPORT**

Meeting Date January 24, 2022

**REPORT TO:** Melinda Coleman, City Manager

**REPORT FROM:** Steven Love, Director of Public Works / City Engineer  
Jon Jarosch, Assistant City Engineer

**PRESENTER:** Steven Love

**AGENDA ITEM:** Resolution Directing Final Payment and Acceptance of Project, Dennis-McClelland Area Street Improvements, City Project 19-10

**Action Requested:** ☒ Motion ☐ Discussion ☐ Public Hearing

**Form of Action:** ☒ Resolution ☐ Ordinance ☐ Contract/Agreement ☐ Proclamation

**Policy Issue:**

The contractor, Veit & Company, Inc., has completed the project improvements for the Dennis-McClelland Area Street Improvements, City Project 19-10. City staff have reviewed the work and deemed it acceptable. The contractor has submitted all final project documents required for final acceptance of the project. City Council direction for staff to process final payment and to accept the project is done by resolution.

**Recommended Action:**

Motion to approve the attached resolution Directing Final Payment and Acceptance of Project for the Dennis-McClelland Area Street Improvements, City Project 19-10.

**Fiscal Impact:**

Is There a Fiscal Impact? ☐ No ☒ Yes, the true or estimated cost is \$6,174,362.33

Financing source(s): ☒ Adopted Budget ☐ Budget Modification ☐ New Revenue Source  
☐ Use of Reserves ☐ Other: The final contract amount, including indirect costs, falls within the approved budget of \$8,388,000. No adjustments to the approved budget are needed.

**Strategic Plan Relevance:**

☒ Financial Sustainability ☐ Integrated Communication ☐ Targeted Redevelopment  
☐ Operational Effectiveness ☐ Community Inclusiveness ☒ Infrastructure & Asset Mgmt.

This infrastructure improvement project was previously identified in the City's Capital Improvement Plan and included the replacement of the severely deteriorated pavement and utilities in the Dennis-McClelland neighborhood.

**Background**

The City Council previously awarded a construction contract to Veit & Company, Inc. for the Dennis-McClelland Area Improvements, City Project 19-10, in the amount of \$6,582,236.23. The project improvements include full reconstruction of area streets, the replacement of the watermain system, repairs to the sanitary sewer system, and major upgrades and expansions of the storm sewer system.

Change Order No. 1 increased the construction contract by \$119,514.75 to cover costs associated with watermain installation procedure changes that became necessary due to the Covid-19 pandemic. This change order raised the construction contract to \$6,701,750.98.

The final construction cost of \$6,174,362.33 came in under the final contract amount by roughly \$527,000 due to savings realized in unneeded subgrade corrections and reduced watermain installation costs. No changes to the approved budget are recommended at this time. A warranty walk-through will be performed in the spring of 2022 to identify any items needing correction under warranty.

**Attachments**

1. Final Payment Application
2. Resolution Directing Final Payment and Acceptance of Project, Dennis-McClelland Area Improvements, City Project 19-10

## APPLICATION FOR FINAL PAYMENT PAYMENT NO. 6

**Contract:** City Project 19-10  
**Project:** Dennis-McClelland Area Street Improvements  
**Owner:** City of Maplewood, Minnesota  
**Contractor:** Veit & Company, Inc.

**Application Date:** 1/5/2022  
**For Period Ending:** 1/5/2022

Original Contract Amount:	\$ 6,582,236.23
Contract Amendments:	\$ 119,514.75
Contract Amount to Date:	\$ 6,701,750.98
Total Amount of Work Completed to Date:	\$ 6,174,362.33
Material Stored On-Site but not in Work:	\$ -
Gross Amount Due to Date:	\$ 6,174,362.33
Less 0.0% Retainage	\$ -
Amount Due to Date:	\$ 6,174,362.33
Less Previous Payments:	\$ 5,709,446.27
<b>Total Due This Application:</b>	<b>\$ 464,916.06</b>

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

Contractor: Veit & Company, Inc.

By:



Date:

1/5/21

The Work on this project and application for payment have been reviewed and the amount shown is recommended for payment.

Engineer: City of Maplewood - Public Works Department

By:

Date:

Approved for Payment

Owner: City of Maplewood

By:

Date:

## PAYMENT HISTORY

**Contract:** City Project 19-10  
**Project Name:** Dennis-McClelland Area Street Improvements  
**Owner:** City of Maplewood, Minnesota  
**Contractor:** Veit & Company, Inc.

Payment Number	Payment Cutoff Date	Payment Application	Amount
1	6/30/2020	7/10/2020	\$ 666,828.14
2	8/14/2020	8/20/2020	\$ 2,231,230.68
3	9/11/2020	9/16/2020	\$ 1,440,836.58
4	10/30/2020	11/3/2020	\$ 976,395.23
5	12/22/2020	12/22/2020	\$ 394,155.63
6			
7			
8			
9			
<b>To Date Total Payment: \$5,709,446.27</b>			

## Final Payment Quantities

Contract: City of Maplewood Project 19-10  
Project Name: Dennis-McClelland Area Street Improvements

### STREET IMPROVEMENTS

Item No.	Specification No.	Item Description	Unit	Contract	Contract Unit Price	Contract Extended	Quantity this Period	Quantity to Date	Extended
1	2021.501	MOBILIZATION	LS	1	\$534,080.00	\$534,080.00	0	1.00	\$534,080.00
2	2101.505	REMOVE EXISTING STUMP	EACH	1	\$230.00	\$230.00	0	2	\$460.00
3	2101.524	CLEARING AND GRUBBING	EACH	75	\$288.00	\$21,600.00	0	49	\$14,112.00
4	2104.502	SALVAGE BOULDER	EACH	30	\$40.00	\$1,200.00	0	22	\$880.00
5	2104.502	SALVAGE MAIL BOX ASSEMBLY, ALL TYPES	EACH	117	\$58.00	\$6,786.00	0	119	\$6,902.00
6	2104.503	REMOVE FENCE, ALL TYPES	LF	80	\$16.75	\$1,340.00	0	66	\$1,105.50
7	2104.503	REMOVE CONCRETE CURB & GUTTER ALL TYPES	LF	845	\$3.05	\$2,577.25	1	847	\$2,581.83
8	2104.504	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	SY	2426	\$2.50	\$6,065.00	0	2345	\$5,862.50
9	2104.504	REMOVE BITUMINOUS TRAIL PAVEMENT	SY	149	\$3.90	\$581.10	0	149	\$579.15
10	2104.504	REMOVE CONCRETE DRIVEWAY PAVEMENT/APRON	SY	2435	\$5.15	\$12,540.25	0	2255	\$11,610.68
11	2104.504	REMOVE CONCRETE WALK	SF	153	\$4.25	\$650.25	0	134	\$569.50
12	2104.504	REMOVE BITUMINOUS ROADWAY PAVEMENT, INCLUDES ANY BIT CURB	SY	34133	\$2.70	\$92,159.10	0	34133	\$92,159.10
13	2104.511	SAW BITUMINOUS PAVEMENT, FULL DEPTH	LF	675	\$4.20	\$2,835.00	0	650	\$2,730.00
14	2104.619	REMOVE LANDSCAPE ROCK, ALL TYPES	SY	31	\$11.20	\$347.20	0	33	\$369.60
15	2104.619	REMOVE LANDSCAPE MULCH, ALL TYPES	SY	201	\$5.80	\$1,165.80	0	177	\$1,026.60
16	2105.504	GEOTEXTILE FABRIC TYPE 5 WOVEN, SUBCUT	SY	28454	\$0.95	\$27,031.30	0	24889	\$23,644.55
17	2105.507	COMMON EXCAVATION (EV) (P)	CY	8372	\$35.30	\$295,531.60	52	8372	\$295,537.60
18	2105.507	SUBGRADE EXCAVATION (EV) (P)	CY	16084	\$20.05	\$322,484.20	0	14064	\$281,988.01
19	2105.507	ADDITIONAL SUBGRADE EXCAVATION (EV)	CY	1608	\$20.75	\$33,366.00	0	429	\$8,908.83
20	2105.507	SELECT GRANULAR BORROW (CV)	CY	16084	\$13.90	\$223,567.60	0	14054	\$195,353.94
21	2105.507	GRANULAR BORROW (CV)	CY	1608	\$14.85	\$23,878.80	0	372	\$5,516.92
22	2105.509	TEMPORARY STABILIZING AGGREGATE, 1.5" MINUS	TON	454	\$19.75	\$8,966.50	0	417.20	\$8,239.70
23	2105.526	LOAM TOPSOIL BORROW (CV)	CY	3582	\$53.60	\$191,995.20	0	2788	\$149,410.00
24	2123.610	STREET SWEEPER, WITH PICKUP BROOM	HOURL	83	\$128.45	\$10,661.35	0	115	\$14,771.75
25	2130.523	WATER FOR DUST CONTROL	MGAL	300	\$89.98	\$26,994.00	0	198	\$17,816.04
26	2211.509	AGGREGATE BASE CLASS 6 FOR STREETS	TON	18946	\$14.30	\$270,927.80	0	16786	\$240,043.95
27	2211.509	AGGREGATE BASE CLASS 6 FOR CONCRETE DRIVEWAYS, 4" THICK	SY	3448	\$4.70	\$16,205.60	0	3148	\$14,794.19
28	2211.509	AGGREGATE BASE CLASS 6 FOR BITUMINOUS DRIVEWAYS/TRAILS, 6" THICK	SY	3360	\$7.00	\$23,520.00	0	3036	\$21,253.40
29	2211.509	AGGREGATE BASE CLASS 6 FOR WALKS/PEDESTRIAN RAMPS, 4" THICK	SY	47	\$12.65	\$594.55	0	39	\$493.35
30	2211.509	AGGREGATE SURFACING, CL 5 (100% CRUSHED LIMESTONE) GRAVEL DRIVEWAYS, 4" THICK	SY	101	\$11.45	\$1,156.45	0	175	\$2,003.75
31	2215.504	FULL DEPTH RECLAMATION, STERLING STREET (SOUTH) ONLY	SY	2121	\$4.25	\$9,014.25	0	2121	\$9,014.25
32	2232.603	MILL BITUMINOUS SURFACE, 2" DEPTH @ 18" WIDE	LF	675	\$1.80	\$1,215.00	0	675	\$1,215.00
33	2331.603	BITUMINOUS ROAD PAVEMENT CONTROL JOINT SAW AND SEAL	LF	7809	\$3.35	\$26,160.15	0	8335	\$27,922.25
34	2355.506	BITUMINOUS FOG SEAL, TYPE CSS-1H	GAL	4685	\$8.70	\$40,846.50	0	5000	\$43,500.00
35	2357.506	BITUMINOUS MATERIAL FOR TACK COAT	GAL	3123	\$3.80	\$11,867.40	115	1590	\$6,042.00
36	2360.504	TYPE SPWEA230C BITUMINOUS WEARING AND NON-WEARING COURSE MIXTURE (2.C)	TON	6913	\$74.30	\$513,635.90	-10	6345	\$471,446.13
37	2360.504	TYPE SPWEA230L BITUMINOUS WEARING COURSE MIXTURE (2.L) - 3" THICK DRIVEWAY	SY	3047	\$22.90	\$69,776.30	84	2823	\$64,646.70
38	2360.504	TYPE SPWEA230B BITUMINOUS WEARING COURSE MIXTURE (2.B) - 3" THICK TRAIL	SY	116	\$26.80	\$3,108.80	0	107	\$2,867.60
39	2360.504	TYPE SPWEA230B BITUMINOUS WEARING COURSE MIXTURE (2.B) - 2-2" LIFTS, 4" THICK DRIVEWAY	SY	152	\$27.35	\$4,157.20	69	145	\$3,967.12
40	2451.507	GRANULAR BACKFILL FOR TRENCH REPLACEMENT (CV)	CY	685	\$22.00	\$15,070.00	2034	2034	\$44,739.20
41	2502.503	4" PERFORATED DRAIN TUBING WITH SOCK, STREET SUBCUT	LF	610	\$3.25	\$1,982.50	0	638	\$2,073.50

42	2531.503	CONCRETE CURB & GUTTER DESIGN B618, RIBBON OR TRANSITION	L F	20094	\$15.70	\$315,475.80	1	20096	\$315,499.35
43	2531.504	6" CONCRETE DRIVEWAY PAVEMENT, RESIDENTIAL	S Y	3191	\$76.95	\$245,547.45	54	3058	\$235,285.40
44	2531.504	6" CONCRETE PEDESTRIAN CURB RAMP	S F	339	\$16.75	\$5,678.25	0	350	\$5,862.50
45	2531.618	TRUNCATED DOMES	S F	35	\$54.75	\$1,916.25	0	36	\$1,971.00
46	2540.602	INSTALL SALVAGED SINGLE POST WITH ANY NUMBER OF MAILBOXES AND OR NEWS BOXES	EACH	76	\$74.00	\$5,624.00	0	75	\$5,550.00
47	2540.602	INSTALL SALVAGED MULTIPLE POST WITH ANY NUMBER OF MAILBOXES AND OR NEWS BOXES	EACH	9	\$74.00	\$666.00	0	6	\$444.00
48	2540.602	FURNISH & INSTALL SINGLE POST FOR ANY NUMBER OF MAILBOXES AND OR NEWS BOXES	EACH	30	\$98.00	\$2,940.00	0	41	\$4,058.18
49	2540.602	FURNISH & INSTALL MULTIPLE POST FOR ANY NUMBER OF MAILBOXES AND OR NEWS BOXES	EACH	2	\$99.00	\$198.00	0	5	\$495.00
50	2540.602	INSTALL SALVAGED BOULDER	EACH	30	\$40.45	\$1,213.50	22	22	\$889.90
51	2540.602	SALVAGE & REINSTALL LANDSCAPE EDGER OR SHORT WALL, ALL TYPES	L F	146	\$33.50	\$4,891.00	0	0	\$0.00
52	2540.602	INSTALL LANDSCAPE ROCK 3" THICK W/WEED BARRIER, ALL TYPES	S Y	31	\$16.95	\$525.45	0	0	\$0.00
53	2540.602	INSTALL LANDSCAPE MULCH 3" THICK W/WEED BARRIER, ALL TYPES	S Y	201	\$6.75	\$1,356.75	0	0	\$0.00
54	2557.601	FURNISH & INSTALL CHAIN LINK FENCE	L F	80	\$81.00	\$6,480.00	0	119	\$9,669.25
55	2563.610	TRAFFIC CONTROL - NEIGHBORHOOD	LS	1	\$10,150.00	\$10,150.00	0.0	1.0	\$10,150.00
56	2563.610	TRAFFIC CONTROL - BITUMINOUS FOG SEAL	LS	1	\$2,820.00	\$2,820.00	0	1	\$2,820.00
57	2571.524	DECIDUOUS TREE, #20 CONTAINER	EACH	76	\$551.75	\$41,933.00	6	65	\$35,620.98
58	2573.501	EROSION CONTROL, CONTRACTOR'S PLAN	LS	1	\$9,145.00	\$9,145.00	0	1.00	\$9,145.00
59	2573.501	STORM DRAIN INLET PROTECTION, ALL TYPES	EACH	100	\$209.00	\$20,900.00	0	101	\$21,109.00
60	2573.503	SEDIMENT CONTROL LOG TYPE COMPOST	L F	1000	\$2.35	\$2,350.00	0	641	\$1,506.35
61	2573.503	SILT FENCE, TYPE HEAVY DUTY	L F	85	\$6.65	\$565.25	0	90	\$598.50
62	2573.602	TEMPORARY POLY COVERING	S Y	602	\$1.85	\$1,113.70	0	667	\$1,233.95
63	2573.602	FURNISH AND MAINTAIN ROCK ENTRANCE PAD, PER PLATE 350	EACH	6	\$1,955.00	\$11,730.00	0	6	\$11,730.00
64	2573.602	INSTALL WOOD CHIP BERM	L F	75	\$34.50	\$2,587.50	0	100	\$3,450.00
65	2573.603	INSTALL FLOTATION SILT CURTAIN, TYPE MOVING WATER	L F	50	\$28.20	\$1,410.00	0	50	\$1,410.00
66	2575.504	TURF ESTABLISHMENT W/SEED MIXTURE 25-151, RESIDENTIAL AREAS (120 LB/ACRE)	S Y	874	\$1.40	\$1,223.60	0	899	\$1,258.88
67	2575.504	TURF ESTABLISHMENT W/SEED MIXTURE 36-211, HEAVILY WOODED AREAS (35 LB/ACRE)	S Y	448	\$1.95	\$873.60	0	902	\$1,757.93
68	2575.504	TURF ESTABLISHMENT W/SEED MIXTURE 33-261, RIPARIAN AREAS (35 LB/ACRE)	S Y	36	\$14.20	\$511.20	0	0	\$0.00
69	2575.504	SODDING TYPE MINERAL	S Y	32249	\$5.80	\$187,044.20	0	23557	\$136,630.60
70	2575.504	EROSION CONTROL BLANKETS CATEGORY 6N, (NATURAL NETTING)	S Y	36	\$13.95	\$502.20	36	36	\$502.20
71	2575.504	EROSION CONTROL BLANKETS CATEGORY 4N, (NATURAL NETTING)	S Y	448	\$1.70	\$761.60	-36	866	\$1,471.35
72	2575.508	HYDRAULIC SOIL STABILIZER, TYPE 8, BONDED FIBER MATRIX	S Y	874	\$1.40	\$1,223.60	0	899	\$1,258.88
73	2575.508	COMMERCIAL FERTILIZER, 10-10-10 FOR SODDED/SEEDED AREAS (300 LBS/ACRE)	LB	2167	\$0.65	\$1,408.55	0	1244	\$808.47
74	2575.523	WATER FOR TURF ESTABLISHMENT (ADDITIONAL)	MGAL	50	\$50.55	\$2,527.50	0	0	\$0.00
75	2582.618	CROSSWALK MARKING WHITE - EPOXY	S F	324	\$4.55	\$1,474.20	0	144	\$655.20
76	2582.618	4" SOLID LINE WHITE - EPOXY	L F	159	\$2.25	\$357.75	0	157	\$353.25
STREET IMPROVEMENTS SUBTOTAL:						\$3,752,996.80			\$3,455,433.28

STORM SEWER IMPROVEMENTS

Item No.	Specification No.	Item Description	Unit	Contract	Contract Unit Price	Contract Extended	Quantity this Period	Quantity to Date	Extended
77	2104.502	REMOVE & DISPOSE OF STORM SEWER PIPE, ANY SIZE & TYPE	L F	1777	\$18.00	\$31,986.00	0	1729	\$31,122.00
78	2104.502	REMOVE/ABANDON DRAINAGE STRUCTURE (CB, MH, CB-MH OR FES)	EACH	25	\$528.00	\$13,200.00	0	24	\$12,672.00
79	2104.502	SALVAGE STORM SEWER CASTING	EACH	27	\$136.00	\$3,672.00	0	14	\$1,904.00
80	2105.601	UNCLASSIFIED EXCAVATION FOR UNDERGROUND INFILTRATION SYSTEMS (EV) (P)	C Y	965	\$5.50	\$5,307.50	0	965	\$5,307.50
81	2105.601	GEOTEXTILE FABRIC TYPE 5 NON-WOVEN, INFILTRATION SYSTEMS	S Y	1002	\$1.50	\$1,503.00	0	975	\$1,462.50
82	2105.603	DITCH GRADING (SEE DETAIL, SHT 23)	L F	291	\$20.50	\$5,965.50	0	291	\$5,965.50
83	2411.602	DRY-STACK IRREGULAR STONE RETAINING WALL	S F	2580	\$42.85	\$110,553.00	593	2185	\$93,626.39
84	2451.607	GRANULAR BEDDING FOR STORM SEWER, PER STD PLATE 440	L F	4250	\$0.01	\$42.50	0	3767	\$37.67
85	2451.607	ROCK FOR PIPE/STRUCTURE FOUNDATION (CV) (SEE DETAIL, SHT 17)	L F	2854	\$16.00	\$45,664.00	2007	2057	\$32,918.72

86	2451.607	3" TO 1.5" WASHED ROCK	C Y	480	\$76.00	\$36,480.00	0	480	\$36,480.00
87	2501.502	42" RC PIPE APRON (INCLUDES CONCRETE DROPWALL & TRASHGUARD) (SEE DETAIL, SHT 48)	EACH	1	\$9,890.00	\$9,890.00	0	1	\$9,890.00
88	2501.502	42" RC DISSIPATOR RING	EACH	1	\$1,750.00	\$1,750.00	0	1	\$1,750.00
89	2502.503	4" PERFORATED DRAIN TUBING WITH SOCK, RAINWATER GARDENS	LF	2838	\$3.55	\$10,074.90	0	2647	\$9,396.85
90	2502.602	4" PVC PIPE DRAIN CLEANOUT	EACH	40	\$160.00	\$6,400.00	0	31	\$4,960.00
91	2503.503	12" RC PIPE SEWER CLASS III	LF	10	\$85.00	\$850.00	0	0	\$0.00
92	2503.503	15" RC PIPE SEWER CLASS III	LF	42	\$88.00	\$3,696.00	0	0	\$0.00
93	2503.503	24" RC PIPE SEWER CLASS III	LF	10	\$123.00	\$1,230.00	0	6	\$738.00
94	2503.503	36" RC PIPE SEWER CLASS III	LF	135	\$218.00	\$29,430.00	0	128	\$27,829.88
95	2503.503	42" RC PIPE SEWER CLASS III	LF	8	\$1,070.00	\$8,560.00	0	8	\$8,560.00
96	2503.602	CONNECT TO EXISTING STORM SEWER PIPE	EACH	5	\$1,073.00	\$5,365.00	0	5	\$5,365.00
97	2503.602	CONNECT TO EXISTING STORM SEWER STRUCTURE	EACH	1	\$4,153.00	\$4,153.00	0	2	\$8,306.00
98	2503.603	8" CORRUGATED SMOOTH WALL HDPE PIPE SEWER	LF	78	\$31.00	\$2,418.00	0	71	\$2,201.00
99	2503.603	12" CORRUGATED SMOOTH WALL HDPE PIPE SEWER	LF	853	\$36.00	\$30,708.00	0	853	\$30,708.00
100	2503.603	15" CORRUGATED SMOOTH WALL HDPE PIPE SEWER	LF	310	\$37.00	\$11,470.00	0	312	\$11,544.00
101	2503.603	18" CORRUGATED SMOOTH WALL HDPE PIPE SEWER	LF	2052	\$38.00	\$77,976.00	0	2052	\$77,976.00
102	2503.603	24" CORRUGATED SMOOTH WALL HDPE PIPE SEWER	LF	1186	\$55.00	\$65,230.00	0	1186	\$65,230.00
103	2503.603	30" CORRUGATED SMOOTH WALL HDPE PIPE SEWER	LF	291	\$78.00	\$22,698.00	0	289	\$22,542.00
104	2503.603	60" CORRUGATED SMOOTH WALL HDPE PIPE SEWER - PERFORATED	LF	352	\$145.00	\$51,040.00	0	352	\$51,040.00
105	2506.502	CONSTRUCT DRAINAGE STRUCTURE, 24" NYLOPLAST DRAIN & BASIN	EACH	1	\$2,468.00	\$2,468.00	0	1	\$2,468.00
106	2506.502	CONSTRUCT DRAINAGE STRUCTURE, DESIGN 2' x 3' BOX	EACH	22	\$1,812.00	\$39,864.00	0	22	\$39,864.00
107	2506.502	CONSTRUCT DRAINAGE STRUCTURE, DESIGN 48" CB/MH	EACH	30	\$2,855.00	\$85,650.00	0	30	\$85,650.00
108	2506.502	CONSTRUCT DRAINAGE STRUCTURE, DESIGN 60" CB/MH	EACH	10	\$6,061.00	\$60,610.00	0	10	\$60,610.00
109	2506.502	CONSTRUCT DRAINAGE STRUCTURE, DESIGN 72" CB/MH	EACH	1	\$7,282.00	\$7,282.00	0	1	\$7,282.00
110	2506.502	CONSTRUCT DRAINAGE STRUCTURE, DESIGN 84" CB/MH	EACH	6	\$10,397.00	\$62,382.00	0	6.30037	\$65,504.95
111	2506.502	FURNISH & INSTALL, R-1678-A FRAME & SOLID LID FOR STORM SEWER	EACH	2	\$1,167.00	\$2,334.00	0	2	\$2,334.00
112	2506.502	FURNISH & INSTALL, R-1678-A FRAME & R-2422-A1 LID FOR STORM SEWER	EACH	11	\$1,252.00	\$13,772.00	0	11	\$13,772.00
113	2506.502	FURNISH & INSTALL, R-3067-V FRAME & V GRATE FOR STORM SEWER	EACH	55	\$574.00	\$31,570.00	0	55	\$31,570.00
114	2506.502	FURNISH & INSTALL, R-3250-1 FRAME & K GRATE FOR STORM SEWER	EACH	2	\$727.00	\$1,454.00	0	2	\$1,454.00
115	2506.502	FURNISH & INSTALL, R-3290-A FRAME & C GRATE FOR STORM SEWER	EACH	1	\$652.00	\$652.00	0	1	\$652.00
116	2506.502	FURNISH & INSTALL, NYLOPLAST 2499CGS FRAME & GRATE	EACH	1	\$421.00	\$421.00	0	1	\$421.00
117	2511.507	RANDOM RIPRAP CLASS V	C Y	22	\$97.00	\$2,134.00	0	32	\$3,104.00
118	2511.507	GEOTEXTILE FABRIC TYPE IV NON-WOVEN FOR RIPRAP	S Y	22	\$1.20	\$26.40	0	58	\$69.60
119	2571.525	DECIDUOUS SHRUB, #3 CONTAINER	EACH	344	\$48.50	\$16,684.00	0	125	\$6,082.50
120	2571.527	PERENNIAL, #1 CONTAINER	EACH	1075	\$14.65	\$15,748.75	-526	675	\$9,888.75
121	2571.602	RESIDENTIAL RAINWATER GARDEN SPLASH BLOCK ASSEMBLY	EACH	43	\$1,980.00	\$85,140.00	0	36	\$71,280.00
122	2571.602	RESIDENTIAL RAINWATER GARDEN PREPARATION	S F	8600	\$8.25	\$70,950.00	6666.67	12430	\$102,550.97
STORM SEWER IMPROVEMENTS SUBTOTAL:						\$1,096,454.55			\$1,064,070.77

## SANITARY SEWER IMPROVEMENTS

Item No.	Specification No.	Item Description	Unit	Contract	Contract Unit Price	Contract Extended	Quantity this Period	Quantity to Date	Extended
123	2104.502	REMOVE SANITARY MANHOLE	EACH	1	\$908.00	\$908.00	0	1	\$908.00
124	2104.502	SALVAGE SANITARY SEWER CASTING	EACH	36	\$136.00	\$4,896.00	0	33	\$4,488.00
125	2451.607	GRANULAR BEDDING FOR SANITARY SEWER SEWER, PER STD PLATE 440	LF	2588	\$0.01	\$25.88	0	965	\$9.65
126	2503.503	8" SDR 35 PVC PIPE FOR SANITARY SEWER MAIN REPLACEMENT	LF	410	\$88.00	\$36,080.00	43	608	\$53,474.08
127	2503.602	RECONSTRUCT SANITARY SEWER MANHOLE	VF	77	\$543.00	\$41,811.00	0	55	\$29,865.00
128	2503.602	CONSTRUCT 48" SANITARY SEWER MANHOLE, PER PLATE 400	EACH	1	\$3,321.00	\$3,321.00	0	1	\$3,321.00

129	2503.602	4" OR 6" SCHEDULE 40 SANITARY SEWER SERVICE REPLACEMENT, PER PLATE 410/410A/410B	L F	2178	\$32.00	\$69,696.00	625	1777.5	\$56,880.00
130	2503.602	8"X6" SDR 35 PVC WYE	EACH	6	\$588.00	\$3,528.00	0	13	\$7,644.00
131	2503.602	CONNECT TO EXISTING SANITARY SEWER STRUCTURE	EACH	5	\$2,772.00	\$13,860.00	0	6	\$16,632.00
132	2503.602	CONNECT TO EXISTING SANITARY SEWER MAIN PIPE	EACH	9	\$1,032.00	\$9,288.00	0	12	\$12,384.00
133	2503.603	LINING SEWER PIPE 8"	L F	3852	\$40.00	\$154,080.00	0	3700.00	\$148,000.00
134	2503.603	LINING SEWER PIPE 12"	L F	321	\$53.00	\$17,013.00	0	320	\$16,960.00
135	2506.502	FURNISH & INSTALL, R-1678-A FRAME & R-1422-0015 LID FOR SANITARY SEWER	EACH	36	\$1,167.00	\$42,012.00	0	36	\$42,012.00
SANITARY SEWER IMPROVEMENTS SUBTOTAL:						\$396,518.88			\$392,577.73

WATERMAIN IMPROVEMENTS

Item No.	Specification No.	Item Description	Unit	Contract	Contract Unit Price	Contract Extended	Quantity this Period	Quantity to Date	Extended
136	2451.609	GRANULAR BACKFILL FOR WATER MAIN	TON	11158	\$13.00	\$145,054.00	-1781	3798	\$49,368.80
137	2504.602	CURB BOX	EACH	21	\$355.00	\$7,455.00	0	8	\$2,840.00
138	2504.602	ADJUST CURB BOX	EACH	34	\$334.00	\$11,356.00	0	13	\$4,342.00
139	2504.602	REPAIR VALVE BOX	EACH	1	\$603.00	\$603.00	0	0	\$0.00
140	2504.602	ADJUST VALVE BOX	EACH	49	\$558.00	\$27,342.00	0	47	\$26,226.00
141	2504.602	VALVE BOX	EACH	1	\$828.00	\$828.00	0	0	\$0.00
142	2506.602	CASTING ASSEMBLY SPECIAL	EACH	6	\$375.00	\$2,250.00	0	2	\$750.00
143	2504.602	WATER UTILITY HOLE	EACH	45	\$2,350.00	\$105,750.00	0	4	\$8,225.00
144	2504.602	EXCAVATION FOR WATER MAIN OFFSET	EACH	1	\$3,900.00	\$3,900.00	0	0	\$0.00
145	2504.604	TWO-INCH INSULATION	S Y	425	\$15.00	\$6,375.00	0	220.10	\$3,301.50
146	2504.602	HYDRANT	EACH	20	\$5,217.00	\$104,340.00	0	21	\$108,919.74
147	2504.603	1" ORISEAL VALVE AND BOX	EACH	104	\$705.00	\$73,320.00	0	60	\$42,300.00
148	2503.603	2" ORISEAL VALVE AND BOX	EACH	1	\$1,200.00	\$1,200.00	0	1	\$1,200.00
149	2504.603	2" ORISEAL VALVE AND BOX (WASTING)	EACH	1	\$1,248.00	\$1,248.00	0	1	\$1,248.00
150	2504.602	6" GATE VALVE AND BOX	EACH	25	\$1,354.00	\$33,850.00	0	25	\$33,850.00
151	2504.602	8" GATE VALVE AND BOX	EACH	20	\$1,672.00	\$33,440.00	0	20	\$33,440.00
152	2504.602	1" TEMPORARY AIR VENT	EACH	2	\$1,162.00	\$2,324.00	0	0	\$0.00
153	2504.603	1" TYPE K COPPER	L F	260	\$56.00	\$14,560.00	0	1240	\$69,440.00
154	2504.603	2" TYPE K COPPER	L F	15	\$78.00	\$1,170.00	0	13	\$1,014.00
155	2504.603	6" WATER MAIN REPLACEMENT - CL 53 DIP	L F	6546	\$67.50	\$441,855.00	0	6531.5	\$440,876.25
156	2504.603	8" WATER MAIN REPLACEMENT - CL 52 DIP	L F	3900	\$71.00	\$276,900.00	0	3921.5	\$278,426.50
157	2504.608	DUCTILE AND GREY IRON FITTINGS	LB	3063	\$6.00	\$18,378.00	0	2865	\$17,190.00
158	2504.603	SACRIFICIAL ANODE RETROFIT	EACH	2	\$2,800.00	\$5,600.00	0	2.0	\$5,600.00
159	2504.603	SACRIFICIAL ANODE	EACH	58	\$296.00	\$17,168.00	0	48	\$14,208.00
WATERMAIN IMPROVEMENTS SUBTOTAL:						\$1,336,266.00			\$1,142,765.79

TOTAL: \$6,582,236.23

Original Contract Total: \$6,054,847.58

Change Order Number 1: \$119,514.75

Combined Total: \$6,174,362.33



**RESOLUTION**  
**DIRECTING FINAL PAYMENT AND ACCEPTANCE OF PROJECT**  
**DENNIS-MCCLELLAND AREA STREET IMPROVEMENTS CITY PROJECT 19-10**

WHEREAS, the City Council of Maplewood, Minnesota has heretofore ordered the Dennis-McClelland Area Street Improvements, City Project 19-10, and has let a construction contract, and

WHEREAS, the City Engineer for the City of Maplewood has determined that the Dennis-McClelland Area Street Improvements, City Project 19-10, is complete and recommends acceptance of the project.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF MAPLEWOOD, Minnesota, that

City Project 19-10 is complete and maintenance of the improvements are accepted by the City; the final construction cost is \$6,174,362.33. Final payment Veit & Company, Inc. and the release of any retainage or escrow is hereby authorized.

Adopted by the Maplewood City Council on this 24<sup>th</sup> day of January 2022.

**CITY COUNCIL STAFF REPORT**

Meeting Date January 24, 2022

**REPORT TO:** Melinda Coleman, City Manager

**REPORT FROM:** Mychal Fowlds, IT Director

**PRESENTER:** Mychal Fowlds, IT Director

**AGENDA ITEM:** Fiber Optic Agreement for North Fire Station

**Action Requested:** ☒ Motion ☐ Discussion ☐ Public Hearing

**Form of Action:** ☐ Resolution ☐ Ordinance ☒ Contract/Agreement ☐ Proclamation

**Policy Issue:**

The City of Maplewood utilizes fiber optics to connect all remote sites back to our data centers. The approval of this agreement with Arvig will provide connectivity to the North Fire Station.

**Recommended Action:**

Motion to approve the fiber optic agreement with Arvig to connect the North Fire Station.

**Fiscal Impact:**

Is There a Fiscal Impact? ☐ No ☒ Yes, the true or estimated cost is \$151,437.50.

Financing source(s): ☒ Adopted Budget ☐ Budget Modification ☐ New Revenue Source  
☐ Use of Reserves ☐ Other: N/A

**Strategic Plan Relevance:**

☐ Financial Sustainability ☐ Integrated Communication ☐ Targeted Redevelopment  
☒ Operational Effectiveness ☐ Community Inclusiveness ☐ Infrastructure & Asset Mgmt.

As stated above, fiber optics is the preferred infrastructure for all remote sites to communicate back to City Hall. Fiber optics are scalable which means they are future proof and can essentially accommodate any data needs the City may need for the future.

**Background**

Staff has built our systems around the connectivity and capacity that is provided via fiber optic infrastructure and wherever possible look to connect remote site back to city hall via fiber optics. The security systems, video surveillance systems and phones all operate over the network and with the bandwidth provided by fiber optics the sky is the limit as to what the City can utilize them for. Fiber optics at remote sites allow anyone working at those sites the same abilities as if they were located at the main campus. With fiber optic connectivity we have the most reliable, scalable solution available. The fiber approved with this agreement will connect the North Fire Station back to City Hall.

This agreement establishes a joint fiber build with Arvig. This means that the City of Maplewood will own 12 strands of fiber optics within a much larger capacity cable that will be owned by Arvig. The largest benefits to the City from this shared installation agreement is that the installation costs are lower than other proposals and there are no ongoing yearly locate fees for the fiber that the City is responsible for. In the event the fiber optics ever need to be relocated due to road construction, etc. these costs are also split with Arvig, saving the City additional funds.

**Attachments**

1. Fiber installation and maintenance agreement

### Fiber Installation and Maintenance Agreement

This Fiber Installation and Maintenance Agreement (“Agreement”) is between the City of Maplewood, a municipality located at 1830 County Road B E, Maplewood MN 55109 (“City”), and Arvig Enterprises, Inc., a Minnesota Corporation located at 150 Second Avenue SW, Perham, MN 56573 (“Arvig”), collectively referred to herein as the “Parties.”

1. General Purpose and Responsibilities. The Parties have agreed to a joint fiber build of transport facilities (the “Mutual Fiber”) for the term of the Agreement.
  - 1.1 The location and fiber route of this Mutual Fiber build is displayed on Exhibit A of this Agreement.
  - 1.2 Arvig will construct the Mutual Fiber in accordance with all agreed-upon plans and specifications on or before June 3, 2022, and the City shall thereafter own 12 fiber strands in the sheath. All work done in constructing the Mutual Fiber shall be done in a workmanlike manner and consistent with all industry standards.
  - 1.3 Upon satisfactory completion of installation, the City will pay Arvig \$151,437.50 for the Mutual Fiber build and its ownership of the aforementioned 12 fiber strands contained therein.
  - 1.4 After this Agreement is executed, the Parties shall coordinate to meet and discuss and shall in good faith complete final design, access points, and utilization of Parties’ transport facilities, and establish mutually agreed upon timelines for the installation of the Mutual Fiber. Final plans and specifications shall be agreed to, in writing, by both Parties prior to installation. In the event that the Parties are not able to agree upon mutually acceptable design and installation specifications for the Mutual Fiber, this Agreement shall automatically terminate upon written notice by one party to the other, and no money or other consideration shall be owed hereunder.
2. Effective Date of the Agreement. This Agreement shall be effective upon the date of final execution by both parties.
3. Additional Requirements of Parties:
  - 3.1 Ownership and Access by the City. Arvig will and hereby does grant to the City ownership of the identified 12 fibers within the Mutual Fiber and will provide any necessary access to said fibers to the City. Arvig will own remaining fiber strands and sheath and conduit.
  - 3.2 Locates and Maintenance. Arvig will throughout the duration of this Agreement remain responsible to pay all the costs to Gopher State One Call for locating services related to the Mutual Fiber, as well as costs associated with design map requests and all incurred operating expenses associated with the Mutual Fiber, including all ongoing and

necessary maintenance and repairs to ensure its operability. In the event of any necessary relocations of the Mutual Fiber that may occur in the future, regardless of the reason, the Parties agree to split the relocation costs as follows: 75% (Arvig) and 25% (City).

- 3.3 Splicing Performance and Rates. Arvig will perform all subsequent splicing for City facilities, at the request of the City, at the rate of \$100.00 per hour.
- 3.4 Adjustment of Splicing Rates. At five-year intervals starting from the execution date of this Agreement, the Parties may negotiate new splicing rates upon request of one party. New rates must be mutually agreed upon and executed as an amendment to this Agreement, per section 7.2 below.
4. Payment. The City shall pay the agreed upon build costs to Arvig (\$151,437.50) upon satisfactory completion of construction and installation of the Mutual Fiber. Except for splicing rates, as provided above, no other compensation shall be owed by the City to Arvig under this Agreement.
5. Network Development, Design, Operation and Management. The Parties will design their own internal networks and install and manage the necessary electronic devices needed to make their own networks operational. Arvig shall use all reasonable efforts to maintain the Mutual Fiber, consistent with its obligations in section 3.2 above, to enable and ensure that the network remains fully functional.
6. Liaisons. To assist the parties in the day-to-day performance of this Agreement and to ensure compliance with the specifications and provide ongoing consultation, liaisons shall be designated by the Parties. The Parties shall inform the others, in writing, of any change in the designated liaison. Any notices, certificates, or other communications hereunder shall be given either by United States mail or personal delivery to the other party's liaison. At the time of execution of this Agreement the following persons are the designated liaisons:
  - 6.1 City of Maplewood liaison is:
 

Mychal Fowlds  
 Director of IT  
 1830 Cty Rd B E, Maplewood, MN 55109  
 Email: mychal.fowlds@maplewoodmn.gov  
 Phone: 651.249.2923
  - 6.2 Arvig's liaison is:
 

Brett Christiansen  
 Engineering Manager  
 150 2<sup>nd</sup> Street SW  
 Perham, MN 56573

Email: brett.christiansen@arvig.com

Phone: 218.346.8138

7. Assignment, Amendments, Waiver and Contract Complete.
  - 7.1 Assignment. No party may assign or transfer any rights or obligations under this Agreement without the prior consent, not unreasonably withheld or delayed by the other Party and a fully executed Assignment Agreement, executed, and approved by the same parties who executed and approved this Agreement, or their successors in office.
  - 7.2 Amendments. Any amendment to this Agreement must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original Agreement, or their successors in office. The newly agreed upon provision or amendment must be approved by the governing body of each Party.
  - 7.3 Waiver. If any Party fails to enforce any provision of this Agreement, that failure does not waive the provision or its right to enforce it.
  - 7.4 Contract Complete. This Agreement contains all negotiations and agreements between the Parties. No other understanding regarding this Agreement, whether written or oral, may be used to bind any party.
8. Liability. Each party to this Agreement shall be liable for its own acts or omissions and those of its own employees and the results thereof to the extent authorized by law and shall not be responsible for the acts of the other party, its agents, or employees. It is understood and agreed that liability and damages arising from City's acts and omissions are governed by the provisions of Minnesota Statutes, chapter 466, as applicable, and other applicable laws. Each party agrees to maintain general liability insurance against claims for bodily injury, death, or property damage arising out of their general business activities in the minimum amount of \$1,500,000 per occurrence. Upon request of one party, the other party shall provide certificates of insurance showing evidence of any required insurance coverage. This Agreement shall not be construed as and does not constitute a waiver by any Party of any conditions, exclusions or limitations on the City's liability limits contained in Minnesota Statutes, chapter 466, or other applicable law. This clause will not be construed to bar any legal remedies that each party may have for another's failure to fulfill its obligations under this Agreement. This paragraph shall survive termination of this Agreement.
9. Termination. This Agreement may be terminated by either party for any reason or for no reason at all, provided, however, that the terminating party shall first provide the other party with 90 days' written notice of termination. In the event of termination of this Agreement by either party in accordance with this paragraph, the non-terminating party shall have the option to purchase the terminating party's respective share of the Mutual Fiber for the price of \$1.00, and the exercise of said option shall be communicated to the terminating party prior to the effective

date of termination, provided, however, that the terminating party provided due notice to the non-terminating party in accordance with this paragraph.

10. Independent Contractor. All services provided pursuant to this Agreement shall be provided by Arvig as an independent contractor and not as an employee of the City for any purpose. Any and all officers, employees, subcontractors, and agents of Arvig, or any other person engaged by Arvig in the performance of work or services pursuant to this Agreement, shall not be considered employees of the City. Any and all actions which arise as a consequence of any act or omission on the part of Arvig, its officers, employees, subcontractors, or agents, or other persons engaged by Arvig in the performance of work or services pursuant to this Agreement, shall not be the obligation or responsibility of the City. Arvig, its officers, employees, subcontractors, or agents shall not be entitled to any of the rights, privileges, or benefits of the City's employees, except as otherwise stated herein.
11. Miscellaneous Provisions:
  - 11.1 Should any provision of this Agreement be found unlawful, the other provisions of this Agreement shall remain in full force and effect if by doing so the purposes of this Agreement, taken as a whole, can be made operative. Should any such provision or article be found unlawful, representatives of the Parties shall meet for the purpose of arriving at an agreement on a lawful provision to replace the unlawful provision or article.
  - 11.2 The Parties to this Agreement do not intend to confer on any third party any rights under this Agreement.
  - 11.3 The Parties or their successors listed here grant each other mutual continuing licenses for access to their respective property as reasonably needed from time to time, for the installation, maintenance, and repair of their respective networks, which licenses shall remain in effect for the duration of this Agreement. To the extent practicable, advance notice will be given and mutually convenient arrangements for such access shall be made, and all relevant safety and security policies and procedures of the party to whose property access is being granted shall be followed by the party, or the party's employees or agents, being granted access. Nothing contained herein shall be interpreted to provide any permits or approvals from government jurisdictions that are otherwise required to access the parties' property, as may otherwise be required pursuant to state or local laws. For the sake of clarification, this Agreement does not eliminate the need for Arvig to obtain any permits or other government approvals necessary to perform the installation or maintenance of the Mutual Fiber.
  - 11.4 The Parties shall abide by all Federal, State, and local laws, statutes, ordinances, rules and regulations now in effect or hereinafter adopted pertaining to this Agreement and to the facilities, programs and staff for which each party is responsible.

- 11.5 This Agreement shall be governed by and construed in accordance with the laws of Minnesota. Any disputes, controversies, or claims arising under this Agreement shall be heard in the state or federal courts of Minnesota and the parties waive any objections to jurisdiction.
- 11.6 Data provided, produced or obtained under this Agreement shall be administered in accordance with the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13. Arvig will immediately report to City any requests from third parties for information relating to this Agreement. Arvig agrees to promptly respond to inquiries from City concerning data requests.
- 11.7 Pursuant to state law, Arvig must allow the City, or its duly authorized agents, and the state auditor or legislative auditor reasonable access to Arvig's books, records, documents, and accounting procedures and practices that are pertinent to the performance of this Agreement for a minimum of six years from the termination of this Agreement.
- 11.8 This Agreement shall constitute the entire agreement between the Parties, and supersedes any other written or oral agreements between the Parties.

IN WITNESS WHEREOF, the undersigned Parties have caused this Agreement to be executed by its duly authorized officers.

ARVIG ENTERPRISES, INC.

City of Maplewood

By \_\_\_\_\_

By \_\_\_\_\_

Title \_\_\_\_\_

Title: Mayor

Date \_\_\_\_\_

Date \_\_\_\_\_

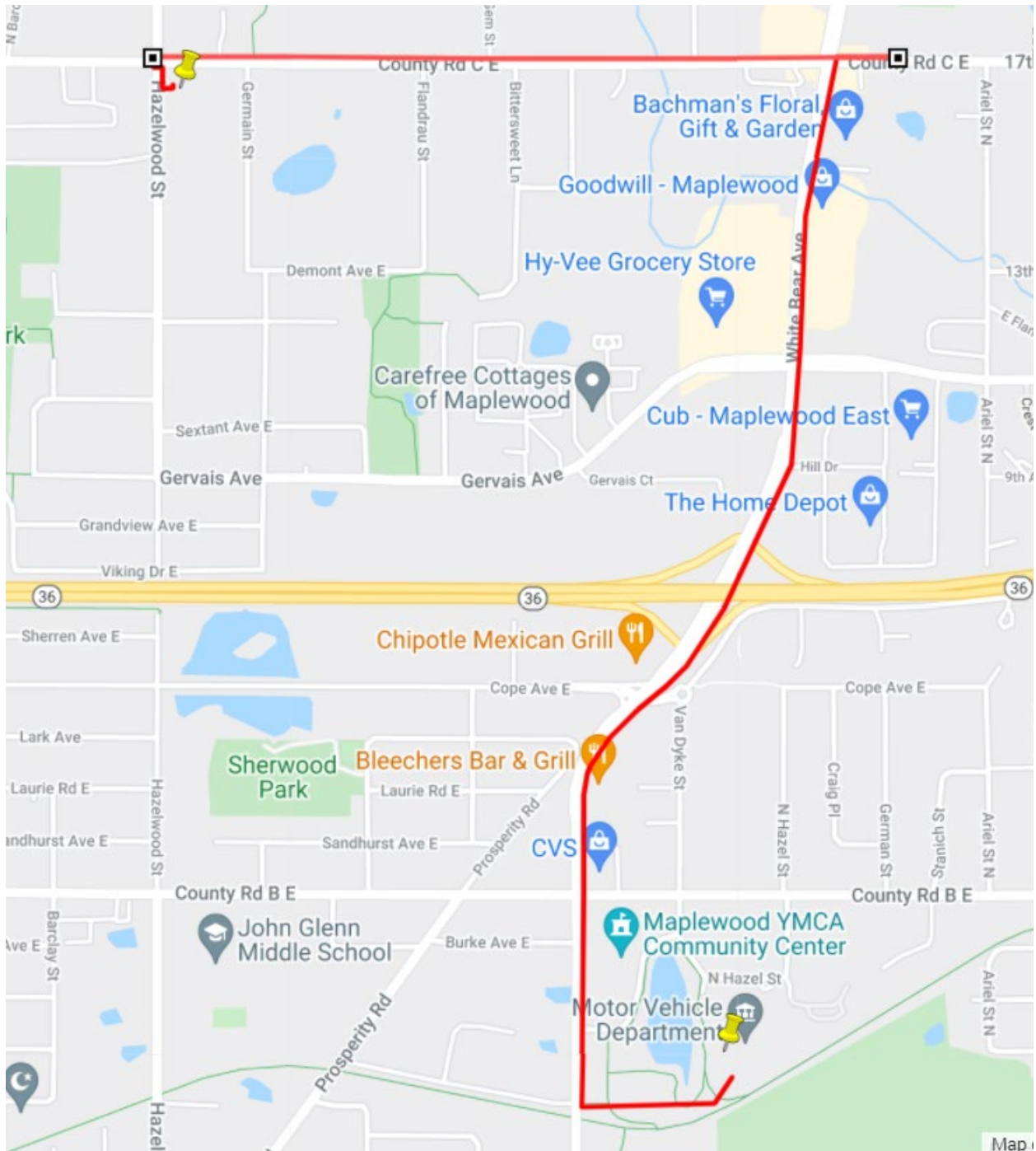
By \_\_\_\_\_

Title: City Manager

Date \_\_\_\_\_



## Exhibit A



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**CITY COUNCIL STAFF REPORT**

Meeting Date January 24, 2022

**REPORT TO:** Melinda Coleman, City Manager

**REPORT FROM:** Andrea Sindt, City Clerk

**PRESENTER:** Andrea Sindt

**AGENDA ITEM:** Administrative Hearing – Tobacco Compliance Check Failure, Fleming's Auto Service, 2271 White Bear Ave N

**Action Requested:** ☒ Motion ☐ Discussion ☐ Public Hearing

**Form of Action:** ☐ Resolution ☐ Ordinance ☐ Contract/Agreement ☐ Proclamation

**Policy Issue:**

All tobacco licensees are subject to compliance checks for sale of tobacco to an underage person. The Maplewood Police Department conducted such checks in October for 2021. All businesses which failed were issued penalties according to state statute and city code. Fleming's Auto Service received such a penalty and has requested a hearing with the city council. This hearing is to consider the alleged violation and to determine if indeed a violation occurred.

**Recommended Action:**

Hold the administrative hearing to hear licensee's appeal.

If council concludes a violation did occur:

Motion to require Fleming's Auto Service, 2271 White Bear Ave N, to pay the mandatory fine of \$600 within 30 days due to a tobacco compliance check failure on October 22, 2021.

If council concludes a violation did not occur:

Motion to strike the tobacco compliance check failure record of October 22, 2021 and remove the fine of \$600 from Fleming's Auto Service, 2271 White Bear Ave N.

**Fiscal Impact:**

Is There a Fiscal Impact? ☒ No ☐ Yes, the true or estimated cost is \$0.00

Financing source(s): ☐ Adopted Budget ☐ Budget Modification ☐ New Revenue Source  
☐ Use of Reserves ☒ Other: n/a

**Strategic Plan Relevance:**

☐ Financial Sustainability ☐ Integrated Communication ☐ Targeted Redevelopment  
☒ Operational Effectiveness ☐ Community Inclusiveness ☐ Infrastructure & Asset Mgmt.

Per Minn. Stat. 461.12 subd. 2. and city code 14-1378(b)(1), an opportunity for a hearing before the city council must be provided when an alleged violation has occurred. A request has been made for the city council to determine if a violation, sale to an underage person in this case, has occurred.

**Background:**

As the licensing authority for tobacco sales and per Minn. Stat. 461.12 subd. 5 and city code 14-1377, the city of Maplewood must conduct unannounced compliance checks at least once each calendar year of all the businesses licensed to sell tobacco products. The Maplewood Police Department conducts the mandatory annual compliance checks of the Maplewood businesses which hold a tobacco license. The penalties for failure of a compliance check are set out in Minn. Stat. 461.12 subd. 2 and mirrored in city code 14-1378 (b)(1) along with the process for a licensee to appeal the alleged violation.

On October 22, 2021, the Maplewood Police Department conducted such a compliance check at Fleming's Auto Service at 2271 White Bear Ave N. The report shows the result of the check was a sale of cigarettes to an underage person using their own ID. The specifics of the transaction can be found in the attached incident report.

As this was a second violation within 36 months at this location, the city assessed the business a penalty of \$600 in accordance with state statute and city code. The licensee, Katie Fleming, has not paid this penalty and rather has requested a hearing before the council.

The city council is to hear the licensee's appeal, consider the incident report and decide if a violation occurred. The city council cannot adjust the penalty amount if the decision is that a violation did occur.

The licensee was provided an opportunity to submit a statement for inclusion with this report.

**Attachments:**

1. Police Report
2. State statute and city code excerpts

## CITY OF MAPLEWOOD | POLICE DEPARTMENT

1830 East County Road B, Maplewood, MN 55109



Case MAINV21501459

Printed on January 4, 2022

<b>Status</b>	Approved
<b>Report Type</b>	Investigations
<b>CIBRS Classification</b>	Excluded from CIBRS
<b>Primary Officer</b>	James (Ryan) Parker
<b>Investigator</b>	James (Ryan) Parker
<b>Records Technician</b>	Jennifer Hendricks
<b>Reported At</b>	11/02/21 08:14
<b>Incident Date</b>	10/22/21 14:57
<b>Incident Code</b>	COD : COD - Code Enforcement
<b>Location</b>	2271 WHITE BEAR AVE N, MAPLEWOOD, MN 55109
<b>Zone</b>	S3

<b>Disposition</b>	Adult Arrest
<b>Disposition Date/Time</b>	11/05/21 09:23
<b>Review for Gang Activity</b>	None

**Bias Based On**  
**Bias Targets**  
**Bias Circumstances**

Case Comments

Tobacco Compliance Fail

Offense Information

<b>Offense</b>	Sale of Tobacco/Tobacco Related Device to Children-Under 21 years old;Petty;Subsequent offense
	Misd
<b>Statute</b>	609.685.1a(a)
<b>NIBRS Code</b>	90Z - All Other Offenses
<b>Counts</b>	1
<b>Offense Details</b>	Arrest of Adult
<b>Include In NIBRS</b>	Yes
<b>Completed</b>	Yes
<b>Bias Motivation</b>	None (no bias)
<b>Location</b>	Convenience Store
<b>Entry Forced</b>	No

Arrestee**DAGGY-SCHULTZ, SAMANTHA BRIANNA**

Female, DOB 2/27/92

331 CASE AVE

SAINT PAUL, MN 55130

(651) 983-6418 Cell

609.685.1a(a) - Sale of Tobacco/Tobacco Related Device  
 to Children-Under 21 years old;Petty;Subsequent offense  
 Misd - Arrest of Adult

Cited

**DAGGY-SCHULTZ, SAMANTHA BRIANNA**

Female, DOB 2/27/92

331 CASE AVE  
SAINT PAUL, MN 55130

(651) 983-6418 Cell

609.685.1a(a) - Sale of Tobacco/Tobacco Related Device  
to Children-Under 21 years old;Petty;Subsequent offense  
Misd - Arrest of Adult**Offender**

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**DAGGY-SCHULTZ, SAMANTHA BRIANNA**

Female, DOB 2/27/92

331 CASE AVE  
SAINT PAUL, MN 55130

(651) 983-6418 Cell

609.685.1a(a) - Sale of Tobacco/Tobacco Related Device  
to Children-Under 21 years old;Petty;Subsequent offense  
Misd - Arrest of Adult**Witness**

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**MCFARLING, MERRICK DONALD**

Male, DOB 9/30/01

2401 MOUNDS VIEW BLVD  
MOUNDS VIEW, MN 55112

(651) 280-7430 Cell

609.685.1a(a) - Sale of Tobacco/Tobacco Related Device  
to Children-Under 21 years old;Petty;Subsequent offense  
Misd - Arrest of Adult**SPRINGHORN, ANDREW ADAIR**

Male, DOB 3/12/01

173 DENNISON AVE  
SHOREVIEW, MN 55126609.685.1a(a) - Sale of Tobacco/Tobacco Related Device  
to Children-Under 21 years old;Petty;Subsequent offense  
Misd - Arrest of Adult**Other**

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**MCFARLING, MERRICK DONALD**

Male, DOB 9/30/01

2401 MOUNDS VIEW BLVD  
MOUNDS VIEW, MN 55112

(651) 280-7430 Cell

Not Public: 609.685.1a(a) - Sale of Tobacco/Tobacco  
Related Device to Children-Under 21 years  
old;Petty;Subsequent offense Misd - Arrest of Adult**MINNOCO GAS STATION**2271 WHITE BEAR AV N  
MAPLEWOOD, MN 55109Business: 609.685.1a(a) - Sale of Tobacco/Tobacco  
Related Device to Children-Under 21 years  
old;Petty;Subsequent offense Misd - Arrest of Adult**SPRINGHORN, ANDREW ADAIR**

Male, DOB 3/12/01

173 DENNISON AVE  
SHOREVIEW, MN 55126Not Public: 609.685.1a(a) - Sale of Tobacco/Tobacco  
Related Device to Children-Under 21 years  
old;Petty;Subsequent offense Misd - Arrest of Adult**Primary Narrative By James (Ryan) Parker, 11/02/21 08:53**

On 10-22-21 at approximately 1457 hours, I (Detective Parker 443) conducted a tobacco compliance check at Minnoco Gas Station, 2271 White Bear Ave N, with two decoys under the age of twenty-one. The decoys were trained to provide their real Minnesota driver's license or identification, which indicated they were under twenty-one. The decoys, Merrick Donald McFarling 09/30/2001 and Andrew Adair Springhorn, 03/12/2001, walked in together.

McFarling later came out of Minnoco with a pack of Newport cigarettes. McFarling gave a physical description of the

employee. Mcfarling said the employee did ask for his identification and sold the cigarettes to him. Mcfarling paid with a \$20.00 bill and received \$9.40 in change. I took a photograph of the cigarettes, change and receipt with my department-issued iPhone and uploaded the photo to evidence.com.

I went into Minnoco and verbally identified the employee as Samantha Brianna Daggy-Schultz 02/27/1992. I identified myself and advised Daggy-Schultz I was conducting tobacco compliance checks. I told her the individual she just sold to was under the age of 21. Daggy-Schultz said she did check the decoy's ID and thought the decoy was 21. I returned the cigarettes, change and receipt and Daggy-Schultz gave me back the \$20 bill.

Daggy-Schultz was mailed citation 620421504453 for Sale of Tobacco/Tobacco-Related Device to Children-Under 21 years old.

Citation issued

## **461.12 MUNICIPAL LICENSE OF TOBACCO, TOBACCO-RELATED DEVICES, AND SIMILAR PRODUCTS.**

### **Subd. 2. Administrative penalties for sales and furnishing; licensees.**

If a licensee or employee of a licensee sells, gives, or otherwise furnishes tobacco, tobacco-related devices, electronic delivery devices, or nicotine or lobelia delivery products to a person under the age of 21 years, or violates any other provision of this chapter, the licensee shall be charged an administrative penalty of \$300 for the first violation. An administrative penalty of \$600 must be imposed for a second violation at the same location within 36 months after the initial violation. For a third or any subsequent violation at the same location within 36 months after the initial violation, an administrative penalty of \$1,000 must be imposed, and the licensee's authority to sell tobacco, tobacco-related devices, electronic delivery devices, or nicotine or lobelia delivery products at that location must be suspended for not less than seven days and may be revoked. No suspension, revocation, or other penalty may take effect until the licensee has received notice, served personally or by mail, of the alleged violation and an opportunity for a hearing before a person authorized by the licensing authority to conduct the hearing. A decision that a violation has occurred must be in writing.

### **Subd. 5. Compliance checks.**

A licensing authority shall conduct unannounced compliance checks at least once each calendar year at each location where tobacco, tobacco-related devices, electronic delivery devices, or nicotine or lobelia delivery products are sold to test compliance with sections 609.685 and [609.6855](#). Compliance checks conducted under this subdivision must involve persons at least 17 years of age, but under the age of 21, who, with the prior written consent of a parent or guardian if the person is under the age of 18, attempt to purchase tobacco, tobacco-related devices, electronic delivery devices, or nicotine or lobelia delivery products under the direct supervision of a law enforcement officer or an employee of the licensing authority. The age requirements for persons participating in compliance checks under this subdivision shall not affect the age requirements in federal law for persons participating in federally required compliance checks of these locations.

## **CITY CODE CHAPTER 14 ARTICLE XVIII TOBACCO-RELATED PRODUCTS**

### **Sec. 14-1377. - Compliance checks and inspections.**

All licensed premises shall be open to inspection by the city police or other authorized city official during regular business hours. From time to time, but at least once per year, the city shall conduct compliance checks by engaging with persons of at least 17 years of age but less than 21 years of age to enter the licensed premise to attempt to purchase licensed products. Prior written consent of a parent or guardian is required for any minor to participate in a compliance check. Persons participating in compliance checks shall be supervised by designated law enforcement officers or other designated city personnel. Persons conducting compliance checks shall be exempt from any applicable restriction on possession of licensed products when those items are obtained as a part of the compliance check. No person conducting compliance checks shall attempt to use a false identification misrepresenting their age, and all persons lawfully engaged in a compliance check shall answer all questions about their age asked by the licensee or their employees and shall produce any identification, if any exists, upon request.

### **Sec. 14-1378. - Violations and penalty.**

#### **(b) Administrative penalties.**

- (1) *Licensees.* If a licensee or employee of a licensee sells, gives, or otherwise furnishes licensed products to a person under the age of 21 years, or violates any other provision of this chapter, the licensee shall be charged an administrative penalty of \$300.00 for the first violation. An administrative penalty of \$600.00 must be imposed for a second violation at the same location within 36 months after the initial violation. For a third or any subsequent violation at the same location within 36 months after the initial violation, an administrative penalty of \$1,000.00 must be imposed, and the licensee's authority to sell licensed products at that location must be suspended for not less than seven days and may be revoked. No suspension, revocation, or other penalty may take effect until the licensee has received notice, served personally or by mail, of the alleged violation and an opportunity for a hearing before the city council. A subsequent decision by the city council that a violation has occurred must be in writing.



**CITY COUNCIL STAFF REPORT**

Meeting Date January 24, 2022

**REPORT TO:** Melinda Coleman, City Manager

**REPORT FROM:** Steven Love, Public Works Director / City Engineer  
Jon Jarosch, Assistant City Engineer  
Tyler Strong, Civil Engineer I

**PRESENTER:** Jon Jarosch

**AGENDA ITEM:** Resolution Accepting Feasibility Study, Authorizing Preparation of Plans & Specifications, and Calling for a Public Hearing for Cope Avenue Improvements, City Project 21-06

**Action Requested:** ☒ Motion ☐ Discussion ☐ Public Hearing

**Form of Action:** ☒ Resolution ☐ Ordinance ☐ Contract/Agreement ☐ Proclamation

**Policy Issue:**

The City of Maplewood Engineering Department prepares a feasibility report prior to project design for municipal public street improvement projects in accordance with State Statute 429. The feasibility report is an essential element in the public improvement project process as it provides detailed information on the existing site conditions, the proposed improvements, resident input, special assessments, project costs, project financing, a tentative schedule, and recommendations on the feasibility of the improvements. Accepting the feasibility report and ordering the public hearing is one of the first steps in the public improvement process.

**Recommended Action:**

Motion to approve a Resolution Accepting the Feasibility Report, Authorizing the Preparation of Plans and Specifications, and Calling for a Public Hearing at 7:00 p.m. on February 14, 2022 for the Cope Avenue Improvements, City Project 21-06.

**Fiscal Impact:**

Is There a Fiscal Impact? ☐ No ☒ Yes, the true or estimated cost is \$3,927,500

Financing source(s): ☐ Adopted Budget ☐ Budget Modification ☐ New Revenue Source  
☐ Use of Reserves ☒ Other: The proposed funding plan includes a combination of Special Benefit Assessments, the Environmental Utility Fund, the Sanitary Sewer Fund, St. Paul Regional Water Services, G.O. Improvement Bonds, and the W.A.C. Fund.

**Strategic Plan Relevance:**

☒ Financial Sustainability ☐ Integrated Communication ☐ Targeted Redevelopment  
☐ Operational Effectiveness ☐ Community Inclusiveness ☒ Infrastructure & Asset Mgmt.

Cope Avenue is an important part of the City's infrastructure serving as a connection to local neighborhoods, multi-family properties, and numerous commercial businesses. Cope Avenue has deteriorated beyond the point of regular annual maintenance and is in need of replacement.

### **Background**

The Feasibility Study for the Cope Avenue Improvements, City Project 21-06, is complete and available in the office of the City Engineer. A copy of the Feasibility Report has been included as an attachment to this report. The study includes information on the existing site conditions, proposed improvements, anticipated schedule, costs, financing and recommendations.

Cope Avenue, within the project limits, has a total length of approximately 1.09 miles and has an average Pavement Condition Index (PCI) rating of 41/100. The PCI rating is based on a visual survey of the pavement and is a number between 0 and 100, with 0 being the worst possible pavement condition and 100 being the best possible pavement condition (i.e. a new road). The neighborhood area is generally bounded by Highway 36 to the north, English Street to the west, County Road B to the south, and White Bear Avenue to the east (as depicted on the attached Project Location Map). This project is a part of the current 2022 – 2026 Capital Improvement Plan (CIP). Should the project be approved, construction would begin in June of 2022.

The aging and deteriorating condition of the road presents an ongoing maintenance problem for the City of Maplewood Street Department. The condition of the existing street also represents a decreased level of service for the residents of Maplewood, with the City receiving complaints from area residents about substandard street conditions. This project would include the full depth reclamation of Cope Avenue, the replacement of the concrete curb and gutter, and the installation of a new pavement section.

The City of Maplewood Sanitary Sewer Department performed televising and manhole inspections in 2021 of the City's sewer system lying under Cope Avenue. Based on the results of the reports, staff are not recommending upgrades or repairs to the sanitary sewer main, structures or services as a part of this project.

Saint Paul Regional Water Services (SPRWS) has identified approximately 5,200 lineal feet of water main which needs to be removed and replaced as a part of the project. The water main work would be done under the proposed project contract and the costs associated with this work would be reimbursed to the City by SPRWS.

There are a few storm sewer structures on the project which have a history of structural failures. As a part of this project, the outdated and failing structures are proposed to be removed and replaced with modern precast concrete structures. Additionally, there are several storm sewer structures which are proposed to be replaced to align with the proposed curb-line locations.

### **Neighborhood Correspondence**

The feasibility report was ordered to be prepared at the August 9, 2021 City Council meeting. Subsequently a letter was mailed to the residents on August 27, 2021 to provide information on the Council's action and to notify them preliminary engineering activities would begin within the neighborhood during the fall of 2021.

Staff mailed initial informational packets to impacted residents on November 12, 2021. The packet includes a street construction frequently asked questions (FAQ) handout, informational assessment handout and Neighborhood Meeting Invite #1.

The first informational neighborhood meeting was held virtually on November 22, 2021. Staff mailed out the invitation to 76 property owners. Approximately 10 property owners attended the meeting. The meeting included a presentation followed by a question and answer session. Items discussed at this meeting included the public improvement process, construction process, existing conditions, proposed improvements, assessment information, the potential for street layout reconfigurations, and an estimated project timeline. The majority of the conversation revolved around the proposed sidewalk on the north side of Cope Avenue, what happens to the existing trees, lighting concerns, property access during construction, roadway layout, speeding issues, pavement conditions, future parking concerns, the construction process, and assessment questions. The majority of residents in attendance were generally in favor of the project.

Additional neighborhood meetings and stakeholder correspondence are planned throughout the public improvement process to continue conversations with area residents and to ensure that everyone affected by the potential project is well informed and has had multiple chances to provide input on the project.

### **Proposed Roadway Layout Reconfigurations**

As a part of the feasibility process, staff looked into options for reconfiguring the roadway to better fit traffic demands, improve pedestrian and bicyclist access and safety, reduce unnecessary impervious surfaces, and slow and improve traffic safety along the corridor. City staff consulted with traffic engineers at SRF Consulting Group to analyze the corridor and seek ways to achieve these goals. Staff also referenced our guiding documents of the Living Streets Policy, the Comprehensive Plan, and the Parks and Trails Master Plans to guide the process. This analysis showed there is an opportunity to reduce street widths, reducing impervious surfaces, lessening runoff, provide space for pedestrians and bicyclists, and making the corridor feel more constricted to aid in speed reductions. This revised street layout would also result in an estimated \$100,000 reduced project cost and an overall reduction in costs throughout the life-cycle of the roadway, due to less pavement to maintain.

Given the numerous commercial businesses, banks, medical and dental facilities, convenience stores, restaurants, and residential properties in the area; providing a multi-modal transportation corridor was a key requirement of the final roadway layout. Likewise, this corridor intersects with the current Bruce-Vento Trail, which is slated to become the Purple Line Bus Rapid Transit (BRT) around 2026. Providing a multi-modal system along Cope Avenue will better connect area residents with the BRT system, as well as provide a connection from the BRT system to area businesses.

The changes from the current layout are described below and can be further visualized in the included attachment.

#### **Cope Avenue from English Street to Birmingham Street**

This section of Cope Avenue is currently 37 feet wide, accommodating one lane of traffic in each direction along with a parking area on the north side. No changes to the layout in this area are recommended due to the commercial uses on the north side of Cope Avenue, such as MG McGrath, requiring space for semi-trucks to turn in and out of their facilities onto Cope Avenue.

#### **Cope Avenue from Birmingham Street to Hazelwood Street**

This section of Cope Avenue is currently 37 feet wide, accommodating one lane of traffic in each direction along with a parking lane on the north side. This section of Cope Avenue is proposed to be reduced to 32-feet in width. This road width would still accommodate a lane of traffic in each direction along with a parking lane on the north side (a priority for area residents). The lane widths

would be striped at 11-feet wide, making the lanes feel more constricted, which aids in reducing vehicle speeds. The 5-foot reduction in overall street width would come entirely off of the north side, reducing the impacts of the proposed 5-foot sidewalk along the north side of Cope Avenue.

*Cope Avenue from Hazelwood Street to the east-end of Knucklehead Lake*

This section of Cope Avenue is currently 52 feet wide, accommodating two lanes of traffic in each direction. This section of Cope Avenue is proposed to be reduced to 32-feet in width. The proposed configuration would include a single 11-foot lane of traffic in each direction along with a 5-foot wide shared-use shoulder on both sides of the roadway to accommodate bicyclists, scooters, and other uses. This street-width reduction would also allow for space to accommodate the proposed 5-foot wide sidewalk along the north side of Cope Avenue.

*Cope Avenue from Knucklehead Lake to White Bear Avenue*

This section of Cope Avenue is currently 52 feet wide, accommodating two lanes of traffic in each direction. This section of Cope Avenue is proposed to be reduced to 44-feet in width. The proposed configuration would include a single 11-foot lane of traffic in each direction, a center 12-foot wide continuous left turn lane, and a 5-foot wide shared-use shoulder on both sides of the roadway to accommodate bicyclists, scooters, and other uses. Converting from 4-lanes wide to 3 lanes has a number of benefits including reductions in crashes, a smoother flow of traffic, fewer lanes for pedestrians to cross, simplifies left turns from the numerous driveway entrances onto Cope Avenue, provides space for shared-use shoulders, space for the sidewalk along the north side of Cope Avenue, and greatly reduces impervious surfaces.

**Assessments**

An independent appraisal firm has been hired to provide an opinion of special benefit received by properties within the neighborhood project area. This information will ultimately be utilized to determine the special benefit assessment amounts for the project area. The rates established in the City's Special Assessment Policy were utilized at this time to generate a preliminary assessment roll.

Based on the City of Maplewood's Pavement Management Policy, parcels are assessed on an equal "unit" basis. The City's current residential unit assessment rate for a pavement rehabilitation type project is \$3,450. However, per Minnesota State Statute 429, the assessment amount cannot be greater than the benefit received by the property from the improvement. Therefore, the final special benefit assessment amounts will be established after reviewing the appraisal report. For the purposes of this report and establishing a project financing plan, the preliminary assessment rate(s) are as follows.

- Residential Single Unit, Pavement Rehabilitation Rate = \$3,450/unit
- Commercial Unit, Pavement Rehabilitation Rate = \$69.00/front-foot

The assessment hearing is currently proposed to be held September of 2022.

### **Estimated Project Cost**

The total estimated project cost is \$3,927,500 and is outlined below:

<b>Estimated Project Cost Summary</b>		
<b>Proposed Improvements</b>	<b>Total Amount</b>	<b>% of Total</b>
Street Improvements	\$2,129,000	54%
Drainage Improvements	\$429,100	11%
Sanitary Sewer Improvements	\$209,900	5%
Water System Improvements	\$1,159,500	30%
<b>Total Estimated Project Cost:</b>	<b>\$3,927,500</b>	<b>100%</b>

The estimated costs include 10% contingencies and 12% overhead, which include geotechnical, legal, and fiscal expenses. The feasibility estimate is approximately \$177,000 above the CIP estimated project cost. This increase reflects additional water system improvements identified during the preparation of the feasibility report. Funding for these increased costs would be covered by SPRWS. The attached feasibility report provides a more detailed construction and project cost estimate.

### **Preliminary Project Funding Plan**

The improvements are proposed to be financed through a combination of Environmental Utility Fund, G.O. Improvement Bonds, Sanitary Sewer Fund, Special Benefit Assessments, Saint Paul Regional Water, and the W.A.C. Fund. An update to the financing plan will be provided after the special benefits appraisal is received.

<b>Estimated Project Cost Recovery</b>		
<b>Funding Source</b>	<b>Total Amount</b>	<b>% of Total</b>
Environmental Utility Fund	\$429,100	11%
G.O. Bonds Improvement	\$1,688,000	43%
Sanitary Sewer Fund	\$209,900	5%
Special Benefit Assessment	\$441,000	11%
St. Paul Regional Water	\$1,004,500	26%
W.A.C. Fund	\$155,000	4%
<b>Total Estimated Project Funding:</b>	<b>\$3,927,500</b>	<b>100%</b>

The estimated project costs and the preliminary project funding plan have been reviewed by the Finance Director.

**Project Schedule**

The following is a tentative schedule for City Project 21-06 should it be determined to proceed with the project:

<b>Project Milestone</b>	<b>Date</b>
Order Preparation of Feasibility Study	8/9/2021
Accept Feasibility Study, Order Public Hearing, Authorize Preparation of Plans & Specifications	1/24/2022
Public Hearing & Order Improvement	2/14/2022
Approve Plans and Specifications, Authorize Advertisement for Bids, Authorize Preparation of Assessment Roll	2/28/2022
Bid Opening	3/25/2022
Award Contract	4/11/2022
Begin Construction	June 2022
Accept Assessment Roll & Order Assessment Hearings	8/8/2022
Assessment Hearing	9/12/2022
Adopt Assessment Roll	9/12/2022
Complete Construction	October 2022
Assessments Certified to Ramsey County	November 2022

**Attachments**

1. Resolution Accepting Feasibility Study
2. Project Location Map
3. Feasibility Report
4. Presentation
5. Proposed Cope Avenue Layout Reconfigurations

**RESOLUTION  
ACCEPTING FEASIBILITY STUDY, AUTHORIZING PREPARATION OF PLANS AND  
SPECIFICATIONS, AND CALLING FOR PUBLIC HEARING**

WHEREAS, pursuant to a resolution of the council adopted August 9<sup>th</sup>, 2021, a report has been prepared by the City Engineering Division with reference to the improvement of the Cope Avenue Improvements, City Project 21-06, and this report was received by the council on January 24<sup>th</sup>, 2022.

WHEREAS, the report provides information regarding whether the proposed project is necessary, cost-effective, and feasible,

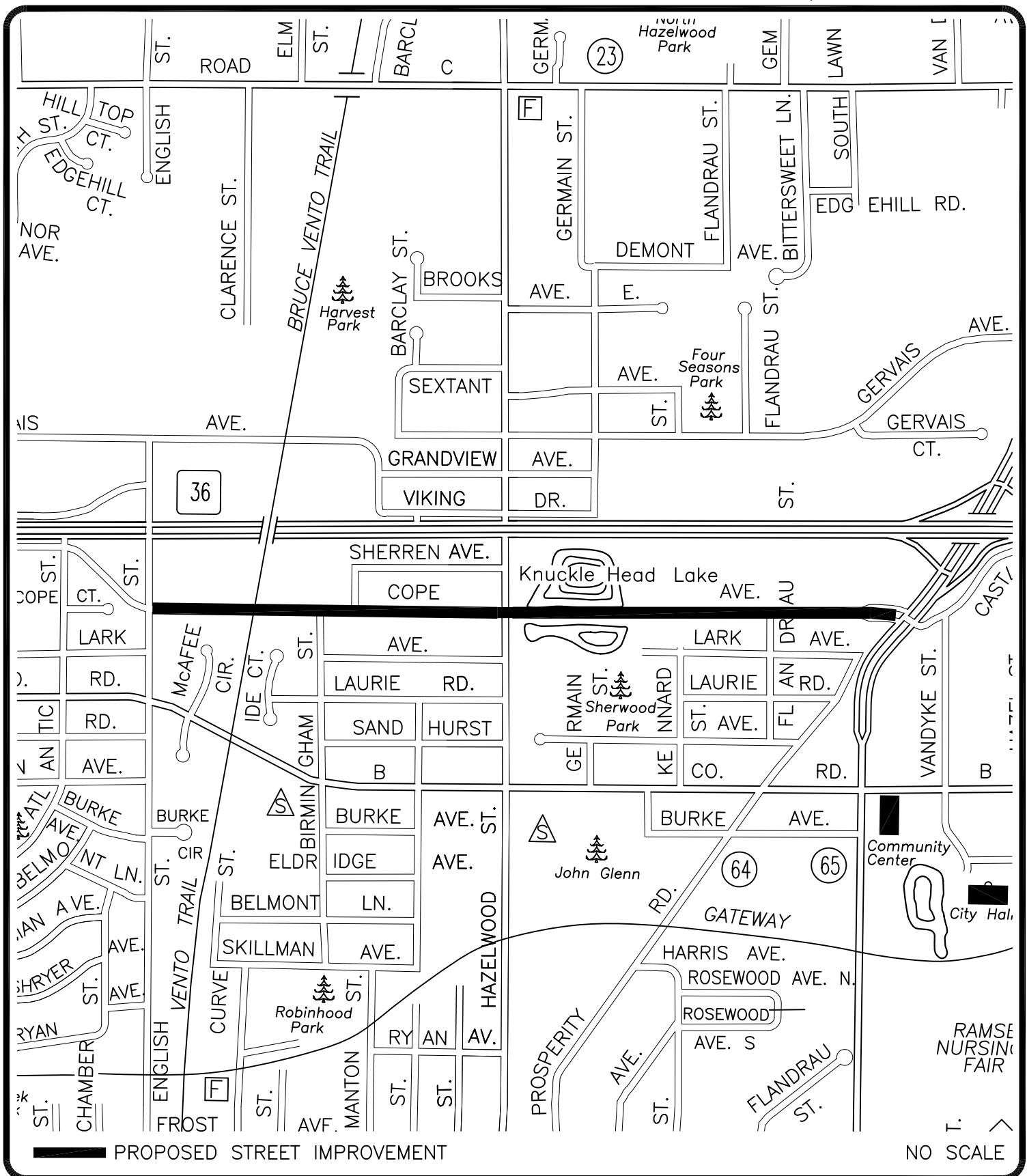
NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF MAPLEWOOD, MINNESOTA:

1. The City Council will consider the Cope Avenue Improvements, City Project 21-06 in accordance with the report and the assessment of abutting property for all or a portion of the cost of the improvement pursuant to Minnesota Statutes, Chapter 429 at an estimated total cost of \$3,927,500.
2. The City Engineer or his designee is the designated engineer for this improvement project and is hereby directed to prepare final plans and specifications for the making of said improvement.
3. The Finance Director is hereby authorized to make the financial transfers necessary for the preparation of plans and specifications. A proposed budget of \$3,927,500 shall be established. The proposed financing plan is as follows:

<b>Estimated Project Cost Recovery</b>		
<b>Funding Source</b>	<b>Total Amount</b>	<b>% of Total</b>
Environmental Utility Fund	\$429,100	11%
G.O. Bonds Improvement	\$1,688,000	43%
Sanitary Sewer Fund	\$209,900	5%
Special Benefit Assessment	\$441,000	11%
St. Paul Regional Water	\$1,004,500	26%
WAC Fund	\$155,000	4%
<b>Total Estimated Project Funding:</b>	<b>\$3,927,500</b>	<b>100%</b>

4. A public hearing shall be held on such proposed improvement on the 14<sup>th</sup> day of February, 2022 at 7:00 PM. The City Clerk shall give mailed and published notice of such hearing and improvement as required by law.

Approved this 24<sup>th</sup> day of January, 2022



# Cope Avenue Improvements

## Project Location Map

### City Project 21-06

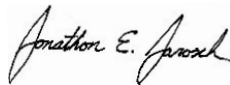






**Feasibility Report**  
**Cope Avenue Improvements**  
**City Project, 21-06**  
*Cope Avenue*

*I hereby certify that this report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.*

Signature:   
Jonathon E. Jarosch, P.E.

Date: 1/18/2022  
License No. 49105

*Document Prepared by: Tyler M. Strong, E.I.T.*

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## Cope Avenue Improvements City Project, 21-06

### EXECUTIVE SUMMARY

#### *Cope Avenue*

#### **Project Summary**

This feasibility report has been prepared for the Cope Avenue Improvements, City of Maplewood Project 21-06. The above referenced streets total approximately 1.09 miles in length. The neighborhood area is generally bounded by Highway 36 to the north, English Street to the west, County Road B to the south, and White Bear Avenue to the east. See attached project location map, Exhibit 1. This project is a part of the approved 2022 – 2026 Capital Improvement Plan (CIP). After review and approval from City Council, construction is proposed to begin in May/June of 2022. The proposed improvements include the following:

- Full depth reclaim (FDR) of the street pavement and underlying aggregate base.
- Subgrade repairs as necessary to support the new street pavement.
- Removal and replacement of concrete curb and gutter.
- Removal and replacement of outdated sanitary and storm sewer castings.
- Removal and replacement of outdated pedestrian curb ramps as necessary.
- Installation of new bituminous pavement.
- Saw & seal of control joints in the new bituminous pavement.
- Restoration of turf and landscape features which may have been impacted by the project.
- Construct approximately 5,000 linear feet of a new pedestrian walkway along the north side of Cope Avenue.
- Conduct water main replacement and repairs in the area in conjunction with Saint Paul Regional Water Services' (SPRWS) capital improvement plan. SPRWS has identified approximately 5,360 linear feet of water main replacement necessary within the project area. SPRWS is currently evaluating other water system repairs, replacements, and enhancements for items such as gate valves, hydrants, curb stops and other minor system components.

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- Evaluate and implement storm water best management practices as required to meet Ramsey-Washington Metro Watershed District (RWMWD) and City of Maplewood requirements as well as the City's non-degradation and MS4 permit obligations.
- Sanitary sewer lining of approximately 3,300 linear feet of problematic sanitary sewer mainline in areas outside of the project limits.
- Fog seal of past neighborhood improvement project streets.

### **Project Cost**

The estimated costs for the proposed improvements are detailed below. These costs include a 10% construction cost contingency and a 12% allowance for geotechnical, legal, and fiscal expenses.

<b>Estimated Project Cost Summary</b>		
<b>Proposed Improvements</b>	<b>Total Amount</b>	<b>% of Total</b>
Street Improvements	\$2,129,000	54%
Drainage Improvements	\$429,100	11%
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### **Proposed Financing**

The improvements are proposed to be financed through a combination of Environmental Utility Fund, G.O. Improvement Bonds, Sanitary Sewer Fund, Special Benefit Assessments, St. Paul Regional Water and the W.A.C. Fund.

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**Schedule**

The following is a tentative schedule for City project 21-06:

<b>Project Milestone</b>	<b>Date</b>
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Complete Construction	October 2021
Assessments Certified to Ramsey County	November 2021

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# **Feasibility Report**

## **Cope Avenue Improvements**

### **City Project, 21-06**

*Cope Avenue*

## **1.0 INTRODUCTION**

### **1.1 General**

The Cope Avenue Improvement project consists of the street shown in Exhibit 1. The neighborhood area is generally bounded by Highway 36 to the north, English Street to the west, County Road B to the south, and White Bear Avenue to the east. These streets are part of the City's approved 2022 – 2026 Capital Improvement Plan (CIP). The City Council ordered the preparation of the feasibility study for this project on August 9<sup>th</sup>, 2021. After review and approval from City Council, construction is proposed to begin in June of 2022.

The existing streets and aging utility infrastructure along the Cope Avenue corridor presents an ongoing maintenance problem for the City of Maplewood Street and Utility Departments. Of the infrastructure elements the city maintains (sanitary sewer, storm sewer, and streets) the bulk of the maintenance activities consist of patching the roadway, crack sealing, filling potholes, and maintaining the storm sewer system. Saint Paul Regional Water Services (SPRWS) has noted that the water distribution system in this neighborhood is aging and presents a significant maintenance problem for the future.

### **1.2 Property History**

The Cope Avenue neighborhood is a mix of residential and commercial properties. Below is a list of the recorded plats throughout the neighborhood.

- Registered Land Survey No. 258
- E.G. Roger's Garden Lots
- Caves Cope Avenue Addition
- Maple Park Shores
- Moritz Addition
- Johnson's Office Park
- Bossard Addition
- Sabin Addition
- Bronson's Subdivision
- Smith and Taylor's Addition to North St. Paul

### **1.3 Resident Correspondence**

The feasibility report was ordered to be prepared at the August 9<sup>th</sup>, 2021 City Council meeting. Subsequently a letter was mailed to the residents on August 27<sup>th</sup>, 2021 to provide information on the council's action and to notify them preliminary engineering activities would begin within the neighborhood during the fall of 2021.

Staff mailed initial informational packets to impacted residents on November 10<sup>th</sup>, 2021. The packet informs and requests input from the resident about a number of topics including street construction frequently asked questions (FAQ) handout, informational assessment handout and Neighborhood Meeting Invite #1.

The first informational neighborhood meeting virtually on November 22<sup>nd</sup>, 2021. Staff mailed out the invitation to 76 property owners who would be assessed as a part of the construction project, approximately 10 attended the meeting. The meeting included a presentation followed by a question and answer session. Items discussed at this meeting included the public improvement process, construction process, existing conditions, proposed improvements, assessment information, and an estimated project timeline. The majority of the conversation revolved around the proposed sidewalk on the north side of Cope Avenue, what happens to the existing trees, lighting concerns, property access during construction, roadway layout, speeding issues, pavement conditions, future parking concerns, the general construction process and assessment questions. The majority of residents in attendance were generally in favor of the project.

Following the first neighborhood meeting, Staff reviewed the City's Comprehensive Plan, Parks Master Plan, and Living Streets Policy to see what additional guidance these documents could provide for sidewalks and trails in the project area. Staff have mapped the location of existing sidewalks and trails in the region along with those being proposed. After considering all of this information, along with the feedback heard from residents, staff have created a preliminary sidewalk layout map shown in Exhibit 2.

Additional neighborhood meetings and stakeholder correspondence are planned throughout the public improvement process to continue conversations with area residents and to ensure that everyone affected by the potential project is well informed and has had multiple chances to provide input on the project.

## **2.0 EXISTING CONDITIONS**

### **2.1 Street History**

The majority of the project streets were originally constructed in the 1960's and 1970's as water and sewer service was extended to the area. After the 1970's a few smaller projects were conducted in the area focused on maintaining street pavement, replacing failing utilities and adding new utilities to facilitate new development in the area.

Cope Avenue is classified as a local collector street. Local collector streets provide conveyance for vehicle traffic between properties and the higher volume streets nearby such as White Bear Avenue, Hazelwood Street, and English Street.

Widths of the existing street vary along its length. Table A summarizes the average width of the existing street segments within the scope of this study. The averages are based on new topographic data taken in 2021 and random measurements along each street length.



<b>Table A: Existing Street Pavement Width</b>		
<b>Cope Avenue Improvements</b>		
<b>Street</b>	<b>From/To</b>	<b>Average Width (ft.)</b>
Cope Avenue	Hazelwood Street/English Street	37
Cope Avenue	Hazelwood Street/White Bear Ave.	52

## **2.2 Pavement Condition**

Cope Avenue, within the limits of this project, has a total length of approximately 1.09 miles. The Pavement Condition Index (PCI) method was used to determine the condition of the project streets. The PCI method of rating pavement is based on a visual survey of the pavement and is a number between 0 and 100 indicating the condition of a roadway, with 0 being the worst possible pavement condition and 100 being the best possible condition (i.e. a new road). The PCI method was developed by the United States Army Corps of Engineers and is widely used in transportation civil engineering. It is the City's general goal to have 75-percent of local streets at a rating of 70 or above.

According to the pavement condition survey the streets have a weighted average PCI rating of 41. A summary of the street segments and their corresponding PCI ratings are shown in Table B.

<b>Table B: Pavement Condition Index (PCI)</b>			
<b>Cope Avenue Improvements</b>			
<b>Street</b>	<b>From/To</b>	<b>Miles</b>	<b>2019 PCI</b>
Cope Avenue	White Bear Avenue/Flandrau Street	0.21	40
Cope Avenue	Flandrau Street/Hazelwood Street	0.38	37
Cope Avenue	Hazelwood Street/Barclay Street	0.21	43
Cope Avenue	Barclay Street/Birmingham Street	0.05	35
Cope Avenue	Birmingham Street/English Street	0.24	48
<b>Total Length (Miles) =</b>		<b>1.09</b>	
<b>Weighted Average 2019 PCI =</b>			<b>41</b>

The existing street has failures including, but not limited to, transverse and edge cracking, medium to high severity patching, fatigue (alligator) cracking, severe block cracking, and potholes. A number of areas within the street section have water pooling in them as well. These puddles ice over in the winter and expand and contract causing a higher level of deterioration within the street pavement.

Figures 1 & 2 on the following pages display pictures of the level of pavement deterioration on Cope Avenue. Overall, the pictures provide an accurate representation of the current state of street disrepair.

**Cope Avenue**



**Cope Avenue**



***FIGURE 1: Photos of Pavement Deterioration on Cope Avenue***



**Cope Avenue**



**Cope Avenue**



***FIGURE 2: Photos of Pavement Deterioration on Cope Avenue***

## **2.3 Geotechnical Summary**

Northern Technologies LLC (NTI) was hired to prepare a Geotechnical Engineering Report to determine the existing road composition. This included pavement thickness, aggregate base thickness, and subgrade soil type(s). Twenty-six soil borings were taken along Cope Avenue. Exhibit 3 details the geotechnical findings for this project.

### **2.31 Subgrade Soil Characteristics**

The streets in the project area were originally constructed in the 1960's and 1970's as residential and commercial property was being developed in the area. Offsite fill material was transported to the site and used in the original construction of the roadway. The fill material varied in soil type and generally consisted of sand (SP), silty sand (SM) and clayey sand (SC). The fill material varied in total layer thickness from 4.0 feet to 11.0 feet below the aggregate base layer. These materials are generally suitable subgrade materials for pavement support when accompanied with a suitable aggregate base layer and asphalt pavement layer(s).

Groundwater was observed in 12 of the 26 borings with effective depths ranging from 5 feet to 11.5 feet below the ground surface. In areas where ground water levels are high, additional measures for drainage & construction must be taken into consideration. Infiltration rates will generally be moderate to low within the project area due to the presence of clay and silt in the fill material brought in when the roadway was originally constructed. Given the in-situ soil types and moderate elevation of the groundwater table, some areas of Cope Avenue will benefit from the installation of drain tile to ensure drawdown of groundwater within the street supporting layers.

### **2.32 Existing Pavement Section**

Due to past construction methods, the existing pavement section is quite irregular along its entire length. Table C shown below generalizes the existing pavement section.

<b>Table C: Existing Pavement Section</b>			
<b>Cope Avenue Improvements</b>			
<b>Street</b>	<b>From/To</b>	<b>Pavement Thickness (in.)</b>	<b>Aggregate Base Thickness (in.)</b>
Cope Avenue	Hazelwood Street/English Street	4 – 6	4 – 7
Cope Avenue	Hazelwood Street/White Bear Ave.	11 – 15	5 – 14

Due to the vastly different pavement sections east and west of Hazelwood two different methods of rehabilitating the pavement will likely be required.

### **2.33 Geotechnical Conclusions**

- Cope Avenue currently has an inadequate crown which allows water to pond in small depressions and scour the pavement surface. As the street ages, depressions in the pavement trap water, subjecting the pavement to freeze-thaw pop-outs and edge cracking. This deterioration eventually forms potholes over time.
- The presence of silt and clay found in some locations within the project area are poorly draining and frost susceptible under certain conditions, this can cause freeze-thaw damage within the roadway over time. If these soils are found during the construction of the roadway it is recommended to remove and replace with a granular material.
- The full depth pavement section on most streets was originally installed in the 1970's and is approaching 50 years of age. The pavement is past the end of its useful life.

- Cope Avenue has deteriorated to the point at which routine maintenance is no longer cost-effective or even possible in some situations.
- Correcting the drainage problems on the streets, as well as constructing a new pavement section to the most current standards will allow for a high-quality long-lasting product, which is considered critical to the performance of any road cross-section and the City's roadway infrastructure.

## **2.4 Existing Curb**

Existing concrete curb and gutter is present on all of the project streets. During a rain event concrete curb and gutter channels storm water runoff into the underground storm sewer system. This method of runoff conveyance is the most effective in preserving street pavement due to the following:

- Prevents erosion of grassy boulevard edges.
- Prevents deterioration of asphalt pavement edges when abutting a non-confining edge such as boulevard grass.
- Contains vehicle traffic and plowing to the street, which eliminates damage to boulevard grass.
- Reduces long term cost of pavement maintenance.

Overall the concrete curb and gutter on the project streets is in poor condition with an estimated 69% being structurally damaged or needing to be replaced due to utility construction.

## **2.5 Existing Utilities**

### **2.51 Sanitary Sewer**

The majority of the sanitary sewer in the project area was installed in the 1960's as sewer and water were installed to service properties. These sewer mains consist of mostly 8-inch Vitrified Clay Pipe (VCP). During the sanitary sewer main inspection in 2021, Maplewood Public Works crews noted no significant issues with the sanitary sewer main.

The project lies within Maplewood Sanitary Sewer District 26. The sewage from properties within Districts 26 flows southwest then discharges into the Metropolitan Council sewer interceptor which runs along the Bruce Vento Trail corridor.

### **2.52 Water Main**

The water main system on Cope Avenue is owned and maintained by Saint Paul Regional Water Services (SPRWS). The majority of the water main in the project area was installed in the 1960's as developments were added along the roadway. The existing pipe material present is 6" & 8" Cast-iron-pipe (CIP).

As cast iron pipe ages it becomes brittle and more susceptible to water main breaks. SPRWS has identified approximately 5,200 linear feet of cast iron water main along Cope Avenue which is in need of replacement due to frequent water main breaks. They are recommending replacement of the water main and components as a part of this project.

### **2.53 Storm Sewer and Drainage**

The project lies within the Ramsey-Washington Metro Watershed District (RWMWD). As seen in Exhibit 4, the project area contributes runoff to the Keller Lake sub-watershed. The drainage from

Cope Avenue is ultimately conveyed to Highway 36 to the north. This system then flows into Keller Lake to the west and ultimately discharges into the Mississippi River.

Generally, surface drainage is channeled into the street, relying on the curb and gutter to keep the drainage impounded within the street section. No major deficiencies were noted by staff during the storm sewer inspection performed in the summer of 2021. Some minor deficiencies observed include; deterioration of a few storm sewer structures, failed structure adjustment rings and broken inlet castings.

### **3.0 PROPOSED IMPROVEMENTS**

#### **3.1 Pavement Rehabilitation**

The current pavement on the project streets is past the point of regular maintenance activities. Predominate pavement failures include, but are not limited to, transverse and edge cracking, medium to high severity patching, fatigue (alligator) cracking, severe block cracking, and potholes. Due to the severity and frequency of pavement failures staff are recommending a full depth reclamation (FDR) of the project streets.

Reclamation is a process in which the existing pavement is ground up and mixed with the underlying aggregate material to form new base material to support the road. After the road has been reclaimed, excess reclaim material will be removed to make room for the new pavement section. The road will then be reshaped and compacted to provide adequate drainage to the adjacent curbs. Lastly the new bituminous pavement is installed in separate layers.

Due to the irregularity of Cope Avenue's existing roadway section, two different methods of constructing the new roadway section are needed.

- Cope Avenue: White Bear Avenue to Hazelwood Street
  - Existing section:
    - Section is irregular, currently there is 12 - 15 inches of bituminous over 6 - 14 inches of aggregate base.
  - Rehabilitation Method:
    - Mill 4 inches of bituminous followed by 16 inches of full depth reclaim (FDR). Tolerance and remove excess material to accommodate proposed pavement section.
  - Proposed pavement section:
    - Install 6 inches of bituminous over 14 inches of reclaim material.
- Cope Avenue: Hazelwood Street to English Street
  - Existing section:
    - Section is irregular, currently there is 4 - 6 inches of bituminous over 4 - 9 inches of aggregate base.
  - Rehabilitation Method:
    - Full depth reclaim (FDR) of 12 inches. Tolerance and remove excess material to accommodate proposed pavement section.
  - Proposed pavement section:
    - Install 4.5 inches of bituminous over 7.5 inches of reclaim material.

#### **3.2 Proposed Roadway Layout Reconfigurations**

As a part of the feasibility process, staff looked into options for reconfiguring the roadway to better fit traffic demands, improve pedestrian and bicyclist access and safety, reduce unnecessary

impervious surfaces, and slow and improve traffic safety along the corridor. City staff consulted with traffic engineers at SRF Consulting Group to analyze the corridor and seek ways to achieve these goals. Staff also referenced our guiding documents of the Living Streets Policy, the Comprehensive Plan, and the Parks and Trails Master Plans to guide the process. This analysis showed there is an opportunity to reduce street widths, reducing impervious surfaces, lessening runoff, provide space for pedestrians and bicyclists, and making the corridor feel more constricted to aid in speed reductions. This revised street layout would also result in an estimated \$100,000 reduced project cost and an overall reduction in costs throughout the life-cycle of the roadway, due to less pavement to maintain.

The changes from the current layout are described below.

#### *Cope Avenue from English Street to Birmingham Street*

This section of Cope Avenue is currently 37 feet wide, accommodating one lane of traffic in each direction along with a parking lane on the north side. No changes to the layout in this area are recommended due to the commercial uses on the north side of Cope Avenue, such as MG McGrath, requiring space for semi-trucks to turn in and out of their facilities onto Cope Avenue.

#### *Cope Avenue from Birmingham Street to Hazelwood Street*

This section of Cope Avenue is currently 37 feet wide, accommodating one lane of traffic in each direction along with a parking lane on the north side. This section of Cope Avenue is proposed to be reduced to 32-feet in width. This road width would still accommodate a lane of traffic in each direction along with a parking lane on the north side (a priority for area residents). The lane widths would be striped at 11-feet wide, making the lanes feel more constricted, which aids in reducing vehicle speeds. The 5-foot reduction in overall street width would come entirely off of the north side, reducing the impacts of the proposed 5-foot sidewalk along the north side of Cope Avenue.

#### *Cope Avenue from Hazelwood Street to the east-end of Knucklehead Lake*

This section of Cope Avenue is currently 52 feet wide, accommodating two lanes of traffic in each direction. This section of Cope Avenue is proposed to be reduced to 32-feet in width. The proposed configuration would include a single 11-foot lane of traffic in each direction along with a 5-foot wide shared-use shoulder on both sides of the roadway to accommodate bicyclists, scooters, and other uses. This street-width reduction would also allow for space to accommodate the proposed 5-foot wide sidewalk along the north side of Cope Avenue.

#### *Cope Avenue from Knucklehead Lake to White Bear Avenue*

This section of Cope Avenue is currently 52 feet wide, accommodating two lanes of traffic in each direction. This section of Cope Avenue is proposed to be reduced to 44-feet in width. The proposed configuration would include a single 11-foot lane of traffic in each direction, a center 12-foot wide 2-way left turn lane, and a 5-foot wide shared-use shoulder on both sides of the roadway to accommodate bicyclists, scooters, and other uses. Converting from 4-lanes wide to 3 lanes has a number of benefits including reductions in crashes, a smoother flow of traffic, fewer lanes for pedestrians to cross, simplifies left turns from the numerous driveway entrances onto Cope Avenue, provides space for shared-use shoulders and the sidewalk along the north side, and greatly reduces impervious surfaces.

### **3.3 Concrete Curb and Gutter**

Damaged sections of curb often result in standing water in the curb-line or the road edge, which risks further damage to the road pavement over time. Based on an initial site investigation and proposed construction activities it is estimated that at a minimum of 69% of the existing curb will need to be replaced on the project streets. The following summarizes the existing concrete curb on Cope Avenue.

- North side curb line, east of Hazelwood Avenue
  - 65% of 2,937 linear feet of concrete curb
  - Due to water main installation by pipe bursting method and its proximity to the existing concrete curb, a few sections of curb will need to be removed at each water service to reconnect the new water main.
    - Due to the large amount of curb needing to be replaced, it is recommended this section be replaced by machine.
- North side curb line, west of Hazelwood Avenue
  - 100% of 2,250 linear feet of concrete curb
  - Due to open cut trench water main replacement and its proximity to the existing concrete curb, the entire curb line will need to be removed and replaced.
    - Due to the large amount of curb needing to be replaced, it is recommended this section be replaced by machine.
- South side curb line, east of Hazelwood Avenue
  - 78% of 2,937 linear feet of concrete curb
  - Severe joint spalling on nearly all concrete curb in this segment.
    - Due to the large amount of curb needing to be replaced, it is recommended this section be replaced by machine.
- South side curb line, west of Hazelwood Avenue
  - 31% of 2,250 linear feet of concrete curb
  - Curb on this section is in fair condition
    - Due to the large amount of curb being replaced on this project by machine, it is recommended this section be replaced by machine as well because of economies of scale.

Based on the proposed improvement activities and existing curb condition, staff are recommending that all existing concrete curb and gutter be removed and replaced on Cope Avenue as part of the roadway layout reconfigurations.

### **3.4 Pedestrian and Bicyclist Improvements**

Given the numerous commercial businesses, banks, medical and dental facilities, convenience stores, restaurants, and residential properties in the area; providing a multi-modal transportation corridor was a key requirement of the final roadway layout. Likewise, this corridor intersects with the current Bruce-Vento Trail, which is slated to become the Purple Line Bus Rapid Transit (BRT) around 2026. Providing a multi-modal system along Cope Avenue will better connect area residents with the BRT system as well as provide a connection from the BRT system to area businesses.

A 5-foot wide concrete sidewalk is proposed along the north side of Cope Avenue from the existing sidewalk just west of the Bruce Vento Trail to White Bear Avenue. There are a number of existing concrete sidewalk segments along the corridor that will be utilized to the extent possible. See Exhibit 2 for a preliminary layout map of the proposed pedestrian improvements.

An 8-foot wide shared-use parking and bicycling lane is proposed along the north side of Cope Avenue from English Street to Hazelwood Street. From Hazelwood Street to White Bear Avenue, a 5-foot shared-use lane is proposed on both the north and south sides of Cope Avenue to accommodate bicyclists, scooters, and other modes of non-motorized transportation.

During the design phase of the project, staff will also review any existing pedestrian curb ramps



present on the project streets and evaluate the need for replacement based on current ADA requirements.

### **3.5 Storm Water Management**

Due to the adjustment of the existing curb lines to accommodate the new street scape, the existing storm sewer system will need to be retrofitted in order to keep functioning with the new street layout. The retrofit will include installation of new precast concrete storm sewer structures and pipe to tie into the existing reinforced concrete pipe network to align with the new concrete curb lines. Where new precast concrete structures need to be placed, outdated storm sewer castings will also be upgraded to current standards.

Along with the retrofit of the storm sewer system, best management practices (BMP's) such as sump manholes will be installed where possible to improve water quality flowing to adjacent wetlands and lakes. These BMP's will be designed to meet RWMWD requirements, as well as City of Maplewood requirements.

Reducing the amount of impervious pavement surface is a goal of the Maplewood Living Streets Policy. The new roadway configuration reduces the total amount of impervious surface on site by approximately 0.50 Acres. Reducing impervious surface positively impacts local water quality, improves basin retention time, reduces the overall construction cost of the project and lowers long term maintenance costs. As the project moves from feasibility stage into design stage staff will continue to work with the watershed.

### **3.6 Water main**

At this time, Saint Paul Regional Water Services (SPRWS) has identified approximately 5,200 lineal feet of water main which needs to be removed and replaced as a part of the project. The water main work would be done under the proposed project contract and the cost associated with this work would be reimbursed to the city by SPRWS. Maplewood will only be responsible for water system expenses that are directly the result of the street construction.

As of now, SPRWS is proposing to replace the water main west of Hazelwood Avenue by traditional open cut trench method and the water main east of Hazelwood Avenue by pipe bursting method. Staff will continue to work with SPRWS design staff as the project progresses into the design phase.

### **3.7 Sanitary Sewer**

City of Maplewood Sanitary Sewer Department performed televising and manhole inspection in 2021 for the project streets. Based on the results of the reports, staff are not recommending upgrades or repairs to the sanitary sewer main, structures or services as a part of this project. However, there are some outdated sanitary sewer castings which are recommended to be replaced as a part of the project. Replacement of these castings with the new standard will reduce storm water inflow & infiltration into the sanitary sewer system. Reducing storm water inflow and infiltration into the sanitary sewer system reduces the amount of water conveyed to the Metropolitan Council Wastewater treatment plant, a top priority of the City and Metropolitan Council.

### **3.8 Lighting**

At neighborhood meeting #1, a few property owners in attendance indicated a desire for additional street lighting in the neighborhood. Staff will review the current street light layout on the project streets and compare with the City's Street Light Policy to see if there are any additional street lights needed.

It should be noted that street lights are installed for navigational and traffic safety purposes only. They are not directly installed for security purposes. If residents are interested in lighting beyond those necessary for navigational purposes, they can be requested and installed through Xcel Energy, however there would be a cost to those residents. Staff are willing to assist residents in coordinating these requests.

### **3.9 Additional Project Improvements**

#### **3.91 Neighborhood Fog Seal**

Yearly, the City performs an asphalt pavement surface treatment called a “fog seal” to streets which have previously been constructed. Fog seals have been shown to extend the life of asphalt pavements by replenishing the oils lost over time in the upper surface layer of the pavement. The treatment seals micro-cracks in the upper layer of the pavement which prevents water intrusion along with restoring some lost flexibility to the pavement.

As part of this project, past improvement projects will be reviewed to determine a candidate. An estimated cost of \$30,000 for a neighborhood fog seal is included in the feasibility report.

#### **3.92 Sanitary Sewer Lining**

Yearly, the City performs an epoxy lining treatment to deficient sanitary sewer mains which have been previously constructed. Epoxy lining has been shown to significantly increase the effective life of sanitary sewer mains. The lining provides the following benefits; increased resistance to corrosive substances, increased pipe bearing strength, prevents root intrusion, prevents groundwater intrusion, repairs settled joints/cracks and greatly reduces long term maintenance costs.

As part of this project, the sanitary sewer system throughout the City will be reviewed to determine which areas will benefit the most from sanitary sewer lining. An estimated cost of \$100,000 for the lining of sanitary sewer main is included in the feasibility report.

### **4.0 MISCELLANEOUS PRIVATE UTILITIES**

Private utility companies have been notified of the potential project and its impacts to private utilities. Project staff will continue to work with private utility companies as the project progresses into design.

### **5.0 EROSION CONTROL**

As part of the project plans and specifications, staff are required to prepare a storm water pollution prevention plan (SWPPP) for the purposes of enforcing erosion and sediment control rules. The SWPPP will include erosion and sediment control methods that will be implemented throughout the project. Silt fence, bio-rolls, erosion control blanket, and other best management practices (BMP's) will be utilized where direct runoff might occur. Inlet protection will be used to protect both the existing and new catch basins during construction. Street sweeping will occur as needed on all paved street surfaces throughout the project, including intersecting streets. Watering of exposed soils and aggregate material would be done as a dust-control measure. An erosion and sediment control plan sheet and storm water pollution prevention plan will be created during the design phase of this project. Turf establishment by means of seed & blanket, seed & hydromulch or mineral sod in areas of soil disturbance will be required. After street and utility work is completed, sod or seed will be placed as the permanent turf establishment in all disturbed areas. The City in coordination with the watershed district will closely monitor all erosion and sediment control measures throughout the construction process. The selected contractor will be required to install all

preventative measures and maintain them as required by the City, Ramsey-Washington Metro Watershed District, MPCA, and other regulatory agencies.

## 6.0 TRAFFIC CONTROL

Traffic from outside the immediate neighborhood will likely be impacted by the construction project. This is due to Cope Avenue conveying high volumes of vehicles to significant points of interest such as McDonalds, Chipotle, Minnoco Gas Station, MG McGrath, City and County Credit Union, etc. A construction project of this magnitude will result in some inconvenience and disruption to the local properties and through traffic. Staff will work with local stakeholders and the traffic control subcontractor to ensure disruptions are kept to a minimum.

The project will be constructed under through traffic conditions when possible. Accesses with concrete curb or concrete driveway apron replacements will not be able to use driveway entrances during the concrete curing period. However, higher volume driveways such as commercial business entrances, will be constructed in halves when possible to allow for uninterrupted flow of customer traffic. Temporary driveway entrances may be needed in some circumstances.

Emergency access for vehicles will be available 24 hours a day throughout the project. During short periods of time, however, some segments of the project may not be passable while certain work is being executed. In these instances, access would be available from another direction. Streets and accesses will be reopened at the end of the day. An alternate route for the emergency vehicles will be determined for short periods of time when access may be blocked due to construction activities.

## 7.0 PROJECT COST

The estimated costs for the proposed improvements are detailed below. These costs include a 10% construction cost contingency and a 12% allowance for geotechnical, legal, and fiscal expenses.

<b>Estimated Project Cost Summary</b>		
<b>Proposed Improvements</b>	<b>Total Amount</b>	<b>% of Total</b>
Street Improvements	\$2,129,000	54%
Drainage Improvements	\$429,100	11%
Sanitary Sewer Improvements	\$209,900	5%
Water System Improvements	\$1,159,500	30%
<b>Total Estimated Project Cost:</b>	<b>\$3,927,500</b>	<b>100%</b>

Exhibit 5 provides a more detailed construction and project cost estimate breakdown.

## 8.0 COST RECOVERY

An independent appraisal firm was hired to ascertain an opinion of special benefit received by properties within the neighborhood project area. This information will ultimately be utilized to set the special benefit assessment amounts for the project area. For the purposes of this report, the rates established in the City's Special assessment policy were utilized. There are a total of 76 assessable residential, commercial and multi-family parcels within the project area. Exhibit 6 details the preliminary assessment roll. Exhibit 7 shows the preliminary assessment map for the project.

Based on the City of Maplewood's Pavement Management Policy, parcels are assessed on an

equal “unit” basis. The City’s current residential unit assessment rate for a pavement rehabilitation project is \$3,450 (\$69.00/Front-Foot for commercial properties). However, per Minnesota State Statute 429, the assessment amount cannot be greater than the benefit received by the property from the improvement. Therefore, the final special benefit assessment amounts will be established after reviewing the appraisal report. Adjustments to the financing plan may be required following the receipt of the special benefits appraisal. For the purposes of this report and establishing a project financing plan, the preliminary assessment rates are as follows.

- Residential
  - Pavement Rehabilitation Rate = \$3,450/Unit
- Commercial
  - Pavement Rehabilitation Rate = \$69.00/Front-Foot

The improvements are proposed to be financed through a combination of Environmental Utility Fund, G.O. Improvement Bonds, Sanitary Sewer Fund, SRF Special Assessment, St. Paul Regional Water and the Water Area Fund. A summary of the estimated financing for the proposed project is included in the table below.

<b>Estimated Project Cost Recovery</b>		
<b>Funding Source</b>	<b>Total Amount</b>	<b>% of Total</b>
Environmental Utility Fund	\$429,100	11%
G.O. Bonds Improvement	\$1,688,000	43%
Sanitary Sewer Fund	\$209,900	5%
Special Benefit Assessment	\$441,000	11%
St. Paul Regional Water	\$1,004,500	26%
WAC Fund	\$155,000	4%
<b>Total Estimated Project Funding:</b>	<b>\$3,927,500</b>	<b>100%</b>

## 9.0 PROJECT SCHEDULE

The following schedule may be implemented, should it be determined to proceed with the project:

<b>Project Milestone</b>	<b>Date</b>
Order Preparation of Feasibility Study	8/9/2021
Accept Feasibility Study, Order Public Hearing, Authorize Preparation of Plans & Specifications	1/24/2022
Public Hearing & Order Improvement	2/14/2022
Approve Plans and Specifications, Authorize Advertisement for Bids, Authorize Preparation of Assessment Roll	2/28/2022
Bid Opening	3/25/2022
Award Contract	4/11/2022
Begin Construction	June 2022
Accept Assessment Roll & Order Assessment Hearings	8/8/2022
Assessment Hearing	9/12/2022
Adopt Assessment Roll	9/12/2022
Complete Construction	October 2022
Assessments Certified to Ramsey County	November 2022

## **10.0 CONCLUSIONS AND RECOMMENDATION**

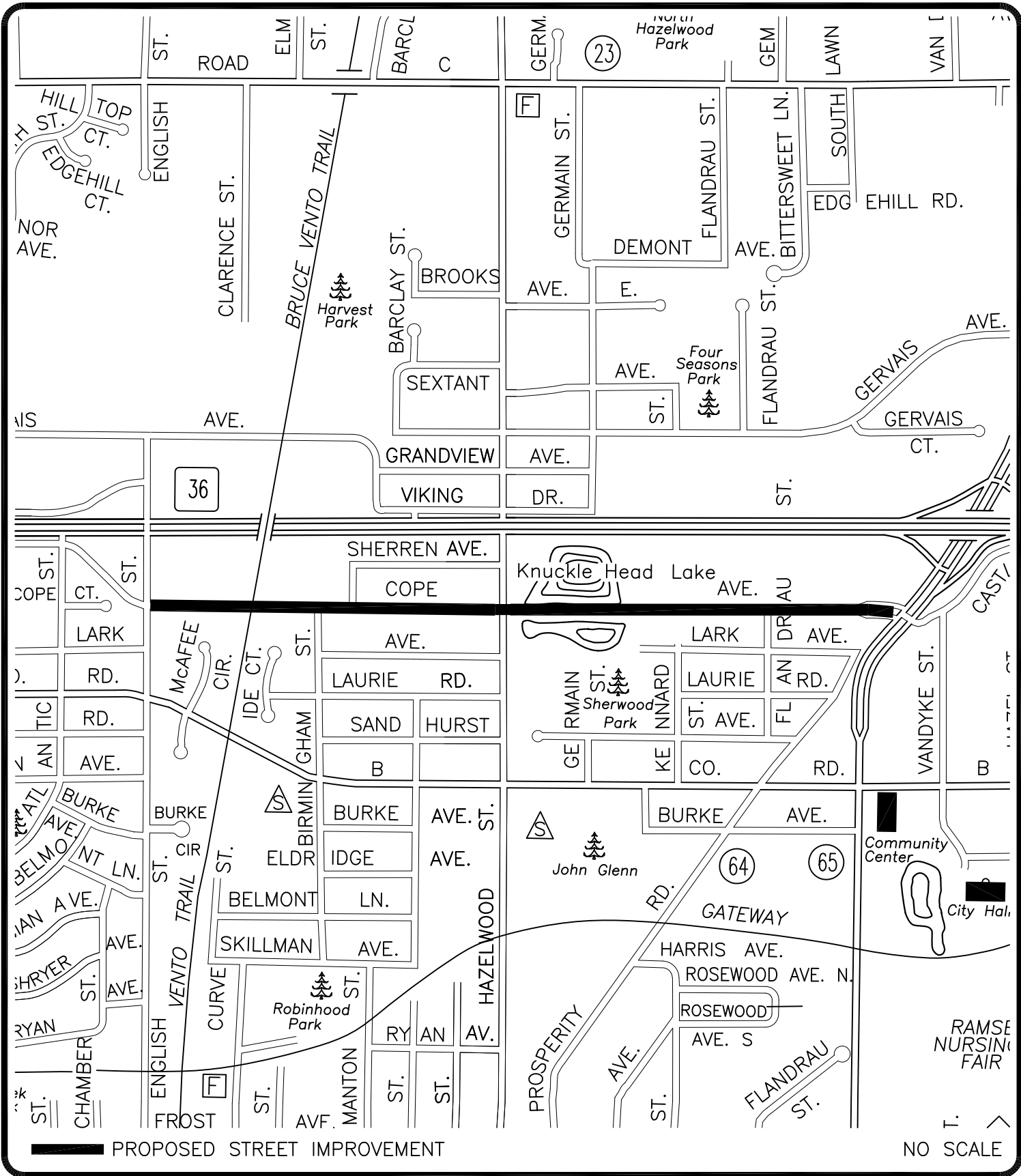
From the results of the feasibility study and investigations, it can be concluded that:

- The project is feasible as it relates to general engineering principles, practices and construction procedures as it has been presented in this report.
- The project is necessary for economic and safety reasons.
- The project is cost effective when all the related costs are considered.
- The proposed improvement is necessary to maintain the city's infrastructure.

In consideration of these conclusions, it is recommended that:

- If the City Council deems the project feasible, a public hearing should be held as soon as possible.
- The proposed improvements should be constructed as outlined in this report.
- The cost of the improvements will be recovered through assessments to the benefited properties or parcels and through city finances.

## **APPENDIX A**

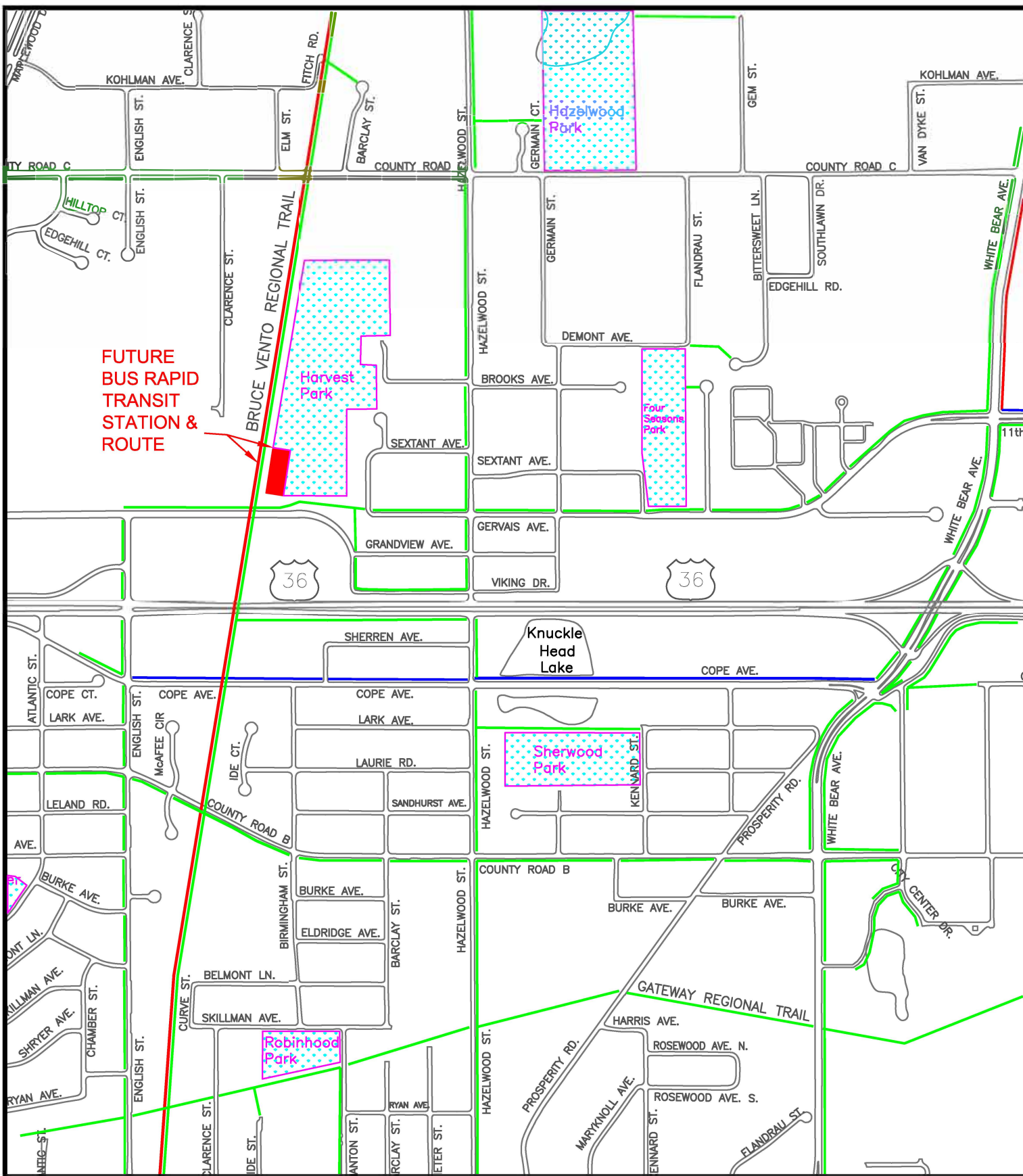


# Cope Avenue Improvements

## Project Location Map

### City Project 21-06





# FEASIBILITY SIDEWALK LAYOUT

- EXISTING SIDEWALK/TRAIL
- PROPOSED SIDEWALK 2022
- FUTURE SIDEWALK/TRAIL
- DESTINATION LOCATIONS





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January 3, 2022

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

Attention: Tyler Strong

Subject: Geotechnical Exploration and Engineering Review  
**Cope Avenue Street Improvements**  
 Maplewood, Minnesota  
 NTI Project No. 21.MSP.13084.000

In accordance with your request and subsequent October 15, 2021, authorization, Northern Technologies, LLC (NTI) conducted a Geotechnical Exploration for the above referenced project. Our services included the advancement of exploration borings and preparation of a detailed engineering report. Our work was performed in general accordance with our proposal dated October 14, 2021.

Soil samples obtained at the site will be held for 60 days at which time they will be discarded. Please advise us in writing if you wish to have us retain them for a longer period. You will be assessed an additional fee if soil samples are retained beyond 60 days.

We appreciate the opportunity to have been of service on this project. If there are any questions regarding the soils explored or our review and recommendations, please contact us at your convenience at (651) 389-4191.

**Northern Technologies, LLC**

A handwritten signature in black ink, appearing to read "Josh Holmes".

Josh Holmes, P.E.  
 Project Engineer

A handwritten signature in black ink, appearing to read "Daniel Gibson".

Dan Gibson  
 Senior Engineer

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a Duly Licensed Professional Engineer under the Laws of the State of Minnesota.

A handwritten signature in black ink, appearing to read "Joshua A. Holmes".

Joshua A. Holmes, P.E.

Date: 1/3/22 Reg. No. 53424



## SCOPE OF SERVICES

Our exploration included the advancement of twenty-six (26) SPT borings extending to a maximum depth of 14.5 feet below existing grade. The scope of services included determining existing bituminous and aggregate base thicknesses, groundwater levels, subsurface conditions, and providing recommendations for site preparation, excavations, engineered fill and compaction, groundwater management, and potential difficulties during construction.

## PROJECT AND SITE DESCRIPTION

The proposed project will include street improvements to a 1.09 mile section of Cope Avenue between White Bear Avenue and English Street in Maplewood, Minnesota. NTI understands street and utility improvements will include a total reconstruction of the roadway, curb and gutter, sidewalk, utilities, and boulevard restoration.

## LABORATORY TEST PROGRAM

Our analysis and recommendations of this report are based upon our interpretation of the standard penetration test resistance determined while sampling soils, laboratory test results, and experience with similar soils from other sites near the project. The results of such tests are summarized on the boring logs or attached laboratory test reports.

## SUBSURFACE EXPLORATION SUMMARY

NTI performed the subsurface exploration program on November 9 - 15, 2021, using an ATV-mounted drill rig. Samples were generally collected in accordance with ASTM D 1586 "Standard Test Method for Standard Penetration Testing (SPT) and Split-Barrel Sampling of Soils". The boring locations and depths were determined by a representative of the City of Maplewood. Borings terminated at a depth of 14.5 feet below existing pavement grade. Elevation of borings was determined using a Trimble GEOXH 6000 GPS unit. Please refer to the Boring Location Diagrams and the Boring Logs in Appendix C.

Bituminous pavement thickness ranged from 4 to 15 inches at the boring locations. Apparent aggregate base thickness ranged from 4 to 13.5 inches. Additionally, previously placed undocumented fill soils, generally consisting of poorly graded sand (SP), poorly graded sand with silt (SP-SM), silty sand (SM), clayey sand (SC), and sandy clay (CL) extended approximately 6.5 to 11.5 feet below existing grade.

Native Outwash soils underlying the undocumented fill are comprised of very loose to dense, poorly graded sand and sand with silt (SP, SP-SM), silty sand (SM), clayey sand (SC), and/or medium to stiff lean clay (CL) having trace to little amounts of gravel extended to the boring termination depths.



Table 1 summarizes the encountered subsurface conditions.

**Table 1: Pavement and Subgrade Summary<sup>1</sup>**

Boring No.	Bituminous Pavement Thickness <sup>2</sup> (inches)	Apparent Aggregate Base Thickness <sup>3</sup> (inches)	Fill Subgrade Material <sup>4</sup>	Native Subgrade Material	Pavement Condition
SB-1	6	5.5	SM, SC	SP	Slight surface wearing
SB-2	4.5	7	SP-SM	CL, SP	Deteriorated chip seal, surface cracking
SB-3	5	6.5	SM, SC, SP-SM	CL, SP	Weathered chip seal, surface cracking
SB-4	4	4	SM, SP-SM	SP	Slight surface wearing
SB-5	9	6.5	SM, SP-SM	SP	Deteriorated chip seal, surface cracking
SB-6	5.5	5	SP-SM, SC, CL	SP	Deteriorated chip seal, surface cracking
SB-7	5.5	5.5	SM, SC, CL	SP	Deteriorated chip seal, surface cracking
SB-8	5	9	SM, SC, SP-SM	SP	Chip Seal, slight surface wearing
SB-9	5	5.5	SP-SM, SC, SM	SC	Deteriorated chip seal, surface cracking
SB-10	13	6.5	SM, SP-SM	SP	Deteriorated chip seal, surface cracking
SB-11	15	6	SC, SP-SM	SP	Slight surface wearing
SB-12	13.5	13.5	SP-SM	SP	Chip Seal, surface cracking
SB-13	14.5	10	SM, SP-SM	SP	Deteriorated chip seal, surface cracking
SB-14	14	9	SC, SP-SM	SP	Chip Seal, surface cracking
SB-15	14	11.5	SM, SP-SM	SP	Slight surface wearing
SB-16	14.5	9.5	SM, SP-SM	CL	Chip Seal, surface cracking
SB-17	14.5	6.5	SC, SP-SM	SC	Deteriorated chip seal, surface cracking
SB-18	15	12	SP-SM	SP, SC	Deteriorated chip seal, surface cracking
SB-19	13.5	8	SC, SP-SM	CL	Deteriorated chip seal, surface cracking
SB-20	14	14	SC, CL, SM	CL, SC	Chip Seal, surface cracking
SB-21	15	8	SC, SM	SC, SP	Chip Seal, surface cracking
SB-22	13.5	10	SC, SM, SP-SM	SP	Deteriorated chip seal, surface cracking
SB-23	13.5	11.5	SC	SC, SP-SM	Deteriorated chip seal, surface cracking
SB-24	14.5	9.5	SC, CL	SP, SC	Deteriorated chip seal, surface cracking
SB-25	13.5	7	SC, CL, SP-SM	SC, SP	Deteriorated chip seal, surface cracking
SB-26	12	5	SC	CL, SP	Chip Seal, surface cracking

1. Table summary is a generalization of subsurface conditions at the individual soil boring locations only. They may not reflect variations in subsurface strata occurring on site between boring locations. The general geologic origin of retained soil samples is listed on the boring logs.
2. Measured thickness of the pavement in field.
3. Apparent aggregate base thickness, at time of our fieldwork, by visual inspection only and is not meant to confer conformance with DOT specifications.
4. Undocumented fill soils.



## GROUNDWATER AND GROUNDWATER CONTROL

Measurable groundwater was encountered approximately 5 to 13 feet below grade at select boring locations across the project during drilling operations. Groundwater levels noted on the boring logs with granular soils should approximate the local ground water table as site soils are granular in nature and should respond quickly to groundwater flow. Overall, the site soils are conducive to movement of groundwater both laterally and vertically. The moisture content of such soils can vary annually and per recent precipitation. Such soils and other regional dependent conditions may produce groundwater entry of project excavations.

Depending upon elevations of underground utilities, groundwater may be an issue during construction. If excavations are proposed below the groundwater level, the granular nature of the on-site soils will likely result in significant volumes of water entering the excavations unless proper dewatering measures are implemented. Well points embedded into the underlying sands will likely be the most suitable method for controlling excess water in deeper excavations. However, we recommend that the system be designed by the dewatering contractor. If dewatering is necessary during construction, we recommend that the groundwater be maintained a minimum of 2 feet below the bottom of the excavation.

## UTILITIES

The fill and native soils observed in soil borings were generally suitable for utility support. We note additional compaction of very loose existing fill may be necessary if such soils are present below utility construction.

Temporary dewatering may be necessary during the utility trench excavations for deeper utilities, such as sanitary sewer. Stabilization of the trench subgrade may be required in order to provide a stable platform for construction. Stabilization could consist of a one half to one foot layer of crushed rock or sand with a maximum 5 percent material passing the No. 200 sieve and 50 percent passing the No. 40 sieve. ***The Civil Engineer of Record should be responsible for determining necessary bedding material for support of utilities as it is dependent on the pipe size and material type.***

The Geotechnical Engineer of Record or their designated representative should observe the project excavations to determine those unsuitable materials have been properly removed and adequate bearing support is provided by the exposed soils. The exposed soil at the base should be compacted with a vibratory roller to 95 percent standard Proctor dry density (ASTM D698). Such observations and testing should be performed prior to backfilling.

The on-site, non-organic soils are anticipated to be suitable for reuse if properly moisture conditioned and compacted. Replacement backfill required in utility trenches should consist of non-organic material similar to the surrounding soil. All import fill should be approved by NTI or the City's representative.



It is especially important that trench backfill for utility construction within paved areas be thoroughly compacted to minimize future pavement damage. We recommend that such soils be compacted in accordance with the recommendations noted in the “Placement and Compaction of Engineered Fill” section in Appendix B of this report.

We understand pipe burst method may be used to replace existing clay pipe. It is our understanding that excavations are advanced at each end of the existing pipe. A rod or cable is advanced through the pipe from one end to the other. A breaking head is attached to the rod with HDPE pipe behind it. The rod is then retracted and the breaking head bursts the existing clay pipe as the new HDPE pipe is pulled into the cavity of the existing pipe. The method appears to be applicable for rather straight sections of pipe that are comprised of clay or some other easily breakable material.

The stability of embankments along utility excavations is dependent on soil strength, site geometry, moisture content, and any surcharge load for excavated soils and equipment. We present cautionary remarks concerning stability of excavation side slopes in the “Excavation Stability” section of this report.

The Contractor is solely responsible for assessing the stability of and executing underground utility and project excavations using safe methods. The contractor is also responsible for naming the “competent individual” as per Subpart P of 29 CFR 1926.6 (Federal Register - OSHA).

## PAVEMENT RECOMMENDATIONS

### Pavement Reconstruction

We anticipate the project will include full pavement reconstruction of all referenced streets. The most conservative method of subgrade preparation would be to remove the undocumented fill soils and replace them in their entirety with properly compacted engineered fill. This method of subgrade preparation would provide the most uniform subgrade but would also be the costliest method of construction and would be a relatively atypical method of subgrade preparation for improvements to existing municipal roadways.

If the City is willing to accept some risk in potential long term increased maintenance of the pavement section for the significant upfront savings, the roadway can be reconstructed over the existing fill.

The Contractor should be aware that silty and clayey subgrade soils will be moisture-sensitive, and protecting them from inclement weather will aid in maintaining stability. The stripping of the existing pavement and aggregate base course should occur immediately prior to subgrade preparation and base aggregate installation to minimize weather-induced instability.

Prior to installing the aggregate base, the existing subgrade should be scarified to a depth of at least 12 inches and re-compacted. A proof roll test should then be performed to determine soft or unstable subgrade areas.

The proof roll should be performed with a tandem axle dump truck loaded to gross capacity (at least 20 tons). Acceptance criteria of the proof roll shall be limited to rut formation no more than one inch depth (front or rear axles) and no pumping (rolling) observed during the visual inspection. Proof roll tests should be observed by an experienced technician or geotechnical engineer prior to placement of the aggregate base course to verify the subgrade will provide adequate pavement support.



If rutting or localized unstable subgrade areas are observed, those areas should be subcut, moisture-conditioned, and re-compacted or removed to a stable depth.

If imported fill is required in paved areas, it should consist of debris-free, non-organic, mineral soil similar in composition to the subgrade soils encountered in the surrounding areas. While not anticipated for this project, sand imported into areas that are underlain by relatively impervious fine grained soils must be drained with drain tile in order to prevent frost heave from water trapped within the imported sand layer during freezing temperatures. Individual lifts of engineered fill should be tempered for moisture content, placed, and compacted as noted in the “Placement and Compaction of Engineered Fill” section in Appendix B of this report.

A Stabilometer R-values test was performed on silty sand subgrade soils encountered during the geotechnical exploration. Results of laboratory R-Value tests, using an exudation pressure of 300 pounds per square inch (psi), estimate a properly prepared silty sand subgrade will have an average R-value of 55.

Based on N-values of site specific borings, we assume a properly prepared subgrade for project will have an average stabilometer R-value of at least 40 for the silty and clayey sand having a trace amount of gravel.

For a 20-year design pavement life, Table 2 presents our thickness recommendations for flexible (bituminous) pavement. These recommendations were based upon the encountered subgrade conditions, estimated R-value, and an assumed 580,000 ESALs (4,250 AADT volume with 4% trucks, 1.7 truck factor, and 1% growth rate). Based on this information, we anticipate a MnDOT 9 Ton roadway having 151 to 300 HCADT.

Pavement recommendations assume the subgrade soils and aggregate section below paved surfaces will drain to subsurface piping for eventual discharge into storm sewer, or above grade to ditching, or similar acceptable systems. Lack of surface and subsurface drainage will significantly reduce the capacity and longevity of the pavement systems indicated above.

**Table 2: Flexible Pavement Thickness Design<sup>1</sup>**

Pavement Section	Calculated Pavement Section <sup>2</sup>
Bituminous Wear Course (inches)	2
Bituminous Base Course (inches)	2
Class 5 or 7 Aggregate Base (inches)	10

1. Assumed AADT volume of 4,250 (151 to 300 HCADT), and an average R-value of 40.
2. Assumed a minimum of 12 inches of engineered subgrade.
  - *Required Bituminous G.E. = 7; Required Total G.E. = 17.5*
  - *MNPave Rutting Reliability = 91.5%.*



Properly constructed pavements, even those constructed entirely over inorganic soil, will crack due to creep movements, changes in temperatures, frost action, and other factors. Due to the organic nature in some areas of the roadway subgrade, the pavements should be expected to move and crack more than a typical pavement section. Features that would help reduce this movement and cracking include:

- Installing finger drains about catch basins, low lying areas.
- Placing a reinforcement geotextile or geogrid under the aggregate base or within the aggregate base.
- Adding a thicker section of clean sand below the aggregate base to function as a drainage layer.

We recommend pavements receive annual maintenance, as a minimum, to correct damages to the pavement structure, clean and infill cracks which develop, and repair or resurface areas which exhibit reduced subgrade performance. The lack of maintenance can lead to moisture infiltration of the pavement structure and softening of the subgrade soils. This, in turn, can degrade the performance of the pavement system and result in poorly performing pavements with shortened life expectancy.

### **EXCAVATION STABILITY**

Excavation depth and sidewall inclination should not exceed those specified in local, state, or federal regulations. Excavations may need to be widened and sloped, or temporarily braced, to maintain or develop a safe work environment. Contractors must comply with local, state, and federal safety regulations including current OSHA excavation and trench safety standards. Temporary shoring must be designed in accordance with applicable regulatory requirements.

### **ENGINEERED FILL & WINTER CONSTRUCTION**

The silt and clay laden soils encountered at the project locations will be susceptible to freezing if not provided adequate drainage, insulation, or coverage. Frozen soil should not be used as backfill. When the ambient air temperature falls below freezing for an extended tie period, frost forms, and soil near the surface grade expands. Settlement of the fill may occur as the frozen soils thaw.

If frost penetrates the soil prior to paving, soils must be thawed, scarified, and re-compacted as recommended in this report. Subgrade soils should be inspected prior to paving to verify frozen conditions are not present.



## CLOSURE

As the widely spaced, small diameter borings provide only a limited amount of data regarding the existing fill, the existing fill may contain soft zones, debris or significantly greater amounts of unsuitable materials than could be reasonably inferred from the boring information. Unsuitable materials may not be discovered during construction and may remain buried within the fill below the pavement, resulting in greater than anticipated settlements of the pavement. These risks cannot be eliminated without completely removing the fill but can be reduced by thorough exploration and testing during site preparation and construction.

Our conclusions and recommendations are predicated on observation and testing of the earthwork directed by Geotechnical Engineer of Record. Our opinions are based on data assumed representative of the project area. However, the area coverage of borings in relation to the entire project is very small. For this and other reasons, we do not warrant conditions below the depth of our borings, or that the strata logged from our borings are necessarily typical of the site. Deviations from our recommendations by plans, written specifications, or field applications shall relieve us of responsibility unless our written concurrence with such deviations has been established.

The scope of services for this project does not include either specifically or by implication any environmental or biological assessment of the site or identification or prevention of pollutants, hazardous materials or conditions. If the owner is concerned about the potential for such contamination or pollution, other studies should be undertaken.

This report has been prepared for the exclusive use of the City of Maplewood and their agents for specific application to the proposed Cope Avenue Street Improvements in Maplewood, Minnesota. Northern Technologies, LLC has endeavored to comply with generally accepted geotechnical engineering practice common to the local area. Northern Technologies, LLC makes no other warranty, express or implied.

### Northern Technologies, LLC

Josh Holmes, P.E.  
Project Engineer

Dan Gibson  
Senior Engineer

### Attachments:

Appendix A - General Notes  
Appendix B - Groundwater Issues, Compaction and Placement of Fill  
Appendix C - Attachments: Boring Location Diagram and Boring Logs





## **APPENDIX A**



## GEOTECHNICAL EVALUATION OF RECOVERED SOIL SAMPLES

We visually examined recovered soil samples to estimate distribution of grain sizes, plasticity, consistency, moisture condition, color, presence of lenses and seams, and apparent geologic origin. We then classified the soils according using the Unified Soil Classification System (ASTM D2488). A chart describing this classification system and general notes explaining soil sampling procedures are presented within appendices attachments.

The stratification depth lines between soil types on the logs are estimated based on the available data. In-situ, the transition between type(s) may be distinct or gradual in either the horizontal or vertical directions. The soil conditions have been established at our specific boring locations only. Variations in the soil stratigraphy may occur between and around the borings, with the nature and extent of such change not readily evident until exposed by excavation. These variations must be properly assessed when utilizing information presented on the boring logs.

We request that you, your design team or contractors contact NTI immediately if local conditions differ from those assumed by this report, as we would need to review how such changes impact our recommendations. Such contact would also allow us to revise our recommendations as necessary to account for the changed site conditions.



## FIELD EXPLORATION PROCEDURES

### ***Soil Sampling – Standard Penetration Boring:***

Soil sampling was performed according to the procedures described by ASTM D-1586. Using this procedure, a 2 inch O.D. split barrel sampler is driven into the soil by a 140 pound weight falling 30 inches. After an initial set of six inches, the number of blows required to drive the sampler an additional 12 inches is recorded (known as the penetration resistance (i.e. “N-value”) of the soil at the point of sampling. The N-value is an index of the relative density of cohesionless soils and an approximation of the consistency of cohesive soils.

### ***Soil Sampling – Power Auger Boring:***

The boring(s) was/were advanced with a 6 inch nominal diameter continuous flight auger. As a result, samples recovered from the boring are disturbed, and our determination of the depth, extend of various stratum and layers, and relative density or consistency of the soils is approximate.

### ***Soil Classification:***

Soil samples were visually and manually classified in general conformance with ASTM D-2488 as they were removed from the sampler(s). Representative fractions of soil samples were then sealed within respective containers and returned to the laboratory for further examination and verification of the field classification. In addition, select samples were submitted for laboratory tests. Individual sample information, identification of sampling methods, method of advancement of the samples and other pertinent information concerning the soil samples are presented on boring logs and related report attachments.

**GENERAL NOTES**

<b>DRILLING and SAMPLING SYMBOLS</b>		<b>LABORATORY TEST SYMBOLS</b>	
<b>SYMBOL</b>	<b>DEFINITION</b>	<b>SYMBOL</b>	<b>DEFINITION</b>
C.S.	Continuous Sampling	W	Moisture content-percent of dry weight
P.D.	2-3/8" Pipe Drill	D	Dry Density-pounds per cubic foot
C.O.	Cleanout Tube	LL, PL	Liquid and plastic limits determined in accordance with ASTM D 423 and D 424
3 HSA	3 1/4" I.D. Hollow Stem Auger	Q <sub>U</sub>	Unconfined compressive strength-pounds per square foot in accordance with ASTM D 2166-66
4 FA	4" Diameter Flight Auger		
6 FA	6" Diameter Flight Auger		
2 1/2 C	2 1/2" Casing		
4 C	4" Casing		
D.M.	Drilling Mud	Pq	Penetrometer reading-tons/square foot
J.W.	Jet Water	S	Torvane reading-tons/square foot
H.A.	Hand Auger	G	Specific Gravity – ASTM D 854-58
NXC	Size NX Casing	SL	Shrinkage limit – ASTM 427-61
BXC	Size BX Casing	Ph	Hydrogen ion content-meter method
AXC	Size AX casing	O	Organic content-combustion method
SS	2" O.D. Split Spoon Sample	M.A.	Grain size analysis
2T	2" Thin Wall Tube Sample	C*	One dimensional consolidation
SH	3" Thin Wall Tube Sample	Q <sub>C</sub>	Triaxial Compression
* See attached data Sheet and/or graph			

**WATER LEVEL SYMBOL**

Water levels shown on the boring logs were determined at the time and under the conditions indicated. In sand, the indicated levels can be considered relatively reliable for most site conditions. In clay soils, it is not possible to determine the ground water level within the normal scope of a test boring investigation, except where lenses or layers of more pervious water bearing soil are present; and then a long period of time may be necessary to reach equilibrium. Therefore, the position of the water level symbol for cohesive or mixed soils may not indicate the true level of the ground water table. The available water level information is given at the bottom of the log sheet.

**DESCRIPTIVE TERMINOLOGY**

<b>RELATIVE DENSITY</b>		<b>CONSISTENCY</b>	
<b>TERM</b>	<b>N<sub>60</sub> Value (corrected)</b>	<b>TERM</b>	<b>N<sub>60</sub> Value (corrected)</b>
Very Loose	0 – 4	Soft	0-4
Loose	5 – 8	Medium	5-8
Medium Dense	9 – 16	Rather Stiff	9 – 15
Dense	16 – 30	Stiff	16 – 30
Very Dense	Over 30	Very Stiff	Over 30

**RELATIVE PROPORTIONS****PARTICLE SIZES**

<b>TERMS</b>	<b>RANGE</b>	<b>MATERIAL</b>	<b>DESCRIPTION</b>	<b>U.S. SIEVE SIZE</b>
Trace	0 – 5%	Boulders		Over 3"
A little	5 – 15%	Gravel	Coarse	3" to 3/4"
Some	15 – 30%		Medium	3/4" to #4
		Sand	Coarse	#4 to #10
			Medium	#10 to #40
			Fine	#40 to #200
		Silt and Clay	Determined by Hydrometer Test	

**CLASSIFICATION of SOILS for ENGINEERING PURPOSES**

ASTM Designation D-2487 and D2488 (Unified Soil Classification System)

Major Divisions	Group Symbol	Typical Name	Classification Criteria
<b>Course Grained Soils</b> More than 50% retained on No. 200 sieve *	Gravels 50% or more of coarse fraction retained on No. 4 sieve.	Clean Gravels	<b>GW</b> Well-graded gravels and gravel-sand mixtures, little or no fines.
		Clean Gravels	<b>GP</b> Poorly graded gravels and gravel-sand mixtures, little or no fines.
		Gravels with Fines	<b>GM</b> Silty gravels, gravel-sand-silt mixtures.
		Gravels with Fines	<b>GC</b> Clayey gravels, gravel-sand-clay mixtures.
	Sands More than 50% of coarse fraction passes No. 4 sieve.	Clean Sands	<b>SW</b> Well-graded sands and gravelly sands, little or no fines.
		Clean Sands	<b>SP</b> Poorly-graded sands and gravelly sands, little or no fines.
		Sands with Fines	<b>SM</b> Silty sands, sand-silt mixtures.
		Sands with Fines	<b>SC</b> Clayey sands, sand-clay mixtures.
	<b>Classification on basis of percentage of fines.</b> Less than 5% passing No. 200 Sieve: GW, GP, SW, SP More than 5% passing No. 200 Sieve: GM, GC, SM, SC From 5% to 12% passing No. 200 Sieve: Borderline Classification requiring use of dual symbols.		<b>Classification Criteria</b>  Cu = D60 / D10 greater than 4. Cz = (D30) <sup>2</sup> / (D10 x D60) between 1 & 3.  Not meeting both criteria for GW materials.  Atterberg limits below "A" line, or P.I. less than 4. Atterberg limits above "A" line with P.I. greater than 7.  Cu = D60 / D10 greater than 6. Cz = (D30) <sup>2</sup> / (D10 x D60) between 1 & 3.  Not meeting both criteria for SW materials.  Atterberg limits below "A" line, or P.I. less than 4. Atterberg limits above "A" line with P.I. > 7.
<b>Fine Grained Soils</b> More than 50% passes No. 200 sieve *	Silts and Clays Liquid Limit of 50% or less	ML	Inorganic silts, very fine sands, rock flour, silty or clayey fine sands.
		CL	Inorganic clays of low to medium plasticity, gravelly clays, sandy clays, silty clays, lean clays.
		OL	Organic silts and organic silty clays of low plasticity.
		MH	Inorganic silts, micaceous or diatomaceous fine sands or silts, elastic silts.
	Silts and Clays Liquid Limit greater than 50%.	CH	Inorganic clays of high plasticity, fat clays.
		OH	Organic clays of medium to high plasticity.
	Highly Organic Soils	Pt	Peat, muck and other highly organic soils.

**Plasticity Index Chart**



## APPENDIX B



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## GROUNDWATER ISSUES

***The following presents additional comment and soil specific issues related to measurement of ground water conditions at your project site.***

Note that our ground water measurements, or lack thereof, will vary depending on the time allowed for equilibrium to occur in the borings. Extended observation time was not available during the scope of the field exploration program and, therefore, ground water measurements as noted on the boring logs may or may not accurately reflect actual conditions at your site.

Seasonal and yearly fluctuations of the ground water level, if any, occur. Perched ground water may be present within sand and silt lenses bedded within cohesive soil formations.

If minor seepage into project excavations occurs, dewatering with sumps and pumps within excavations will be adequate within fine grained clay or silt based soils. Within the clean sand soils dewatering can likely be accomplished with the use of a well point system. When excavations penetrate more than 1 foot below the groundwater surface, we recommend that the dewatering wells or sand points be installed to maintain the groundwater surface at least 2 feet below the bottom of the excavation.



## PLACEMENT AND COMPACTION OF ENGINEERED FILL

***Unless otherwise superseded within the body of the Geotechnical Exploration Report, the following criteria shall be utilized for placement of engineered fill on project. This includes, but is not limited to earthen fill placement to improve site grades, fill placed below structural footings, fill placed interior of structure, and fill placed as backfill of foundations.***

Engineered fill placed for construction, if necessary, should consist of natural, non-organic, competent soils native to the project area. Such soils may include, but are not limited to gravel, sand, or clays with Unified Soil Classification System (ASTM D2488) classifications of GW, SP, SM, CL or CH. Use of silt or clayey silt as project fill will require additional review and approval of project Geotechnical Engineer of Record. Such soils have USCS classifications of ML, MH, ML-CL, MH-CH. Use of topsoil, marl, peat, other organic soils construction debris and/or other unsuitable materials as fill is not allowed. Such soils have USCS classifications of OL, OH, Pt.

Engineered fill, classified as clay, should be tempered such that the moisture content at the time of placement is equal to and no more than 3 percent above the optimum content for as defined by the appropriate proctor test. Likewise, engineered fill classified as gravel or sand should be tempered such that the moisture content at the time of placement is within 3 percent of the optimum content.

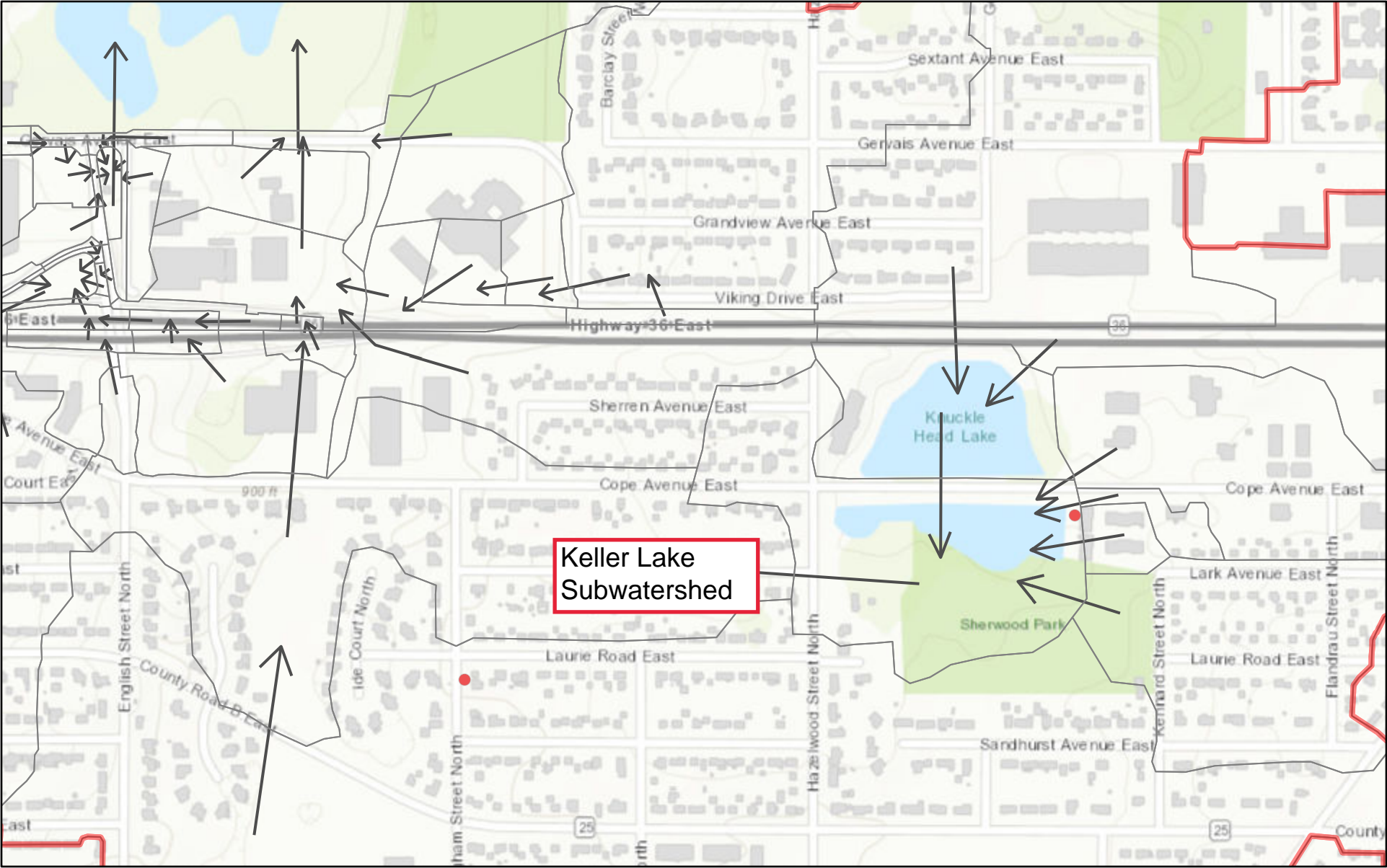
All engineered fill for construction should be placed in individual 8 inch maximum depth lifts. Each lift of fill should be compacted by large vibratory equipment until the in-place soil density is equal to or greater than the criteria established within the following tabulation.

Type of Construction	Compaction Criteria	
	(% respective Proctor) <sup>1</sup>	
	Clay	Sand or Gravel
Engineered Fill placed as Pavement Subgrade (more than 3 feet below bottom of final grade)	Min. 95	Min. 95
Engineered Fill placed as Pavement Subgrade (less than 3 feet below bottom of final grade)	Min. 100	Min. 100
Engineered Fill placed as Pavement Aggregate Base	NA	Min. 100
Note 1 Unless otherwise required, compaction criteria shall be based on the Standard Proctor Test (ASTM D698).		

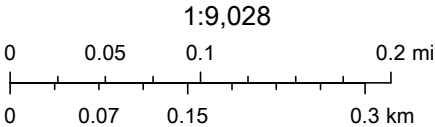
Density tests should be taken during engineered fill placement to document earthwork has achieved necessary compaction of the material(s).



Cope Avenue Improvements, Subwatershed Runoff



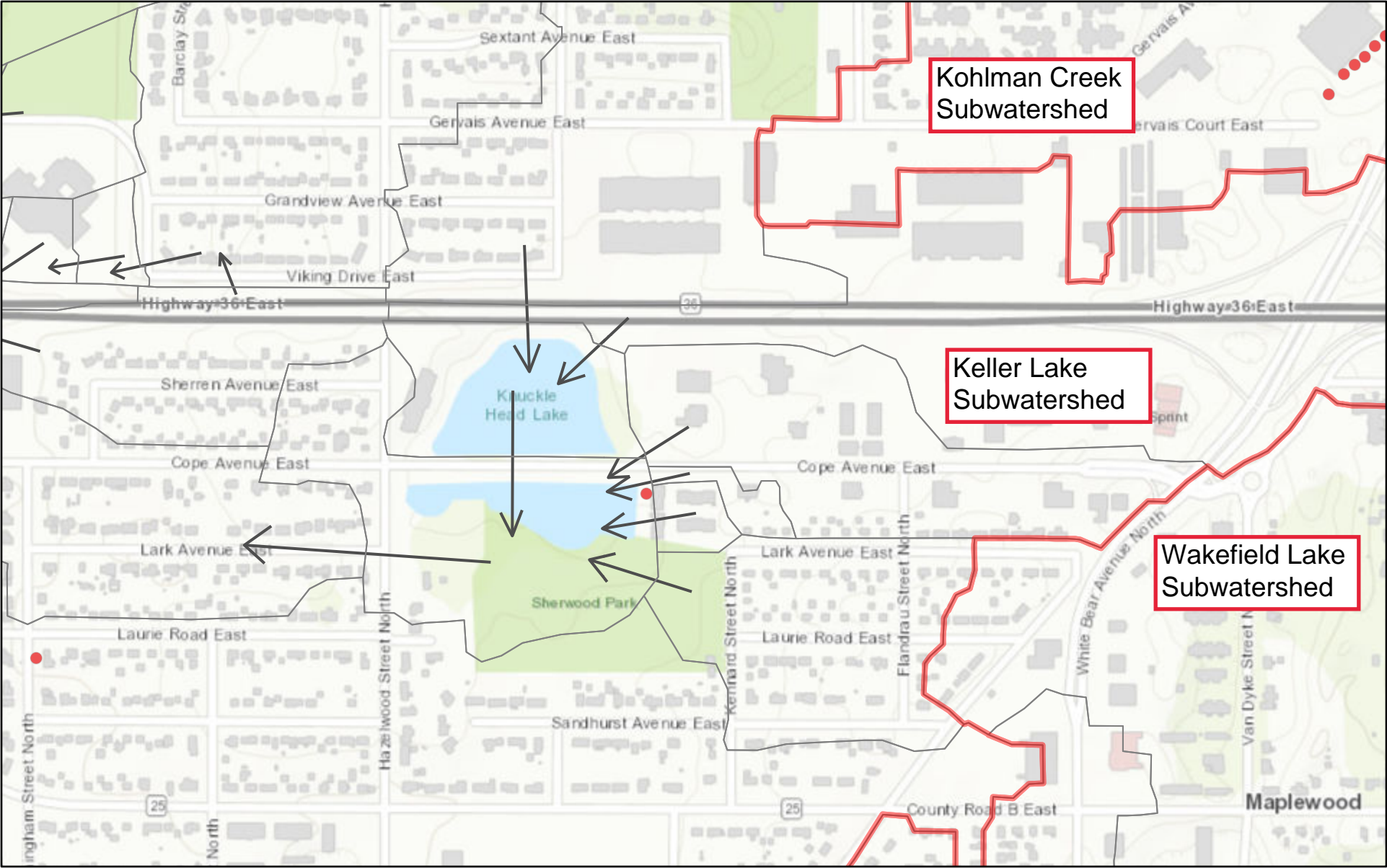
December 20, 2021



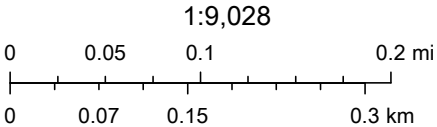
County of Ramsey, Esri Canada, Esri, HERE, Garmin, INCREMENT P,

Exhibit 4

RWMWD Interactive Map



December 20, 2021



County of Ramsey, Esri Canada, Esri, HERE, Garmin, INCREMENT P,

Exhibit 4

**Cope Avenue Improvements  
Preliminary Cost Estimate  
Street and Utility Improvements  
Maplewood City Project, 21-06**

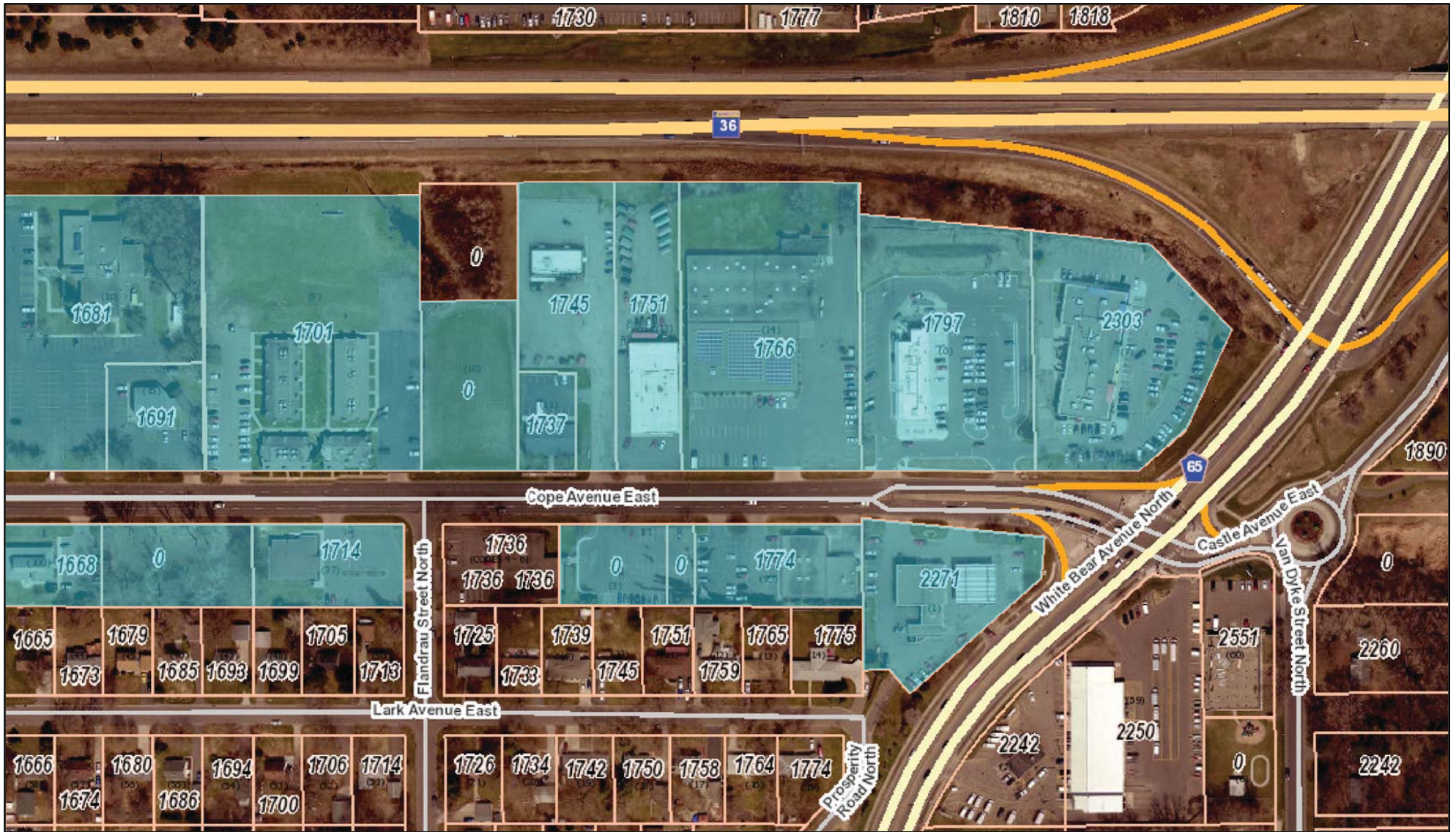
Preliminary Cost Estimate, Cope Avenue Improvements, City Project 21-06										
Item	Item	Description	Unit	Estimated Unit Price	Cope Avenue		Off-Site work		TOTAL	
					Estimated Quantity	Estimated Cost	Estimated Quantity	Estimated Cost	Estimated Quantity	Estimated Cost
STREET IMPROVEMENTS										
2021.501	2021.501/00010	MOBILIZATION	LS	\$ 209,000.00	1.000	\$ 209,000.00		\$ -	1.00	\$ 209,000.00
2101.524	2101.524/00041	CLEARING AND GRUBBING	TREE	\$ 350.00	2.00	\$ 700.00		\$ -	2.00	\$ 700.00
2104.502	2104.502/02380	SALVAGE BOULDER	EACH	\$ 130.00	10.00	\$ 1,300.00		\$ -	10.00	\$ 1,300.00
2104.502	2104.502/07305	SALVAGE STREET SIGN	EACH	\$ 75.00	42.00	\$ 3,150.00		\$ -	42.00	\$ 3,150.00
2104.502	2104.502/03586	SALVAGE MAIL BOX ASSEMBLY, ALL TYPES	EACH	\$ 50.00	37.00	\$ 1,850.00		\$ -	37.00	\$ 1,850.00
2104.503	2104.503/00326	REMOVE CONCRETE CURB & GUTTER	LF	\$ 6.50	11,108.00	\$ 72,202.00		\$ -	11,108.00	\$ 72,202.00
2104.504	2104.504/00110	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	SY	\$ 7.75	317.89	\$ 2,463.64		\$ -	317.89	\$ 2,463.64
2104.504	2104.504/00111	REMOVE CONCRETE DRIVEWAY PAVEMENT/APRON/WALK	SY	\$ 12.00	1,327.67	\$ 15,932.00		\$ -	1,327.67	\$ 15,932.00
2104.511	2104.511/00011	SAW BITUMINOUS PAVEMENT (FULL DEPTH)	LF	\$ 3.75	312.00	\$ 1,170.00		\$ -	312.00	\$ 1,170.00
2105.507	2105.507/00050.5	SUBGRADE EXCAVATION (EV)	CY	\$ 26.00	734.00	\$ 19,084.00		\$ -	734.00	\$ 19,084.00
2105.507	2105.507/00380	COMMON BORROW (CV)	CY	\$ 10.00	2,129.00	\$ 21,290.00		\$ -	2,129.00	\$ 21,290.00
2105.526	2105.526/00100	LOAM TOPSOIL BORROW (CV)	CY	\$ 45.00	970.00	\$ 43,650.00		\$ -	970.00	\$ 43,650.00
2105.607	2105.607/00411	SALVAGE, STOCKPILE, INSTALL RECLAIM MATERIAL	CY	\$ 20.00	1,359.99	\$ 27,199.88		\$ -	1,359.99	\$ 27,199.88
2123.610	2123.610/00410	STREET SWEEPER (WITH PICKUP BROOM)	HR	\$ 160.00	72.08	\$ 11,532.12		\$ -	72.08	\$ 11,532.12
2130.523	2130.523/00011	WATER FOR DUST CONTROL	MGAL	\$ 50.00	187.63	\$ 9,381.50		\$ -	187.63	\$ 9,381.50
2211.509	2211.509/00105	AGGREGATE SURFACING, CL 5 (100% CRUSHED LIMESTONE) FOR GRAVEL DRIVEWAYS, 4" THICK	SY	\$ 10.00	50.00	\$ 500.00		\$ -	50.00	\$ 500.00
2215.504	2215.504/00010	FULL DEPTH RECLAMATION (12")	SY	\$ 4.50	7,819.56	\$ 35,188.00		\$ -	7,819.56	\$ 35,188.00
2215.504	2215.504/00011	FULL DEPTH RECLAMATION (16")	SY	\$ 6.50	16,781.89	\$ 109,082.28		\$ -	16,781.89	\$ 109,082.28
2232.504	2232.504/00150	MILL BITUMINOUS SURFACE (4.0")	SY	\$ 1.50	16,781.89	\$ 25,172.83		\$ -	16,781.89	\$ 25,172.83
2232.603	2232.603/00009	MILL BITUMINOUS SURFACE, 1.5" DEPTH @ 18" WIDE	LF	\$ 4.00	312.00	\$ 1,248.00		\$ -	312.00	\$ 1,248.00
2355.506	2355.506/00009	BITUMINOUS FOG SEAL (TYPE CSS-1H)	GAL	\$ 6.75	\$ -	\$ -	5,000.00	\$ 33,750.00	5,000.00	\$ 33,750.00
2357.506	2357.506/00010	BITUMINOUS MATERIAL FOR TACK COAT	GAL	\$ 2.25	4,012.20	\$ 9,027.45		\$ -	4,012.20	\$ 9,027.45
2360.504	2360.504/01449	TYPE SPWEA230C BITUMINOUS WEARING AND NON-WEARING COURSE MIXTURE (2,C)	TON	\$ 76.00	7,440.12	\$ 565,449.38		\$ -	7,440.12	\$ 565,449.38
2360.504	2360.504/01450	TYPE SPWEA230L BITUMINOUS WEARING COURSE MIXTURE (2,L) - 3" THICK DRIVEWAY	SY	\$ 27.00	417.23	\$ 11,265.19		\$ -	417.23	\$ 11,265.19
2360.504	2360.504/01451	TYPE SPWEA230B BITUMINOUS WEARING COURSE MIXTURE (2,B) - 2-2" LIFTS, 4" THICK DRIVEWAY	SY	\$ 35.00	139.08	\$ 4,867.67		\$ -	139.08	\$ 4,867.67
2433.603	2433.603/00411	BITUMINOUS ROAD PAVEMENT CONTROL JOINT SAW AND SEAL	LF	\$ 2.90	6,815.66	\$ 19,765.41		\$ -	6,815.66	\$ 19,765.41
2502.503	2502.503/10059.5	6" PERFORATED DRAIN TUBING WITH SOCK (INCLUDES FILTER AGGREGATE)	LF	\$ 13.00	500.00	\$ 6,500.00		\$ -	500.00	\$ 6,500.00
2521.518	2521.518/00036	4" CONCRETE SIDEWALK	SF	\$ 6.00	20,750.00	\$ 124,500.00		\$ -	20,750.00	\$ 124,500.00
2531.503	2531.503/02314	CONCRETE CURB & GUTTER DESIGN B618, RIBBON OR TRANSITION	LF	\$ 18.00	11,108.00	\$ 199,944.00		\$ -	11,108.00	\$ 199,944.00
2531.504	2531.504/00060	6" CONCRETE DRIVEWAY PAVEMENT, RESIDENTIAL	SY	\$ 70.00	796.60	\$ 55,762.00		\$ -	796.60	\$ 55,762.00
2531.504	2531.504/00080	8" CONCRETE DRIVEWAY PAVEMENT, COMMERCIAL	SY	\$ 78.00	796.60	\$ 62,134.80		\$ -	796.60	\$ 62,134.80
2531.504	2531.504/00091	6" CONCRETE PEDESTRIAN CURB RAMP	SF	\$ 10.00	1,200.00	\$ 12,000.00		\$ -	1,200.00	\$ 12,000.00
2531.618	2531.618/00010	TRUNCATED DOMES	SF	\$ 50.00	288.00	\$ 14,400.00		\$ -	288.00	\$ 14,400.00
2540.602	2540.602/00143	INSTALL SALVAGED STREET SIGN	EACH	\$ 240.00	42.00	\$ 10,080.00		\$ -	42.00	\$ 10,080.00
2540.602	2540.602/00144	INSTALL SALVAGED POST WITH SINGLE MAIL AND/OR NEWS BOX	EACH	\$ 115.00	37.00	\$ 4,255.00		\$ -	37.00	\$ 4,255.00
2540.602	2540.602/00146	FURNISH & INSTALL POST WITH SINGLE MAIL AND/OR NEWS BOX	EACH	\$ 150.00	10.00	\$ 1,500.00		\$ -	10.00	\$ 1,500.00
2540.602	2540.602/00149	INSTALL SALVAGED BOULDER	EACH	\$ 75.00	10.00	\$ 750.00		\$ -	10.00	\$ 750.00
2540.602	2540.602/00153	MISCELLANEOUS LANDSCAPE REPAIRS	LS	\$ 10,000.00	1.00	\$ 10,000.00		\$ -	1.00	\$ 10,000.00
2563.601	2563.601/00010	TRAFFIC CONTROL	LS	\$ 125,000.00	1.00	\$ 125,000.00		\$ -	1.00	\$ 125,000.00
2571.524	2571.524/06111	DECIDUOUS TREE, #20 CONTAINER	TREE	\$ 500.00	10	\$ 5,000.00		\$ -	10.00	\$ 5,000.00
2573.501	2573.501/00029	EROSION CONTROL, CONTRACTOR'S PLAN (INCLUDES BID ALTERNATIVES)	LS	\$ 10,000.00	1.00	\$ 10,000.00		\$ -	1.00	\$ 10,000.00
2574.508	2574.508/00015	COMMERCIAL FERTILIZER,10-10-10 FOR SOODED/SEEDED AREAS (300 LBS/ACRE)	LB	\$ 1.00	189.43	\$ 189.43		\$ -	189.43	\$ 189.43
2575.504	2575.504/00013	SODDING TYPE MINERAL	SY	\$ 8.00	3,056.17	\$ 24,449.38		\$ -	3,056.17	\$ 24,449.38
2575.504	2575.504/00065	TURF ESTABLISHMENT W/SEED MIXTURE 25-131 (MNDOT 260) (220 LB/ACRE)	SY	\$ 4.00	200.00	\$ 800.00		\$ -	200.00	\$ 800.00
2575.504	2575.504/00053	EROSION CONTROL BLANKETS CATEGORY 3, WOOD FIBER, 25 NATURAL NETTING	SY	\$ 5.50	150.00	\$ 825.00		\$ -	150.00	\$ 825.00
2575.508	2575.508/40007	HYDRAULIC SOIL STABILIZER, TYPE 8, BONDED FIBER MATRIX	SY	\$ 2.00	200.00	\$ 400.00		\$ -	200.00	\$ 400.00
2575.523	2575.523/00021	WATER FOR TURF ESTABLISHMENT (ADDITIONAL)	MGAL	\$ 50.00	50.00	\$ 2,500.00		\$ -	50.00	\$ 2,500.00
					TOTAL =	\$ 1,892,460.95	TOTAL =	\$ 33,750.00	TOTAL =	\$ 1,926,210.95
STORM SEWER SYSTEM IMPROVEMENTS										
2104.502	2104.502/07301	REMOVE & DISPOSE OF STORM SEWER PIPE (ANY SIZE & TYPE)	EACH	\$ 16.00	669.00	\$ 10,704.00		\$ -	669.00	\$ 10,704.00
2104.502	2104.502/07303	REMOVE/ABANDON DRAINAGE STRUCTURE (CB, MH OR CB-MH)	EACH	\$ 570.00	29.00	\$ 16,530.00		\$ -	29.00	\$ 16,530.00
2451.607	2451.607/00451	PIPE BEDDING MATERIAL FOR HDPE AND RCP STORM SEWER, PER STD PLATE 440	LF	\$ 10.00	521.00	\$ 5,210.00		\$ -	521.00	\$ 5,210.00
2503.503	2503.503/15124	12" RC PIPE SEWER CLASS IV	LF	\$ 70.00	414.00	\$ 28,980.00		\$ -	414.00	\$ 28,980.00
2503.503	2503.503/15154	15" RC PIPE SEWER CLASS IV	LF	\$ 75.00	24.00	\$ 1,800.00		\$ -	24.00	\$ 1,800.00
2503.503	2503.503/15184	18" RC PIPE SEWER CLASS IV	LF	\$ 78.00	83.00	\$ 6,474.00		\$ -	83.00	\$ 6,474.00
2501.503	2501.503/13184	18" RC PIPE CULVERT CLASS IV	LF	\$ 1,500.00	1.00	\$ 1,500.00		\$ -	1.00	\$ 1,500.00
2506.502	2506.502/02008	CONSTRUCT DRAINAGE STRUCTURE, DESIGN 2' x 3' BOX	EACH	\$ 2,100.00	18.00	\$ 37,800.00		\$ -	18.00	\$ 37,800.00
2506.502	2506.502/02009	CONST. DRAINAGE STRUCTURE, DESIGN 48" CB/MH	EACH	\$ 3,100.00	13.00	\$ 40,300.00		\$ -	13.00	\$ 40,300.00
2506.502	2506.502/02010	CONST. DRAINAGE STRUCTURE, DESIGN 60" CB/MH	EACH	\$ 5,900.00	1.00	\$ 5,900.00		\$ -	1.00	\$ 5,900.00
2506.502	2506.502/06011	FURNISH & INSTALL R-1678-A FRAME & SOLID LID OR APPROVED EQUIV FOR STORM SEWER	EACH	\$ 1,000.00	7.00	\$ 7,000.00		\$ -	7.00	\$ 7,000.00
2506.502	2506.502/06014	FURNISH & INSTALL R-3067-V FRAME & GRATE OR APPROVED EQUIV FOR STORM SEWER	EACH	\$ 800.00	28.00	\$ 22,400.00		\$ -	28.00	\$ 22,400.00
2506.502	2506.502/06023	FURNISH & INSTALL CASTING SPECIAL	EACH	\$ 1,000.00	7.00	\$ 7,000.00		\$ -	7.00	\$ 7,000.00
2506.502	2506.502/06020	ADJUST EXISTING STORM SEWER CASTING	EACH	\$ 550.00	41.00	\$ 22,550.00		\$ -	41.00	\$ 22,550.00
2506.502	2506.502/06021	SALVAGE FRAME & RING CASTING	EACH	\$ 175.00	37.00	\$ 6,475.00		\$ -	37.00	\$ 6,475.00
2506.601	2506.601/00041	REHABILITATE EXISTING STORM SEWER ADJUSTMENT RINGS	EACH	\$ 800.00	2.00	\$ 1,600.00		\$ -	2.00	\$ 1,600.00
2506.601	2506.601/00042	REHABILITATE EXISTING STORM SEWER INVERT(S)/DOGHOUSE(S)	EACH	\$ 550.00	17.00	\$ 9,350.00		\$ -	17.00	\$ 9,350.00
2503.602	2503.602/00320	CONNECT TO EXISTING STORM SEWER PIPE	EACH	\$ 1,250.00	15.00	\$ 18,750.00		\$ -	15.00	\$ 18,750.00
2503.602	2503.602/00311	CONNECT TO EXISTING STORM SEWER STRUCTURE	EACH	\$ 2,250.00	10.00	\$ 22,500.00		\$ -	10.00	\$ 22,500.00
2573.503	2573.503/00019	SILT FENCE; TYPE HEAVY DUTY	LF	\$ 2.50	1,825.00	\$ 4,562.50		\$ -	1,825.00	\$ 4,562.50
2573.503	2573.503/00064	SEDIMENT CONTROL LOG TYPE COMPOST	LF	\$ 4.00	1,000.00	\$ 4,000.00		\$ -	1,000.00	\$ 4,000.00
2573.501	2573.501/00020	STORM DRAIN INLET PROTECTION	LS	\$ 165.00	119.00	\$ 19,635.00		\$ -	119.00	\$ 19,635.00
					TOTAL =	\$ 301,020.50	TOTAL =	\$ -	TOTAL =	\$ 301,020.50
SANITARY SEWER SYSTEM IMPROVEMENTS										
2503.602	2503.602/00321	REPAIR SS MAIN PER STD PLATE 409, (8")	EACH	\$ 2,500.00	1.00	\$ 2,500.00		\$ -	1.00	\$ 2,500.00
2503.603	2503.603/28008	LINING SEWER PIPE 8"	LF	\$ 31.00		\$ -	3,307.00	\$ 102,517.00	3,307.00	\$ 102,517.00
2506.503	2506.503/08001	RECONSTRUCT SEWER MANHOLE	V-F	\$ 460.00	35.00	\$ 16,100.00		\$ -	35.00	\$ 16,100.00
2506.502	2506.502/06016	FURNISH & INSTALL R-1678-A FRAME & R-1422-0015 LID FOR SANITARY SEWER	EACH	\$ 1,150.00	17.00	\$ 19,550.00		\$ -	17.00	\$ 19,550.00
2506.502	2506.502/06022	ADJUST EXISTING SANITARY SEWER CASTING	EACH	\$ 800.00	4.00	\$ 3,200.00		\$ -	4.00	\$ 3,200.00
2104.502	2104.502/01960	SALVAGE SANITARY SEWER CASTING	EACH	\$ 160.00	21.00	\$ 3,360.00		\$ -	21.00	\$ 3,360.00
					TOTAL =	\$ 44,710.00	TOTAL =	\$ 102,517.00	TOTAL =	\$ 147,227.00
WATER SYSTEM IMPROVEMENTS										
2451.609	2451.609/88889	GRANULAR BACKFILL FOR WATER MAIN	TON	\$ 13.00	4,259.00	\$ 55,367.00		\$ -	4,259.00	\$ 55,367.00
2503.603	2503.603/90000	SANITARY SEWER SERVICE REPAIR	LF	\$ 55.00	170.00	\$ 9,350.00		\$ -	170.00	\$ 9,350.00
2503.603	2503.603/90001	1.0" CURB STOP & BOX	EACH	\$ 1,000.00	1.00	\$ 1,000.00		\$ -		

Preliminary Cost Estimate, Cope Avenue Improvements, City Project 21-06										
Item	Item	Description	Unit	Estimated Unit Price	Cope Avenue		Off-Site work		TOTAL	
					Estimated Quantity	Estimated Cost	Estimated Quantity	Estimated Cost	Estimated Quantity	Estimated Cost
2503.603	2503.603/90002	1.5" CURB STOP & BOX	EACH	\$ 1,200.00	11.00	\$ 13,200.00		\$ -	11.00	\$ 13,200.00
2503.603	2503.603/90003	1.0" CORPERATION STOP	EACH	\$ 750.00	44.00	\$ 33,000.00		\$ -	44.00	\$ 33,000.00
2503.603	2503.603/90004	1.5" CORPERATION STOP	EACH	\$ 1,000.00	12.00	\$ 12,000.00		\$ -	12.00	\$ 12,000.00
2503.603	2503.603/90005	1.0" TYPE K COPPER	LF	\$ 75.00	44.00	\$ 3,300.00		\$ -	44.00	\$ 3,300.00
2503.603	2503.603/90006	1.5" TYPE K COPPER	LF	\$ 90.00	60.00	\$ 5,400.00		\$ -	60.00	\$ 5,400.00
2503.603	2503.603/90007	4" GV & BOX	EACH	\$ 1,900.00	1.00	\$ 1,900.00		\$ -	1.00	\$ 1,900.00
2503.603	2503.603/90008	6" GV & BOX	EACH	\$ 2,000.00	15.00	\$ 30,000.00		\$ -	15.00	\$ 30,000.00
2503.603	2503.603/90009	8" GV & BOX	EACH	\$ 2,500.00	18.00	\$ 45,000.00		\$ -	18.00	\$ 45,000.00
2503.603	2503.603/90010	12" GV & BOX	EACH	\$ 5,000.00	2.00	\$ 10,000.00		\$ -	2.00	\$ 10,000.00
2503.603	2503.603/90011	HYDRANT (MAPLEWOOD STANDARD)	EACH	\$ 6,000.00	10.00	\$ 60,000.00		\$ -	10.00	\$ 60,000.00
2503.603	2503.603/90012	SACRIFICIAL ANODE	EACH	\$ 800.00	48.00	\$ 38,400.00		\$ -	48.00	\$ 38,400.00
2503.603	2503.603/90013	DUCTILE AND GREY IRON FITTINGS	LB	\$ 10.00	5,000.00	\$ 50,000.00		\$ -	5,000.00	\$ 50,000.00
2503.603	2503.603/90015	4" WATER MAIN DUCTILE IRON - OPEN TRENCH	LF	\$ 80.00	5.00	\$ 400.00		\$ -	5.00	\$ 400.00
2503.603	2503.603/90016	6" WATER MAIN DUCTILE IRON - OPEN TRENCH	LF	\$ 90.00	176.00	\$ 15,840.00		\$ -	176.00	\$ 15,840.00
2503.603	2503.603/90017	8" WATER MAIN DUCTILE IRON - OPEN TRENCH	LF	\$ 100.00	2,321.00	\$ 232,100.00		\$ -	2,321.00	\$ 232,100.00
2503.603	2503.603/90018	12" WATER MAIN DUCTILE IRON - OPEN TRENCH	LF	\$ 130.00	3.00	\$ 390.00		\$ -	3.00	\$ 390.00
2503.603	2503.603/90019	8" WATER MAIN HDPE - PIPE BURSTING	LF	\$ 60.00	3,050.00	\$ 183,000.00		\$ -	3,050.00	\$ 183,000.00
2503.603	2503.603/90020	WATER UTILITY HOLE (EXCAVATE & BACKFILL)	EACH	\$ 2,300.00	6.00	\$ 13,800.00		\$ -	6.00	\$ 13,800.00
TOTAL =					\$ 813,447.00		TOTAL =	\$ -	TOTAL =	\$ 813,447.00
SUBTOTAL =									\$ 3,187,905.45	

Subtotal:	\$ 3,051,638.45	\$ 136,267.00	\$ 3,187,905.45
+ 10% Contingencies:	\$ 305,163.85	\$ 13,626.70	\$ 318,790.55
Subtotal Estimated Construction Costs:	\$ 3,356,802.30	\$ 149,893.70	\$ 3,506,696.00
+ Estimated Easement Costs:			
+ 12.0% Geotechnical, Legal, and Fiscal Expenses:	\$ 402,816.28	\$ 17,987.24	\$ 420,803.52
Total Estimated Project Costs:	\$ 3,759,618.57	\$ 167,880.94	\$ 3,927,499.52



# Preliminary Assessment Map, Cope Avenue Improvements, City project 21-06



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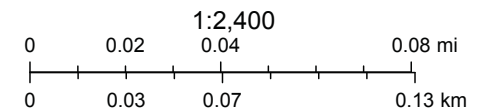


Exhibit 6

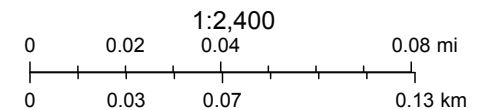


# Preliminary Assessment Map, Cope Avenue Improvements, City project 21-06

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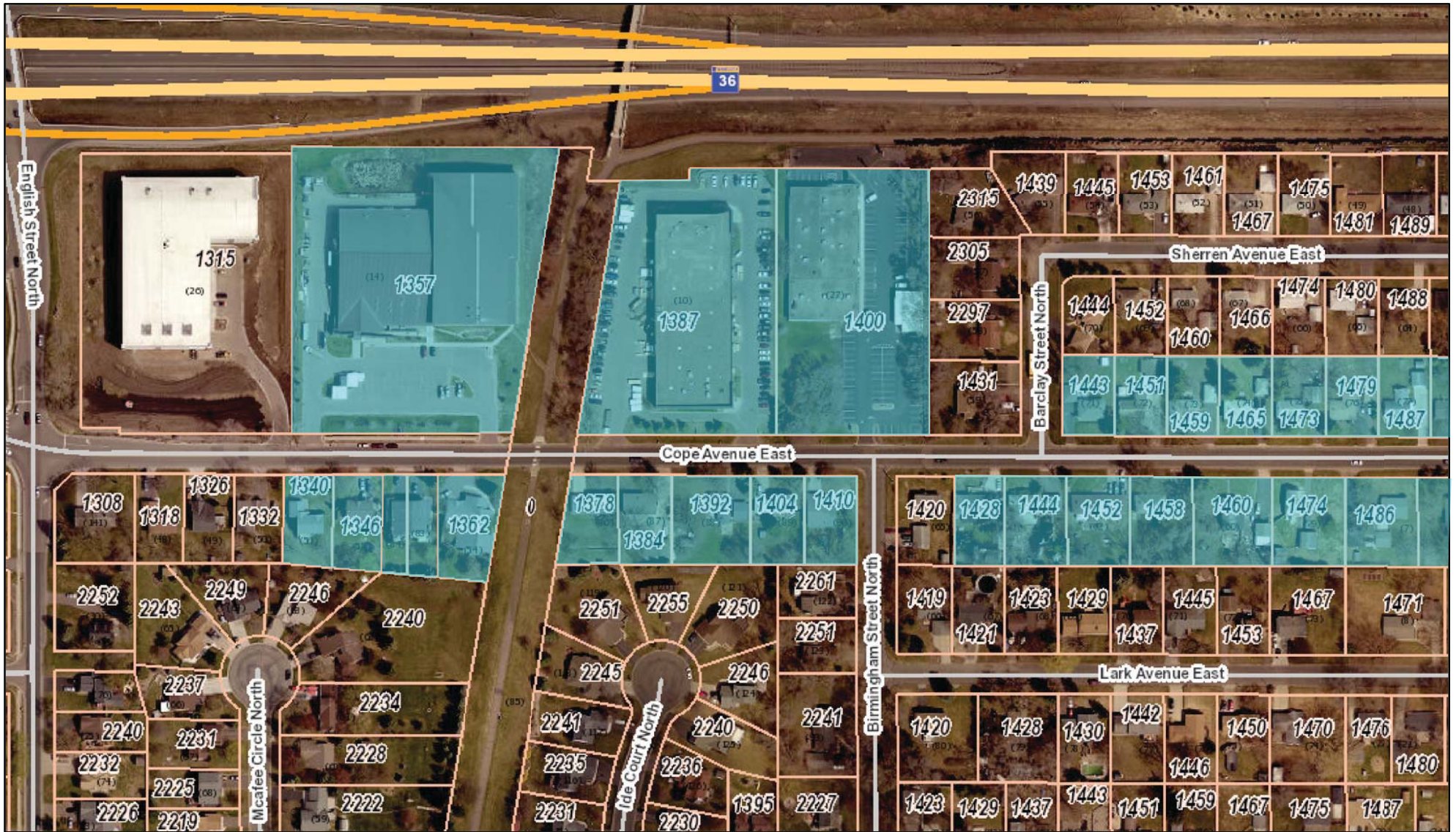


J2, Attachment 3

Exhibit 6



# Preliminary Assessment Map, Cope Avenue Improvements, City project 21-06



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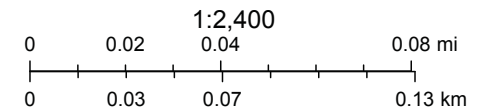


Exhibit 6

**Preliminary Assessment Roll**  
**Cope Avenue Improvements**  
**City Project 21-06**

ParcelID	SiteAddress	Property Type	Units/Front Footage	Assessment
102922430103	1642 COPE AVE E	Residential, Multi-Family Unit	1	\$ 933.92
102922430105	1638 COPE AVE E	Residential, Multi-Family Unit	1	\$ 933.92
102922430104	1640 COPE AVE E	Residential, Multi-Family Unit	1	\$ 933.92
102922430100	1648 COPE AVE E	Residential, Multi-Family Unit	1	\$ 933.92
102922430102	1644 COPE AVE E	Residential, Multi-Family Unit	1	\$ 933.92
102922430098	1652 COPE AVE E	Residential, Multi-Family Unit	1	\$ 933.92
102922430108	1624 COPE AVE E	Residential, Multi-Family Unit	1	\$ 933.92
102922430110	1620 COPE AVE E	Residential, Multi-Family Unit	1	\$ 933.92
102922430101	1646 COPE AVE E	Residential, Multi-Family Unit	1	\$ 933.92
102922430106	1636 COPE AVE E	Residential, Multi-Family Unit	1	\$ 933.92
102922430099	1650 COPE AVE E	Residential, Multi-Family Unit	1	\$ 933.92
102922430111	1618 COPE AVE E	Residential, Multi-Family Unit	1	\$ 933.92
102922430096	1656 COPE AVE E	Residential, Multi-Family Unit	1	\$ 933.92
102922430107	1634 COPE AVE E	Residential, Multi-Family Unit	1	\$ 933.92
102922430109	1622 COPE AVE E	Residential, Multi-Family Unit	1	\$ 933.92
102922430097	1654 COPE AVE E	Residential, Multi-Family Unit	1	\$ 933.92
102922430112	1632 COPE AVE E	Residential, Multi-Family Unit	1	\$ 933.92
102922430114	1628 COPE AVE E	Residential, Multi-Family Unit	1	\$ 933.92
102922430113	1630 COPE AVE E	Residential, Multi-Family Unit	1	\$ 933.92
102922430115	1626 COPE AVE E	Residential, Multi-Family Unit	1	\$ 933.92
102922340006	1494 COPE AVE E	Residential, Single Family Unit	1	\$ 3,450.00
102922340001	1528 COPE AVE E	Residential, Single Family Unit	1	\$ 3,450.00
102922340002	1526 COPE AVE E	Residential, Single Family Unit	1	\$ 3,450.00
102922340005	1506 COPE AVE E	Residential, Single Family Unit	1	\$ 3,450.00
102922340004	1510 COPE AVE E	Residential, Single Family Unit	1	\$ 3,450.00
102922340003	1516 COPE AVE E	Residential, Single Family Unit	1	\$ 3,450.00
102922340007	1486 COPE AVE E	Residential, Single Family Unit	1	\$ 3,450.00
102922340062	1452 COPE AVE E	Residential, Single Family Unit	1	\$ 3,450.00
102922340064	1428 COPE AVE E	Residential, Single Family Unit	1	\$ 3,450.00
102922340063	1444 COPE AVE E	Residential, Single Family Unit	1	\$ 3,450.00
102922340061	1458 COPE AVE E	Residential, Single Family Unit	1	\$ 3,450.00
102922340060	1460 COPE AVE E	Residential, Single Family Unit	1	\$ 3,450.00
102922340059	1474 COPE AVE E	Residential, Single Family Unit	1	\$ 3,450.00
112922320006	1797 COPE AVE E	Commercial	263.00	\$ 18,147.00
102922320010	1387 COPE AVE E	Commercial	301.89	\$ 20,830.41
102922320014	1357 COPE AVE E	Commercial	332.50	\$ 22,942.50
102922410012	1745 COPE AVE E	Commercial	62.00	\$ 4,278.00
102922410013	1751 COPE AVE E	Commercial	99.16	\$ 6,842.04
102922410008	1701 COPE AVE E	Commercial	331.86	\$ 22,898.34
102922410010	0 COPE AVE E	Commercial	146.50	\$ 10,108.50
102922410011	1737 COPE AVE E	Commercial	85.00	\$ 5,865.00
102922410015	1691 COPE AVE E	Commercial	150.00	\$ 10,350.00
102922420040	1659 COPE AVE E	Commercial	400.00	\$ 27,600.00
102922330054	1362 COPE AVE E	Residential, Single Family Unit	1	\$ 3,450.00
102922410016	1681 COPE AVE E	Commercial	184.00	\$ 12,696.00



102922330083	1358 COPE AVE E	Residential, Duplex	1	\$ 1,955.00
102922330084	1356 COPE AVE E	Residential, Duplex	1	\$ 1,955.00
102922330052	1346 COPE AVE E	Residential, Single Family Unit	1	\$ 3,450.00
102922330051	1340 COPE AVE E	Residential, Single Family Unit	1	\$ 3,450.00
102922330090	1410 COPE AVE E	Residential, Single Family Unit	1	\$ 3,450.00
102922330089	1404 COPE AVE E	Residential, Single Family Unit	1	\$ 3,450.00
102922330088	1392 COPE AVE E	Residential, Single Family Unit	1	\$ 3,450.00
102922330087	1384 COPE AVE E	Residential, Single Family Unit	1	\$ 3,450.00
102922330086	1378 COPE AVE E	Residential, Single Family Unit	1	\$ 3,450.00
112922320007	2303 WHITE BEAR AVE N	Commercial	156.00	\$ 10,764.00
112922330001	2271 WHITE BEAR AVE N	Commercial	277.00	\$ 19,113.00
102922310075	1473 COPE AVE E	Residential, Single Family Unit	1	\$ 3,450.00
102922310071	1443 COPE AVE E	Residential, Single Family Unit	1	\$ 3,450.00
102922310077	1487 COPE AVE E	Residential, Single Family Unit	1	\$ 3,450.00
102922310076	1479 COPE AVE E	Residential, Single Family Unit	1	\$ 3,450.00
102922310074	1465 COPE AVE E	Residential, Single Family Unit	1	\$ 3,450.00
102922310078	1493 COPE AVE E	Residential, Single Family Unit	1	\$ 3,450.00
102922310073	1459 COPE AVE E	Residential, Single Family Unit	1	\$ 3,450.00
102922310072	1451 COPE AVE E	Residential, Single Family Unit	1	\$ 3,450.00
102922310079	1501 COPE AVE E	Residential, Single Family Unit	1	\$ 3,450.00
102922410014	1766 VIKING DR E	Commercial	271.50	\$ 18,733.50
102922440099	1774 COPE AVE E	Commercial	255.00	\$ 17,595.00
102922440037	1714 COPE AVE E	Commercial	226.89	\$ 15,655.41
102922310087	1525 COPE AVE	Residential, Single Family Unit	1	\$ 3,450.00
102922310084	1515 COPE AVE E	Residential, Single Family Unit	1	\$ 3,450.00
102922440003	0 COPE AVE E	Commercial	163.59	\$ 11,287.71
102922440098	0 COPE AVE E	Commercial	40.00	\$ 2,760.00
102922440094	0 COPE AVE E	Commercial	225.00	\$ 15,525.00
102922440100	1668 COPE AVE E	Commercial	210.00	\$ 14,490.00
102922310080	1509 COPE AVE E	Residential, Single Family Unit	1	\$ 3,450.00
102922320027	1400 VIKING DR E	Commercial	233.30	\$ 16,097.70
				<b>\$ 441,017.51</b>

<b>Residential Pavement Rehabilitation Rate/Unit</b>	<b>\$ 3,450.00</b>
<b>Commercial Pavement Rehabilitation Rate/Front Foot</b>	<b>\$ 69.00</b>

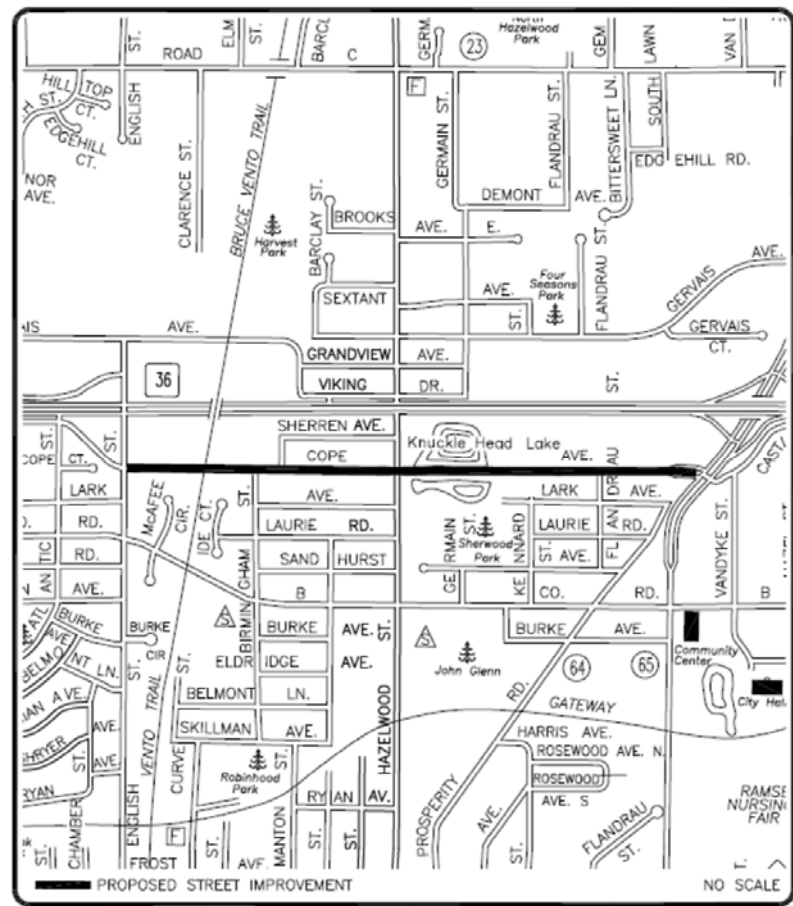
<b>Residential Duplex's</b>	
Average Duplex Front Footage Per Unit=	42.5
Residential Pavement Rehabilitation Rate per Unit=	\$ 3,450.00
Typical Front Footage for Single Unit Residential=	75
<b>Assessment Rate Per Unit=</b>	<b>\$ 1,955.00</b>

<b>Maple Park Shores Townhomes</b>	
Total Townhome Front Footage=	270.7
Residential Pavement Rehabilitation Rate per front foot=	\$ 69.00
Total Townhome Assessment=	\$ 18,678.30
Total Number of Townhome Units=	20
<b>Assessment Rate Per Unit=</b>	<b>\$ 933.92</b>

# Cope Avenue Improvements

## City Project 21-06

Presented to Maplewood City Council  
January 24<sup>th</sup>, 2022



# Why This Street?

- Poor pavement condition
  - 1.09 Miles in Length
  - Average PCI Rating – 41/100
- Pavement has deteriorated to the point where patching is no longer cost-effective
- Majority of concrete curbing has deteriorated beyond repair
- Maplewood owned utilities are generally in good condition with only minor repairs needed
- SPRWS has identified that all cast iron water main is in need of replacement
- Lack of pedestrian and bicycling facilities



Cope Avenue near Flandrau Street



# Resident Communication

## Informational Packet – November 2021

- Project Location Map, FAQ Brochure, Assessment Information, Neighborhood Meeting #1 Invitation

## Neighborhood Meeting #1 – November 22<sup>nd</sup>, 2021

- Presentation followed by Q & A Session
- Areas of discussion included the project scope, project timeline, cost/funding sources, assessment information, resident communication.

Additional neighborhood meetings will be scheduled as the project progresses.



# Project Scope

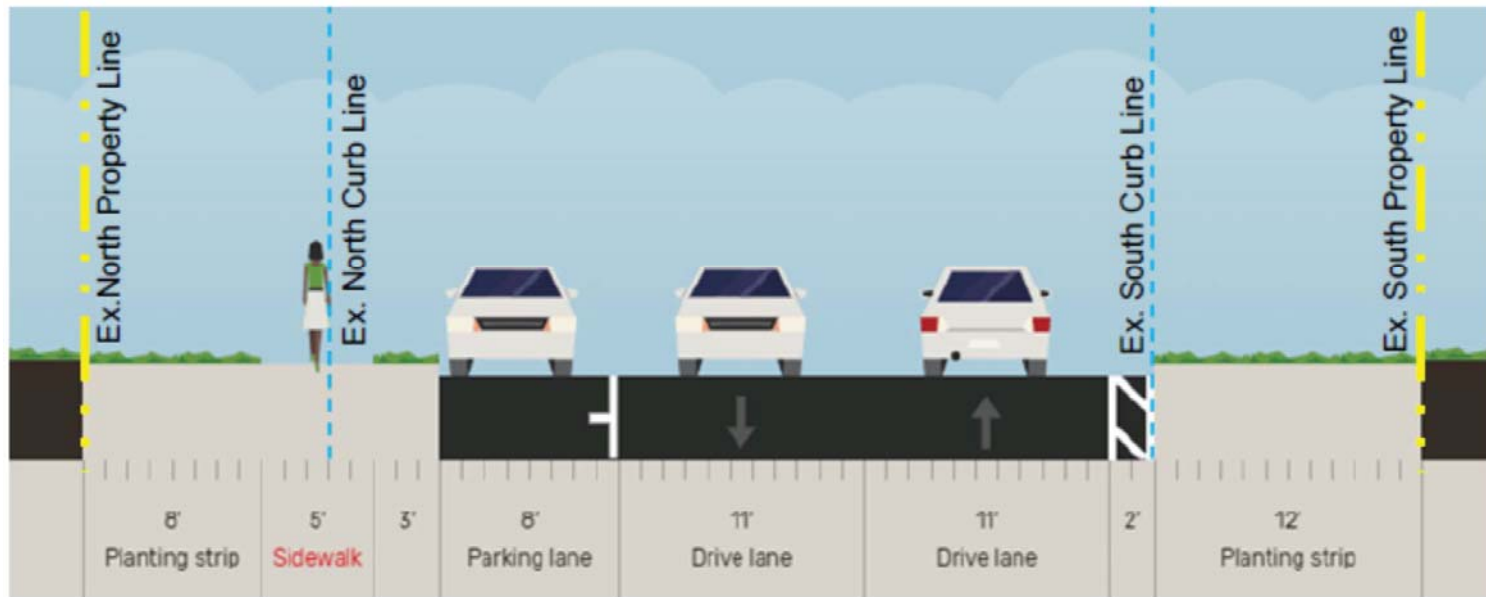
- Reclamation (grinding) of existing pavement
- New layers of asphalt pavement
- Replacement of concrete curb and gutter
- Minor storm sewer repairs
- Utility casting adjustments
- Cast iron water main replacement on as determined by SPRWS
- Sidewalk along north-side
- Street layout reconfigurations





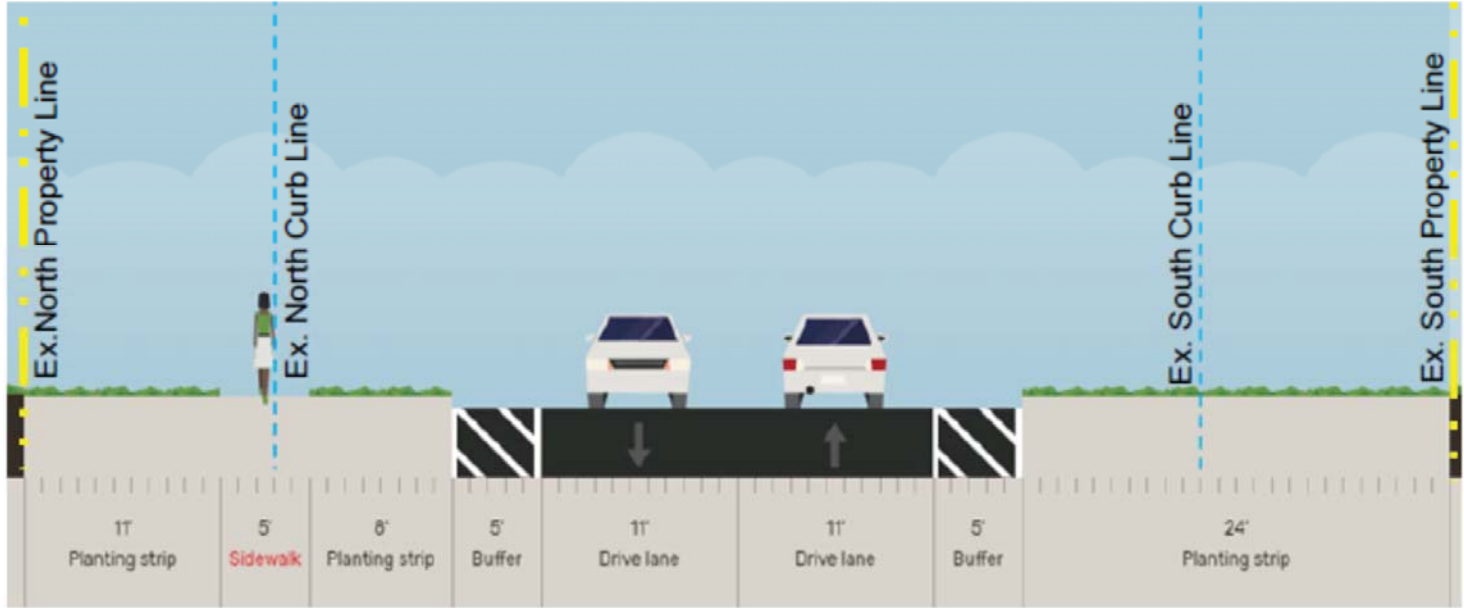
# Street Layout Reconfiguration

## Birmingham Street to Hazelwood Street



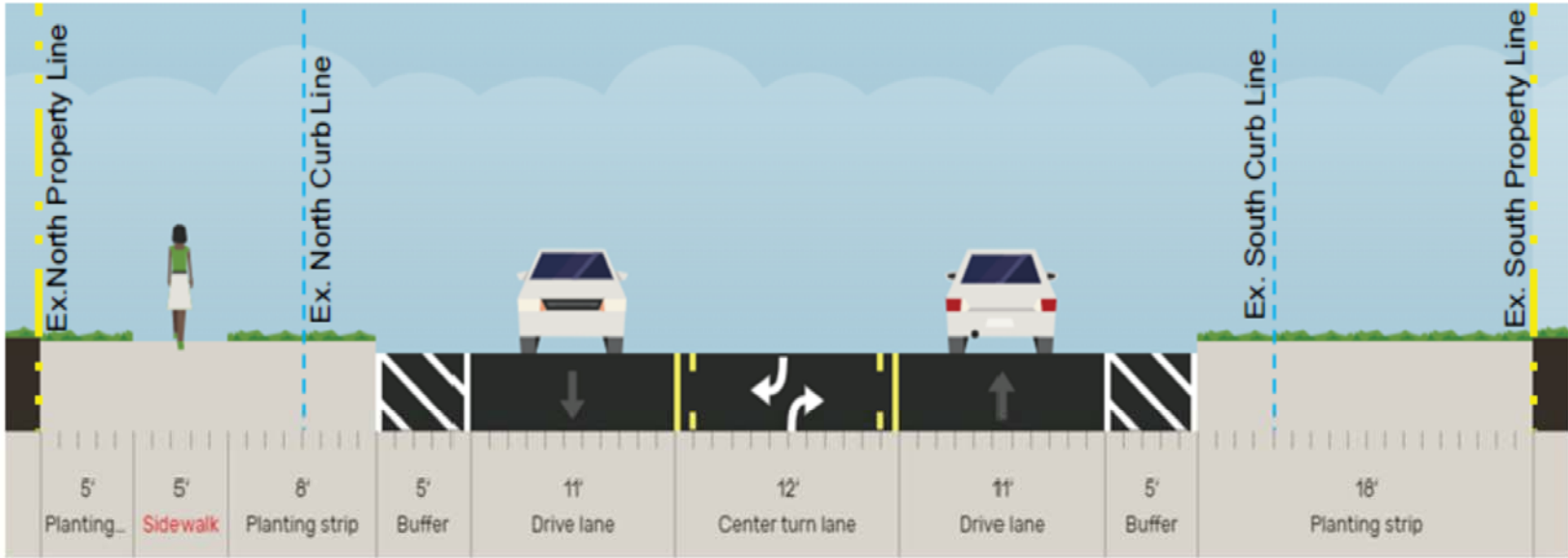
# Street Layout Reconfiguration

## Hazelwood Street to Knucklehead Lake



# Street Layout Reconfiguration

## Knucklehead Lake to White Bear Ave



SRF





# Project Costs & Funding

## Project Cost

- Total Estimated Project Cost = \$3,927,500

## Project Funding

- Special Benefit Assessments
- Sanitary Sewer Fund
- Environmental Utility Fund
- G.O. Improvement Bonds
- W.A.C. Fund
- St. Paul Regional Water Services



# Tentative Project Schedule

- Council Receives Feasibility Study – January 24<sup>th</sup>, 2022
- Neighborhood Meeting #2 – Week of February 7<sup>th</sup>, 2022
- Public Hearing – February 14<sup>th</sup>, 2022
  - Residents provide input on proposed improvements
  - Council votes after public hearing
- Neighborhood Meeting #3 – May 2022
- Construction – June to October 2022
- Assessment Hearing – September 2022



# Recommendation

- Approval of the Resolution Accepting Feasibility Study, Authorizing Preparation of Plans and Specifications, and Calling for a Public Hearing for the Cope Avenue Improvements, City Project 21-06.





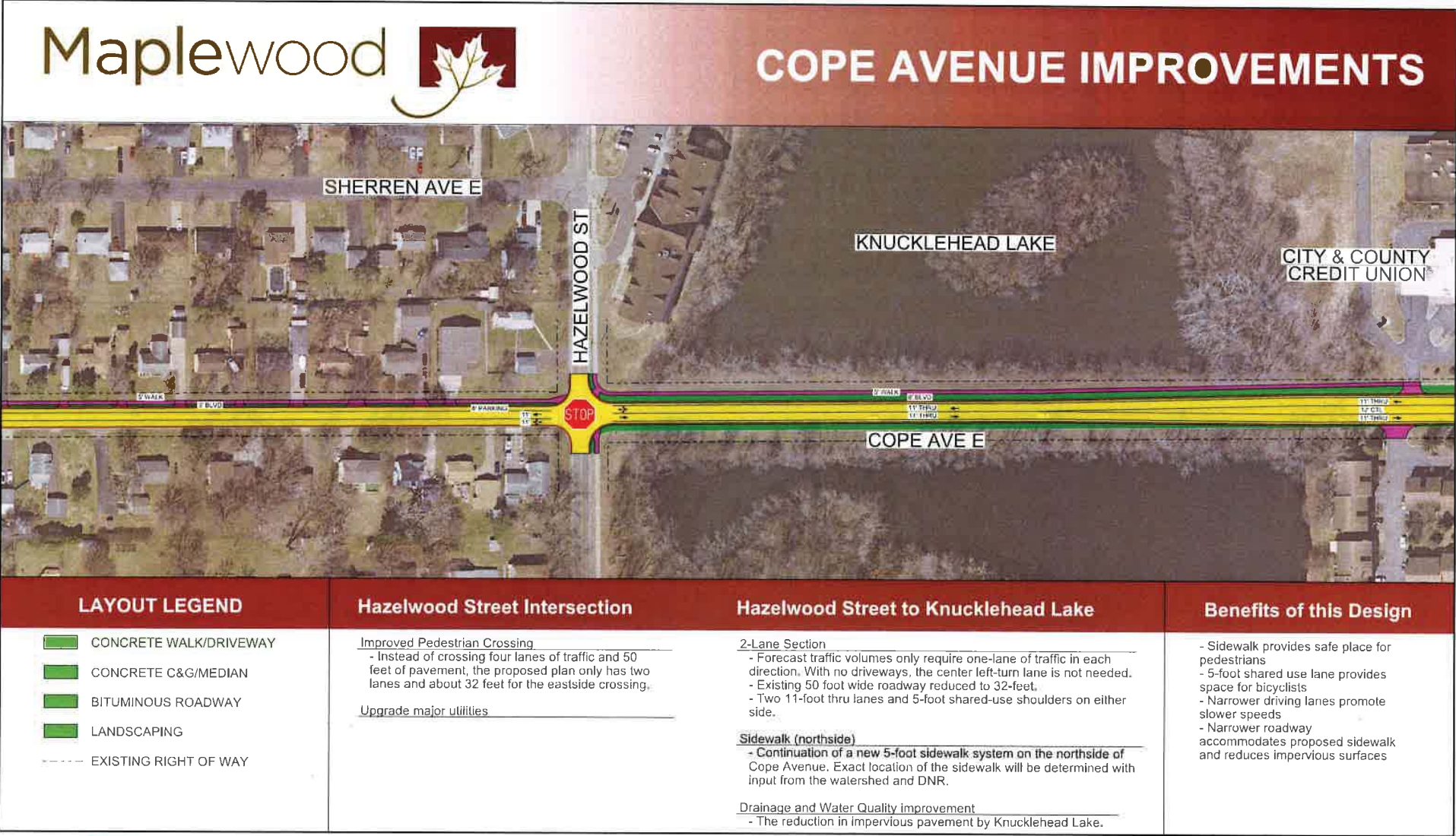
COPE AVENUE IMPROVEMENTS  
PROJECT OVERVIEW

Figure 1





LAYOUT LEGEND	English Street to Birmingham Street	Birmingham Street to Hazelwood Street	Benefits of this Design
<ul style="list-style-type: none"> <li>CONCRETE WALK/DRIVEWAY</li> <li>CONCRETE C&amp;G/MEDIAN</li> <li>BITUMINOUS ROADWAY</li> <li>LANDSCAPING</li> <li>----- EXISTING RIGHT OF WAY</li> </ul>	<p><u>Pavement Replacement</u></p> <ul style="list-style-type: none"> <li>- Retain existing lane configuration and wider widths for larger vehicles.</li> </ul> <p><u>Sidewalk (northside)</u></p> <ul style="list-style-type: none"> <li>- Continuation of a new 5-foot sidewalk system with 3-boulevard on the northside. Connect to existing sidewalk just west of Bruce Vento Trail.</li> </ul>	<p><u>2-Lane Section with parking on the northside</u></p> <ul style="list-style-type: none"> <li>- Existing 36 foot wide roadway reduced to 32-feet.</li> <li>- Two 11-foot thru lanes, an 8-foot parking/shared use lane on the north, and a 2-foot shoulder/reaction zone on the south side.</li> <li>- The narrowing will come entirely off the northside to be used for the proposed boulevard and sidewalk.</li> </ul> <p><u>Sidewalk (northside)</u></p> <ul style="list-style-type: none"> <li>- Continuation of a new 5-foot sidewalk system with 3-foot boulevard on the northside.</li> <li>- Challenge; Need to evaluate potential obstructions including tree impacts during design</li> </ul> <p><u>Upgrade major utilities</u></p>	<ul style="list-style-type: none"> <li>- Sidewalk provides safe place for pedestrians</li> <li>- 8-foot shared use lane provides space for bicyclists and parking</li> <li>- Narrower driving lanes promote slower speeds</li> <li>- Narrower roadway accommodates proposed sidewalk</li> </ul>



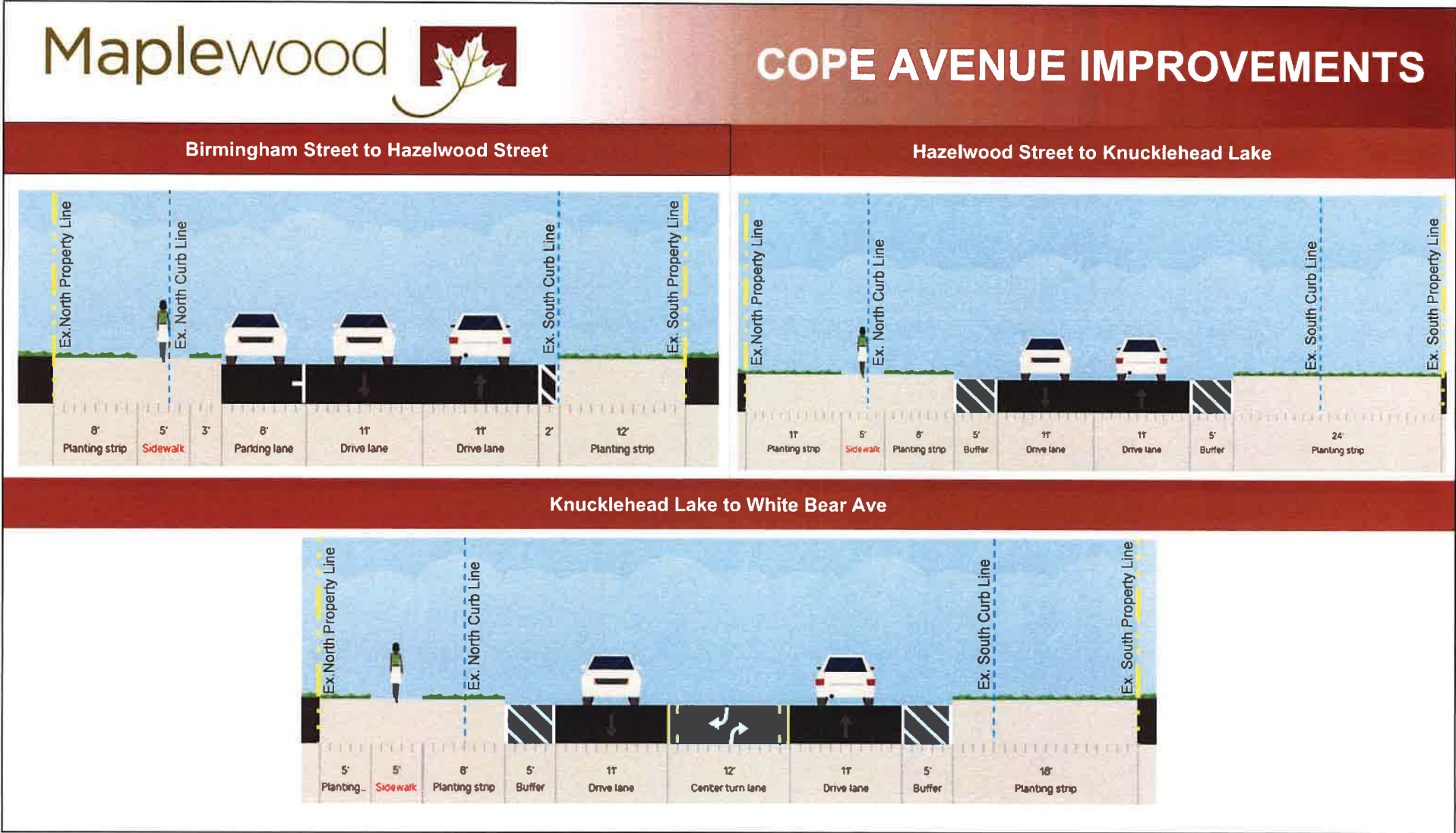
COPE AVENUE IMPROVEMENTS  
PROJECT OVERVIEW

Figure 3





LAYOUT LEGEND	Knucklehead Lake to White Bear Avenue	Benefits of this Design
<ul style="list-style-type: none"> <li>CONCRETE WALK/DRIVEWAY</li> <li>CONCRETE C&amp;G/MEDIAN</li> <li>BITUMINOUS ROADWAY</li> <li>LANDSCAPING</li> <li>EXISTING RIGHT OF WAY</li> </ul>	<p><u>3-Lane Section</u></p> <ul style="list-style-type: none"> <li>- Forecast traffic volumes west of the McDonald's driveway, only require one-lane of traffic in each direction.</li> <li>- Existing 50 foot wide roadway reduced to 44-feet.</li> <li>- Two 11-foot thru lanes, a center 12-foot left turn lane, and 5-foot shared-use shoulders on either side.</li> </ul> <p><u>Center Left-Turn Lane</u></p> <ul style="list-style-type: none"> <li>- Safely accommodate turning vehicles into driveways</li> </ul> <p><u>Completion of Sidewalk (northside)</u></p> <ul style="list-style-type: none"> <li>- Connect and complete the sidewalk system (5-foot width) on the northside of Cope Avenue.</li> </ul> <p><u>Upgrade major utilities</u></p>	<ul style="list-style-type: none"> <li>- Sidewalk provides safe place for pedestrians</li> <li>- 5-foot shared use lane provides space for bicyclists</li> <li>- Narrower driving lanes promote slower speeds</li> <li>- Narrower roadway accommodates proposed sidewalk and reduces impervious surfaces</li> </ul>



COPE AVENUE IMPROVEMENTS  
PROPOSED IMPROVEMENTS

Figure 5



**CITY COUNCIL STAFF REPORT**

Meeting Date January 24, 2022

**REPORT TO:** Melinda Coleman, City Manager

**REPORT FROM:** Steven Love, Public Works Director / City Engineer  
Jon Jarosch, Assistant City Engineer  
Tyler Strong, Civil Engineer I

**PRESENTER:** Jon Jarosch

**AGENDA ITEM:** Resolution Accepting Feasibility Study, Authorizing Preparation of Plans & Specifications, and Calling for a Public Hearing for Gervais Area Pavement Rehabilitation, City Project 21-07

**Action Requested:** ☒ Motion ☐ Discussion ☐ Public Hearing

**Form of Action:** ☒ Resolution ☐ Ordinance ☐ Contract/Agreement ☐ Proclamation

**Policy Issue:**

The City of Maplewood Engineering Department prepares a feasibility report prior to project design for municipal public street improvement projects in accordance with State Statute 429. The feasibility report is an essential element in the public improvement project process as it provides detailed information on the existing site conditions, the proposed improvements, resident input, special assessments, project costs, project financing, a tentative schedule, and recommendations on the feasibility of the improvements. Accepting the feasibility report and ordering the public hearing is one of the first steps in the public improvement process.

**Recommended Action:**

Motion to approve a Resolution Accepting the Feasibility Report, Authorizing the Preparation of Plans and Specifications, and Calling for a Public Hearing at 7:00 p.m. on February 14, 2022 for the Gervais Area Pavement Rehabilitation, City Project 21-07.

**Fiscal Impact:**

Is There a Fiscal Impact? ☐ No ☒ Yes, the true or estimated cost is \$4,113,300

Financing source(s): ☐ Adopted Budget ☐ Budget Modification ☐ New Revenue Source  
☐ Use of Reserves ☒ Other: The proposed funding plan includes a combination of the Street Revitalization Fund (SRF), Special Benefit Assessments, the Environmental Utility Fund, the Sanitary Sewer Fund, St. Paul Regional Water Services, the City of North St. Paul, G.O. Improvement Bonds, and the W.A.C. Fund.

**Strategic Plan Relevance:**

☒ Financial Sustainability ☐ Integrated Communication ☐ Targeted Redevelopment  
☐ Operational Effectiveness ☐ Community Inclusiveness ☒ Infrastructure & Asset Mgmt.

The Gervais area neighborhood streets are an important part of the City's infrastructure. The streets in this area have deteriorated beyond the point of regular annual maintenance and are in need of replacement.

### **Background**

The Feasibility Study for the Gervais Area Pavement Rehabilitation, City Project 21-07, is complete and available in the office of the City Engineer. A copy of the Feasibility Report has been included as an attachment to this report. The study includes information on the existing site conditions, proposed improvements, anticipated schedule, costs, financing and recommendations.

The Gervais neighborhood streets total approximately 2.48 miles in length and have an average Pavement Condition Index (PCI) rating of 33/100. The PCI rating is based on a visual survey of the pavement and is a number between 0 and 100, with 0 being the worst possible pavement condition and 100 being the best possible pavement condition (i.e. a new road). The neighborhood area is generally bounded by County Road C to the north, Barclay Street to the west, Highway 36 to the south, and Ariel Street to the east (as depicted on the attached Project Location Map). This project is a part of the current 2022 – 2026 Capital Improvement Plan (CIP). Should the project be approved, construction would begin in June of 2022.

The aging and deteriorating condition of roads shown on the location map presents an ongoing maintenance problem for the City of Maplewood Street Department. The condition of the existing streets also represents a decreased level of service for the residents of Maplewood, with the City receiving numerous complaints from area residents about substandard street conditions.

The City of Maplewood Sanitary Sewer Department performed televising and manhole inspections in 2021 of the City's sewer system lying under the project area streets. Based on the results of the reports, staff are not recommending upgrades or repairs to the sanitary sewer main, structures or services as a part of this project. However, there are some outdated sanitary sewer castings which are recommended to be replaced as a part of the project. Replacement of these castings with the new standard will reduce storm water inflow and infiltration into the sanitary sewer system. Reducing storm water inflow and infiltration into the sanitary sewer system reduces the amount of water conveyed to the Metropolitan Council Wastewater treatment plant, a top priority of the City and Metropolitan Council.

Saint Paul Regional Water Services (SPRWS) and North St. Paul (NSTP) have identified approximately 3,250 lineal feet of water main which needs to be removed and replaced as a part of the project. The water main work would be done under the proposed project contract and the costs associated with this work would be reimbursed to the City by SPRWS and NSTP.

The goal of this project is to rehabilitate the pavement surface and therefore does not include any major utility upgrades or repairs outside of the water main replacements. Outdated and broken storm sewer castings are proposed to be replaced along with the adjustment of all manholes to the final pavement surface elevation. There are a few storm sewer structures on the project which have a history of structural failures. The outdated and failing structures are proposed to be removed and replaced with modern precast concrete structures. Best Management Practices (BMP's), such as sump manholes, will be installed where possible to improve the water quality of runoff flowing to adjacent wetlands and lakes. These BMP's will be designed to meet Watershed requirements, as well as City of Maplewood standards.

Ariel Street is a border street with the City of NSTP with both cities being responsible for maintenance of half of the road. Staff has coordinated with NSTP staff on the timing of the improvements and the type improvements needed. Should the project proceed, an agreement between the cities would be drafted and submitted to the City Council for approval before the awarding a construction contract. In previous projects with NSTP, the Cities have agreed to split street replacement costs with 50% being covered by each City. This method of funding the cost of improvement for Ariel Street is anticipated to be utilized for this project.

### **Neighborhood Correspondence**

The feasibility report was ordered to be prepared at the August 9, 2021 City Council meeting. Subsequently a letter was mailed to the residents on August 27, 2021 to provide information on the council's action and to notify them preliminary engineering activities would begin within the neighborhood during the fall of 2021.

Staff mailed initial informational packets to impacted residents on November 12, 2021. The packet informs and requests input from the resident about a number of topics including street construction frequently asked questions (FAQ) handout, informational assessment handout and Neighborhood Meeting Invite #1.

The first informational neighborhood meeting was held virtually on November 23, 2021. Staff mailed out the invitation to 121 property owners. Approximately 8 property owners attended the meeting. The meeting included a presentation followed by a question and answer session. Items discussed at this meeting included the public improvement process, construction process, existing conditions, proposed improvements, assessment information, and an estimated project timeline. The majority of the conversation revolved around property access during construction, current pavement conditions, the construction processes, and assessments. The majority of residents in attendance were generally in favor of the project.

Additional neighborhood meetings and stakeholder correspondence are planned throughout the public improvement process to continue conversations with area residents and to ensure that everyone affected by the potential project is well informed and has had multiple chances to provide input on the project.

### **Assessments**

An independent appraisal firm has been hired to provide an opinion of special benefit received by properties within the neighborhood project area. This information will ultimately be utilized to determine the special benefit assessment amounts for the project area. The rates established in the City's Special Assessment Policy were utilized at this time to generate a preliminary assessment roll.

Based on the City of Maplewood's Pavement Management Policy, parcels are assessed on an equal "unit" basis. The City's current residential unit assessment rate for a pavement rehabilitation type project is \$3,450. However, per Minnesota State Statute 429, the assessment amount cannot be greater than the benefit received by the property from the improvement. Therefore, the final special benefit assessment amounts will be established after reviewing the appraisal report.

For the purposes of this report and establishing a project financing plan, the preliminary assessment rate(s) are as follows.

- Residential Single Unit, Pavement Rehabilitation Rate = \$3,450/unit
- Commercial Unit, Pavement Rehabilitation Rate = \$69.00/front-foot

The assessment hearing is currently proposed to be held September of 2022.

### **Estimated Project Cost**

The total estimated project cost is \$4,113,300 and is outlined below:

<b>Estimated Project Cost Summary</b>		
<b>Proposed Improvements</b>	<b>Total Amount</b>	<b>% of Total</b>
Street Improvements	\$2,732,100	67%
Drainage Improvements	\$171,200	4%
Sanitary Sewer Improvements	\$89,300	2%
Water System Improvements	\$1,120,700	27%
<b>Total Estimated Project Cost:</b>	<b>\$4,113,300</b>	<b>100%</b>

The estimated costs include 10% contingencies and 12% overhead, which include geotechnical, legal, and fiscal expenses. The feasibility estimate is approximately \$33,000 above the CIP estimated project cost. This increase reflects the additional water system improvements identified during the preparation of the feasibility report. Funding for these increased costs would be covered by SPRWS and NSTP. The attached feasibility report provides a more detailed construction and project cost estimate.

### **Preliminary Project Funding Plan**

The improvements are proposed to be financed through a combination of Environmental Utility Fund, G.O. Improvement Bonds, Sanitary Sewer Fund, SRF Special Assessment, Saint Paul Regional Water, North St. Paul, Street Revitalization Fund and the Water Area Fund. An update to the financing plan will be provided after the special benefits appraisal is received.

<b>Estimated Project Cost Recovery</b>		
<b>Funding Source</b>	<b>Total Amount</b>	<b>% of Total</b>
Special Benefit Assessments	\$1,097,000	26%
G.O. Improvement Bonds	\$194,928	5%
Environmental Utility Fund	\$171,200	4%
Sanitary Sewer Fund	\$89,300	2%
Street Revitalization Fund	\$1,202,272	29%
W.A.C. Fund	\$156,900	4%
Saint Paul Regional Water Services	\$648,400	16%
City of North Saint Paul	\$553,300	14%
<b>Total Estimated Project Funding:</b>	<b>\$4,113,300</b>	<b>100%</b>

The estimated project costs and the preliminary project funding plan have been reviewed by the Finance Director.

### **Project Schedule**

The following is a tentative schedule for City Project 21-07 should it be determined to proceed with the project:

<b>Project Milestone</b>	<b>Date</b>
Order Preparation of Feasibility Study	8/9/2021
Accept Feasibility Study, Order Public Hearing, Authorize Preparation of Plans & Specifications	1/24/2022
Public Hearing & Order Improvement	2/14/2022
Approve Plans and Specifications, Authorize Advertisement for Bids, Authorize Preparation of Assessment Roll	2/28/2022
Bid Opening	3/25/2022
Award Contract	4/11/2022
Begin Construction	June 2022
Accept Assessment Roll & Order Assessment Hearings	8/8/2022
Assessment Hearing	9/12/2022
Adopt Assessment Roll	9/12/2022
Complete Construction	October 2022
Assessments Certified to Ramsey County	November 2022

### **Attachments**

1. Resolution Accepting Feasibility Study
2. Project Location Map
3. Feasibility Report
4. Presentation

**RESOLUTION  
ACCEPTING FEASIBILITY STUDY, AUTHORIZING PREPARATION OF PLANS AND  
SPECIFICATIONS, AND CALLING FOR PUBLIC HEARING**

WHEREAS, pursuant to a resolution of the council adopted August 9<sup>th</sup>, 2021, a report has been prepared by the City Engineering Division with reference to the improvement of Gervais Area Pavement Rehabilitation, City Project 21-07, and this report was received by the council on January 24<sup>th</sup>, 2022.

WHEREAS, the report provides information regarding whether the proposed project is necessary, cost-effective, and feasible,

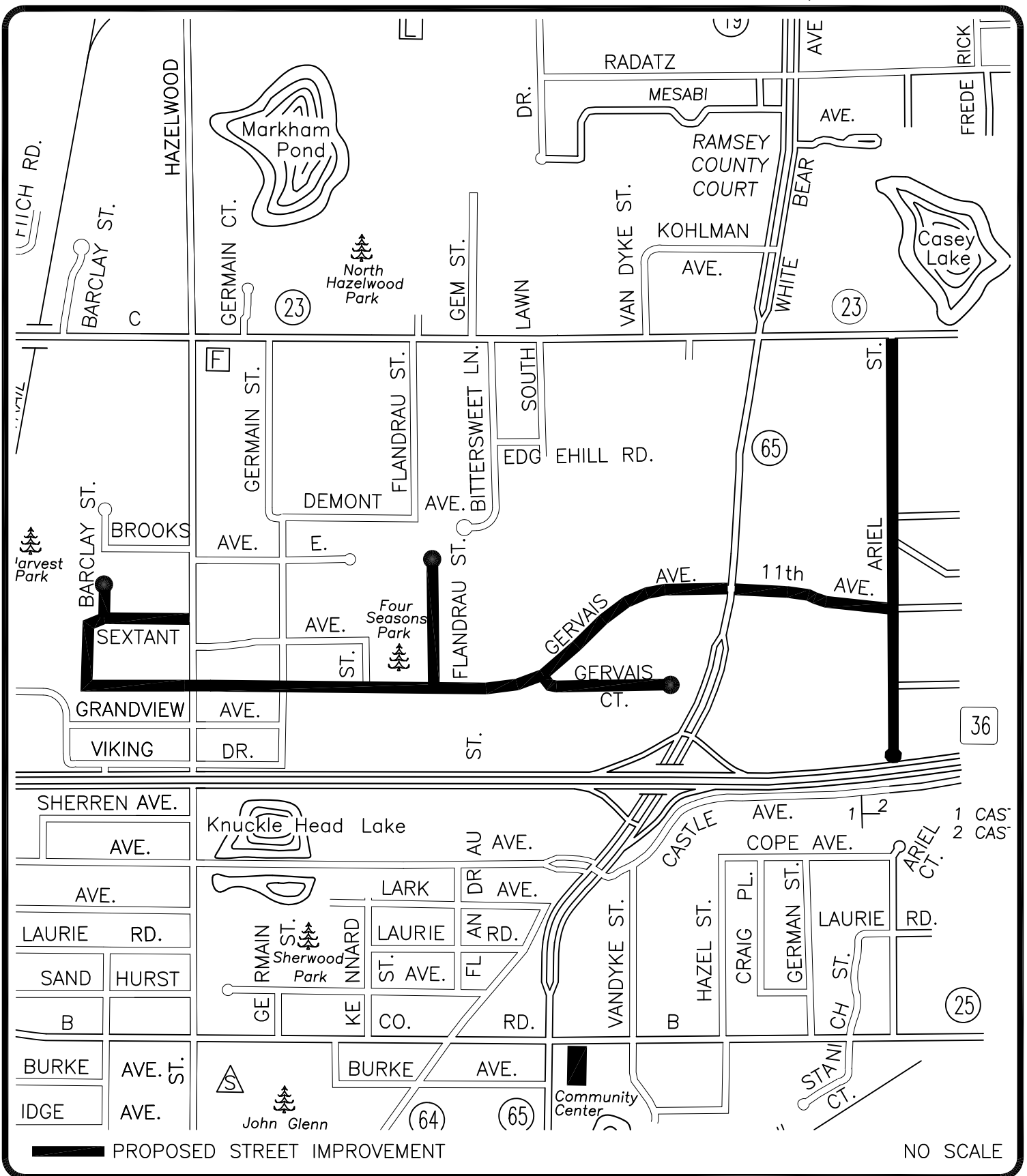
NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF MAPLEWOOD, MINNESOTA:

1. The City Council will consider the Gervais Area Pavement Rehabilitation, City Project 21-07 in accordance with the report and the assessment of abutting property for all or a portion of the cost of the improvement pursuant to Minnesota Statutes, Chapter 429 at an estimated total cost of \$4,113,300.
2. The City Engineer or his designee is the designated engineer for this improvement project and is hereby directed to prepare final plans and specifications for the making of said improvement.
3. The Finance Director is hereby authorized to make the financial transfers necessary for the preparation of plans and specifications. A proposed budget of \$4,113,300 shall be established. The proposed financing plan is as follows:

<b>Estimated Project Cost Recovery</b>		
<b>Funding Source</b>	<b>Total Amount</b>	<b>% of Total</b>
Special Benefit Assessments	\$1,097,000	26%
G.O. Improvement Bonds	\$194,928	5%
Environmental Utility Fund	\$171,200	4%
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Street Revitalization Fund	\$1,202,272	29%
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Saint Paul Regional Water Services	\$648,400	16%
City of North Saint Paul	\$553,300	14%
<b>Total Estimated Project Funding:</b>	<b>\$4,113,300</b>	<b>100%</b>

4. A public hearing shall be held on such proposed improvement on the 14<sup>th</sup> day of February, 2022 at 7:00 PM. The City Clerk shall give mailed and published notice of such hearing and improvement as required by law.

Approved this 24<sup>th</sup> day of January, 2022



# Gervais Area Pavement Rehabilitation

## Project Location Map

### City Project 21-07



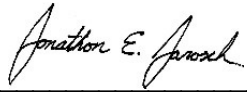


## **Feasibility Report**

### **Gervais Area Pavement Rehabilitation City Project, 21-07**

*11<sup>th</sup> Avenue, Ariel Street, Barclay Street, Gervais Avenue, Gervais Court, Flandrau Street, Sextant Avenue*

*I hereby certify that this report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.*

Signature:   
Jonathon E. Jarosch, P.E.

Date: 1/14/2022  
License No. 49105

*Document Prepared by: Tyler M. Strong, E.I.T.*

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Public Works Department  
1902 County Road B East  
Maplewood, MN 55109

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## **Gervais Area Pavement Rehabilitation City Project, 21-07**

### **EXECUTIVE SUMMARY**

*11<sup>th</sup> Avenue, Ariel Street, Barclay Street, Gervais Avenue, Gervais Court, Flandrau Street, Sextant Avenue*

#### **Project Summary**

This feasibility report has been prepared for the Gervais Area Pavement Rehabilitation, City of Maplewood Project 21-07. The above referenced streets total approximately 2.48 miles in length. The neighborhood area, as depicted in Exhibit 1, is generally bounded by County Road C to the north, Barclay Street to the west, Highway 36 to the south, and Ariel Street to the east. This project is a part of the approved 2022 – 2026 Maplewood Capital Improvement Plan (CIP). After review and approval from City Council, construction is proposed to begin in June of 2022. The proposed improvements include the following:

- Full depth reclaim (FDR) of the street pavement and underlying aggregate base.
- Subgrade repairs as necessary to support the new street pavement.
- Removal and replacement of deteriorated sections of concrete curb and gutter.
- Removal and replacement of outdated sanitary and storm sewer castings.
- Removal and replacement of outdated pedestrian curb ramps as necessary.
- Installation of new bituminous pavement.
- Saw & seal of control joints in the new bituminous pavement.
- Restoration of turf and landscape features which may have been impacted by the project.
- Installation of pedestrian connection on the north side of 11<sup>th</sup> Avenue between White Bear Avenue and Ariel Street.
- Conduct water main replacement and repairs in conjunction with Saint Paul Regional Water Services' (SPRWS) capital improvement plan. SPRWS has identified approximately 2,000 linear feet of water main replacement necessary within the project area.

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- Conduct water main replacement and repairs in the area in conjunction with the City of North St. Paul (NSTP). NSTP has identified approximately 1,250 linear feet of water main replacement necessary within the project area. NSTP is currently evaluating other water system repairs, replacements, and enhancements for items such as gate valves, hydrants, curb stops and other system components.

### **Project Cost**

The estimated costs for the proposed improvements are detailed below. These costs include a 10% construction cost contingency and a 12% allowance for geotechnical, legal, and fiscal expenses.

<b>Estimated Project Cost Summary</b>		
<b>Proposed Improvements</b>	<b>Total Amount</b>	<b>% of Total</b>
Street Improvements	\$2,732,100	67%
Drainage Improvements	\$171,200	4%
Sanitary Sewer Improvements	\$89,300	2%
Water System Improvements	\$1,120,700	27%
<b>Total Estimated Project Cost:</b>	<b>\$4,113,300</b>	<b>100%</b>

### **Proposed Financing**

The improvements are proposed to be financed through a combination of Environmental Utility Fund, G.O. Improvement Bonds, Sanitary Sewer Fund, Special Assessments to the benefiting properties, St. Paul Regional Water, North St. Paul, Street Revitalization Fund and Water Area Fund.

<b>Estimated Project Cost Recovery</b>		
<b>Funding Source</b>	<b>Total Amount</b>	<b>% of Total</b>
Special Benefit Assessments	\$1,097,000	26%
G.O. Improvement Bonds	\$194,928	5%
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<b>Total Estimated Project Funding:</b>	<b>\$4,113,300</b>	<b>100%</b>

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**Schedule**

The following is a tentative schedule for City project 21-07,

<b>Project Milestone</b>	<b>Date</b>
Order Preparation of Feasibility Study	8/9/2021
Accept Feasibility Study, Order Public Hearing, Authorize Preparation of Plans & Specifications	1/24/2022
Public Hearing & Order Improvement	2/14/2022
Approve Plans and Specifications, Authorize Advertisement for Bids, Authorize Preparation of Assessment Roll	2/28/2022
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Begin Construction	June 2022
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Assessment Hearing	9/12/2022
Adopt Assessment Roll	9/12/2022
Complete Construction	October 2021
Assessments Certified to Ramsey County	November 2021

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# **Feasibility Report**

## **Gervais Area Pavement Rehabilitation City Project, 21-07**

*11<sup>th</sup> Avenue, Ariel Street, Barclay Street, Gervais Avenue, Gervais Court, Flandrau Street, Sextant Avenue*

### **1.0 INTRODUCTION**

#### **1.1 General**

The Gervais Area Pavement Rehabilitation Project consists of the streets shown in Exhibit 1. The project is generally bounded by County Road C to the north, Barclay Street to the west, Highway 36 to the south, and Ariel Street to the east. These streets are part of the City's approved 2022 – 2026 Capital Improvement Plan (CIP) as a result of the adoption of the Gas Franchise Fee. The City Council ordered the preparation of the feasibility study for this project on August 9<sup>th</sup>, 2021. After review and approval from City Council, construction is proposed to begin in June of 2022.

The existing street pavement and aging utility infrastructure on the project streets present an ongoing maintenance problem for the City of Maplewood Street and Utility Departments. Of the infrastructure elements the city maintains (sanitary sewer, storm sewer, and streets) the bulk of the maintenance activities consist of patching the roadway, crack sealing, filling potholes, and maintaining the storm sewer system. Saint Paul Regional Water Services (SPRWS) and North St. Paul (NSTP) have noted that the water distribution system in parts of this neighborhood is aging and presents a significant maintenance problem for the future.

#### **1.2 Property History**

The Gervais neighborhood is a mix of residential and commercial properties. See below for a list of the recorded plats throughout the neighborhood.

- Auditor's Subdivision No. 86
- Brighton Park
- Caves Barclay Addition
- Caves Gervais Addition
- Crestwood Townhomes
- E. G. Rodger's Garden Lots
- Flander's Wood
- Kroiss Addition
- Maple Ridge Mall
- Maplewood Addition to North St. Paul
- Maplewood Retail Addition
- North Dells
- North Glen
- Registered Land Survey 257
- Seasons Park Addition to Maplewood

### **1.3 Resident Correspondence**

The feasibility report was ordered to be prepared at the August 9<sup>th</sup>, 2021 City Council meeting. Subsequently a letter was mailed to the residents on August 27<sup>th</sup>, 2021 to provide information on the council's action and to notify them preliminary engineering activities would begin within the neighborhood during the fall of 2021.

Staff mailed initial informational packets to impacted residents on November 12<sup>th</sup>, 2021. The packet informs and requests input from the resident about a number of topics including street construction frequently asked questions (FAQ) handout, informational assessment handout and Neighborhood Meeting Invite #1.

The first informational neighborhood meeting virtually on November 23<sup>rd</sup>, 2021. Staff mailed out the invitation to 121 property owners who would be assessed as a part of the construction project, approximately 8 attended the meeting. The meeting included a presentation followed by a question and answer session. Items discussed at this meeting included the public improvement process, construction process, existing conditions, proposed improvements, assessment information, and an estimated project timeline. The majority of the conversation revolved around property access during construction, current pavement conditions, the general construction process, and assessments. The majority of residents in attendance were generally in favor of the project.

Following the first neighborhood meeting, Staff reviewed the City's Comprehensive Plan, Parks Master Plan, and Living Streets Policy to see what additional guidance these documents could provide for sidewalks and trails in the project area. Staff have mapped the location of existing sidewalks and trails in the region along with those being proposed for the future. After considering all of this information, along with the feedback heard from residents, staff have created a preliminary sidewalk layout map shown in Exhibit 2.

Additional neighborhood meetings and stakeholder correspondence are planned throughout the public improvement process to continue conversations with area residents and to ensure that everyone affected by the potential project is well informed and has had multiple chances to provide input on the project.

## 2.0 EXISTING CONDITIONS

### 2.1 Street History

The majority of the project streets were originally constructed in the 1960's and 1970's as water and sewer service was extended to the area. After the 1970's a few smaller projects were conducted in the area focused on maintaining street pavement, replacing failing utilities and adding new utilities to facilitate new development in the area.

The streets included in the Gervais Area Pavement Rehabilitation project are classified as local streets. Local streets provide conveyance for vehicle traffic between properties and collector streets nearby such as White Bear Avenue, Hazelwood Street and County Road C. Most project streets carry traffic volumes less than 1,000 vehicles per day and have speed limits of 30 mph with Gervais Avenue and 11<sup>th</sup> Avenue being the exception. Gervais Avenue and 11<sup>th</sup> Avenue are higher volume local streets which convey vehicle traffic to points of interest such as Hyvee, Cub Foods, Home Depot and other nearby local businesses.

It should be noted Ariel Street is a border street with the City of North St. Paul. In order to improve the border street, both the Maplewood and North St. Paul City Council's must initiate improvements. On September 21<sup>st</sup>, 2021 North St. Paul City Council voted to initiate improvements to Ariel Street in 2022. Each City will be required to bring the project through the public improvement process in order to rehabilitate Ariel Street. If the project moves forward, agreements will be drafted and executed detailing each City's responsibilities as it pertains to the rehabilitation of Ariel Street.

Widths of existing streets vary slightly and are somewhat irregular with respect to their lengths. Table A summarizes the average widths of all existing streets within the scope of this study. The averages are based on new topographic data taken in 2021 and random measurements along each street length. Please note the existing widths are based on a toe-of-curb to toe-of-curb measurement.

<b>Table A: Existing Street Widths</b>		
<b>Gervais Area Pavement Rehabilitation</b>		
<b>Street</b>	<b>From/To</b>	<b>Average Width (ft.)</b>
Gervais Avenue	White Bear Avenue/Barclay Street	38
11 <sup>th</sup> Avenue	White Bear Avenue/Ariel Street	48
Flandrau Street	Gervais Avenue/Cul-de-sac	30
Gervais Court	Gervais Avenue/Cul-de-sac	33
Barclay Street	Gervais Avenue/Cul-de-sac	30
Sextant Avenue	Barclay Street/Hazelwood Avenue	30
Ariel Street	County Road C/Cul-de-sac	33



## 2.2 Pavement Condition

The streets associated with this project have a combined length of approximately 2.48 miles. The Pavement Condition Index (PCI) method was used to determine the condition of the project streets. The PCI method of rating pavement is based on a visual survey of the pavement and is a number between 0 and 100 indicating the condition of a roadway, with 0 being the worst possible pavement condition and 100 being the best possible condition (i.e. a new road). The PCI method was developed by the United States Army Corps of Engineers and is widely used in transportation civil engineering. It is the City's general goal to have 75-percent of local streets at a rating of 70 or above.

According to the pavement condition survey the streets have a weighted average PCI rating of 33. A summary of the street segments and their corresponding PCI ratings are shown in Table B.

<b>Table B: Pavement Condition Index (PCI)</b>			
<b>Gervais Area Pavement Rehabilitation</b>			
<b>Street</b>	<b>From/To</b>	<b>Miles</b>	<b>2021 PCI</b>
Ariel Street	County Road C/425 ft. North of 11 <sup>th</sup> Avenue	0.30	38
Ariel Street	425 ft. North of 11 <sup>th</sup> Avenue/11 <sup>th</sup> Avenue	0.08	47
Ariel Street	Viking Drive/11 <sup>th</sup> Avenue	0.23	32
Barclay Street	Gervais Avenue/Sextant Avenue	0.10	13
Barclay Street	Sextant Avenue/Cul-de-sac	0.06	26
11 <sup>th</sup> Avenue	White Bear Avenue/Ariel Street	0.24	46
Flandrau Street	Gervais Avenue/Cul-de-sac	0.20	38
Gervais Avenue	Hazelwood Avenue/Germain Street	0.13	30
Gervais Avenue	Kennard Street/Flandrau Street	0.09	30
Gervais Avenue	Barclay Street/Hazelwood Avenue	0.15	21
Gervais Avenue	Germain Street/Kennard Street	0.12	30
Gervais Avenue	Flandrau Street/Gervais Court	0.16	32
Gervais Avenue	Gervais Court/White Bear Avenue	0.30	28
Gervais Court	Gervais Avenue/Cul-de-sac	0.19	45
Sextant Avenue	Barclay Street/Hazelwood Avenue	0.13	12
<b>Total Length (Miles) =</b>		<b>2.48</b>	
<b>Weighted Average 2021 PCI =</b>			<b>33</b>

The existing neighborhood streets have failures including, but not limited to, transverse and edge cracking, medium to high severity patching, fatigue (alligator) cracking, severe block cracking, and potholes. A number of areas within the street section have water pooling in them as well. These puddles ice over in the winter and expand and contract, causing a higher level of deterioration within the street pavement.

Figures 1 & 2 on the following pages display pictures of the level of pavement deterioration in this neighborhood. Overall, the pictures provide an accurate representation of the current state of street disrepair throughout this neighborhood.

**Gervais Avenue**



**Flandrau Street**



*FIGURE 1: Photos of Pavement Deterioration in the Gervais Neighborhood*



**Barclay Street**



**11<sup>th</sup> Avenue**



***FIGURE 2: Photos of Pavement Deterioration in the Gervais Neighborhood***

## **2.3 Geotechnical Summary**

Northern Technologies LLC (NTI) was hired to prepare a geotechnical engineering report for the purposes of constructing the roadway project. Twenty-eight soil borings and nine pavement cores were taken on project streets. Exhibit 3 details the geotechnical findings for this project.

### **2.31 Subgrade Soil Characteristics**

The streets in the project area were originally constructed in the 1950's, 1960's and 1970's as residential and commercial property was being developed in the area. Offsite fill material was transported to the site and used in the original construction of the roadway. The fill material varied in soil type and generally consisted of sand (SP), silty sand (SM), clayey sand (SC) and sandy clay. The fill material varied in total layer thickness from 5.0 feet to 13.0 feet below the aggregate base layer. These materials are generally suitable subgrade materials for pavement support when accompanied with a suitable aggregate base layer and asphalt pavement layer(s).

Groundwater was observed in 10 of the 28 borings with effective depths ranging from 6.0 feet to 11.5' below the ground surface. In areas where ground water levels are high, additional measures for drainage & construction must be taken into consideration. Infiltration rates will generally be moderate to low within the project area due to the presence of clay and silt in the fill material brought in when the roadway was originally constructed. Given the in-situ soil types and moderate elevation of the groundwater table, some areas of the project will benefit from the installation of drain tile to ensure drawdown of groundwater within the street supporting layers.

### **2.32 Existing Pavement Section**

Due to past construction methods, the existing pavement section is quite irregular along its entire length. Table C shown below generalizes the existing pavement section.

<b>Table C: Existing Pavement Section</b>			
<b>Cope Avenue Improvements</b>			
<b>Street</b>	<b>From/To</b>	<b>Pavement Thickness (in.)</b>	<b>Aggregate Base Thickness (in.)</b>
11 <sup>th</sup> Avenue	White Bear Avenue/Ariel Street	9.5 – 12.5	0 – 5.5
Ariel Street	County Road C/Cul-de-sac	4 – 10	3 – 6.5
Barclay Street	Gervais Avenue/Cul-de-sac	3 – 4	8.5 – 11
Gervais Avenue	White Bear Avenue/Barclay Street	4 – 6	3.5 – 10
Gervais Court	Gervais Avenue/Cul-de-sac	4 – 6	6 – 11.5
Flandrau Street	Gervais Avenue/Cul-de-sac	5.5	8
Sextant Avenue	Barclay Street/Hazelwood Avenue	5.5	6.5

### **2.33 Geotechnical Conclusions**

- Some of the project streets have an inadequate crown which allows water to pond in small depressions and scour the pavement surface. As the street ages, depressions in the pavement trap water, subjecting the pavement to freeze-thaw pop-outs and edge cracking. This deterioration eventually forms potholes over time.
- The presence of silt and clay found in some locations within the project area are poorly draining and frost susceptible under certain conditions, this can cause freeze-thaw damage within the roadway over time. If these soils are found during the construction of the roadway it is recommended to remove and replace with a granular material.

- The majority of the streets had a full depth pavement section originally installed in the 1960's and 1970's. The pavement section is past the end of its useful life.
- The project streets have deteriorated to the point at which routine maintenance is no longer cost-effective or even possible in some situations.
- Correcting the drainage problems on the streets, as well as constructing a new pavement section to the most current standards will allow for a high-quality long-lasting product, which is considered critical to the performance of any road cross-section and the City's roadway infrastructure.

## **2.4 Existing Curb**

Existing concrete curb and gutter is present on all of the project streets. During a rain event concrete curb and gutter channels storm water runoff into the underground storm sewer system. This method of runoff conveyance is the most effective in preserving street pavement due to the following:

- Prevents erosion of grassy boulevard edges.
- Prevents deterioration of asphalt pavement edges when abutting a non-confining edge such as boulevard grass.
- Contains vehicle traffic and plowing to the street, which eliminates damage to boulevard grass.
- Reduces long term cost of pavement maintenance.

Overall the curb and gutter on the project streets is in good condition with an estimated 19% being structurally damaged to the extent that it should be removed and replaced.

It should be noted the curb and gutter present on 11<sup>th</sup> Avenue is in poor enough condition to warrant a complete removal and replacement. Staff will look into the possibility of this option if the project progresses into the design phase.

## **2.5 Existing Utilities**

### **2.51 Sanitary Sewer**

The majority of the sanitary sewer in the project area was installed in 1950's, 1960's and 1970's as residential and commercial properties were added to the area. These sewer mains consist of 8" to 15" Vitrified Clay Pipe (VCP). During the sanitary sewer main inspection in 2021, Maplewood Public Works crews noted no significant issues with the sanitary sewer main.

The project lies within Maplewood's sanitary sewer districts 22 & 27. The sewage from properties within Districts 22 & 27 flows east then discharge into the Metropolitan Council sewer interceptor which runs along Highway 61.

### **2.52 Water Main**

The majority of the water main system within the Gervais neighborhood is owned and maintained by Saint Paul Regional Water Services (SPRWS). The majority of the original cast iron water main in the project area was installed in the 1960's and 1970's as residential and commercial properties were added to the area. As cast iron pipe ages it becomes brittle and more susceptible to water main breaks. A few sections of the original cast iron water main has been upgraded to ductile iron. Currently, SPRWS has identified approximately 2,000 linear feet of cast iron water main requiring removal and replacement as a part of the project.

It should be noted Ariel Street is a border street with North St. Paul. North St. Paul is planning to replace its cast iron water main on Ariel Street between 11<sup>th</sup> Avenue and the most southern cul-de-sac as part of the project.

### **2.53 Storm Sewer and Drainage**

The Gervais Area Pavement Rehabilitation project lies within the Ramsey-Washington Metro Watershed District (RWMWD). As seen in Exhibit 4, the project area contributes runoff to the Keller Lake and Kohlman Creek Subwatershed's. The storm water runoff from streets east of Flandrau Street is conveyed to the Keller Lake Subwatershed. The runoff from streets west of Flandrau Street is conveyed to the Kohlman Creek Subwatershed. Both of these subwatersheds ultimately discharge into the Mississippi River.

Generally, surface drainage is channeled into the street, relying on the curb and gutter to keep the drainage impounded within the street section. No major deficiencies were noted by staff during the storm sewer inspection performed in the summer of 2021. Some minor deficiencies observed include the deterioration of a few storm sewer structures, failed structure adjustment rings and broken inlet castings.

## **3.0 PROPOSED IMPROVEMENTS**

### **3.1 Pavement Rehabilitation**

The current pavement on the project streets has deteriorated past the point of regular maintenance activities being effective. Predominate pavement failures include, but are not limited to, transverse and edge cracking, medium to high severity patching, fatigue (alligator) cracking, severe block cracking, and potholes. Due to the severity and frequency of pavement failures staff are recommending a full depth reclamation (FDR) of the project streets.

Reclamation is a process in which the existing pavement is ground up and mixed with the underlying aggregate material to form new base material to support the road. After the road has been reclaimed, excess reclaim material will be removed to make room for the new pavement section. The road will then be reshaped and compacted to provide adequate drainage to the adjacent curbs. Lastly the new bituminous pavement is installed in separate layers.

### **3.2 Concrete Curb and Gutter**

Damaged sections of curb often result in standing water in the curb-line or the road edge, which risks further damage to the road pavement over time. Based on an initial site investigation it is estimated that 19% of the existing curb will need to be replaced on the project streets. During construction, a city project representative will determine which sections of concrete curb and gutter will need to be removed and replaced.

Staff are recommending that only structurally deficient portions of concrete curb and gutter on the project streets be removed and replaced prior to placement of the new bituminous pavement.

### **3.3 Pedestrian Improvements**

As a part of the project, a new pedestrian connection is proposed to be installed on the north side of 11<sup>th</sup> Avenue between White Bear Avenue and Ariel Street. The new connection will provide a safe off-street area for pedestrians to access the many points of interests along the White Bear Avenue corridor. To improve the safety of crossing pedestrians it is also proposed to include a designated crosswalk at 11<sup>th</sup> Avenue and Ariel Street. See Exhibit 2 for a preliminary layout map of the proposed pedestrian connection.

During the design phase of the project, staff will also review any existing pedestrian curb ramps present on the project streets and evaluate the need for replacement based on current ADA requirements.

### **3.4 Storm Water Management**

The goal of this project is to rehabilitate the pavement surface and therefore does not include any major Maplewood funded utility upgrades or repairs. Outdated and broken storm sewer castings are proposed to be replaced along with the adjustment of all manholes to the final pavement surface elevation.

There are a few miscellaneous storm sewer structures on the project which have a history of structural failures. As a part of this project the outdated and failing structures are proposed to be removed and replaced with modern precast concrete structures.

Best Management Practices (BMP's) such as sump manholes will be installed where possible to improve water quality flowing to adjacent wetlands and lakes. These BMP's will be designed to meet RWMWD requirements, as well as City of Maplewood requirements.

### **3.5 Water main**

At this time, SPRWS and NSTP have identified approximately 3,250 lineal feet of water main which needs to be removed and replaced as a part of the project. The water main work would be done under the proposed project contract and the cost associated with this work would be reimbursed to the city by SPRWS & NSTP. Maplewood will only be responsible for water system expenses that are directly the result of the street construction.

### **3.6 Sanitary Sewer**

City of Maplewood Sanitary Sewer Department performed televising and manhole inspection in 2021 for the project streets. Based on the results of the reports, staff are not recommending upgrades or repairs to the sanitary sewer main, structures or services as a part of this project. However, there are some outdated sanitary sewer castings which are recommended to be replaced as a part of the project. Replacement of these castings with the new standard will reduce storm water inflow & infiltration into the sanitary sewer system. Reducing storm water inflow and infiltration into the sanitary sewer system reduces the amount of water conveyed to the Metropolitan Council Wastewater treatment plant, a top priority of the City and Metropolitan Council.

### **3.8 Lighting**

Staff will look into the current street lighting layout to see if additional lighting is needed. It should be noted that street lights are installed for navigational and traffic safety purposes only. They are not directly installed for security purposes. If residents are interested in lighting beyond those necessary for adequate street lighting, they can be requested and installed through Xcel Energy for a fee.

## **4.0 MISCELLANEOUS PRIVATE UTILITIES**

Private utility companies have been notified of the potential project and its impacts to private utilities. Project staff will continue to work with private utility companies as the project progresses into design.

## **5.0 EROSION CONTROL**

As part of the project plans and specifications, staff are required to prepare a storm water pollution prevention plan (SWPPP) for the purposes of enforcing erosion and sediment control rules. The SWPPP will include erosion and sediment control methods that will be implemented throughout the project. Silt fence, bio-rolls, erosion control blanket, and other best management practices (BMP's) will be utilized where direct runoff might occur. Inlet protection will be used to protect both the existing and new catch basins during construction. Street sweeping will occur as needed on all paved street surfaces throughout the project, including intersecting streets. Watering of exposed soils and aggregate material would be done as a dust-control measure. An erosion and sediment control plan sheet and storm water pollution prevention plan will be created during the design phase of this project. Turf establishment by means of seed & blanket, seed & hydromulch or mineral sod in areas of soil disturbance will be required. After street and utility work is completed, sod or seed will be placed as the permanent turf establishment in all disturbed areas. The City in coordination with the watershed district will closely monitor all erosion and sediment control measures throughout the construction process. The selected contractor will be required to install all preventative measures and maintain them as required by the City, Ramsey-Washington Metro Watershed District, MPCA, and other regulatory agencies.

## **6.0 TRAFFIC CONTROL**

Traffic from outside the immediate neighborhood will likely be impacted by the construction project. This is due to Gervais Avenue and 11<sup>th</sup> Avenue conveying high volumes of vehicles to significant points of interest such as; Hyvee, Home Depot, Cub Foods, the Mapleridge Center and other commercial properties. A construction project of this magnitude will result in some inconvenience and disruption to the local properties and through traffic. Staff will work with local stakeholders, the general contractor, and the traffic control subcontractor to ensure disruptions are kept to a minimum.

The project will be constructed under through traffic conditions when possible. Accesses with concrete curb or concrete driveway apron replacements will not be able to use driveway entrances during the concrete curing period. However, higher volume driveways such as commercial business entrances, will be constructed in halves when possible to allow for uninterrupted flow of customer traffic. Temporary driveway entrances may be needed in some circumstances.

Emergency access for vehicles will be available 24 hours a day throughout the project. During short periods of time, however, some segments of the project may not be passable while certain work is being executed. In these instances, access would be available from another direction. Streets and accesses will be reopened at the end of the day. An alternate route for the emergency vehicles will be determined for short periods of time when access may be blocked due to construction activities.

## **7.0 PROJECT COST**

The estimated costs for the proposed improvements are detailed in the table on the following page. These costs include a 10% construction cost contingency and a 12% allowance for geotechnical, legal, and fiscal expenses.



<b>Estimated Project Cost Summary</b>		
<b>Proposed Improvements</b>	<b>Total Amount</b>	<b>% of Total</b>
Street Improvements	\$2,732,100	67%
Drainage Improvements	\$171,200	4%
Sanitary Sewer Improvements	\$89,300	2%
Water System Improvements	\$1,120,700	27%
Total Estimated Project Cost:	\$4,113,300	100%

Exhibit 5 provides a more detailed construction and project cost estimate breakdown.

## 8.0 COST RECOVERY

An independent appraisal firm was hired to ascertain an opinion of special benefit received by properties within the neighborhood project area. This information will ultimately be utilized to set the special benefit assessment amounts for the project area. For the purposes of this report, the rates established in the City's Special assessment policy were utilized. There are a total of 123 assessable residential and commercial parcels within the project area. Exhibit 6 details the preliminary assessment roll. Exhibit 7 shows the preliminary assessment map for the project.

Based on the City of Maplewood's Pavement Management Policy, parcels are assessed on an equal "unit" basis. The City's current residential unit assessment rate for a pavement rehabilitation project is \$3,450 (\$69.00/Front-Foot for commercial properties). However, per Minnesota State Statute 429, the assessment amount cannot be greater than the benefit received by the property from the improvement. Therefore, the final special benefit assessment amounts will be established after reviewing the appraisal report. Adjustments to the financing plan may be required following the receipt of the special benefits appraisal. For the purposes of this report and establishing a project financing plan, the preliminary assessment rates are as follows.

- Residential
  - Pavement Rehabilitation Rate = \$3,450/Unit
- Commercial
  - Pavement Rehabilitation Rate = \$69.00/Front-Foot

The improvements are proposed to be financed through a combination of Environmental Utility Fund, G.O. Improvement Bonds, Sanitary Sewer Fund, Special Assessments to the benefiting properties, St. Paul Regional Water, North St. Paul, Street Revitalization Fund and Water Area Fund. A summary of the estimated financing for the proposed project is included in the table below.

<b>Estimated Project Cost Recovery</b>		
<b>Funding Source</b>	<b>Total Amount</b>	<b>% of Total</b>
Special Benefit Assessments	\$1,097,000	26%
G.O. Improvement Bonds	\$194,928	5%
Environmental Utility Fund	\$171,200	4%
Sanitary Sewer Fund	\$89,300	2%
Street Revitalization Fund	\$1,202,272	29%
W.A.C. Fund	\$156,900	4%
Saint Paul Regional Water Services	\$648,400	16%
CITY OF North Saint Paul	\$553,300	14%
Total Estimated Project Funding:	\$4,113,300	100%

## 9.0 PROJECT SCHEDULE

The following schedule may be implemented, should it be determined to proceed with the project:

Project Milestone	Date
Order Preparation of Feasibility Study	8/9/2021
Accept Feasibility Study, Order Public Hearing, Authorize Preparation of Plans & Specifications	1/24/2022
Public Hearing & Order Improvement	2/14/2022
Approve Plans and Specifications, Authorize Advertisement for Bids, Authorize Preparation of Assessment Roll	2/28/2022
Bid Opening	3/25/2022
Award Contract	4/11/2022
Begin Construction	June 2022
Accept Assessment Roll & Order Assessment Hearings	8/8/2022
Assessment Hearing	9/12/2022
Adopt Assessment Roll	9/12/2022
Complete Construction	October 2022
Assessments Certified to Ramsey County	November 2022

## 10.0 CONCLUSIONS AND RECOMMENDATION

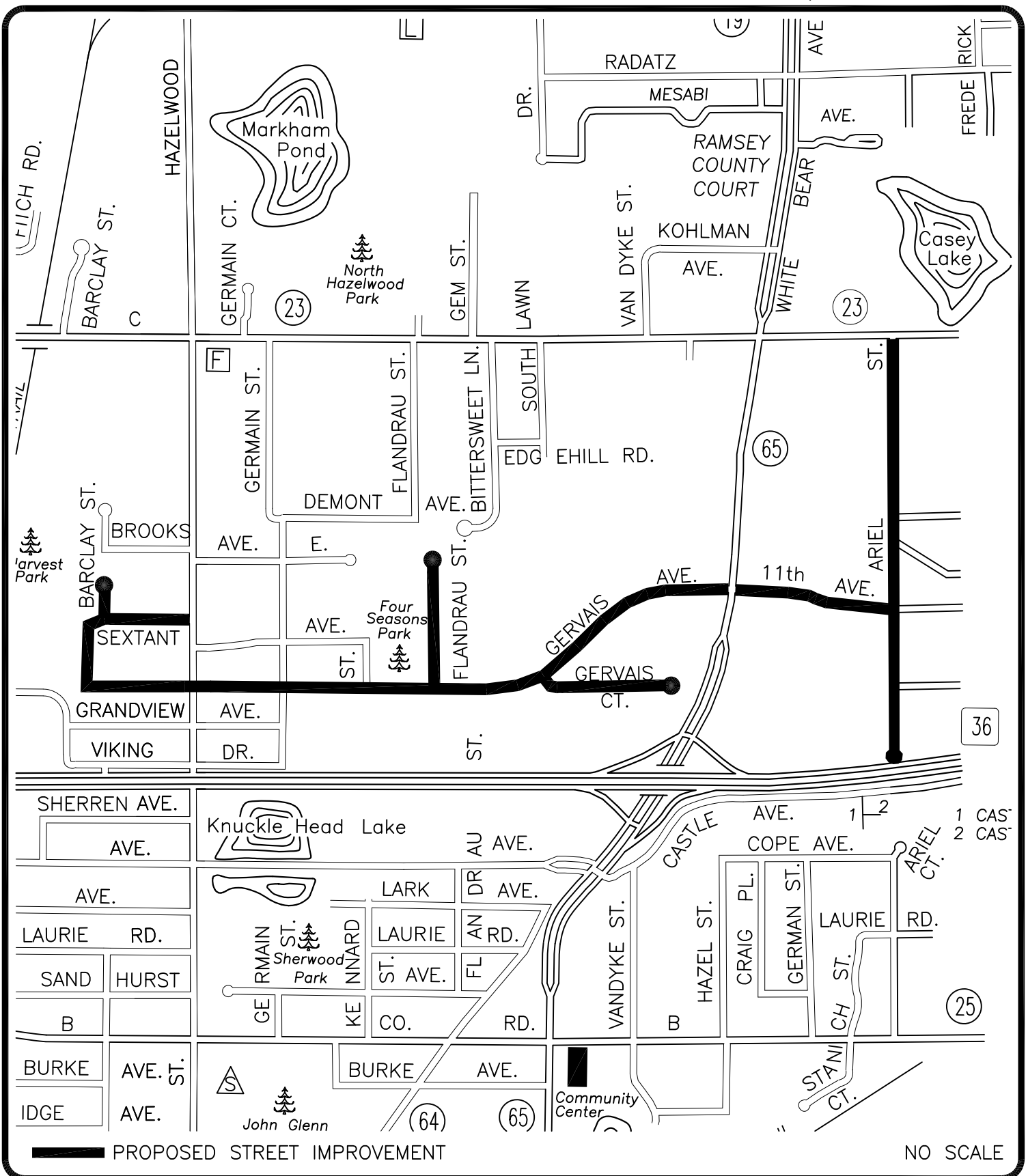
From the results of the feasibility study and investigations, it can be concluded that:

- The project is feasible as it relates to general engineering principles, practices and construction procedures as it has been presented in this report.
- The project is necessary for economic and safety reasons
- The project is cost effective when all the related costs are considered – environmental, maintenance, private, and public.
- The proposed improvement is necessary to maintain the city's infrastructure.

In consideration of these conclusions, it is recommended that:

- If the City Council deems the project feasible, a public hearing should be held as soon as possible.
- The proposed improvements should be constructed as outlined in this report.
- The cost of the improvements will be recovered through assessments to the benefited properties or parcels and through city finances.

## **APPENDIX A**

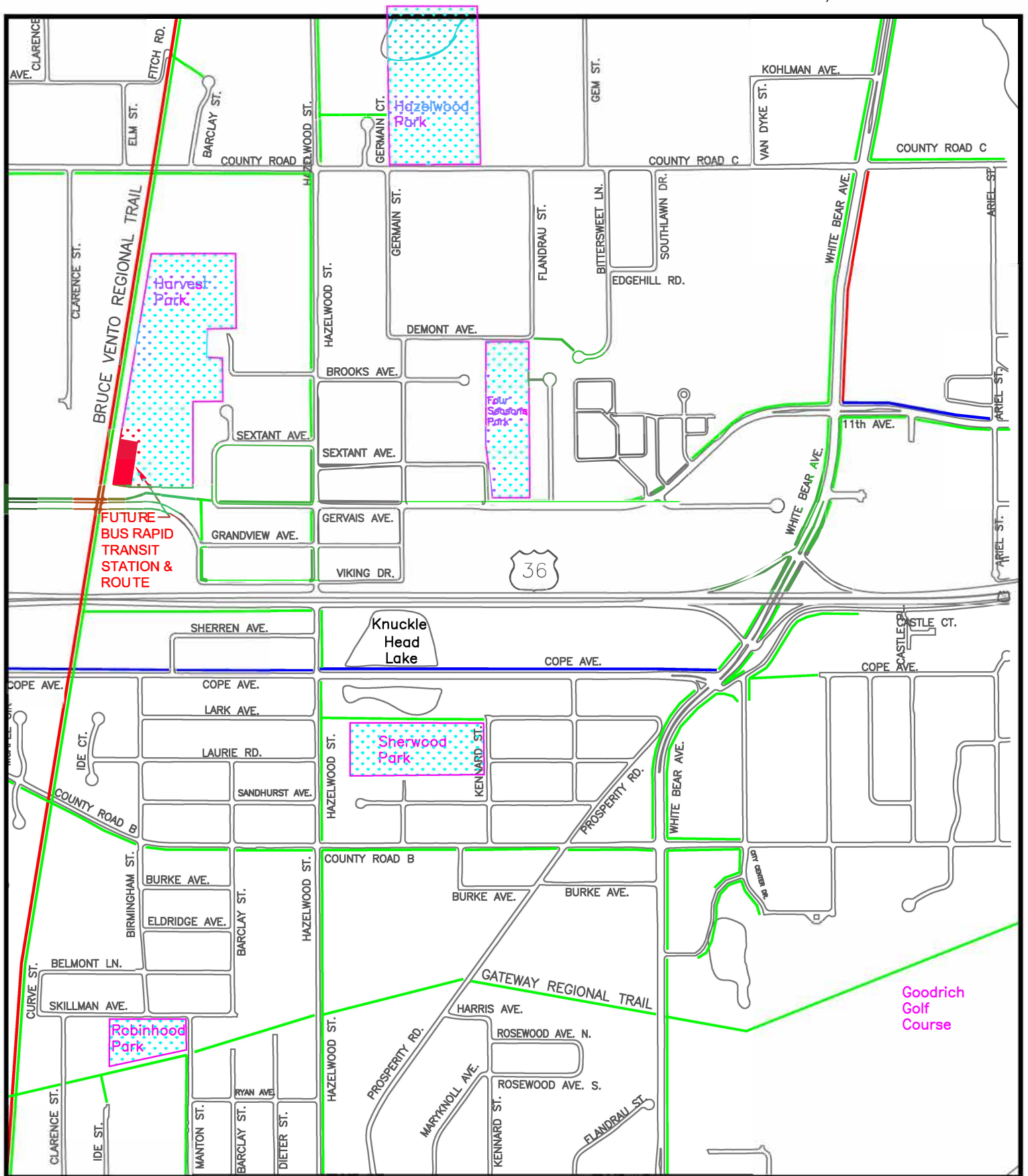


# Gervais Area Pavement Rehabilitation

## Project Location Map

### City Project 21-07





# FEASIBILITY SIDEWALK LAYOUT

- EXISTING SIDEWALK/TRAIL
- PROPOSED SIDEWALK 2022
- FUTURE SIDEWALK/TRAIL
- DESTINATION LOCATIONS



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 www.NTIgeo.com

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January 5, 2022

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

Attention: Tyler Strong

Subject: Geotechnical Exploration and Engineering Review  
**Gervais Area Street Improvements**  
 Maplewood, Minnesota  
 NTI Project No. 21.MSP.13086.000

In accordance with your request and subsequent October 15, 2021, authorization, Northern Technologies, LLC (NTI) conducted a Geotechnical Exploration for the above referenced project. Our services included the advancement of exploration borings and preparation of a detailed engineering report. Our work was performed in general accordance with our proposal dated October 14, 2021.

Soil samples obtained at the site will be held for 60 days at which time they will be discarded. Please advise us in writing if you wish to have us retain them for a longer period. You will be assessed an additional fee if soil samples are retained beyond 60 days.

We appreciate the opportunity to have been of service on this project. If there are any questions regarding the soils explored or our review and recommendations, please contact us at your convenience at (651) 389-4191.

**Northern Technologies, LLC**

A handwritten signature in black ink, appearing to read "Josh Holmes".

Josh Holmes, P.E.  
 Project Engineer

A handwritten signature in black ink, appearing to read "Daniel Gibson".

Dan Gibson  
 Senior Engineer

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a Duly Licensed Professional Engineer under the Laws of the State of Minnesota.

A handwritten signature in black ink, appearing to read "Joshua A. Holmes".

Joshua A. Holmes, P.E.

Date: 1/5/22 Reg. No. 53424



## SCOPE OF SERVICES

Our exploration included the advancement of twenty-eight (28) SPT borings extending to a maximum depth of 14.5 feet below existing grade, and nine (9) pavement cores. The scope of services included determining existing bituminous and aggregate base thicknesses, groundwater levels, subsurface conditions, and providing recommendations for site preparation, excavations, engineered fill and compaction, groundwater management, and potential difficulties during construction.

## PROJECT AND SITE DESCRIPTION

The proposed project will include street improvements to 2.48 miles of Gervais Avenue E., N. Barclay, Flandrau St., 11<sup>th</sup> Avenue, and Arial Street in Maplewood, Minnesota. NTI understands street and utility improvements will include a total reconstruction of the roadway, curb and gutter, sidewalk, utilities, and boulevard restoration.

## LABORATORY TEST PROGRAM

Our analysis and recommendations of this report are based upon our interpretation of the standard penetration test resistance determined while sampling soils, laboratory test results, and experience with similar soils from other sites near the project. The results of such tests are summarized on the boring logs or attached laboratory test reports.

## SUBSURFACE EXPLORATION SUMMARY

NTI performed the subsurface exploration program on November 1 - 8, 2021, using an ATV-mounted drill rig. Samples were generally collected in accordance with ASTM D 1586 "Standard Test Method for Standard Penetration Testing (SPT) and Split-Barrel Sampling of Soils". The boring locations and depths were determined by a representative of the City of Maplewood. Borings terminated at a depth of 14.5 feet below existing pavement grade. Elevation of borings was determined using a Trimble GEOXH 6000 GPS unit. Please refer to the Boring Location Diagrams and the Boring Logs in Appendix C.

Bituminous pavement thickness ranged from 3 to 13.5 inches at the boring and core locations. Apparent aggregate base thickness ranged from 0 to 14 inches. Additionally, previously placed undocumented fill soils, generally consisting of poorly graded sand (SP), poorly graded sand with silt (SP-SM), silty sand (SM), clayey sand (SC), and sandy clay (CL) extended approximately 6.5 to 13 feet below existing grade. We note that debris material was encountered from 4 to 6.5 feet at SB-06.

Native Outwash soils underlying the undocumented fill are comprised of very loose to very dense, poorly graded sand and sand with silt (SP, SP-SM), silty sand (SM), clayey sand (SC), and/or soft to very stiff lean clay (CL) and silty lean clay (CL-ML) having trace to little amounts of gravel extended to the boring termination depths.



Table 1 summarizes the encountered subsurface conditions.

**Table 1: Pavement and Subgrade Summary<sup>1</sup>**

Boring No.	Bituminous Pavement Thickness <sup>2</sup> (inches)	Apparent Aggregate Base Thickness <sup>3</sup> (inches)	Fill Subgrade Material <sup>4</sup>	Native Subgrade Material	Pavement Condition
SB-1	6.5	6	SC, CL	SC, SP	Slight surface wearing
SB-2	12.5	0	SC, SP-SM, CL	SC	Deteriorated chip seal, surface cracking
SB-3	9.5	3	SC, SM, SP-SM	SP, CL, SC	Chip seal, surface cracking
SB-4	10.5	5.5	SC, SM	SC	Slight surface wearing
SB-5	10.5	3.5	SC, CL, SP-SM	SP	Chip seal, surface cracking
SB-6	6	6.5	SC, SM	SP, SP-SM, CL	Slight surface wearing
SB-7	6	6	SC, SM	CL	Deteriorated chip seal, surface cracking
SB-8	5	7	SM, SC, CL	SP	Deteriorated chip seal, surface cracking
SB-9	5.5	6	SM, SC	CL-ML, CL, SP, SC	Chip seal, surface cracking
SB-10	5	6	SM, SC, SP-SM	CL	Deteriorated chip seal, surface cracking
SB-11	6	6.5	SM, SC	SP-SM, SC, CL	Deteriorated chip seal, surface cracking
SB-12	5	8	SM, SC	CL, SC	Chip Seal, surface cracking
SB-13	6	11.5	SM, SP-SM	SC, SP-SM, SP	Deteriorated chip seal, surface cracking
SB-14	4	6	SC, SM	CL, SC	Chip Seal, surface cracking
SB-15	6	7.5	SM, SP-SM, SC	SC	Deteriorated chip seal, surface cracking
SB-16	4.5	9	SM, SC, CL	SP	Deteriorated chip seal, surface cracking
SB-17	13.5	3.5	SM, SC, SP-SM	SC	Deteriorated chip seal, surface cracking
SB-18	4.5	4	SM, SP-SM, SC	SC	Deteriorated chip seal, surface cracking
SB-19	4	10	SM, SC, CL	SP, SC	Slight surface wearing
SB-20	4	7	SM, SC, SP-SM	SP, CL, SC	Heavy weathering, slight surface cracking
SB-21	4	8.5	SM, SP-SM	SP	Chip Seal, surface cracking
SB-22	5.5	6.5	SM, SP-SM	CL	Heavy weathering, slight surface cracking
SB-23	3	11	SM, CL	SP, SC, SP-SM	Slight surface wearing
SB-24	5	6	SP-SM, SM	CL	Slight surface wearing
SB-25	4	6.5	SP-SM, SM, CL	SP, SC	Heavy weathering, slight surface cracking
SB-26	10	3	SC	SP	Chip Seal, surface cracking
SB-27	4	5.5	SP-SM	SP, CL-ML	Deteriorated chip seal, surface cracking
SB-28	5.5	8	SC	CL, SC, SP	Chip seal, surface cracking



Table 1 – Cont.: Pavement and Subgrade Summary<sup>1</sup>

Boring No.	Bituminous Pavement Thickness <sup>2</sup> (inches)	Apparent Aggregate Base Thickness <sup>3</sup> (inches)	Fill Subgrade Material <sup>4</sup>	Native Subgrade Material	Pavement Condition
AC-1	4.5	10	N.A.	N.A.	Deteriorated chip seal, surface cracking
AC-2	4	11	N.A.	N.A.	Deteriorated chip seal, surface cracking
AC-3	7.75	5	N.A.	N.A.	Chip Seal, good condition, no weathering
AC-4	8.5	14	N.A.	N.A.	Deteriorated chip seal, surface cracking
AC-5	5	5.5	N.A.	N.A.	Deteriorated chip seal, surface cracking
AC-6	6.5	6.75	N.A.	N.A.	Heavy weathering, slight surface cracking
AC-7	8	7	N.A.	N.A.	Deteriorated chip seal, surface cracking
AC-8	7	6.5	N.A.	N.A.	Chip Seal, good condition, no weathering
AC-9	5	6	N.A.	N.A.	Chip Seal, good condition, no weathering

1. Table summary is a generalization of subsurface conditions at the individual soil boring locations only. They may not reflect variations in subsurface strata occurring on site between boring locations. The general geologic origin of retained soil samples is listed on the boring logs.
2. Measured thickness of the pavement in field.
3. Apparent aggregate base thickness, at time of our fieldwork, by visual inspection only and is not meant to confer conformance with DOT specifications.
4. Undocumented fill soils.

## GROUNDWATER AND GROUNDWATER CONTROL

Measurable groundwater was encountered approximately 6 to 14 feet below grade at select boring locations across the project during drilling operations. Groundwater levels noted on the boring logs with granular soils should approximate the local ground water table as site soils are granular in nature and should respond quickly to groundwater flow. Overall, the site soils are conducive to movement of groundwater both laterally and vertically. The moisture content of such soils can vary annually and per recent precipitation. Such soils and other regional dependent conditions may produce groundwater entry of project excavations.

Depending upon elevations of underground utilities, groundwater may be an issue during construction. If excavations are proposed below the groundwater level, the granular nature of the on-site soils will likely result in significant volumes of water entering the excavations unless proper dewatering measures are implemented. Well points embedded into the underlying sands will likely be the most suitable method for controlling excess water in deeper excavations. However, we recommend that the system be designed by the dewatering contractor. If dewatering is necessary during construction, we recommend that the groundwater be maintained a minimum of 2 feet below the bottom of the excavation.



## UTILITIES

The fill and native soils observed in soil borings were generally suitable for utility support. We note additional compaction of very loose existing fill may be necessary if such soils are present below utility construction.

Temporary dewatering may be necessary during the utility trench excavations for deeper utilities, such as sanitary sewer. Stabilization of the trench subgrade may be required in order to provide a stable platform for construction. Stabilization could consist of a one half to one foot layer of crushed rock or sand with a maximum 5 percent material passing the No. 200 sieve and 50 percent passing the No. 40 sieve. ***The Civil Engineer of Record should be responsible for determining necessary bedding material for support of utilities as it is dependent on the pipe size and material type.***

The Geotechnical Engineer of Record or their designated representative should observe the project excavations to determine those unsuitable materials have been properly removed and adequate bearing support is provided by the exposed soils. The exposed soil at the base should be compacted with a vibratory roller to 95 percent standard Proctor dry density (ASTM D698). Such observations and testing should be performed prior to backfilling.

The on-site, non-organic soils are anticipated to be suitable for reuse if properly moisture conditioned and compacted. Replacement backfill required in utility trenches should consist of non-organic material similar to the surrounding soil. All import fill should be approved by NTI or the City's representative.

It is especially important that trench backfill for utility construction within paved areas be thoroughly compacted to minimize future pavement damage. We recommend that such soils be compacted in accordance with the recommendations noted in the "Placement and Compaction of Engineered Fill" section in Appendix B of this report.

We understand pipe burst method may be used to replace existing clay pipe. It is our understanding that excavations are advanced at each end of the existing pipe. A rod or cable is advanced through the pipe from one end to the other. A breaking head is attached to the rod with HDPE pipe behind it. The rod is then retracted and the breaking head bursts the existing clay pipe as the new HDPE pipe is pulled into the cavity of the existing pipe. The method appears to be applicable for rather straight sections of pipe that are comprised of clay or some other easily breakable material.

Corrosive conditions to underground piping, specifically ductile iron pipe, is most commonly predicted using a 10-point soil evaluation procedure instituted by CIPRA in 1964. The evaluation is based on five tests and observation of the soils: Soil Resistivity, pH, Oxidation-Reduction (Redox) Potential, Sulfides, and Moisture. If a cumulative "point value" of 10 or greater is exhibited, the soil is considered corrosive to ductile iron pipe and protective measures should be implemented. ANSI/AWWA C105/A21.5 Standard details the points system used for evaluation.

NTI performed such testing and observations on soils encountered from 7 to 9 feet below grade at borings SB-06 through SB-21, as directed within the RFP. A summary of the results is detailed within Table 2. Specific test results are included within the report appendices. Test results indicate site soils generally exhibit a cumulative point value of 10 or less with exception of SB-09. The soil resistivity is low at this location resulting in an individual high test value of 10 and cumulative value of 15.5. Note that SB-12 and SB-18 also exhibit increased point values, but they are below the threshold.



Table 2: Soil Test Evaluation for Ductile Iron Pipe

Boring	Resistivity (ohm-cm) <sup>1</sup>		pH <sup>2</sup>		Redox (mv) <sup>2</sup>		Sulfide <sup>2</sup>		Moisture		Total Points <sup>3</sup>
SB-6	3980	0	8	0	98	3.5	ND	0	Dry	0	3.5
SB-7	7190	0	7.2	0	84.7	3.5	ND	0	Dry	0	3.5
SB-8	6880	0	7.9	0	76.4	3.5	ND	0	Moist	1	4.5
SB-9	1100	10	7.2	0	73.1	3.5	ND	0	Wet	2	15.5
SB-10	3340	0	7.3	0	70.6	3.5	ND	0	Wet	2	5.5
SB-11	6930	0	8.3	0	74.3	3.5	ND	0	Moist	1	4.5
SB-12	2090	5	8.2	0	77.4	3.5	ND	0	Moist	1	9.5
SB-13	6870	0	9.2	3	74.2	3.5	ND	0	Dry	0	6.5
SB-14	3180	0	7.7	0	73.1	3.5	ND	0	Wet	2	5.5
SB-15	4570	0	8.3	0	71.8	3.5	ND	0	Dry	0	3.5
SB-16	4440	0	8	0	69.7	3.5	ND	0	Dry	0	3.5
SB-17	8610	0	8.6	3	70.4	3.5	ND	0	Dry	0	6.5
SB-18	1880	5	7.4	0	75.6	3.5	ND	0	Dry	0	8.5
SB-19	6010	0	9.2	3	72.8	3.5	ND	0	Dry	0	6.5
SB-20	8070	0	7.6	0	76.6	3.5	ND	0	Dry	0	3.5
SB-21	8500	0	9.5	3	78.5	3.5	ND	0	Dry	0	6.5
1. Tests performed by Soil Engineering and Testing. 2. Tests performed by Pace Analytical. 3. Cumulative total of points from all five individual tests and observations.											

The stability of embankments along utility excavations is dependent on soil strength, site geometry, moisture content, and any surcharge load for excavated soils and equipment. We present cautionary remarks concerning stability of excavation side slopes in the “Excavation Stability” section of this report.

The Contractor is solely responsible for assessing the stability of and executing underground utility and project excavations using safe methods. The contractor is also responsible for naming the “competent individual” as per Subpart P of 29 CFR 1926.6 (Federal Register - OSHA).

## PAVEMENT RECOMMENDATIONS

### Pavement Reconstruction

We anticipate the project will include full pavement reconstruction of all referenced streets. The most conservative method of subgrade preparation would be to remove the undocumented fill soils and replace them in their entirety with properly compacted engineered fill. This method of subgrade preparation would provide the most uniform subgrade but would also be the costliest method of construction and would be a relatively atypical method of subgrade preparation for improvements to existing municipal roadways.

If the City is willing to accept some risk in potential long term increased maintenance of the pavement section for the significant upfront savings, the roadway can be reconstructed over the existing fill.



The Contractor should be aware that silty and clayey subgrade soils will be moisture-sensitive, and protecting them from inclement weather will aid in maintaining stability. The stripping of the existing pavement and aggregate base course should occur immediately prior to subgrade preparation and base aggregate installation to minimize weather-induced instability.

Prior to installing the aggregate base, the existing subgrade should be scarified to a depth of at least 12 inches and re-compacted. A proof roll test should then be performed to determine soft or unstable subgrade areas.

The proof roll should be performed with a tandem axle dump truck loaded to gross capacity (at least 20 tons). Acceptance criteria of the proof roll shall be limited to rut formation no more than one inch depth (front or rear axles) and no pumping (rolling) observed during the visual inspection. Proof roll tests should be observed by an experienced technician or geotechnical engineer prior to placement of the aggregate base course to verify the subgrade will provide adequate pavement support.

If rutting or localized unstable subgrade areas are observed, those areas should be sub cut, moisture-conditioned, and re-compacted or removed to a stable depth.

If imported fill is required in paved areas, it should consist of debris-free, non-organic, mineral soil similar in composition to the subgrade soils encountered in the surrounding areas. While not anticipated for this project, sand imported into areas that are underlain by relatively impervious fine grained soils must be drained with drain tile in order to prevent frost heave from water trapped within the imported sand layer during freezing temperatures. Individual lifts of engineered fill should be tempered for moisture content, placed, and compacted as noted in the "Placement and Compaction of Engineered Fill" section in Appendix B of this report.

A Stabilometer R-values test was performed on silty sand subgrade soils encountered during the geotechnical exploration. Results of laboratory R-Value tests, using an exudation pressure of 300 pounds per square inch (psi), estimate a properly prepared silty sand subgrade will have an average R-value of 65.

Based on N-values of site specific borings, we assume a properly prepared subgrade for project will have an average stabilometer R-value of at least 40 for the silty and clayey sand having a trace amount of gravel.

For a 20-year design pavement life, Table 3 presents our thickness recommendations for flexible (bituminous) pavement. These recommendations were based upon the encountered subgrade conditions, estimated R-value, and respective traffic data obtained from the MnDOT interactive traffic mapping (assumed 4% trucks, 1.7 truck factor, and 1% growth rate).

**Table 3a: Flexible Pavement Thickness Design<sup>1</sup>**

Pavement Section	Calculated Pavement Section <sup>2</sup> <b>Arial St.</b>
Bituminous Wear Course (inches)	2
Bituminous Base Course (inches)	2
Class 5 or 7 Aggregate Base (inches)	5

1. Assumed AADT volume of 810 (MnDOT 7 Ton Road), and an average R-value of 40.
2. Assumed a minimum of 12 inches of engineered subgrade.
  - Required Bituminous G.E. = 7; Required Total G.E. = 12
  - MNPave Rutting Reliability = 100%.

**Table 3b: Flexible Pavement Thickness Design<sup>1</sup>**

Pavement Section	Calculated Pavement Section <sup>2</sup> Gervais Ave, Flandreu St., Hazelwood St.
Bituminous Wear Course (inches)	2
Bituminous Base Course (inches)	2
Class 5 or 7 Aggregate Base (inches)	10

1. Assumed AADT volume of 4,650 or less (MnDOT 9 Ton Road - 151 to 300 HCADT), and an average R-value of 40.
2. Assumed a minimum of 12 inches of engineered subgrade.
  - Required Bituminous G.E. = 7; Required Total G.E. = 17.5
  - MNPave Rutting Reliability = 98.1%.

**Table 3c: Flexible Pavement Thickness Design<sup>1</sup>**

Pavement Section	Calculated Pavement Section <sup>2</sup> <b>11th Ave.</b>
Bituminous Wear Course (inches)	2
Bituminous Base Course (inches)	3
Class 5 or 7 Aggregate Base (inches)	10

1. Assumed AADT volume of 7,600 (MnDOT 9 Ton Road - 301 to 600 HCADT), and an average R-value of 40.
2. Assumed a minimum of 12 inches of engineered subgrade.
  - Required Bituminous G.E. = 7; Required Total G.E. = 20.5
  - MNPave Rutting Reliability = 96.6%.

Properly constructed pavements, even those constructed entirely over inorganic soil, will crack due to creep movements, changes in temperatures, frost action, and other factors. Due to the organic nature in some areas of the roadway subgrade, the pavements should be expected to move and crack more than a typical pavement section. Features that would help reduce this movement and cracking include:

- Installing finger drains about catch basins, low lying areas.
- Placing a reinforcement geotextile or geogrid under or within the aggregate base.
- Adding a thicker section of clean sand below the aggregate base to function as a drainage layer.



Pavement recommendations assume the subgrade soils and aggregate section below paved surfaces will drain to subsurface piping for eventual discharge into storm sewer, or above grade to ditching, or similar acceptable systems. Lack of surface and subsurface drainage will significantly reduce the capacity and longevity of the pavement systems indicated above.

We recommend pavements receive annual maintenance, as a minimum, to correct damages to the pavement structure, clean and infill cracks which develop, and repair or resurface areas which exhibit reduced subgrade performance. The lack of maintenance can lead to moisture infiltration of the pavement structure and softening of the subgrade soils. This, in turn, can degrade the performance of the pavement system and result in poorly performing pavements with shortened life expectancy.

### **EXCAVATION STABILITY**

Excavation depth and sidewall inclination should not exceed those specified in local, state, or federal regulations. Excavations may need to be widened and sloped, or temporarily braced, to maintain or develop a safe work environment. Contractors must comply with local, state, and federal safety regulations including current OSHA excavation and trench safety standards. Temporary shoring must be designed in accordance with applicable regulatory requirements.

### **ENGINEERED FILL & WINTER CONSTRUCTION**

The silt and clay laden soils encountered at the project locations will be susceptible to freezing if not provided adequate drainage, insulation, or coverage. Frozen soil should not be used as backfill. When the ambient air temperature falls below freezing for an extended tie period, frost forms, and soil near the surface grade expands. Settlement of the fill may occur as the frozen soils thaw.

If frost penetrates the soil prior to paving, soils must be thawed, scarified, and re-compacted as recommended in this report. Subgrade soils should be inspected prior to paving to verify frozen conditions are not present.



## CLOSURE

As the widely spaced, small diameter borings provide only a limited amount of data regarding the existing fill, the existing fill may contain soft zones, debris or significantly greater amounts of unsuitable materials than could be reasonably inferred from the boring information. Unsuitable materials may not be discovered during construction and may remain buried within the fill below the pavement, resulting in greater than anticipated settlements of the pavement. These risks cannot be eliminated without completely removing the fill but can be reduced by thorough exploration and testing during site preparation and construction.

Our conclusions and recommendations are predicated on observation and testing of the earthwork directed by Geotechnical Engineer of Record. Our opinions are based on data assumed representative of the project area. However, the area coverage of borings in relation to the entire project is very small. For this and other reasons, we do not warrant conditions below the depth of our borings, or that the strata logged from our borings are necessarily typical of the site. Deviations from our recommendations by plans, written specifications, or field applications shall relieve us of responsibility unless our written concurrence with such deviations has been established.

The scope of services for this project does not include either specifically or by implication any environmental or biological assessment of the site or identification or prevention of pollutants, hazardous materials or conditions. If the owner is concerned about the potential for such contamination or pollution, other studies should be undertaken.

This report has been prepared for the exclusive use of the City of Maplewood and their agents for specific application to the proposed Gervais Area Street Improvements in Maplewood, Minnesota. Northern Technologies, LLC has endeavored to comply with generally accepted geotechnical engineering practice common to the local area. Northern Technologies, LLC makes no other warranty, express or implied.

### Northern Technologies, LLC

Josh Holmes, P.E.  
Project Engineer

Dan Gibson  
Senior Engineer

### Attachments:

Appendix A - General Notes  
Appendix B - Groundwater Issues, Compaction and Placement of Fill  
Appendix C - Attachments: Boring Location Diagram and Boring Logs



## APPENDIX A





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## GEOTECHNICAL EVALUATION OF RECOVERED SOIL SAMPLES

We visually examined recovered soil samples to estimate distribution of grain sizes, plasticity, consistency, moisture condition, color, presence of lenses and seams, and apparent geologic origin. We then classified the soils according using the Unified Soil Classification System (ASTM D2488). A chart describing this classification system and general notes explaining soil sampling procedures are presented within appendices attachments.

The stratification depth lines between soil types on the logs are estimated based on the available data. In-situ, the transition between type(s) may be distinct or gradual in either the horizontal or vertical directions. The soil conditions have been established at our specific boring locations only. Variations in the soil stratigraphy may occur between and around the borings, with the nature and extent of such change not readily evident until exposed by excavation. These variations must be properly assessed when utilizing information presented on the boring logs.

We request that you, your design team or contractors contact NTI immediately if local conditions differ from those assumed by this report, as we would need to review how such changes impact our recommendations. Such contact would also allow us to revise our recommendations as necessary to account for the changed site conditions.



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## FIELD EXPLORATION PROCEDURES

### ***Soil Sampling – Standard Penetration Boring:***

Soil sampling was performed according to the procedures described by ASTM D-1586. Using this procedure, a 2 inch O.D. split barrel sampler is driven into the soil by a 140 pound weight falling 30 inches. After an initial set of six inches, the number of blows required to drive the sampler an additional 12 inches is recorded (known as the penetration resistance (i.e. “N-value”) of the soil at the point of sampling. The N-value is an index of the relative density of cohesionless soils and an approximation of the consistency of cohesive soils.

### ***Soil Sampling – Power Auger Boring:***

The boring(s) was/were advanced with a 6 inch nominal diameter continuous flight auger. As a result, samples recovered from the boring are disturbed, and our determination of the depth, extend of various stratum and layers, and relative density or consistency of the soils is approximate.

### ***Soil Classification:***

Soil samples were visually and manually classified in general conformance with ASTM D-2488 as they were removed from the sampler(s). Representative fractions of soil samples were then sealed within respective containers and returned to the laboratory for further examination and verification of the field classification. In addition, select samples were submitted for laboratory tests. Individual sample information, identification of sampling methods, method of advancement of the samples and other pertinent information concerning the soil samples are presented on boring logs and related report attachments.

**GENERAL NOTES**

<b>DRILLING and SAMPLING SYMBOLS</b>		<b>LABORATORY TEST SYMBOLS</b>	
<b>SYMBOL</b>	<b>DEFINITION</b>	<b>SYMBOL</b>	<b>DEFINITION</b>
C.S.	Continuous Sampling	W	Moisture content-percent of dry weight
P.D.	2-3/8" Pipe Drill	D	Dry Density-pounds per cubic foot
C.O.	Cleanout Tube	LL, PL	Liquid and plastic limits determined in accordance with ASTM D 423 and D 424
3 HSA	3 1/4" I.D. Hollow Stem Auger	Q <sub>u</sub>	Unconfined compressive strength-pounds per square foot in accordance with ASTM D 2166-66
4 FA	4" Diameter Flight Auger		
6 FA	6" Diameter Flight Auger		
2 1/2 C	2 1/2" Casing		
4 C	4" Casing		
D.M.	Drilling Mud	Pq	Penetrometer reading-tons/square foot
J.W.	Jet Water	S	Torvane reading-tons/square foot
H.A.	Hand Auger	G	Specific Gravity – ASTM D 854-58
NXC	Size NX Casing	SL	Shrinkage limit – ASTM 427-61
BXC	Size BX Casing	Ph	Hydrogen ion content-meter method
AXC	Size AX casing	O	Organic content-combustion method
SS	2" O.D. Split Spoon Sample	M.A.	Grain size analysis
2T	2" Thin Wall Tube Sample	C*	One dimensional consolidation
SH	3" Thin Wall Tube Sample	Q <sub>c</sub>	Triaxial Compression
* See attached data Sheet and/or graph			

**WATER LEVEL SYMBOL**

Water levels shown on the boring logs were determined at the time and under the conditions indicated. In sand, the indicated levels can be considered relatively reliable for most site conditions. In clay soils, it is not possible to determine the ground water level within the normal scope of a test boring investigation, except where lenses or layers of more pervious water bearing soil are present; and then a long period of time may be necessary to reach equilibrium. Therefore, the position of the water level symbol for cohesive or mixed soils may not indicate the true level of the ground water table. The available water level information is given at the bottom of the log sheet.

**DESCRIPTIVE TERMINOLOGY**

<b>RELATIVE DENSITY</b>		<b>CONSISTENCY</b>	
<b>TERM</b>	<b>N<sub>60</sub> Value (corrected)</b>	<b>TERM</b>	<b>N<sub>60</sub> Value (corrected)</b>
Very Loose	0 – 4	Soft	0-4
Loose	5 – 8	Medium	5-8
Medium Dense	9 – 16	Rather Stiff	9 – 15
Dense	16 – 30	Stiff	16 – 30
Very Dense	Over 30	Very Stiff	Over 30

**RELATIVE PROPORTIONS****PARTICLE SIZES**

<b>TERMS</b>	<b>RANGE</b>	<b>MATERIAL</b>	<b>DESCRIPTION</b>	<b>U.S. SIEVE SIZE</b>
Trace	0 – 5%	Boulders		Over 3"
A little	5 – 15%	Gravel	Coarse	3" to 3/4"
Some	15 – 30%		Medium	3/4" to #4
		Sand	Coarse	#4 to #10
			Medium	#10 to #40
			Fine	#40 to #200
		Silt and Clay	Determined by Hydrometer Test	

**CLASSIFICATION of SOILS for ENGINEERING PURPOSES**

ASTM Designation D-2487 and D2488 (Unified Soil Classification System)

Major Divisions	Group Symbol	Typical Name	Classification Criteria
<b>Course Grained Soils</b> More than 50% retained on No. 200 sieve *	Gravels 50% or more of coarse fraction retained on No. 4 sieve.	Clean Gravels	<b>GW</b> Well-graded gravels and gravel-sand mixtures, little or no fines.
			<b>GP</b> Poorly graded gravels and gravel-sand mixtures, little or no fines.
		Gravels with Fines	<b>GM</b> Silty gravels, gravel-sand-silt mixtures.
			<b>GC</b> Clayey gravels, gravel-sand-clay mixtures.
	Sands More than 50% of coarse fraction passes No. 4 sieve.	Clean Sands	<b>SW</b> Well-graded sands and gravelly sands, little or no fines.
			<b>SP</b> Poorly-graded sands and gravelly sands, little or no fines.
		Sands with Fines	<b>SM</b> Silty sands, sand-silt mixtures.
			<b>SC</b> Clayey sands, sand-clay mixtures.
			<b>Classification on basis of percentage of fines.</b> Less than 5% passing No. 200 Sieve: GW, GP, SW, SP More than 12% passing No. 200 Sieve: GM, GC, SM, SC From 5% to 12% passing No. 200 Sieve: Borderline Classification requiring use of dual symbols.
			<b>Classification Criteria</b> Cu = D60 / D10 greater than 4. Cz = (D30) <sup>2</sup> / (D10 x D60) between 1 & 3.  Not meeting both criteria for GW materials.  Atterberg limits below "A" line, or P.I. less than 4. Atterberg limits above "A" line with P.I. greater than 7.  Cu = D60 / D10 greater than 6. Cz = (D30) <sup>2</sup> / (D10 x D60) between 1 & 3.  Not meeting both criteria for SW materials.  Atterberg limits below "A" line, or P.I. less than 4. Atterberg limits above "A" line with P.I. > 7. Atterberg limits plotting in hatched area are borderline classifications requiring use of dual symbols.
<b>Fine Grained Soils</b> More than 50% passes No. 200 sieve *	Silts and Clays Liquid Limit of 50% or less		<b>ML</b> Inorganic silts, very fine sands, rock flour, silty or clayey fine sands.
			<b>CL</b> Inorganic clays of low to medium plasticity, gravelly clays, sandy clays, silty clays, lean clays.
			<b>OL</b> Organic silts and organic silty clays of low plasticity.
			<b>MH</b> Inorganic silts, micaceous or diatomaceous fine sands or silts, elastic silts.
	Silts and Clays Liquid Limit greater than 50%.		<b>CH</b> Inorganic clays of high plasticity, fat clays.
			<b>OH</b> Organic clays of medium to high plasticity.
	Highly Organic Soils		<b>Pt</b> Peat, muck and other highly organic soils.
			<b>Plasticity Index Chart</b> 



## APPENDIX B



## GROUNDWATER ISSUES

***The following presents additional comment and soil specific issues related to measurement of ground water conditions at your project site.***

Note that our ground water measurements, or lack thereof, will vary depending on the time allowed for equilibrium to occur in the borings. Extended observation time was not available during the scope of the field exploration program and, therefore, ground water measurements as noted on the boring logs may or may not accurately reflect actual conditions at your site.

Seasonal and yearly fluctuations of the ground water level, if any, occur. Perched ground water may be present within sand and silt lenses bedded within cohesive soil formations.

If minor seepage into project excavations occurs, dewatering with sumps and pumps within excavations will be adequate within fine grained clay or silt based soils. Within the clean sand soils dewatering can likely be accomplished with the use of a well point system. When excavations penetrate more than 1 foot below the groundwater surface, we recommend that the dewatering wells or sand points be installed to maintain the groundwater surface at least 2 feet below the bottom of the excavation.



## PLACEMENT AND COMPACTION OF ENGINEERED FILL

***Unless otherwise superseded within the body of the Geotechnical Exploration Report, the following criteria shall be utilized for placement of engineered fill on project. This includes, but is not limited to earthen fill placement to improve site grades, fill placed below structural footings, fill placed interior of structure, and fill placed as backfill of foundations.***

Engineered fill placed for construction, if necessary, should consist of natural, non-organic, competent soils native to the project area. Such soils may include, but are not limited to gravel, sand, or clays with Unified Soil Classification System (ASTM D2488) classifications of GW, SP, SM, CL or CH. Use of silt or clayey silt as project fill will require additional review and approval of project Geotechnical Engineer of Record. Such soils have USCS classifications of ML, MH, ML-CL, MH-CH. Use of topsoil, marl, peat, other organic soils construction debris and/or other unsuitable materials as fill is not allowed. Such soils have USCS classifications of OL, OH, Pt.

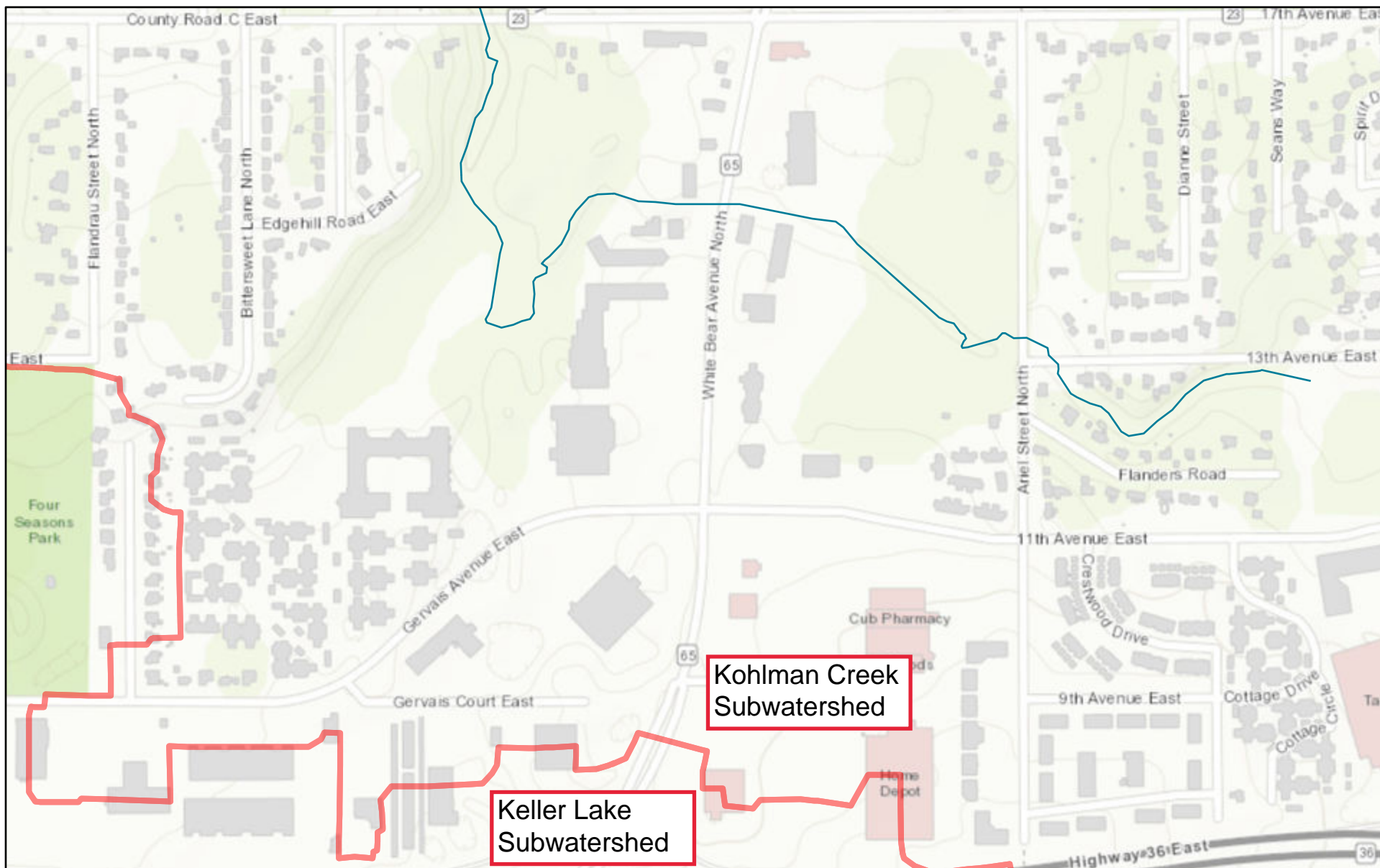
Engineered fill, classified as clay, should be tempered such that the moisture content at the time of placement is equal to and no more than 3 percent above the optimum content for as defined by the appropriate proctor test. Likewise, engineered fill classified as gravel or sand should be tempered such that the moisture content at the time of placement is within 3 percent of the optimum content.

All engineered fill for construction should be placed in individual 8 inch maximum depth lifts. Each lift of fill should be compacted by large vibratory equipment until the in-place soil density is equal to or greater than the criteria established within the following tabulation.

Type of Construction	Compaction Criteria	
	(% respective Proctor) <sup>1</sup>	
	Clay	Sand or Gravel
Engineered Fill placed as Pavement Subgrade (more than 3 feet below bottom of final grade)	Min. 95	Min. 95
Engineered Fill placed as Pavement Subgrade (less than 3 feet below bottom of final grade)	Min. 100	Min. 100
Engineered Fill placed as Pavement Aggregate Base	NA	Min. 100
Note 1 Unless otherwise required, compaction criteria shall be based on the Standard Proctor Test (ASTM D698).		

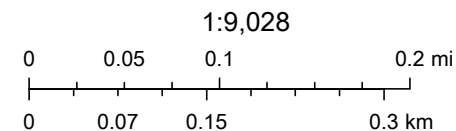
Density tests should be taken during engineered fill placement to document earthwork has achieved necessary compaction of the material(s).

# Gervais Area Pavement Rehabilitation, Subwatershed Runoff



October 21, 2021

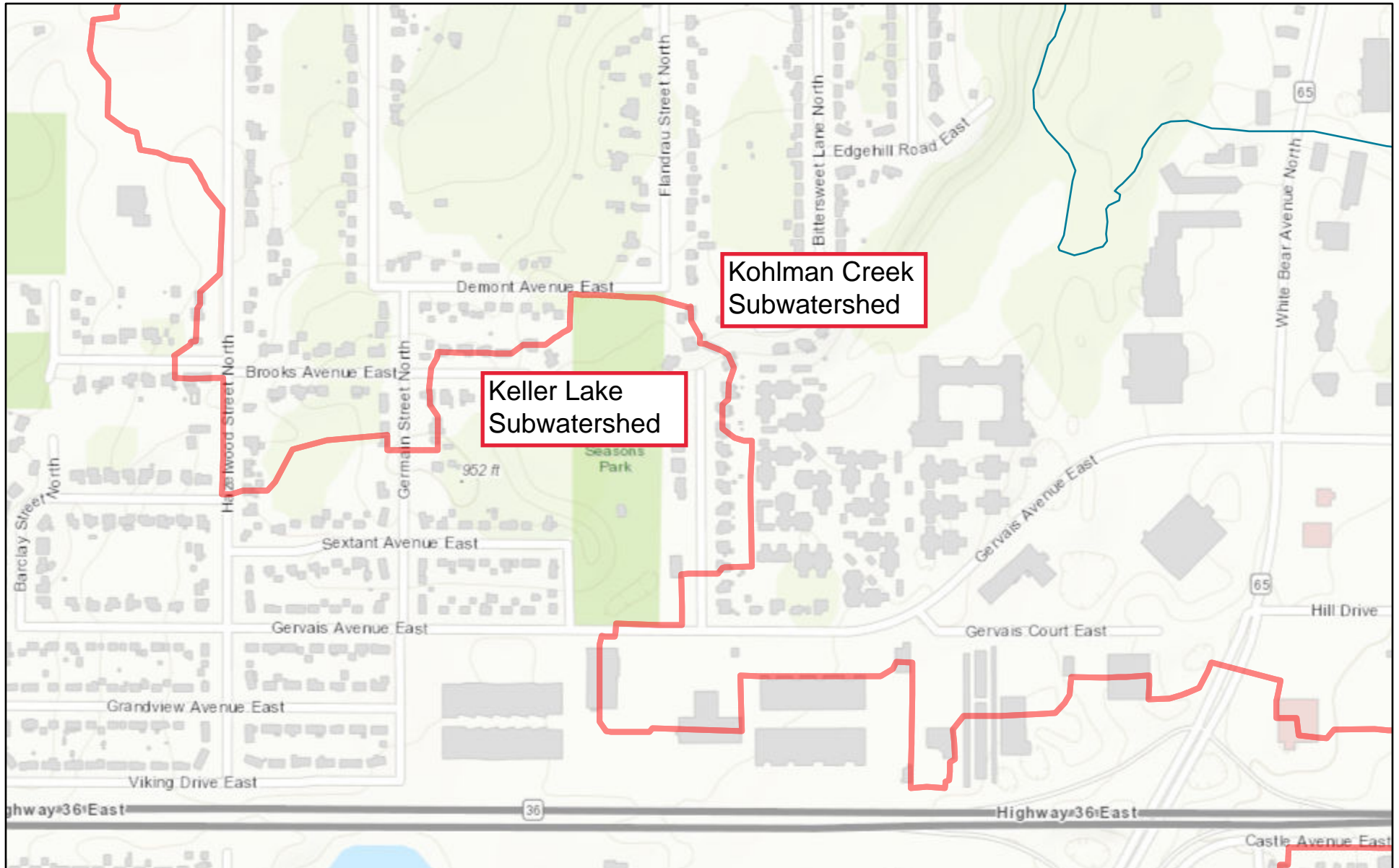
— = Subwatershed Boundary



County of Ramsey, Washington County, MN, Esri Canada, Esri, HERE,

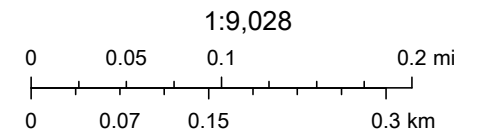


# Gervais Area Pavement Rehabilitation, Subwatershed Runoff



October 21, 2021

— = Subwatershed Boundary



County of Ramsey, Esri Canada, Esri, HERE, Garmin, INCREMENT P,

EXHIBIT 4

**Gervais Area Pavement Rehabilitation**  
**Preliminary Cost Estimate**  
**Street and Utility Improvements**  
**Maplewood City Project, 21-07**

Preliminary Cost Estimate, Gervais Area Pavement Rehabilitation, City Project 21-07						
Item	Item	Description	Unit	Estimated Unit Price	TOTAL	
					Estimated Quantity	Estimated Cost
STREET IMPROVEMENTS						
2021.501	2021.501/00010	MOBILIZATION	LS	\$ 206,000.00	1.00	\$ 206,000.00
2104.502	2104.502/01959.5	SALVAGE MAILBOX ASSEMBLY, ALL TYPES	EACH	\$ 100.00	32.00	\$ 3,200.00
2104.503	2104.503/00326	REMOVE CONCRETE CURB & GUTTER	LF	\$ 7.25	5480.00	\$ 39,730.00
2104.504	2104.504/00110	REMOVE BITUMINOUS DRIVEWAY PAVEMENT/TRAIL	SY	\$ 10.00	451.00	\$ 4,510.00
2104.504	2104.504/00111	REMOVE CONCRETE DRIVEWAY PAVEMENT/APRON/WALK	SY	\$ 15.00	1318.00	\$ 19,770.00
2104.511	2104.511/00011	SAW BITUMINOUS PAVEMENT (FULL DEPTH)	LF	\$ 3.50	553.00	\$ 1,935.50
2105.507	2105.507/00050	SUBGRADE EXCAVATION (EV)	CY	\$ 28.00	1473.00	\$ 41,244.00
2105.607	2105.607/00411	SALVAGE, STOCKPILE, INSTALL RECLAIM MATERIAL (8" DEPTH)	SY	\$ 4.00	5731.00	\$ 22,924.00
2123.610	2123.610/00410	STREET SWEEPER (WITH PICKUP BROOM)	HOURL	\$ 165.00	51.00	\$ 8,415.00
2130.523	2130.523/00011	WATER FOR DUST CONTROL	MGAL	\$ 50.00	286.00	\$ 14,300.00
2211.509	2211.509/00104	AGGREGATE BASE CLASS 6 FOR WALKS, 4" THICK	SY	\$ 3.00	733.33	\$ 2,200.00
2215.504	2215.504/00010	FULL DEPTH RECLAMATION	SY	\$ 3.85	52416.56	\$ 201,803.74
2232.603	2232.603/00009	MILL BITUMINOUS SURFACE, 2.0" DEPTH @ 18" WIDE	LF	\$ 3.50	553.00	\$ 1,935.50
2357.506	2357.506/00010	BITUMINOUS MATERIAL FOR TACK COAT	GAL	\$ 2.25	5243.00	\$ 11,796.75
2360.504	2360.504/01449	TYPE SPWEA230C BITUMINOUS WEARING AND NON-WEARING COURSE MIXTURE (2,C)	TON	\$ 73.50	15531.00	\$ 1,141,528.50
2360.504	2360.504/01450	TYPE SPWEA230L BITUMINOUS WEARING COURSE MIXTURE (2,L) - 3" THICK DRIVEWAY	SY	\$ 33.00	451.00	\$ 14,883.00
2360.504	2360.504/01451	TYPE SPWEA230B BITUMINOUS WEARING COURSE MIXTURE (2,B) - 2-2" LIFTS, 4" THICK DRIVEWAY	SY	\$ 41.00	125.00	\$ 5,125.00
2433.603	2433.603/00411	BITUMINOUS ROAD PAVEMENT CONTROL JOINT SAW AND SEAL	LF	\$ 2.85	13135.00	\$ 37,434.75
2521.518	2521.518/00036	4" CONCRETE SIDEWALK	SF	\$ 5.25	5500.00	\$ 28,875.00
2531.503	2531.503/02313	CONCRETE CURB & GUTTER DESIGN B618, MODIFIED B618, D412, V6, RIBBON OR TRANSITION (HAND FORMED)	LF	\$ 31.00	5480.00	\$ 169,880.00
2531.504	2531.504/00060	6" CONCRETE DRIVEWAY PAVEMENT, RESIDENTIAL	SY	\$ 70.00	683.00	\$ 47,810.00
2531.504	2531.504/00080	8" CONCRETE DRIVEWAY PAVEMENT, COMMERCIAL	SY	\$ 90.00	635.00	\$ 57,150.00
2531.504	2531.504/00091	6" PEDESTRIAN CURB RAMP	SF	\$ 17.00	2700.00	\$ 45,900.00
2531.604	2531.604/00208	10" CONCRETE VALLEY GUTTER	SY	\$ 105.00	500.00	\$ 52,500.00
2531.618	2531.618/00010	TRUNCATED DOMES	SF	\$ 60.00	432.00	\$ 25,920.00
2540.602	2540.602/00153	INSTALL SALVAGED MAILBOX ASSEMBLY, ALL TYPES	EACH	\$ 180.00	32.00	\$ 5,760.00
2563.601	2563.601/00010	TRAFFIC CONTROL	LS	\$ 95,000.00	1.00	\$ 95,000.00
2573.501	2573.501/00029	EROSION CONTROL, CONTRACTOR'S PLAN (INCLUDES BID ALTERNATIVES)	LS	\$ 5,000.00	1.00	\$ 5,000.00
2573.501	2573.501/00020	STORM DRAIN INLET PROTECTION	EACH	\$ 160.00	84.00	\$ 13,440.00
2573.503	2573.503/00064	SEDIMENT CONTROL LOG TYPE COMPOST	LF	\$ 5.00	350.00	\$ 1,750.00
2574.507	2574.507/00107	LOAM TOPSOIL BORROW, (4" DEPTH)	SY	\$ 7.00	366.00	\$ 2,562.00
2574.508	2574.508/00015	COMMERCIAL FERTILIZER,10-10-10 FOR SODDED/SEEDED AREAS (300 LBS/ACRE)	LB	\$ 2.00	23.00	\$ 46.00
2575.504	2575.504/00065	TURF ESTABLISHMENT, SEED MIXTURE 25-131 (220 LB/ACRE)	LB	\$ 7.00	15.00	\$ 105.00
2575.508	2575.508/40007	HYDRAULIC SOIL STABILIZER, TYPE 8, BONDED FIBER MATRIX	SY	\$ 7.00	366.00	\$ 2,562.00
2582.503	2582.503/78313	4" SINGLE LINE WHITE SOLID - EPOXY	LF	\$ 0.25	9837.00	\$ 2,459.25
2582.503	2582.503/78314	4" DOUBLE LINE YELLOW SOLID - EPOXY	LF	\$ 0.50	7638.00	\$ 3,819.00
2582.503	2582.503/78315	4" SINGLE LINE WHITE DASHED - EPOXY	LF	\$ 0.25	4424.00	\$ 1,106.00
					TOTAL =	\$ 2,340,379.99
STORM SEWER SYSTEM IMPROVEMENTS						
2104.502	2104.502/07301	REMOVE & DISPOSE OF STORM SEWER PIPE (ANY SIZE & TYPE)	LF	\$ 19.00	90.00	\$ 1,710.00
2104.502	2104.502/01958	SALVAGE STORM SEWER CASTING	EACH	\$ 200.00	16.00	\$ 3,200.00
2104.502	2104.502/07303	REMOVE/ABANDON DRAINAGE STRUCTURE (CB, MH OR CB-MH)	EACH	\$ 800.00	4.00	\$ 3,200.00
2105.607	2105.607/00420	EXCAVATION SPECIAL	CY	\$ 140.00	5.00	\$ 700.00
2451.607	2451.607/00451	PIPE BEDDING MATERIAL FOR HDPE AND RCP STORM SEWER, PER STD PLATE 440	LF	\$ 15.00	90.00	\$ 1,350.00
2502.503	2502.503/08040	4" PERFORATED DRAIN TUBING WITH SOCK	LF	\$ 30.00	30.00	\$ 900.00
2503.503	2503.503/15124	12" RC PIPE SEWER CLASS IV	LF	\$ 82.00	40.00	\$ 3,280.00
2503.503	2503.503/15184	18" RC PIPE SEWER CLASS IV	LF	\$ 90.00	30.00	\$ 2,700.00
2503.503	2503.503/15244	24" RC PIPE SEWER CLASS IV	LF	\$ 120.00	20.00	\$ 2,400.00
2503.602	2503.602/00320	CONNECT TO EXISTING STORM SEWER PIPE	EACH	\$ 2,000.00	8.00	\$ 16,000.00
2506.502	2506.502/02008	CONSTRUCT DRAINAGE STRUCTURE, DESIGN 2' x 3' BOX	EACH	\$ 3,300.00	2.00	\$ 6,600.00
2506.502	2506.502/02009	CONST. DRAINAGE STRUCTURE, DESIGN 48" CB/MH	EACH	\$ 4,200.00	2.00	\$ 8,400.00
2506.502	2506.502/06021	ADJUST STORM SEWER CASTING (ALL TYPES)	EACH	\$ 550.00	53.00	\$ 29,150.00
2506.502	2506.502/06010.5	FURNISH & INSTALL CASTING FOR STORM SEWER	EACH	\$ 900.00	16.00	\$ 14,400.00
2506.602	2506.602/06040	REHABILITATE EXISTING MANHOLE/CATCH BASIN DOGHOUSE(S)/INVERT(S)	EACH	\$ 450.00	8.00	\$ 3,600.00
2506.602	2506.602/06041	REHABILITATE EXISTING STORM MANHOLE/CATCH BASIN ADJUSTMENT RINGS	EACH	\$ 900.00	24.00	\$ 21,600.00
2511.507	2511.507/00017	GEOTEXTILE FABRIC TYPE IV NON-WOVEN FOR RIPRAP	SY	\$ 5.00	15.00	\$ 75.00
2511.507	2511.507/00014	RANDOM RIPRAP CLASS III	CY	\$ 150.00	30.00	\$ 4,500.00
					TOTAL =	\$ 123,765.00

**Preliminary Cost Estimate, Gervais Area Pavement Rehabilitation, City Project 21-07**

Item	Item	Description	Unit	Estimated Unit Price	TOTAL	
					Estimated Quantity	Estimated Cost
SANITARY SEWER SYSTEM IMPROVEMENTS						
2104.502	2104.502/01959	SALVAGE SANITARY SEWER CASTING	EACH	\$ 200.00	28.00	\$ 5,600.00
2451.603	2451.603/00061	GRANULAR BEDDING FOR SANITARY SEWER SEWER, PER STD PLATE 440	L F	\$ 7.00	250.00	\$ 1,750.00
2503.602	2503.602/00141	4" OR 6" SCH 40 FOR SANITARY SEWER SERVICE REPAIR, PER STD PLATE 410/410A/410B	L F	\$ 50.00	250.00	\$ 12,500.00
2506.502	2506.502/06016	FURNISH & INSTALL R-1678-A FRAME & R-1422-0015 LID FOR SANITARY SEWER	EACH	\$ 1,100.00	30.00	\$ 33,000.00
2506.502	2506.502/06018	ADJUST SANITARY SEWER CASTING (ALL TYPES)	EACH	\$ 900.00	13.00	\$ 11,700.00
					TOTAL =	\$ 64,550.00

**WATER SYSTEM IMPROVEMENTS**

2451.609	2451.609/99982	GRANULAR BACKFILL FOR WATER MAIN	TON	\$ 16.00	1523.00	\$ 24,368.00
2504.602	2504.602/99984	ADJUST SERVICE CURB STOP BOX	EACH	\$ 275.00	26.00	\$ 7,150.00
2504.603	2504.603/01009	1" VALVE AND BOX	EACH	\$ 1,000.00	6.00	\$ 6,000.00
2504.602	2504.602/99985	REPAIR VALVE BOX	EACH	\$ 1,050.00	18.00	\$ 18,900.00
2504.602	2504.602/99986	ADJUST VALVE BOX	EACH	\$ 500.00	21.00	\$ 10,500.00
2504.602	2504.602/99987	REPLACE VALVE BOX	EACH	\$ 1,700.00	1.00	\$ 1,700.00
2504.603	2504.603/01005	8" GATE VALVE AND BOX	EACH	\$ 2,200.00	20.00	\$ 44,000.00
2504.603	2504.603/01010	HYDRANT	EACH	\$ 6,000.00	8.00	\$ 48,000.00
2504.602	2504.602/99988	WATER UTILITY HOLE (EXCAVATE AND BACKFILL)	EACH	\$ 2,600.00	9.00	\$ 23,400.00
2504.603	2504.603/01003	8" WATER MAIN DUCTILE IRON CL 52 - OPEN TRENCH	L F	\$ 165.00	712.00	\$ 117,480.00
2504.603	2504.603/01004	8" WATER MAIN HDPE - PIPE BURSTING	L F	\$ 120.00	2480.00	\$ 297,600.00
2504.603	2504.603/01006	1" TYPE K COPPER	L F	\$ 65.00	300.00	\$ 19,500.00
2504.603	2504.603/01006.5	2" TYPE K COPPER	L F	\$ 85.00	200.00	\$ 17,000.00
2504.603	2504.603/01007	SACRIFICIAL ANODE	EACH	\$ 500.00	22.00	\$ 11,000.00
2504.603	2504.603/01007.5	SACRIFICIAL ANODE RETROFIT	EACH	\$ 1,600.00	98.00	\$ 156,800.00
2504.603	2504.603/01008	DUCTILE AND GREY IRON FITTINGS	L B	\$ 10.00	214.00	\$ 2,140.00
2506.521	2506.521/99996	FURNISH AND INSTALL CURB STOP CASTING ASSEMBLY IN PAVEMENT (STD PLATE D14)	EACH	\$ 375.00	12.00	\$ 4,500.00
					<b>TOTAL =</b>	<b>\$ 810,038.00</b>
					<b>SUBTOTAL =</b>	<b>\$ 3,338,732.99</b>

Subtotal:	\$ 3,338,732.99	\$ 3,338,732.99
+ 10% Contingencies:	\$ 333,873.30	\$ 333,873.30
<b>Subtotal Estimated Construction Costs:</b>	\$ 3,672,606.29	<b>\$ 3,672,606.29</b>
+ Estimated Easement Costs:	\$ -	\$ -
+ 12.0% Geotechnical, Legal, and Fiscal Expenses:	\$ 440,712.75	\$ 440,712.75
<b>Total Estimated Project Costs:</b>	\$ 4,113,319.04	<b>\$ 4,113,319.04</b>

**Preliminary Assessment Roll**  
**Gervais Area Pavement Rehabilitation**  
**City Project 21-07**

ParcelID	SiteAddress	Property Type	Units/Front Footage	Assessment
102922420001	1616 GERVAIS AVE E	Commercial, Office/Warehouse	633.3	\$ 43,697.70
102922240041	1480 SEXTANT AVE E	Residential, Single Family Unit	1	\$ 3,450.00
102922240043	2430 BARCLAY ST N	Residential, Single Family Unit	1	\$ 3,450.00
102922140048	1747 GERVAIS AVE E	Commercial, Apartments	280.22	\$ 19,335.18
102922240042	2438 BARCLAY ST N	Residential, Single Family Unit	1	\$ 3,450.00
102922140058	0 GERVAIS AVE E	Commercial, Apartments	65.4	\$ 4,512.60
102922240072	2463 BARCLAY ST N	Residential, Single Family Unit	1	\$ 3,450.00
102922240071	2467 BARCLAY ST N	Residential, Single Family Unit	1	\$ 3,450.00
102922240053	2415 BARCLAY ST N	Residential, Single Family Unit	1	\$ 3,450.00
102922240031	1495 SEXTANT AVE E	Residential, Single Family Unit	1	\$ 3,450.00
102922240026	1531 SEXTANT AVE E	Residential, Single Family Unit	1	\$ 3,450.00
102922240030	1503 SEXTANT AVE E	Residential, Single Family Unit	1	\$ 3,450.00
102922240032	1487 SEXTANT AVE E	Residential, Single Family Unit	1	\$ 3,450.00
102922240028	1515 SEXTANT AVE E	Residential, Single Family Unit	1	\$ 3,450.00
102922240029	1509 SEXTANT AVE E	Residential, Single Family Unit	1	\$ 3,450.00
102922240033	1481 SEXTANT AVE E	Residential, Single Family Unit	1	\$ 3,450.00
102922240027	1523 SEXTANT AVE E	Residential, Single Family Unit	1	\$ 3,450.00
102922240048	2451 BARCLAY ST N	Residential, Single Family Unit	1	\$ 3,450.00
102922240047	2459 BARCLAY ST N	Residential, Single Family Unit	1	\$ 3,450.00
102922240040	1486 SEXTANT AVE E	Residential, Single Family Unit	1	\$ 3,450.00
102922240039	1492 SEXTANT AVE E	Residential, Single Family Unit	1	\$ 3,450.00
102922240038	1498 SEXTANT AVE E	Residential, Single Family Unit	1	\$ 3,450.00
102922240044	2424 BARCLAY ST N	Residential, Single Family Unit	1	\$ 3,450.00
102922240060	1505 GERVAIS AVE E	Residential, Single Family Unit	1	\$ 3,450.00
102922240059	1499 GERVAIS AVE E	Residential, Single Family Unit	1	\$ 3,450.00
102922240058	1491 GERVAIS AVE E	Residential, Single Family Unit	1	\$ 3,450.00
102922240061	1513 GERVAIS AVE E	Residential, Single Family Unit	1	\$ 3,450.00
102922240037	1508 SEXTANT AVE E	Residential, Single Family Unit	1	\$ 3,450.00
102922240056	1479 GERVAIS AVE E	Residential, Single Family Unit	1	\$ 3,450.00
102922240057	1485 GERVAIS AVE E	Residential, Single Family Unit	1	\$ 3,450.00
102922240066	2408 BARCLAY ST N	Residential, Single Family Unit	1	\$ 3,450.00
102922240077	2416 BARCLAY ST N	Residential, Single Family Unit	1	\$ 3,450.00
102922240052	2421 BARCLAY ST N	Residential, Single Family Unit	1	\$ 3,450.00
102922240054	2409 BARCLAY ST N	Residential, Single Family Unit	1	\$ 3,450.00
102922240049	2443 BARCLAY ST N	Residential, Single Family Unit	1	\$ 3,450.00
102922240051	2427 BARCLAY ST N	Residential, Single Family Unit	1	\$ 3,450.00
102922240050	2433 BARCLAY ST N	Residential, Single Family Unit	1	\$ 3,450.00
102922140040	2497 FLANDRAU ST N	Residential, Single Family Unit	1	\$ 3,450.00
102922140021	2424 FLANDRAU ST N	Residential, Single Family Unit	1	\$ 3,450.00
102922140037	2465 FLANDRAU ST N	Residential, Single Family Unit	1	\$ 3,450.00
102922140036	2473 FLANDRAU ST N	Residential, Single Family Unit	1	\$ 3,450.00
102922140023	2440 FLANDRAU ST N	Residential, Single Family Unit	1	\$ 3,450.00
102922140024	2448 FLANDRAU ST N	Residential, Single Family Unit	1	\$ 3,450.00
102922140025	2456 FLANDRAU ST N	Residential, Single Family Unit	1	\$ 3,450.00
102922140027	2472 FLANDRAU ST N	Residential, Single Family Unit	1	\$ 3,450.00
102922140042	2457 FLANDRAU ST N	Residential, Single Family Unit	1	\$ 3,450.00
102922140019	2408 FLANDRAU ST N	Residential, Single Family Unit	1	\$ 3,450.00
102922140078	1725 GERVAIS AVE E	Residential, Single Family Unit	1	\$ 3,450.00
102922140018	2400 FLANDRAU ST N	Residential, Single Family Unit	1	\$ 3,450.00
102922140020	2416 FLANDRAU ST N	Residential, Single Family Unit	1	\$ 3,450.00
102922140029	2488 FLANDRAU ST N	Residential, Single Family Unit	1	\$ 3,450.00

102922140030	2496 FLANDRAU ST N	Residential, Single Family Unit	1	\$ 3,450.00
102922140041	2489 FLANDRAU ST N	Residential, Single Family Unit	1	\$ 3,450.00
102922140031	2504 FLANDRAU ST N	Residential, Single Family Unit	1	\$ 3,450.00
102922140032	2503 FLANDRAU ST N	Residential, Single Family Unit	1	\$ 3,450.00
102922140026	2464 FLANDRAU ST N	Residential, Single Family Unit	1	\$ 3,450.00
102922140028	2480 FLANDRAU ST N	Residential, Single Family Unit	1	\$ 3,450.00
102922140046	2449 FLANDRAU ST N	Residential, Single Family Unit	1	\$ 3,450.00
102922140035	2481 FLANDRAU ST N	Residential, Single Family Unit	1	\$ 3,450.00
102922140022	2432 FLANDRAU ST N	Residential, Single Family Unit	1	\$ 3,450.00
102922140077	1747 GERVAIS AVE E	Residential, Single Family Unit	1	\$ 3,450.00
102922140075	1733 GERVAIS AVE E	Residential, Single Family Unit	1	\$ 3,450.00
102922140076	1729 GERVAIS AVE E	Residential, Single Family Unit	1	\$ 3,450.00
102922420002	1596 GERVAIS AVE E	Residential, Single Family Unit	1	\$ 3,450.00
102922420007	1556 GERVAIS AVE E	Residential, Single Family Unit	1	\$ 3,450.00
102922420006	1564 GERVAIS AVE E	Residential, Single Family Unit	1	\$ 3,450.00
102922420005	1572 GERVAIS AVE E	Residential, Single Family Unit	1	\$ 3,450.00
102922420003	1588 GERVAIS AVE E	Residential, Single Family Unit	1	\$ 3,450.00
102922420004	1580 GERVAIS AVE E	Residential, Single Family Unit	1	\$ 3,450.00
112922230007	1807 GERVAIS CT E	Commercial, Apartments	1276.46	\$ 88,075.74
102922410018	1777 HIGHWAY 36 E	Commercial, Retail	82.91	\$ 5,720.79
112922240025	2440 WHITE BEAR AVE N	Commercial, BK (Area)	33.79	\$ 2,331.51
112922240026	2420 WHITE BEAR AVE N	Commercial, Autozone (Area)	36.77	\$ 2,537.13
112922210025	2599 ARIEL ST N	Residential, Single Family Unit	1	\$ 3,450.00
112922210051	2595 ARIEL ST N	Residential, Single Family Unit	1	\$ 3,450.00
112922210050	2607 ARIEL ST N	Residential, Single Family Unit	1	\$ 3,450.00
112922210046	2611 ARIEL ST N	Residential, Single Family Unit	1	\$ 3,450.00
112922210044	2621 ARIEL ST N	Residential, Single Family Unit	1	\$ 3,450.00
112922240030	2451 ARIEL ST N	Commercial, Multi Family Rental	784.36	\$ 54,120.84
112922310063	2345 ARIEL ST N	Commercial, Office	845.18	\$ 58,317.42
112922210052	2589 ARIEL ST N	Residential, Single Family Unit	1	\$ 3,450.00
112922240029	0 11TH AVE E	Commercial, Vacant	124.7	\$ 8,604.30
112922240024	2390 WHITE BEAR AVE N	Commercial, Cub (Area)	339.53	\$ 23,427.57
112922320005	1890 GERVAIS CT E	Commercial, CenturyLink	376.2	\$ 25,957.80
112922230008	2501 WHITE BEAR AVE N	Commercial, Hyvee	594.79	\$ 41,040.51
112922320012	1810 GERVAIS CT E	Commercial, Storage	132	\$ 9,108.00
112922320004	1832 GERVAIS CT E	Commercial, Office	100.78	\$ 6,953.82
112922320013	1818 GERVAIS CT E	Commercial, Church	226.33	\$ 15,616.77
112922230010	2425 WHITE BEAR AVE N	Commercial, Church	1182.7	\$ 81,606.30
112922240028	1975 11TH AVE E	Commercial, Medical	97.11	\$ 6,700.59
112922240033	1965 11TH AVE E	Commercial, Medical	199.93	\$ 13,795.17
112922230006	1801 GERVAIS AVE E	Commercial, Apartments	961.99	\$ 66,377.31
102922240034	1530 SEXTANT AVE E	Residential, Single Family Unit	1	\$ 3,450.00
102922240036	1514 SEXTANT AVE E	Residential, Single Family Unit	1	\$ 3,450.00
102922240035	1522 SEXTANT AVE E	Residential, Single Family Unit	1	\$ 3,450.00
112922240034	2480 WHITE BEAR AVE N	Commercial, Medical	307.3	\$ 21,203.70
112922240008	2499 ARIEL ST N	Residential, Single Family Unit	1	\$ 3,450.00
112922320017	1790 GERVAIS CT E	Commercial, Auto Service	173.1	\$ 11,943.90
102922130050	1555 GERVAIS AVE E	Residential, Single Family Unit	1	\$ 3,450.00
102922130046	1585 GERVAIS AVE E	Residential, Single Family Unit	1	\$ 3,450.00
102922130049	1563 GERVAIS AVE E	Residential, Single Family Unit	1	\$ 3,450.00
102922130048	1571 GERVAIS AVE E	Residential, Single Family Unit	1	\$ 3,450.00
102922130042	1623 GERVAIS AVE E	Residential, Single Family Unit	1	\$ 3,450.00
102922130041	1631 GERVAIS AVE E	Residential, Single Family Unit	1	\$ 3,450.00
102922130040	1639 GERVAIS AVE E	Residential, Single Family Unit	1	\$ 3,450.00
102922140047	1701 GERVAIS AVE E	Commercial, Church	625.05	\$ 43,128.45
102922410004	1700 GERVAIS AVE E	Commercial, Warehouse	331.65	\$ 22,883.85
102922410003	1730 GERVAIS AVE E	Commercial, Office/Warehouse	497.48	\$ 34,326.12

102922410005	1686 GERVAIS AVE E	Commercial, Warehouse	300	\$ 20,700.00
102922310006	1494 GERVAIS AVE E	Residential, Single Family Unit	1	\$ 3,450.00
102922310004	1508 GERVAIS AVE E	Residential, Single Family Unit	1	\$ 3,450.00
102922310009	1470 GERVAIS AVE E	Residential, Single Family Unit	1	\$ 3,450.00
102922310008	1478 GERVAIS AVE E	Residential, Single Family Unit	1	\$ 3,450.00
102922310007	1486 GERVAIS AVE E	Residential, Single Family Unit	1	\$ 3,450.00
102922310005	1500 GERVAIS AVE E	Residential, Single Family Unit	1	\$ 3,450.00
102922310002	1524 GERVAIS AVE E	Residential, Single Family Unit	1	\$ 3,450.00
102922310003	1516 GERVAIS AVE E	Residential, Single Family Unit	1	\$ 3,450.00
102922410017	1770 GERVAIS AVE E	Commercial, Warehouse	82.91	\$ 5,720.79
102922130047	1579 GERVAIS AVE E	Residential, Single Family Unit	1	\$ 3,450.00
102922130039	1645 GERVAIS AVE E	Residential, Single Family Unit	1	\$ 3,450.00
102922130043	1615 GERVAIS AVE E	Residential, Single Family Unit	1	\$ 3,450.00
112922310056	2360 WHITE BEAR AVE N	Commercial, Home Depot (Area)	415.38	\$ 28,661.22
112922310057	2370 WHITE BEAR AVE N	Commercial, Petsmart (Area)	96.72	\$ 6,673.68
				<b>\$ 1,097,378.76</b>

Residential, Single Family Unit Pavement Rehabilitation Rate/Unit

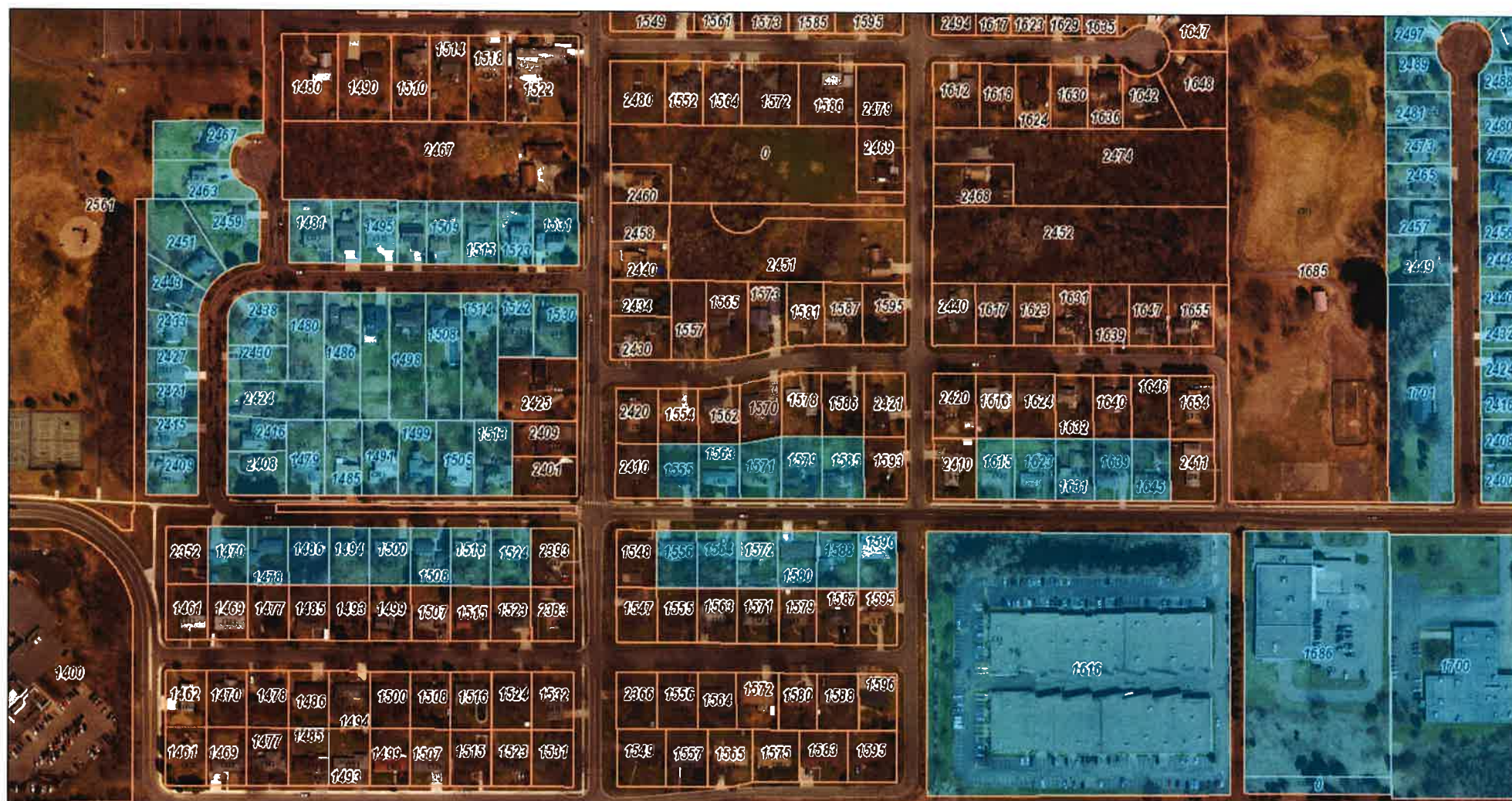
\$ 3,450.00

Commercial Pavement Rehabilitation Rate/Front Foot

\$ 69.00



# Preliminary Assessment Map, Gervais Area Pavement Rehabilitation, City Project 21-07



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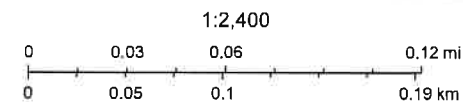
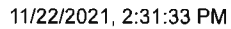


EXHIBIT 7

Ramsey County  
Ramsey County MN





A number line with two scales. The top scale is labeled in miles (mi) with major tick marks at 0, 0.03, 0.06, and 0.12. The bottom scale is labeled in kilometers (km) with major tick marks at 0, 0.05, 0.1, and 0.19. There are 8 equal intervals between 0 and 0.12 miles, and 4 equal intervals between 0 and 0.19 kilometers. The scales are aligned such that 0.03 miles corresponds to 0.05 kilometers, 0.06 miles to 0.1 kilometers, and 0.12 miles to 0.19 kilometers.

J3, Attachment 3



Preliminary Assessment Map, Gervais Area Pavement Rehabilitation, City Project 21-07



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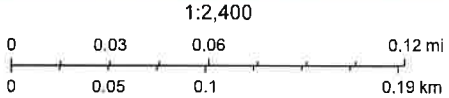
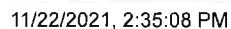


EXHIBIT 7

Ramsey County  
Ramsey County MN

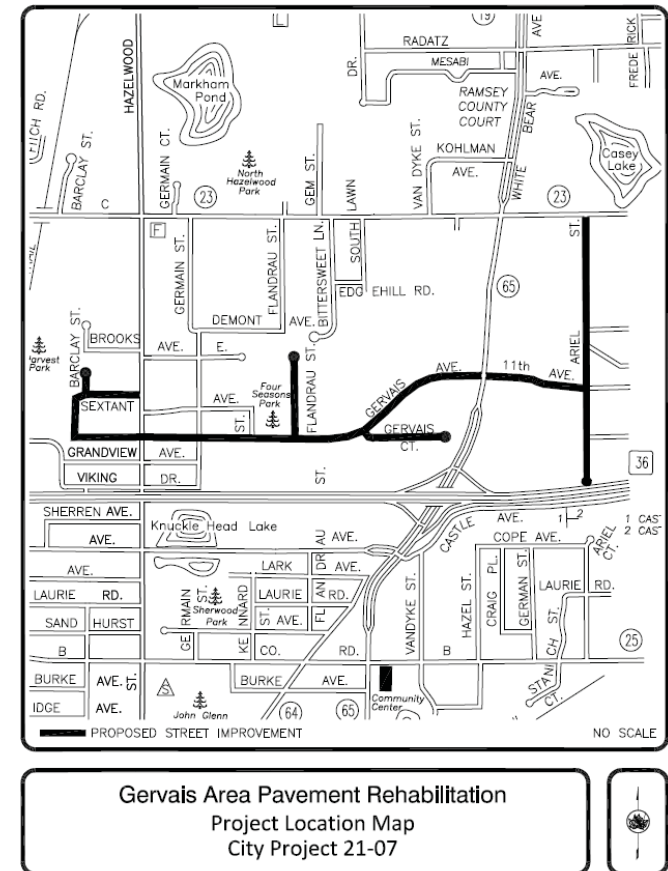




A number line with two scales. The top scale is labeled in miles (mi) with major tick marks at 0, 0.03, 0.06, and 0.12. The bottom scale is labeled in kilometers (km) with major tick marks at 0, 0.05, 0.1, and 0.19. There are also minor tick marks between the major ones on both scales.

# Gervais Area Pavement Rehabilitation City Project 21-07

Presented to Maplewood City Council  
January 24<sup>th</sup>, 2022





# Why These Streets?

- Poor pavement condition
  - 2.48 Miles in Length
  - Average PCI Rating – 33/100
- Pavement has deteriorated to the point where patching is no longer cost-effective.
- Majority of concrete curbing in good condition.
- Maplewood owned utilities are generally in good condition with only minor repairs needed.
- SPRWS & NSTP have identified sections of cast iron water main in need of replacement.



Gervais Avenue near Flandrau Street



# Resident Communication

## Informational Packet – November 12<sup>th</sup>, 2021

- Project Location Map, FAQ Brochure, Assessment Information, Neighborhood Meeting #1 Invitation

## Neighborhood Meeting #1 – November 23<sup>rd</sup>, 2021

- Presentation followed by Q & A Session
- Areas of discussion included the project scope, project timeline, cost/funding sources, assessment information, resident communication.

Additional neighborhood meetings will be scheduled as the project progresses.



# Project Scope

- Reclamation (grinding) of existing pavement
- New layers of asphalt pavement
- Spot replacement of deteriorated concrete curb and gutter
- Minor storm sewer repairs
- Utility casting adjustments
- Cast iron water main replacement on select streets as determined NSTP and SPRWS
- Pedestrian improvements (11<sup>th</sup> Ave.)



# Project Costs & Funding

## Project Cost

- Total Estimated Project Cost = \$4,113,300

## Project Funding

- Street Revitalization Fund
- Special Benefit Assessments
- Sanitary Sewer Fund
- Environmental Utility Fund
- G.O. Improvement Bonds
- W.A.C. Fund
- St. Paul Regional Water Services
- City of North St. Paul



# Tentative Project Schedule

- Council Receives Feasibility Study – January 24<sup>th</sup>, 2022
- Neighborhood Meeting #2 – Week of February 7<sup>th</sup>, 2022
- Public Hearing – February 14<sup>th</sup>, 2022
  - Residents provide input on proposed improvements
  - Council votes after public hearing
- Neighborhood Meeting #3 – May 2022
- Construction – June to October 2022
- Assessment Hearing – September 2022





# Recommendation

- Approval of the Resolution Accepting Feasibility Study, Authorizing Preparation of Plans and Specifications, and Calling for a Public Hearing for the Gervais Area Street Improvements, City Project 21-07.

