

AGENDA
MAPLEWOOD CITY COUNCIL
7:00 P.M. Monday, October 14, 2024
City Hall, Council Chambers
Meeting No. 20-24

A. CALL TO ORDER

B. PLEDGE OF ALLEGIANCE

C. ROLL CALL

D. APPROVAL OF AGENDA

E. APPROVAL OF MINUTES

1. September 23, 2024 City Council Meeting Minutes

F. APPOINTMENTS AND PRESENTATIONS

1. Administrative Presentations
 - a. Council Calendar Update
2. Council Presentations

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

1. Approval of Claims
2. Off-Sale Intoxicating Liquor License for S & S Bala, Inc., dba TD Liquor, 2728 Stillwater Road East
3. Massage Center License for Asian Wellness Massage, 2225 White Bear Ave North, Unit 1
4. Conditional Use Permit Review, Snake Discovery, 831 Century Avenue North
5. State of Minnesota Office of Traffic Safety DWI/Traffic Safety Grant 2025
6. Ramsey County Cooperative Agreement for Reconstruction of McKnight Road, City Project 20-15
7. Resolution of Municipal Concurring for New County State Aid Highways Designations, City Project 24-15

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. Award of 2025 Charitable Gambling Funds
2. Setback Variance Resolution, Larkin Dance Studio, 1400 Highway 36 East

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.

A meeting of the City Council was held in the City Hall Council Chambers and was called to order at 7:00 p.m. by Mayor Abrams.

Mayor Abrams thanked staff and volunteers for a successful and fun Friday Night Fireworks event.

C. ROLL CALL

Marylee Abrams, Mayor	Present
Rebecca Cave, Councilmember	Present
Kathleen Juenemann, Councilmember	Present
Chonburi Lee, Councilmember	Present
Nikki Villavicencio, Councilmember	Present

Agenda item J1 was removed from the agenda.

Councilmember Lee moved to approve the agenda as amended.

Seconded by Councilmember Cave Ayes – All

The motion passed.

E. APPROVAL OF MINUTES

1. September 09, 2024 City Council Workshop Meeting Minutes

Councilmember Juenemann moved to approve the September 09, 2024 City Council Workshop Meeting Minutes as submitted.

Seconded by Councilmember Cave Ayes – All

The motion passed.

2. September 09, 2024 City Council Meeting Minutes

Councilmember Lee moved to approve the September 09, 2024 City Council Meeting Minutes as submitted.

Seconded by Councilmember Juenemann Ayes – All

September 23, 2024
City Council Meeting Minutes

The motion passed.

F. APPOINTMENTS AND PRESENTATIONS

1. Administrative Presentations

a. Council Calendar Update

Assistant City Manager/HR Director Darrow gave an update to the council calendar and reviewed other topics of concern or interest requested by councilmembers.

2. Council Presentations

None

3. Swearing-In Ceremony for Three Police Officers Abdullahi Abdirisak, Brian Born, and Michael Mallet

Public Safety Director Bierdeman addressed the council and introduced officers Michael Mallet, Abdullahi Abdirisak, and Brian Born.

City Clerk Sindt administered the oath before the pinning of their badges. Each officer addressed council.

No action required.

4. Resolution for Commissioner Reappointments

Assistant City Manager/HR Director Darrow gave the staff report.

Councilmember Juenemann moved to approve the resolution for Commissioner reappointments.

Resolution 24-09-2350 **COMMISSIONER REAPPOINTMENTS**

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

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

Environmental & Natural Resources Commission

Rebecca Bryan Term Expires 09/30/2027

Benjamin Guell Term Expires 09/30/2027

Seconded by Councilmember Lee

Ayes – All

The motion passed.

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

Agenda items G1 & G3 were highlighted.

Councilmember Cave moved to approve agenda items G1-G6.

Seconded by Councilmember Juenemann Ayes – All

The motion passed.

1. Approval of Claims

Councilmember Cave moved to approve the approval of claims.

ACCOUNTS PAYABLE:

\$ 31,939.32	Checks # 121658 thru # 121779 dated 09/05/24
\$ 974,272.53	Checks # 121780 thru # 121825 dated 09/10/24
\$ 515,311.72	Disbursements via debits to checking account dated 09/02/24 thru 09/15/24
<hr/>	
\$ 1,521,523.57	Total Accounts Payable

PAYROLL

\$ 754,245.75	Payroll Checks and Direct Deposits dated 09/13/24
<hr/>	
\$ 754,245.75	Total Payroll
<hr/>	
\$ 2,275,769.32	GRAND TOTAL

Seconded by Councilmember Juenemann Ayes – All

The motion passed.

2. Conditional Use Permit Review, Cassia Senior Housing Facility, 1438 County Road C East

Councilmember Cave moved to approve the CUP review for Cassia Senior Housing Facility, located at 1438 County Road C East, and review again only if a problem arises or a significant change is proposed.

Seconded by Councilmember Juenemann

Ayes – All

The motion passed.

3. Staffing and Efficiency Study with the Center for Values-Based Initiatives for the Maplewood Police Department

Councilmember Cave moved to approve the Staffing and Efficiency Study Agreement with the Center for Values-Based Initiatives (CVBI) for the Maplewood Police Department.

Seconded by Councilmember Juenemann

Ayes – All

The motion passed.

4. Local Lawful Gambling Permit for Hill Murray School, 2625 Larpenteur Avenue East

Councilmember Cave moved to approve the ocal Lawful Gambling permit for Hill Murray School for their event on April 26, 2025.

Seconded by Councilmember Juenemann

Ayes – All

The motion passed.

5. Resolution Appointing Additional Election Judges for the 2024 State General Election

Councilmember Cave moved to approve the resolution listing additional election judges for the 2024 State General Election to be held on November 5, 2024.

Resolution 24-09-2351

2024 STATE GENERAL ELECTION APPOINTING ELECTION JUDGES

WHEREAS, MN State Statute 204B.21, Subd. 2 states election judges for precincts in a municipality shall be appointed by the governing body of the municipality; and

WHEREAS, approval of the resolution does not qualify individuals to serve as an election judge; and

WHEREAS, appointments will be made from the list to fill the needed positions after training and required paperwork have been completed; and

WHEREAS, additional election judges have expressed interest in serving for the General after the initial list of election judges were approved by city council on September 9, 2024; and

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WHEREAS, appointment of additional election judges within the 25 days before the election may be made if the appointing authority determines that additional election judges will be required; and

NOW, THEREFORE, IT BE RESOLVED, that the City Clerk or designee assign Election Judges to serve in the 2024 State General Election to be held on Tuesday, November 5, 2024 also from the following list:

Dittli, Katrina
Harmoning, Starr
Vang, Sheila

Seconded by Councilmember Juenemann Ayes – All

The motion passed.

6. Contract for Facility Remodel Project – City Hall and 1902 Building

Councilmember Cave moved to approve construction funding for the construction of two dedicated spaces for staff, one office space, secure storage, as well as furnishing, fixtures and equipment for space located at the 1902 Building and at City Hall.

Seconded by Councilmember Juenemann Ayes – All

The motion passed.

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

1. 2024 Maplewood Street Improvements, City Project 23-08

a. Assessment Hearing, 7:00 p.m.

b. Resolution Adopting Assessment Roll

Public Works Director Love gave the staff report.

Mayor Abrams opened public hearing. The following people spoke:

None

Mayor Abrams closed the public hearing.

Councilmember Juenemann moved to approve the resolution Adopting Assessment Roll for the 2024 Maplewood Street Improvements, City Project 23-08.

Resolution 24-09-2352

RESOLUTION ADOPTING ASSESSMENT ROLL

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WHEREAS, pursuant to resolution passed by the City Council on August 26, 2024, calling for a Public Hearing, the assessment roll for the 2024 Maplewood Street Improvements, City Project 23-08 was presented in a Public Hearing, pursuant to Minnesota Statutes, Chapter 429, and

WHEREAS, the following property owners have filed objections to their assessments according to the requirements of Minnesota Statutes, Chapter 429, summarized as follows:

- A. 1109 Gordon Avenue, P.I.N. 162922420049
- B. 1277 Hilltop Court, P.I.N. 09292211047

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

1. Such proposed assessment, a copy of which is attached hereto and made a part hereof, is hereby accepted and shall constitute the special assessment against the lands named therein, and each tract of land therein included is hereby found to be benefited by the proposed improvement in the amount of the assessment levied against it.
2. That the City Engineer and City Clerk are hereby instructed to make the following adjustments to the assessment roll for the 2024 Maplewood Street Improvements, City Project 23-08:

No adjustments are recommended, as the properties that have filed objections are being assessed per the City of Maplewood Special Assessment Policy and these properties are benefitting from the improvements as confirmed by the special benefits appraisal.

3. The assessment roll for the 2024 Maplewood Street Improvements as amended, without those property owners' assessments that have filed objections, a copy of which is attached hereto and made a part hereof, is hereby adopted. Said assessment roll shall constitute the special assessment against the lands named therein, and each tract of land therein included is hereby found to be benefited by the proposed improvement in the amount of the assessment levied against it.
4. Such assessments shall be payable in equal annual installments extending over a period of and 15 years for residential properties and 8 years for commercial properties, the first installments to be payable on or before the first Monday in January 2025 and shall bear interest at the rate of 5.65 percent per annum from the date of the adoption of this assessment resolution. To the first installment shall be added interest on the entire assessment from the date of this resolution until December 31, 2024. To each subsequent installment when due shall be added interest for one year on all unpaid installments.

The owner of any property so assessed may, at any time prior to certification of the assessment to the county auditor, but no later than November 1, 2024, pay the whole of the assessment on such property, without interest, to the

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city clerk; and they may, at any time after November 15, 2024, pay to the county auditor the entire amount of the assessment remaining unpaid, with interest accrued to December 31 of the year in which such payment is made. Such payment must be made before November 15 or interest will be charged through December 31 of the next succeeding year.

5. The City Engineer and City Clerk shall forthwith after November 15, 2024, but no later than November 16, 2024, transmit a certified duplicate of this assessment to the county auditor to be extended on the property tax lists of the county. Such assessments shall be collected and paid over the same manner as other municipal taxes.

Seconded by Councilmember Lee

Ayes – Councilmember Cave
Councilmember Juenemann
Councilmember Lee
Councilmember Villavicencio
Abstain – Mayor Abrams

The motion passed.

I. UNFINISHED BUSINESS

None

J. NEW BUSINESS

1. **Sign Variance Denial Resolution, Mister Car Wash, 3050 White Bear Avenue North**

Agenda item J1 was removed from the agenda.

2. **Conditional Use Permit Resolution, Harriet Tubman Center East, 2675 Larpenteur Ave East**

Community Development Director Parr gave the presentation. Christine Brinkman, Senior Director of Operations with Harriet Tubman Center, provided additional information.

Councilmember Lee moved to approve the resolution for a conditional use permit for Harriet Tubman Center East to allow an exterior dog run and expanded use of its commercial kitchen located at 2675 Larpenteur Avenue East.

Resolution 24-09-2353

CONDITIONAL USE PERMIT RESOLUTION

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

Section 1. Background.

- 1.01 Harriet Tubman Center East has requested a conditional use permit to allow an exterior dog run and expanded use of its commercial kitchen.

- 1.02 The property is located at 2675 Larpenleur Avenue East and is legally described as:

Century Trails Common Lot 2 Block 1

The PID for the property is 13-29-22-44-0004.

Section 2. Standards.

- 2.01 City Ordinance Section 44-1092(3) requires a Conditional Use Permit for an institution of any educational, philanthropic or charitable nature.
- 2.02 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

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

1. On September 17, 2024, the planning commission held a public hearing. The 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 September 23, 2024, 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. All construction shall follow the site plan approved by the city. Staff may approve minor changes.
2. 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.
3. The City Council shall review this permit in one year.
4. This permit allows the Tubman Center East to continue its previously approved use of shelter housing. It also permits the applicant's support activities such as a legal center, offices, counseling services group rooms, child care, playground, classrooms, community gathering spaces, space for collaborative community partnerships, community gardens, and bus shelters.
5. This permit approves the expanded use of the site's commercial kitchen. The kitchen owner and any operators using the facility shall acquire all necessary approvals and licenses from the state of Minnesota and the City of Maplewood to operate the kitchen facility.
6. Trucks making deliveries for the kitchen facility shall be limited to 7 a.m. and 7 p.m.
7. This permit approves the exterior dog run, which shall be maintained and operated in a manner that does not create nuisances for nearby properties.

8. All construction—interior and exterior—related to the dog run and commercial kitchen on the subject property requires a building permit to be submitted for review and approval by the Building Official.
9. No supplies or materials are permitted to be stored outside.
10. Any trash and recycling receptacles stored outside must be within an enclosure that meets city requirements.

Seconded by Councilmember Juenemann

Ayes – All

The motion passed.

3. Metro Transit Purple Line Project

- a. Resolution Supporting Flexible Public Transportation and Transportation Alternatives**
- b. Resolution Rescinding Support of the Bruce Vento Trail BRT Alignment**
- c. Resolution Rescinding Support of the White Bear Avenue BRT Alignment**

Assistant City Manager/HR Director Darrow gave the staff report. City Attorney Batty provided additional information.

Councilmember Cave moved to approve the Resolution in Support of Flexible Public Transportation and Transportation Alternatives.

Resolution 24-09-2354

A RESOLUTION IN SUPPORT OF FLEXIBLE PUBLIC TRANSPORTATION AND TRANSPORTATION ALTERNATIVES

WHEREAS, the City of Maplewood recognizes the importance of a robust and efficient transportation system for the economic vitality, environmental sustainability, and quality of life of its residents; and

WHEREAS, public transportation and alternative transportation options such as biking, walking, and car-sharing provide numerous benefits, including reducing traffic congestion, lowering greenhouse gas emissions, and increasing accessibility for all citizens; and

WHEREAS, expanding and enhancing public transportation options and supporting alternative modes of transportation can help to achieve these goals by providing reliable, accessible, and affordable transportation choices for all residents; and

WHEREAS, investing in public transportation infrastructure such as micro-transit systems, and promoting alternative transportation methods can contribute to economic growth by increasing access to jobs, education, and services, as well as supporting local businesses; and

WHEREAS, the City of Maplewood seeks to improve connectivity within the city and with neighboring communities, and recognizes that a well-integrated and affordable transportation network is essential to achieving this goal; and

WHEREAS, the City Council of Maplewood acknowledges the importance of collaboration with regional partners, transportation agencies, and community stakeholders to advance transportation initiatives and secure necessary funding and resources;

NOW, THEREFORE, BE IT RESOLVED, that the City Council of Maplewood supports the development, enhancement, and maintenance of public transportation and transportation alternatives within the city and its surrounding areas; and

BE IT FURTHER RESOLVED, that the City Council commits to working with regional and local transportation agencies, businesses, and community organizations to identify and implement strategies that promote the use of public transportation, biking, walking, and other sustainable transportation options for all; and

BE IT FURTHER RESOLVED, that the City Council will prioritize public engagement and seek input from residents to ensure that transportation solutions meet the needs of the community and reflect diverse perspectives.

BE IT FURTHER RESOLVED, that this resolution shall be effective immediately upon its passage and adoption.

Seconded by Councilmember Juenemann

Ayes – Mayor Abrams
Councilmember Cave
Councilmember Juenemann
Councilmember Lee
Nay – Councilmember Villavicencio

The motion passed.

Councilmember Juenemann moved to approve the Resolution to Rescind Support of the Purple Line Project along the Bruce Vento Trail, and Rescind Resolution 17-06-1473, and Rescind Resolution 20-05-1815.

Resolution 24-09-2355

A RESOLUTION TO RESCIND SUPPORT OF THE PURPLE LINE PROJECT ALONG THE BRUCE VENTO TRAIL, AND RESCIND RESOLUTION 17-06-1473 (LOCALLY PREFERRED ALTERNATIVE) AND RESCIND RESOLUTION 20-05-1815 (15 PERCENT DESIGN)

WHEREAS, the City of Maplewood previously adopted Resolution 17-06-1473 on June 6, 2017, which transmitted the City's support for the Rush Line Corridor to the Rush Line Corridor Task Force, the Ramsey County Regional Railroad Authority, and the Metropolitan Council; and

WHEREAS, the City of Maplewood also adopted Resolution 22-10-2135 on October 10, 2022, which withdrew support for the Purple Line Bus Rapid Transit project; and

WHEREAS, the City Council has since re-evaluated its position on these transportation projects and determined that it is in the best interest of the City to rescind its previous resolutions regarding these matters; and

WHEREAS, rescinding these resolutions aligns with the City's current transportation priorities and strategic objectives.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of Maplewood hereby rescinds Resolution 17-06-1473, which transmitted the City's support for the Rush Line Corridor to the Rush Line Corridor Task Force, the Ramsey County Regional Railroad Authority, and the Metropolitan Council; and

BE IT FURTHER RESOLVED, that the City Council of Maplewood hereby rescinds Resolution 22-10-2135, which withdrew support for the Purple Line Bus Rapid Transit project; and

BE IT FURTHER RESOLVED, that this action reflects the City's updated transportation policy and priorities and that the City Council may take further actions as necessary to address the City's current transportation needs and goals.

BE IT FURTHER RESOLVED, that this resolution shall be effective immediately upon its passage and adoption.

Seconded by Councilmember Cave

Ayes – All

The motion passed.

Councilmember Cave moved to approve the Resolution to Rescind Support of the White Bear Avenue Alignment and Rescind Resolution 22-10-2135.

Resolution 24-09-2356

A RESOLUTION TO RESCIND SUPPORT OF THE WHITE BEAR AVENUE ALIGNMENT AND RESCIND RESOLUTION 22-10-2135 (PURPLE LINE ALTERNATIVES STUDY)

WHEREAS, the City of Maplewood has previously supported the Purple Line Transit System project; and

WHEREAS, the City Council of Maplewood has conducted a thorough review and evaluation of the project's impacts and benefits, and has determined that it is in the best interest of the City to withdraw municipal support for the Purple Line Transit System through the City of Maplewood; and

WHEREAS, the City Council recognizes the importance of continued investment in and development of effective public transit and transportation alternatives to meet the needs of community members; and

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WHEREAS, the City Council seeks to ensure that future transportation solutions align with the needs and preferences of the community while also integrating with regional transportation networks.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of Maplewood hereby withdraws its municipal support for the Purple Line Transit System project through the City of Maplewood; and

BE IT FURTHER RESOLVED, that the City Council directs City staff to engage actively with community members, neighboring communities, and Metro Transit to explore and develop alternative public transit and transportation solutions; and

BE IT FURTHER RESOLVED, that this engagement should focus on identifying both short-term and long-term solutions that address the transportation needs of Maplewood's residents and align with the City's goals for sustainable and effective transportation infrastructure; and

BE IT FURTHER RESOLVED, that the City Council requests staff to provide regular updates on the progress of these engagements and the development of alternative transportation solutions, including recommendations for future actions; and

BE IT FURTHER RESOLVED, that this resolution shall be effective immediately upon its passage and adoption.

Seconded by Councilmember Juenemann

Council discussed the motion and shared opinions.

Councilmember Lee moved to table item c. until council receives the final recommendations from the Purple Line project team in October as presented on July 22, 2024.

Seconded by Councilmember Villavicencio

Councilmember Lee requested a roll call vote

Ayes – Councilmember Lee
Councilmember Villavicencio
Nays – Mayor Abrams
Councilmember Cave
Councilmember Juenemann

The original motion stands

Mayor Abrams requested a roll call vote

Ayes – Mayor Abrams
Councilmember Cave
Councilmember Juenemann
Nays – Councilmember Lee
Councilmember Villavicencio

The motion passed.

K. AWARD OF BIDS

None

L. ADJOURNMENT

Mayor Abrams adjourned the meeting at 8:31 p.m.

DRAFT

CITY COUNCIL STAFF REPORT

Meeting Date October 14, 2024

REPORT TO: City Council

REPORT FROM: Michael Sable, City Manager

PRESENTER: Michael Sable, 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:

October 15: Special EDA Meeting: Development Tour 4 pm

October 28: Workshop: Commissioner Interviews; Department Budget Presentations

October 28: Special EDA Meeting: TIF Review of Gladstone Village II

November 12: Workshop: Department Budget Presentations; Ambulance Fund

November 12: Council Meeting: Canvassing General Election Results

Council Comments:

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

Community Outreach Events:**Trunk or Treat**

Sunday, October 27 (1 - 4 pm)
City Hall Parking Lot

Santa Parade

Saturday, December 21 (9 am - 1 pm)
City Wide Event

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CITY COUNCIL STAFF REPORT

Meeting Date October 14, 2024

REPORT TO: Michael Sable, City Manager**REPORT FROM:** Joe Rueb, Finance Director**PRESENTER:** Joe Rueb, Finance Director**AGENDA ITEM:** Approval of Claims

Action Requested:	<input checked="" type="checkbox"/> Motion	<input type="checkbox"/> Discussion	<input type="checkbox"/> Public Hearing
Form of Action:	<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:

\$	2,028,416.89	Checks # 121826 thru # 121846 dated 09/19/24
\$	1,067,464.07	Checks # 121827 thru # 121896 dated 09/24/24
\$	265,132.04	Checks # 121897 thru # 121931 dated 10/08/24
\$	565,600.53	Disbursements via debits to checking account dated 09/16/24 thru 10/04/24
<hr/>		
\$	3,926,613.53	Total Accounts Payable

PAYROLL

\$	761,107.38	Payroll Checks and Direct Deposits dated 09/27/24
<hr/>		
\$	761,107.38	Total Payroll
<hr/>		
\$	4,687,720.91	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
121826	9/19/2024	43 ADAM'S PEST CONTROL INC	PEST CONTROL TREATMENT AT CITY HALL	\$ 125.00
	9/19/2024	43 ADAM'S PEST CONTROL INC	PEST CONTROL TREATMENT AT PUBLIC WORKS	125.00
121827	9/19/2024	3280 DIVERSIFIED INSPECTIONS/	T315 INSPECTION	2,531.98
121828	9/19/2024	453 EHLERS, INC.	TIF STATUS 2024	356.25
	9/19/2024	453 EHLERS, INC.	GENERAL TIF CONSULTING	3,736.25
	9/19/2024	453 EHLERS, INC.	TIF CONSULTING	1,581.25
121829	9/19/2024	644 HEALTHPARTNERS	ACLS CLASS FEE	250.00
	9/19/2024	644 HEALTHPARTNERS	MEDICATIONS	24.72
	9/19/2024	644 HEALTHPARTNERS	Q1 2024 SUPPLY CHARGES	232.51
121830	9/19/2024	5533 KIRVIDA FIRE	315 ANNUAL PUMP TEST	1,508.45
	9/19/2024	5533 KIRVIDA FIRE	313 ANNUAL PUMP TEST	1,371.40
	9/19/2024	5533 KIRVIDA FIRE	324 ANNUAL PUMP TEST	2,521.16
	9/19/2024	5533 KIRVIDA FIRE	323 ANNUAL PUMP TEST	1,410.92
121831	9/19/2024	7007 LEGALSHIELD PPLSI	MONTHLY PREMIUM - SEPTEMBER 2024	694.75
121832	9/19/2024	917 MACQUEEN EMERGENCY	STEEL HANGERS MSA BOTTLES	103.25
	9/19/2024	917 MACQUEEN EMERGENCY	MSA BELT	95.10
121833	9/19/2024	4783 MHSRC/RANGE	DRIVING CLASS	6,060.00
121834	9/19/2024	7004 NICK DANLEY	SITE MANAGER 8/13/24	129.00
121835	9/19/2024	7124 O'NEILL ELECTRIC INC.	EMTF LIGHTS	4,230.00
121836	9/19/2024	1 ONE TIME VENDOR	CITY PROJ 23-08: 1294 EDGEHILL CT SPRINKLER REIMB	301.55
121837	9/19/2024	1 ONE TIME VENDOR	CITY PROJ 22-17: 1861 RADATZ SPRINKLER REPAIR	1,856.08
121838	9/19/2024	1 ONE TIME VENDOR	EMS MC REFUND - PATIENT OVERPAYMENT	828.00
121839	9/19/2024	1 ONE TIME VENDOR	EMS MC REFUND - PATIENT OVERPAYMENT	1,009.88
121840	9/19/2024	5159 PLAYPOWER LT FARMINGTON INC	PLAYGROUND EQUIPMENT/ INSTALLATION	129,651.90
121841	9/19/2024	1413 SAFEASSURE CONSULTANTS INC.	2024-2025 Service Contract	11,898.12
121842	9/19/2024	449 TYLER TECHNOLOGIES INC	YEARLY TYLER EERP SUBSCRIPTION 9/1/24 TO 8/31/25	82,376.60
121843	9/19/2024	526 FOREST LAKE CONTRACTING INC	CITY PROJ 23-08: 2024 MPLWD ST IMP PMT APP#3	1,763,625.32
121844	9/19/2024	687 HUGO'S TREE CARE INC	WAKEFIELD BRANCH REMOVAL - 1531 LARPEUR AVE	1,150.00
121845	9/19/2024	7095 JAYNE FRAHM	PLAN REVIEW SERVICES	528.00
121846	9/19/2024	1202 NYSTROM PUBLISHING CO INC	MAPLEWOOD LIVING - MAY	8,104.45
21 Checks in this report.				\$ 2,028,416.89

**Check Register
City of Maplewood**

Check	Date	Vendor	Description	Amount
121847	9/24/2024	52 ADVANCED GRAPHIX INC	E323 REPAIR	\$ 200.00
	9/24/2024	52 ADVANCED GRAPHIX INC	E323 GRAPHICS	370.00
121848	9/24/2024	5972 BHE COMMUNITY SOLAR, LLC	JULY COMMUNITY SOLAR GARDEN	13,187.87
121849	9/24/2024	3486 BUBERL BLACK DIRT INC	DISPOSAL OF SCREENED SWEEPINGS	135.00
121850	9/24/2024	6373 CABLECAST COMMUNITY MEDIA	ANNUAL SUPPORT SUBSCRIPTION	1,200.00
121851	9/24/2024	1175 CITY OF NORTH ST PAUL	AUGUST - MONTHLY UTILITIES	4,683.19
121852	9/24/2024	7034 COMMERCIAL FLOORING SERVICES	CARPET REPAIR	274.00
121853	9/24/2024	6484 EMS MANAGEMENT & CONSULTANTS	EMS BILLING - AUGUST	8,720.76
121854	9/24/2024	3416 FUN JUMPS ENTERTAINMENT INC	INFLATABLES FOR 9/20 FRIDAY NIGHT FIREWORKS	3,028.74
121855	9/24/2024	5649 HASSE FAMILY ENTERPRISES LLC	PETTING ZOO AT 9/20 FRIDAY NIGHT FIREWORKS	900.00
121856	9/24/2024	6009 HEALTHCALL, LLC	PARAMEDIC SOFTWARE - AUGUST 2024	920.00
121857	9/24/2024	6311 HEIMAN FIRE EQUIPMENT	LETTER PATCH	140.99
121858	9/24/2024	5533 KIRVIDA FIRE	E324 REPAIRS	3,162.33
	9/24/2024	5533 KIRVIDA FIRE	E323 REPAIRS	247.46
	9/24/2024	5533 KIRVIDA FIRE	E313 REPAIRS	1,273.96
121859	9/24/2024	7017 LEO A DALY	PROFESSIONAL SERVICES THROUGH AUGUST 30, 2024	6,957.90
121860	9/24/2024	5425 LHB INC.	CONSULTANT SERVICES - HARVEST PARK	1,620.00
121861	9/24/2024	7035 LOCKRIDGE GRINDAL NAUEN P.L.L.P.	PROFESSIONAL SERVICES - SEPTEMBER	3,333.33
121862	9/24/2024	7012 LODO MESSAGE, LLC	CHAIR MESSAGE AT BENEFITS FAIR	444.00
121863	9/24/2024	912 M T I DISTRIBUTING INC.	TORO TIRE AND BELT	165.40
121864	9/24/2024	912 M T I DISTRIBUTING INC.	TORO MOWER WHEEL	391.79
121865	9/24/2024	917 MACQUEEN EMERGENCY	FIRE BOOTS	601.25
121866	9/24/2024	3818 MEDICA	MONTHLY PREMIUM - OCTOBER 2024	230,501.80
121867	9/24/2024	1111 MOTOROLA SOLUTIONS, INC.	MOTOROLA RADIO FOR PSCV	6,035.04
121868	9/24/2024	1126 NCPERS GROUP LIFE INS. MN	MONTHLY PREMIUM - OCTOBER 2024	400.00
121869	9/24/2024	1 ONE TIME VENDOR	EMS MC REFUND - HCPCS-A0429RR	76.56
121870	9/24/2024	1 ONE TIME VENDOR	EMS MC REFUND - HCPCS-A0429QL	306.23
121871	9/24/2024	6269 OPTUM	AUG 2024 - EMPLOYER HSA FEE	132.00
121872	9/24/2024	5817 PALE BLUE DOT LLC	CLIMATE MITIGATION PLAN CONSULTANT FEE	822.86
121873	9/24/2024	4319 PRO HYDRO-TESTING	SCBA CYLINDER HYDRO TESTING	4,827.00
121874	9/24/2024	6111 QUADIENT FINANCE USA, INC.	POSTAGE MACHINE - PUBLIC WORKS	1,000.00
121875	9/24/2024	5879 ROADKILL ANIMAL CONTROL	ROADKILL REMOVAL - AUGUST 2024	129.00
121876	9/24/2024	3879 SANSIO	AUGUST - SUBSCRIPTION & SANFAX	1,076.00
121877	9/24/2024	2632 SERVICE MASTER	SEPTEMBER 2024 - CLEANING SERVICES	202.62
121878	9/24/2024	198 ST PAUL REGIONAL WATER SRVS	WATER UTILITY	216.56
121879	9/24/2024	1545 SUBURBAN RATE AUTHORITY	SECOND HALF 2024 MEMBERSHIP ASSESSMENT	2,196.00
121880	9/24/2024	1552 SUNRAM CONSTRUCTION, INC.	GOODRICH PARK IMPROVEMENTS PROJECT	54,150.00
121881	9/24/2024	5176 T-MOBILE USA	T-MOBILE GPS LOCATE FOR INVESTIGATION 24023392	115.00
121882	9/24/2024	6485 TRUEPOINT SOLUTIONS	ON-CALL SUPPORT	577.50
121883	9/24/2024	7001 WHITE CAP, L.P.	CRACK SEALING MATERIAL	1,794.00
121884	9/24/2024	211 BRAUN INTERTEC CORP.	CITY PROJ 23-08: PROF SERVICES THRU 9/4/2024	24,056.00
121885	9/24/2024	585 GOPHER STATE ONE-CALL	NET BILLABLE CALL TICKETS - AUGUST 2024	1,016.55
121886	9/24/2024	687 HUGO'S TREE CARE INC	STUMP REMOVAL 2297 TIMBER TRAIL	602.50
121887	9/24/2024	5598 KELLY & LEMMONS, P.A.	PROSECUTION SERVICES - AUGUST	16,907.00
121888	9/24/2024	875 LOFFLER COMPANIES, INC.	TONER CARTRIDGE CITY CLERKS DEPT	104.52
121889	9/24/2024	985 METROPOLITAN COUNCIL	WASTEWATER - OCTOBER	410,022.22
121890	9/24/2024	1337 RAMSEY COUNTY-PROP REC & REV	FLEET SUPPORT FEE - AUGUST	262.08
	9/24/2024	1337 RAMSEY COUNTY-PROP REC & REV	CAD SERVICES - AUGUST	5,911.17
	9/24/2024	1337 RAMSEY COUNTY-PROP REC & REV	DISPATCH SERVICES - AUGUST	38,444.50
121891	9/24/2024	6273 SRF CONSULTING GROUP INC.	CITY PROJ 23-08: PROF SERVICES THRU 8/31/2024	116,256.09
121892	9/24/2024	1574 T A SCHIFSKY & SONS, INC	2024 BITUMINOUS PURCHASES - STREETS / PW YARD	13,931.38
121893	9/24/2024	4845 TENNIS SANITATION LLC	RECYCLING CONTRACT - AUGUST	76,910.00
121894	9/24/2024	1190 XCEL ENERGY	FIRE SIRENS	55.80
	9/24/2024	1190 XCEL ENERGY	STREET LIGHTS	153.33
	9/24/2024	1190 XCEL ENERGY	ELECTRIC & GAS UTILITY	1,994.74
	9/24/2024	1190 XCEL ENERGY	ELECTRIC & GAS UTILITY	222.05
121895	9/24/2024	2880 ZAHL PETROLEUM MAINTENANCE CO	FUEL ISLAND WEATHER SHIELD FOR KEYPAD	148.00
	9/24/2024	2880 ZAHL PETROLEUM MAINTENANCE CO	UNLEADED BLACK DISPENSER NOZZLE	128.00
	9/24/2024	2880 ZAHL PETROLEUM MAINTENANCE CO	3 REPLACEMENT FUEL ISLAND NOZZLES	542.00
121896	9/24/2024	1805 ZIEGLER INC.	ROLLER RENTAL FOR PAVING PW YARD	3,280.00
50 Checks in this report.				\$ 1,067,464.07

Check Register
City of Maplewood

Check	Date	Vendor	Description	Amount
121897	10/8/2024	1925 AMERICAN PRESSURE INC.	TWO DRUMS OF SOAP FOR 1902 PRESSURE WASHERS	\$ 988.90
121898	10/8/2024	4848 AVESIS	MONTHLY PREMIUM - OCTOBER 2024	548.79
121899	10/8/2024	194 BITUMINOUS ROADWAYS, INC.	PROJ 22-16 MYRTLE-STERLING PMT #7	28,110.96
121900	10/8/2024	5786 COLONIAL LIFE PROCESSING CTR	E4677316 PREMIUM - SEPTEMBER 2024	259.30
121901	10/8/2024	324 CONTINENTAL SAFETY EQUIP.	4 GAS MONITOR FOR SANITARY SEWER DEPT.	747.88
121902	10/8/2024	477 ESS BROTHERS & SONS INC	REPLACEMENT SANITARY CASTINGS/COVERS	6,166.00
121903	10/8/2024	531 FRA-DOR INC.	PULVERIZED BLACK DIRT FOR BACKFILL	101.25
121904	10/8/2024	7032 G & A COLORTECH	REPAIR OF SQUAD #952 VIN #1FM5K8AW4MNA10570	18,778.62
121905	10/8/2024	6311 HEIMAN FIRE EQUIPMENT	HELMETS	2,114.35
121906	10/8/2024	7138 KARI MADLAND	EST. UTILITIES OVERPAID - REFUND	27.64
121907	10/8/2024	2137 KENNEDY & GRAVEN CHARTERED	ATTORNEY FEES - AUGUST 2024	27,328.19
121908	10/8/2024	857 LEAGUE OF MINNESOTA CITIES	MEMBERSHIP DUES SEPT 1 - DEC 31, 2024	10,667.00
121909	10/8/2024	6104 LEGACY SORBENTS & SUPPLY CO.	FLOOR DRY x 20	220.00
121910	10/8/2024	7139 LUMEN TECHNOLOGIES	REFUNDING \$100 - INVOICE 20253 OVERPAID	100.00
121911	10/8/2024	917 MACQUEEN EMERGENCY	AIR LIFTING BAG	214.18
121912	10/8/2024	1 ONE TIME VENDOR	REFUND OF VARIANCE APPLICATION RECORDING FEE	46.00
121913	10/8/2024	5762 POLYBEST, INC.	COMPOSTABLE CANLINERS	297.04
121914	10/8/2024	5888 RAPP STRATEGIES, INC.	CONSULTANT-COUNCIL EMERGENCY PREPAREDNESS TRAINING	1,938.86
121915	10/8/2024	4966 ROSEVILLE MIDWAY FORD	PARTS	438.65
	10/8/2024	4966 ROSEVILLE MIDWAY FORD	PARTS	340.74
	10/8/2024	4966 ROSEVILLE MIDWAY FORD	FORD FLEET NETWORK REWARDS	(233.00)
121916	10/8/2024	6122 SANDSTROM LAND MANAGEMENT	BOULEVARD AND SAVANNA WEED VISIT 3	2,300.00
	10/8/2024	6122 SANDSTROM LAND MANAGEMENT	WAKEFIELD PARK WEED VISIT 3	950.00
121917	10/8/2024	3879 SANSIO	DATA EXPORT	755.00
121918	10/8/2024	4130 SCHINDLER ELEVATOR CORP	1902 ELEVATOR SERVICE 8/1/24 - 10/31/24	1,037.00
121919	10/8/2024	5772 SVL SERVICE CORPORATION	CITY HALL CHILLER REPAIR	4,870.00
121920	10/8/2024	198 ST PAUL REGIONAL WATER SRVS	WATER UTILITY	53.57
	10/8/2024	198 ST PAUL REGIONAL WATER SRVS	WATER UTILITY	268.99
	10/8/2024	198 ST PAUL REGIONAL WATER SRVS	WATER UTILITY	67.53
	10/8/2024	198 ST PAUL REGIONAL WATER SRVS	WATER UTILITY	435.60
	10/8/2024	198 ST PAUL REGIONAL WATER SRVS	WATER UTILITY	237.76
	10/8/2024	198 ST PAUL REGIONAL WATER SRVS	WATER UTILITY	617.30
	10/8/2024	198 ST PAUL REGIONAL WATER SRVS	WATER UTILITY	376.57
	10/8/2024	198 ST PAUL REGIONAL WATER SRVS	WATER UTILITY	48.92
	10/8/2024	198 ST PAUL REGIONAL WATER SRVS	WATER UTILITY	62.87
	10/8/2024	198 ST PAUL REGIONAL WATER SRVS	WATER UTILITY	435.58
	10/8/2024	198 ST PAUL REGIONAL WATER SRVS	WATER UTILITY	215.92
	10/8/2024	198 ST PAUL REGIONAL WATER SRVS	WATER UTILITY	1,096.64
	10/8/2024	198 ST PAUL REGIONAL WATER SRVS	WATER UTILITY	635.94
	10/8/2024	198 ST PAUL REGIONAL WATER SRVS	WATER UTILITY	135.14
121921	10/8/2024	1836 ST PAUL, CITY OF	LABOR AND EQUIPMENT RRFB REPAIR UPPER AFTON	876.00
121922	10/8/2024	5663 TRANS UNION LLC	AUGUST CREDIT REPORT SERVICES	76.10
121923	10/8/2024	7001 WHITE CAP, L.P.	CRACK SEALING MATERIAL	852.84
121924	10/8/2024	211 BRAUN INTERTEC CORP.	CITY PROJ 23-08: CONSTRUCTION MATERIALS TESTING	6,276.50
121925	10/8/2024	7095 JAYNE FRAHM	PLAN REVIEW SERVICES	864.00
	10/8/2024	7095 JAYNE FRAHM	PLAN REVIEW SERVICES	984.00
	10/8/2024	7095 JAYNE FRAHM	PLAN REVIEW SERVICES	600.00
121926	10/8/2024	6084 LINCOLN FINANCIAL GROUP	MONTHLY PREMIUM - SEPTEMBER 2024	9,832.42
121927	10/8/2024	532 MADDEN GALANTER HANSEN, LLP	HR ATTORNEY FEES - AUGUST 2024	602.00
121928	10/8/2024	1574 T A SCHIFSKY & SONS, INC	WEIGHT FOR SALT CALIBRATION TRUCK 530	20.00
	10/8/2024	1574 T A SCHIFSKY & SONS, INC	2024 BITUMINOUS PURCHASES - STREETS	1,924.56
121929	10/8/2024	7132 TREESTORY INC.	CITY PROJ 24-09: APP FOR PMT #2 - 2024 STUMP GRIND	32,016.19
	10/8/2024	7132 TREESTORY INC.	CITY PROJ 23-17: APP FOR PMT #2 - 2024 EAB GRANT	71,060.00
121930	10/8/2024	1190 XCEL ENERGY	GAS UTILITY	39.21
	10/8/2024	1190 XCEL ENERGY	ELECTRIC UTILITY	654.08
	10/8/2024	1190 XCEL ENERGY	GAS UTILITY	40.42
	10/8/2024	1190 XCEL ENERGY	ELECTRIC UTILITY	17.66
	10/8/2024	1190 XCEL ENERGY	ELECTRIC UTILITY	75.82
	10/8/2024	1190 XCEL ENERGY	ELECTRIC UTILITY	61.24
	10/8/2024	1190 XCEL ENERGY	ELECTRIC & GAS UTILITY	145.84
	10/8/2024	1190 XCEL ENERGY	STREET LIGHTS	15,899.60
	10/8/2024	1190 XCEL ENERGY	ELECTRIC UTILITY	1,606.88
121931	10/8/2024	1190 XCEL ENERGY	INSTALLATION OF LIGHT @VISTA HILLS PARK-MAILAND RD	6,805.00
35 Checks in this report.				\$ 265,132.04

CITY OF MAPLEWOOD
Disbursements via Debits to Checking Account

Settlement Date	Payee	Description	Amount
10/1/2024	Accela Credit Card Billing	Credit Card Billing Fee	\$ 15.00
9/27/2024	Creating Healthy Communities	PR - Employee Contributions	60.82
9/16/2024	Delta Dental	Dental Premium	3,786.76
9/23/2024	Delta Dental	Dental Premium	2,368.50
9/30/2024	Delta Dental	Dental Premium	3,004.23
9/16/2024	Empower - State Plan	PR - Deferred Compensation	30,428.00
9/30/2024	Empower - State Plan	PR - Deferred Compensation	30,428.00
9/27/2024	ICMA (Vantagepointe)	PR - Deferred Compensation	7,081.00
9/27/2024	ICMA (Vantagepointe)	Retiree Health Savings	1,190.00
9/27/2024	Labor Unions	Union Dues	4,224.54
9/27/2024	MidAmerica	PR - HRA Flex Plan - AUL	13,483.50
9/16/2024	MN Dept of Revenue	MN CARE Tax	7,500.00
9/17/2024	MN Dept of Revenue	Sales Tax	790.00
9/17/2024	MN Dept of Revenue	Fuel Tax	224.01
9/16/2024	MN State Treasurer	PR - State Payroll Tax	33,002.78
9/30/2024	MN State Treasurer	PR - State Payroll Tax	32,852.44
9/20/2024	Optum Health	DCRP & Flex Plan Payments	141.50
9/27/2024	Optum Health	DCRP & Flex Plan Payments	53.83
10/4/2024	Optum Health	DCRP & Flex Plan Payments	220.35
9/16/2024	Optum Health	H.S.A. Payments	8,379.02
9/30/2024	Optum Health	H.S.A. Payments	8,554.02
9/20/2024	P.E.R.A.	PR - P.E.R.A.	20,987.21
9/27/2024	P.E.R.A.	PR - P.E.R.A.	169,173.27
9/27/2024	U.S. Treasurer	PR - Federal Payroll Tax	131,132.20
9/27/2024	US Bank VISA One Card*	Purchasing Card Items	56,519.55
			<u>\$ 565,600.53</u>

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

CHECK #	CHECK DATE	EMPLOYEE NAME	AMOUNT	Exp Reimb, Severance, Conversion incl in Amount
	09/27/24	ABDIRISAK, ABDULLAHI	\$ 3,473.60	
	09/27/24	ABRAMS, MARYLEE	670.40	
	09/27/24	ADAMS, DAVID	3,203.50	
	09/27/24	AMENYA, FLORENCE	112.50	
	09/27/24	ARNOLD, AJLA	2,442.46	
	09/27/24	BAUMAN, ANDREW	3,019.20	
	09/27/24	BEGGS, REGAN	2,787.30	
	09/27/24	BEITLER, NATHAN	4,092.08	
	09/27/24	BENJAMIN, MARKESE	4,519.53	
	09/27/24	BERGERON, ASHLEY	5,103.87	
	09/27/24	BERGO, CHAD	4,096.99	
	09/27/24	BIERDEMAN, BRIAN	7,434.00	
	09/27/24	BOOR, JACOB	2,778.88	
	09/27/24	BORN, BRIAN	3,528.99	
	09/27/24	BREIMHURST, LAUREN	2,925.79	
	09/27/24	BRENEMAN, NEIL	3,750.87	
	09/27/24	BRINK, TROY	3,973.30	
	09/27/24	BUCKLEY, BRENT	3,141.10	
	09/27/24	BUI, DUC HIEP	97.50	
	09/27/24	BURT-MCGREGOR, EMILY	4,374.21	
	09/27/24	BUSACK, DANIEL	5,548.75	
	09/27/24	CAMPBELL, ANDREA	52.50	
	09/27/24	CAMPBELL, KEVIN	52.50	
	09/27/24	CAMPBELL, MACLANE	3,827.13	
	09/27/24	CAMPBELL, NOAH	52.50	
	09/27/24	CAVE, REBECCA	590.40	
	09/27/24	CHANG, KENG	540.00	
	09/27/24	CHRISTENSON, SCOTT	2,684.80	
	09/27/24	CONDON, MITCHELL	5,862.34	\$ 1,665.35
	09/27/24	CONNOLLY, PETER	3,415.78	
	09/27/24	COOK, NICKLAUS	4,870.68	
	09/27/24	COOK, TANNER	3,875.91	
	09/27/24	CORTESI, LUANNE	2,541.61	
	09/27/24	COUNTRYMAN, BRENDA	1,692.00	
	09/27/24	COX, RACHEL	3,528.99	
	09/27/24	CRAWFORD, RAYMOND	7,013.39	
	09/27/24	CRUMMY, CHARLES	5,945.07	
	09/27/24	DABRUZZI, THOMAS	5,367.23	
	09/27/24	DARROW, MICHAEL	6,447.86	
	09/27/24	DAVISON, BRADLEY	4,806.16	
	09/27/24	DEMULLING, JOSEPH	6,478.23	

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

CHECK #	CHECK DATE	EMPLOYEE NAME	AMOUNT	Exp Reimb, Severance, Conversion incl in Amount
	09/27/24	DOUGLASS, TOM	3,408.95	
	09/27/24	DUCHARME, JOHN	3,707.73	
	09/27/24	DUGAS, MICHAEL	5,598.19	
	09/27/24	EDGE, DOUGLAS	3,392.00	
	09/27/24	ENGSTROM, ANDREW	3,840.94	
	09/27/24	ESPESETH, SHAWN	2,870.40	
	09/27/24	EVANS, CHRISTINE	3,062.42	
	09/27/24	FINWALL, SHANN	4,091.41	
	09/27/24	FORSYTHE, MARCUS	4,916.10	
	09/27/24	FOWLDS, MYCHAL	6,182.28	
	09/27/24	FRANZEN, NICHOLAS	5,786.87	
	09/27/24	FRIBERG, DAVID	2,554.90	
	09/27/24	FRITZE, DEREK	5,053.67	
	09/27/24	GABRIEL, ANTHONY	7,333.76	
	09/27/24	GEISELHART, BENJAMIN	5,183.65	
	09/27/24	GERNES, CAROLE	3,238.33	
	09/27/24	GERONSIN, ALEXANDER	3,550.20	
	09/27/24	GIVAND, JONATHAN	4,721.95	
	09/27/24	GORACKI, CECELIA	262.00	
	09/27/24	GORACKI, GERALD	193.75	
	09/27/24	GREEN, JAMIE	4,557.79	
	09/27/24	GRUHLKE, LUKE	3,354.53	
	09/27/24	HAGEN, JOHN	3,683.06	
	09/27/24	HAGEN, MICHAEL	4,021.53	
	09/27/24	HALWEG, JODI	7,081.25	
	09/27/24	HALWEG, LILY	82.50	
	09/27/24	HAMMOND, ELIZABETH	2,766.14	
	09/27/24	HANG, RYAN	3,660.36	
	09/27/24	HAWKINSON, TIMOTHY	4,828.20	
	09/27/24	HAWTHORNE, ROCHELLE	6,385.46	
	09/27/24	HAYS, TAMARA	3,770.44	
	09/27/24	HER, PHENG	4,519.53	
	09/27/24	HER, TERRELL	3,953.07	
	09/27/24	HERBST, JONATHAN	2,550.89	
	09/27/24	HINNENKAMP, GARY	3,240.62	
	09/27/24	HOEMKE, MICHAEL	5,584.59	
	09/27/24	ISERMAN, TIANNA	82.50	
	09/27/24	JACOBSON, CARL	4,800.71	
	09/27/24	JAHN, DAVID	3,197.64	
	09/27/24	JANASZAK, MEGHAN	3,750.87	
	09/27/24	JANSEN, EMMA	3,922.27	

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

CHECK #	CHECK DATE	EMPLOYEE NAME	AMOUNT	Exp Reimb, Severance, Conversion incl in Amount
	09/27/24	JAROSCH, JONATHAN	4,992.34	
	09/27/24	JENSEN, JOSEPH	3,076.81	
	09/27/24	JOHNSON, BARBARA	2,200.33	
	09/27/24	JOHNSON, ELIZABETH	2,784.99	
	09/27/24	JOHNSON, RANDY	4,992.34	
	09/27/24	JONES, DONALD	3,125.58	
	09/27/24	JORDAN, TIMOTHY	2,483.73	
	09/27/24	JUENEMANN, KATHLEEN	590.40	
	09/27/24	KADEN, JACOB	3,939.15	
	09/27/24	KERR, STEPHEN	3,677.71	
	09/27/24	KIM, WINSTON	4,953.95	
	09/27/24	KNUTSON, LOIS	4,153.37	
	09/27/24	KONG, TOMMY	5,172.88	
	09/27/24	KRAL, EMMA	3,668.19	
	09/27/24	KUBAT, ERIC	5,272.50	
	09/27/24	KUCHENMEISTER, GINA	2,624.80	
	09/27/24	KUCHENMEISTER, JASON	2,566.40	
	09/27/24	LANDER, CHARLES	4,353.24	
	09/27/24	LANIK, JAKE	4,021.08	
	09/27/24	LARSON, MICHELLE	2,494.43	
	09/27/24	LEARY, GWENIQUE	112.50	
	09/27/24	LEARY, SYEIRA	112.50	
	09/27/24	LEE, CHONBURI	590.40	
	09/27/24	LEE, MALY	67.50	
	09/27/24	LENERTZ, NICHOLAS	4,188.19	
	09/27/24	LENTINI, LINDSAY	3,495.05	
	09/27/24	LENTZ, DANIEL	3,688.19	
	09/27/24	LOR, ALLIE	82.50	
	09/27/24	LOVE, STEVEN	7,296.80	
	09/27/24	LYNCH, KATHERINE	4,293.00	
	09/27/24	MAINKA, WENDY	3,333.38	
	09/27/24	MALESKI, MICHAEL	4,568.00	
	09/27/24	MALLET, MICHAEL	4,048.06	
	09/27/24	MARINO, JASON	5,784.63	
	09/27/24	MARK, OLAF	4,119.39	
	09/27/24	MARTIN, MICHAEL	5,097.96	
	09/27/24	MATTHEISEN, WILLIAM	3,528.98	
	09/27/24	MCGEE, BRADLEY	5,925.63	
	09/27/24	MEISSNER, BRENT	3,343.23	
	09/27/24	MERKATORIS, BRETT	4,625.57	
	09/27/24	MILLER, SETH	3,571.97	

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

CHECK #	CHECK DATE	EMPLOYEE NAME	AMOUNT	Exp Reimb, Severance, Conversion incl in Amount
	09/27/24	MLODZIK, JASON	2,763.69	
	09/27/24	MONDOR, MICHAEL	7,028.43	
	09/27/24	MORALES, MARIO	2,330.51	
	09/27/24	MORRIS-KARL, AIDEN	2,889.04	
	09/27/24	MOUA, JENNIFER	2,212.19	
	09/27/24	MOUTON, JOHANNA	1,899.80	
	09/27/24	MOY, PAMELA	2,549.60	
	09/27/24	MURRAY, RACHEL	5,121.00	
	09/27/24	NAUGHTON, JOHN	3,100.85	
	09/27/24	NEILY, STEVEN	6,510.94	
	09/27/24	NELSON, GRADON	6,657.08	
	09/27/24	NELSON, TAKITA	97.50	
	09/27/24	NIELSEN, KENNETH	5,499.48	
	09/27/24	NORVE, ROBERT	3,528.99	
	09/27/24	NOVAK, JEROME	4,438.11	
	09/27/24	NYE, MICHAEL	4,903.94	
	09/27/24	ORE, JORDAN	3,432.67	
	09/27/24	ORLANDO, TYLER	3,474.24	
	09/27/24	PARR, DANETTE	7,436.77	
	09/27/24	PASDO, JOSEPH	3,871.41	
	09/27/24	PATROS, CLARE	3,528.99	
	09/27/24	PAYNE, DEDRIC	3,354.53	
	09/27/24	PIPKIN, JULIA	3,391.56	
	09/27/24	POWERS, KENNETH	5,155.65	215.07
	09/27/24	PRIEM, STEVEN	3,394.52	
	09/27/24	QUIRK, JAMES	3,953.07	
	09/27/24	RACETTE, THOMAS	3,667.97	
	09/27/24	RENNER, MICHAEL	3,636.52	
	09/27/24	RETHWILL, SCOTT	4,269.09	
	09/27/24	ROBBINS, AUDRA	5,119.84	
	09/27/24	RUEB, JOSEPH	6,147.43	
	09/27/24	RUNNING, ROBERT	3,389.90	
	09/27/24	SABLE, MICHAEL	8,404.07	
	09/27/24	SALCHOW, CONNOR	5,051.20	
	09/27/24	SCHMITZ, KEVIN	2,797.29	
	09/27/24	SCHORR, JENNIFER	2,298.59	
	09/27/24	SCHROEDER, LEE	4,196.99	
	09/27/24	SCHROEDER, RYAN	5,177.76	
	09/27/24	SCHULTZ, SCOTT	5,019.84	
	09/27/24	SEDLACEK, JEFFREY	4,580.40	
	09/27/24	SHANLEY, HAYLEY	197.15	

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

CHECK #	CHECK DATE	EMPLOYEE NAME	AMOUNT	Exp Reimb, Severance, Conversion incl in Amount
	09/27/24	SHEA, STEPHANIE	3,410.75	
	09/27/24	SHEERAN JR, JOSEPH	5,306.03	
	09/27/24	SINDT, ANDREA	4,566.37	
	09/27/24	SPANDE, KAYLA	580.35	
	09/27/24	STANLEY, JENNIFER	4,051.40	
	09/27/24	STARKEY, ROBERT	4,710.96	397.92
	09/27/24	STEELE, NANCY	4,643.19	
	09/27/24	STEINER, JOSEPH	5,981.87	
	09/27/24	STEJSKAL, JAYSON	4,012.02	
	09/27/24	STOCK, AUBREY	4,599.00	
	09/27/24	STOKES, KAL	3,264.09	
	09/27/24	STRONG, TYLER	3,906.44	
	09/27/24	SUEDKAMP, ADAM	4,643.37	
	09/27/24	SWETALA, NOAH	3,739.25	
	09/27/24	TAUZELL, BRIAN	11,598.29	4,888.16
	09/27/24	TEVLIN, TODD	3,074.72	
	09/27/24	THIENES, PAUL	3,367.02	
	09/27/24	ULVENES, AMANDA	1,256.87	
	09/27/24	VILLAVICENCIO, NICHOLE	590.40	
	09/27/24	WARDELL, JORDAN	7,112.19	
	09/27/24	WEAVER, TAWNY	4,249.88	
	09/27/24	WELLENS, MOLLY	3,027.38	
	09/27/24	WENZEL, JAY	5,069.70	
	09/27/24	WERTH, JENNIFER	2,535.20	
	09/27/24	WIETHORN, AMANDA	4,640.49	
	09/27/24	WILBER, JEFFREY	3,714.06	
	09/27/24	WILLIAMSON, MICHAEL	3,942.61	
	09/27/24	WOEHRLE, MATTHEW	3,258.55	
	09/27/24	XIONG, BOON	3,256.24	
	09/27/24	XIONG, KAO	4,519.53	
	09/27/24	XIONG, PETER	3,612.80	
	09/27/24	XIONG, TUOYER	4,105.09	
	09/27/24	YANG, SOLOMAN	2,360.30	
	09/27/24	YANG, TANGURAY	1,961.60	
	09/27/24	YANG, THANG	4,763.13	
	09/27/24	YOUNG, MATTHEW	3,176.00	
	09/27/24	ZAPPA, ANDREW	4,854.41	
	09/27/24	ZAPPA, ERIC	4,606.23	
	09/27/24	ZIEMAN, SCOTT	80.00	
			<u>\$ 761,107.38</u>	<u>\$ 7,166.50</u>

Purchasing Card Items

Transaction Date	Posting Date	Merchant Name	Transaction Amount	Name
9/10/2024	9/11/2024	U OF M CONTLEARNING OL	\$ 75.00	DAVE ADAMS
9/19/2024	9/20/2024	QR-CODES.COM	29.99	CHAD BERGO
9/9/2024	9/11/2024	FUN EXPRESS	172.56	NEIL BRENEMAN
9/13/2024	9/16/2024	AMZN MKTP US*T55194VL3	87.71	NEIL BRENEMAN
9/13/2024	9/16/2024	THE HOME DEPOT #2801	19.97	NEIL BRENEMAN
9/15/2024	9/16/2024	AMAZON MKTPL*CJ8193ET3	73.73	NEIL BRENEMAN
9/11/2024	9/12/2024	CINTAS CORP	172.04	TROY BRINK
9/11/2024	9/13/2024	DIAMOND VOGEL PAINT #807	22.84	TROY BRINK
9/16/2024	9/17/2024	SQ *MINNESOTA FALL MAINT	300.00	TROY BRINK
9/18/2024	9/19/2024	CINTAS CORP	849.54	TROY BRINK
9/6/2024	9/9/2024	EMERGENCY AUTOMOTIVE TECH	393.32	DANIEL BUSACK
9/9/2024	9/10/2024	IN *ST. CROIX FIRE & SAFE	423.50	DANIEL BUSACK
9/11/2024	9/12/2024	PREMIER METAL ART	758.00	DANIEL BUSACK
9/11/2024	9/12/2024	EMERGENCY AUTOMOTIVE TECH	400.79	DANIEL BUSACK
9/11/2024	9/18/2024	CK HOLIDAY # 03519	37.91	DANIEL BUSACK
9/13/2024	9/16/2024	EMERGENCY AUTOMOTIVE TECH	703.54	DANIEL BUSACK
9/16/2024	9/17/2024	GRAPHIC DESIGN INC	125.62	DANIEL BUSACK
9/17/2024	9/19/2024	SUN BADGE COMPANY	421.25	DANIEL BUSACK
9/3/2024	9/9/2024	TWIN CITY FILTER SERVICE	92.42	SCOTT CHRISTENSON
9/3/2024	9/9/2024	TWIN CITY FILTER SERVICE	140.80	SCOTT CHRISTENSON
9/6/2024	9/9/2024	MUSKA ELECTRIC CO	540.40	SCOTT CHRISTENSON
9/9/2024	9/11/2024	THE HOME DEPOT #2801	3.55	SCOTT CHRISTENSON
9/10/2024	9/12/2024	MUSKA ELECTRIC CO	1,711.28	SCOTT CHRISTENSON
9/10/2024	9/12/2024	MUSKA ELECTRIC CO	1,648.99	SCOTT CHRISTENSON
9/11/2024	9/13/2024	THE HOME DEPOT #2801	13.47	SCOTT CHRISTENSON
9/12/2024	9/16/2024	THE HOME DEPOT #2801	19.97	SCOTT CHRISTENSON
9/19/2024	9/20/2024	GENERAL PARTS, LLC	373.78	SCOTT CHRISTENSON
9/18/2024	9/19/2024	LEAGUE OF MINNESOTA CITI	30.00	MIKE DARROW
9/6/2024	9/9/2024	TRANSWEST FREIGHTLINER	180.40	BRAD DAVISON
9/7/2024	9/9/2024	GALLS	154.99	BRAD DAVISON
9/11/2024	9/12/2024	SQ *A.S.A.P. DOOR CO, INC	150.00	BRAD DAVISON
9/11/2024	9/12/2024	AMZN MKTP US*F01ZH4PQ3	20.97	TOM DOUGLASS
9/11/2024	9/12/2024	AMZN MKTP US*1Y71D3XA3	32.21	TOM DOUGLASS
9/13/2024	9/16/2024	AMZN MKTP US*B71T60KK3	22.70	TOM DOUGLASS
9/19/2024	9/20/2024	AMZN MKTP US*XA04586H3	36.00	TOM DOUGLASS
9/19/2024	9/20/2024	REV.COM	33.83	MICHAEL DUGAS
9/13/2024	9/16/2024	PIONEER PRESS ADV	653.12	CHRISTINE EVANS
9/17/2024	9/19/2024	ODP BUS SOL LLC # 101090	53.97	CHRISTINE EVANS
9/9/2024	9/9/2024	COMCAST BUSINESS	413.00	MYCHAL FOWLDS
9/10/2024	9/11/2024	CENTURYLINK LUMEN	73.24	MYCHAL FOWLDS
9/10/2024	9/11/2024	CENTURYLINK LUMEN	204.40	MYCHAL FOWLDS
9/10/2024	9/11/2024	CENTURYLINK LUMEN	72.08	MYCHAL FOWLDS
9/13/2024	9/16/2024	BARNES&NOBLE PAPERSOURCE	19.76	MYCHAL FOWLDS
9/17/2024	9/17/2024	COMCAST CABLE COMM	2.31	MYCHAL FOWLDS
9/17/2024	9/18/2024	ZOOM.US 888-799-9666	269.90	MYCHAL FOWLDS

Purchasing Card Items

Transaction Date	Posting Date	Merchant Name	Transaction Amount	Name
9/17/2024	9/18/2024	TMOBILE*AUTO PAY	6,398.99	MYCHAL FOWLDS
9/6/2024	9/9/2024	MSFT * E0500THWH3	16.00	NICK FRANZEN
9/7/2024	9/9/2024	MSFT * E0500THUGW	8.00	NICK FRANZEN
9/9/2024	9/9/2024	MICROSOFT#G058755389	17.95	NICK FRANZEN
9/11/2024	9/12/2024	CDW GOVT #AA5N72S	1,042.65	NICK FRANZEN
9/17/2024	9/18/2024	CDW GOVT #AA5NT8G	(1,042.65)	NICK FRANZEN
9/18/2024	9/19/2024	AMAZON MARK* DL7F605R3	31.96	NICK FRANZEN
9/16/2024	9/18/2024	THE HOME DEPOT #2801	23.75	DAVID FRIBERG
9/8/2024	9/9/2024	LEAGUE OF MINNESOTA CITI	30.00	TONY GABRIEL
9/9/2024	9/10/2024	MIKES LP GAS INC	16.25	TONY GABRIEL
9/18/2024	9/19/2024	COSTCO WHSE #1021	126.94	TONY GABRIEL
9/19/2024	9/20/2024	AMAZON MKTPL*J415Z77W3	76.05	CAROLE GERNES
9/19/2024	9/20/2024	MICHAELS #9490	11.98	CAROLE GERNES
9/10/2024	9/11/2024	ASPEN MILLS	1,441.40	MICHAEL HAGEN
9/17/2024	9/18/2024	ASPEN MILLS	757.54	MICHAEL HAGEN
9/19/2024	9/20/2024	AIRGAS - NORTH	189.13	MICHAEL HAGEN
9/19/2024	9/20/2024	AMAZON MKTPL*1P17D0EK3	62.90	MICHAEL HAGEN
9/11/2024	9/12/2024	HY-VEE MAPLEWOOD 1402	12.98	TIMOTHY HAWKINSON
9/11/2024	9/12/2024	JERSEY MIKES ONLINE UC	164.62	TIMOTHY HAWKINSON
9/6/2024	9/9/2024	SITEONE LANDSCAPE SUPPLY,	115.00	TAMARA HAYS
9/9/2024	9/10/2024	SITEONE LANDSCAPE SUPPLY,	287.50	TAMARA HAYS
9/11/2024	9/12/2024	GRAFFITI SOLUTIONS, INC.	108.00	TAMARA HAYS
9/17/2024	9/19/2024	THE HOME DEPOT #2801	18.83	GARY HINNENKAMP
9/16/2024	9/18/2024	CAFE ZUPAS-EDINA	14.10	MICHAEL HOEMKE
9/17/2024	9/19/2024	TST*MY BURGER - EDINA	16.63	MICHAEL HOEMKE
9/18/2024	9/19/2024	DOG PARK INC	14.70	MICHAEL HOEMKE
9/11/2024	9/16/2024	WWW.DALCOONLINE.COM	995.15	DAVID JAHN
9/13/2024	9/18/2024	DALCO ENTERPRISES	560.14	DAVID JAHN
9/16/2024	9/16/2024	AMAZON RETA* PU69V8RX3	249.72	DAVID JAHN
9/16/2024	9/17/2024	AMZN MKTP US*V54IM07Q3	53.25	DAVID JAHN
9/16/2024	9/20/2024	WWW.DALCOONLINE.COM	536.54	DAVID JAHN
9/16/2024	9/17/2024	AMAZON MKTPL*4F4TH0M63	25.36	MEGHAN JANASZAK
9/18/2024	9/19/2024	TARGET 00006627	176.90	MEGHAN JANASZAK
9/18/2024	9/19/2024	DOLLAR TREE	54.73	MEGHAN JANASZAK
9/18/2024	9/19/2024	BURGGRAFS ACE HARDWARE	29.67	MEGHAN JANASZAK
9/19/2024	9/20/2024	TARGET 00006627	19.51	MEGHAN JANASZAK
9/19/2024	9/20/2024	AMAZON MKTPL*5L71K2LB3	40.90	MEGHAN JANASZAK
9/10/2024	9/11/2024	U OF M CONTLEARNING OL	(150.00)	JON JAROSCH
9/18/2024	9/19/2024	AMAZON RETA* XH8690QZ3	44.88	BARB JOHNSON
9/18/2024	9/19/2024	COSTCO WHSE #1021	239.88	BARB JOHNSON
9/9/2024	9/10/2024	AMAZON MKTPL*Z87EE4E62	53.05	ELIZABETH JOHNSON
9/9/2024	9/10/2024	CUB FOODS #1599	10.58	LOIS KNUTSON
9/9/2024	9/10/2024	FAMILY THAI KITCHEN LLC	101.70	LOIS KNUTSON
9/17/2024	9/19/2024	ODP BUS SOL LLC # 101090	36.95	LOIS KNUTSON
9/6/2024	9/9/2024	FEDEX OFFIC61700006171	19.00	JASON KUCHENMEISTER

Purchasing Card Items

Transaction Date	Posting Date	Merchant Name	Transaction Amount	Name
9/7/2024	9/9/2024	ULINE *SHIP SUPPLIES	224.83	JASON KUCHENMEISTER
9/9/2024	9/10/2024	PEAVEY CORP.	55.95	JASON KUCHENMEISTER
9/18/2024	9/18/2024	ULINE *SHIP SUPPLIES	74.03	JASON KUCHENMEISTER
9/7/2024	9/10/2024	ATLANTA MARGARITAVILLE RE	40.85	STEVE LOVE
9/8/2024	9/9/2024	UBER *TRIP	37.90	STEVE LOVE
9/8/2024	9/9/2024	UBER *TRIP	7.58	STEVE LOVE
9/8/2024	9/9/2024	UBER *TRIP	7.58	STEVE LOVE
9/8/2024	9/10/2024	PY *ROCKS CHICKEN & FRIES	21.13	STEVE LOVE
9/9/2024	9/11/2024	2GWCC APPETIZE	16.72	STEVE LOVE
9/9/2024	9/12/2024	400 ATLANTA JOHNNY ROCKET	22.70	STEVE LOVE
9/10/2024	9/12/2024	CHICK-FIL-A #02977	12.69	STEVE LOVE
9/10/2024	9/12/2024	2GWCC APPETIZE	16.72	STEVE LOVE
9/11/2024	9/12/2024	UBER *TRIP	38.91	STEVE LOVE
9/11/2024	9/12/2024	UBER *TRIP	7.78	STEVE LOVE
9/11/2024	9/12/2024	ATL POPEYES B 6682136	15.23	STEVE LOVE
9/11/2024	9/13/2024	2GWCC APPETIZE	16.72	STEVE LOVE
9/12/2024	9/13/2024	UBER *TRIP	46.94	STEVE LOVE
9/12/2024	9/13/2024	UBER *TRIP	9.38	STEVE LOVE
9/10/2024	9/13/2024	PAYPAL *BLACKSMOKES BLACK	725.00	MICHAEL MALESKI
9/11/2024	9/12/2024	GDP*COLBERT ENGRAVING & T	25.95	MICHAEL MALESKI
9/9/2024	9/10/2024	FSP*MAHCO	125.00	MIKE MARTIN
9/16/2024	9/17/2024	PIONEER PRESS CIRC	14.00	MIKE MARTIN
9/9/2024	9/11/2024	SAFE-FAST(MW)	231.00	BRENT MEISSNER
9/6/2024	9/9/2024	SITEONE LANDSCAPE SUPPLY,	157.98	JASON MLODZIK
9/6/2024	9/9/2024	AMAZON MARK* ZT5GR6I72	29.98	JOHANNA MOUTON
9/6/2024	9/9/2024	DREAMSEATS LLC	1,408.97	JOHANNA MOUTON
9/9/2024	9/10/2024	CHIPOTLE ONLINE	112.66	JOHANNA MOUTON
9/10/2024	9/12/2024	THE HOME DEPOT #2801	14.05	JOHANNA MOUTON
9/10/2024	9/12/2024	THE HOME DEPOT #2801	25.88	JOHANNA MOUTON
9/11/2024	9/12/2024	FSP BOOKS, INC	146.54	JOHANNA MOUTON
9/12/2024	9/13/2024	CANVA* I04272-69861216	15.00	JOHANNA MOUTON
9/16/2024	9/17/2024	WWW.DOODLE.COM	14.95	JOHANNA MOUTON
9/17/2024	9/18/2024	STERICYCLE INC/SHRED-IT	199.56	JOHANNA MOUTON
9/17/2024	9/19/2024	MAGNATAG INC.	45.49	JOHANNA MOUTON
9/19/2024	9/20/2024	ADAMS PEST CONTROL INC	400.00	JOHANNA MOUTON
9/19/2024	9/20/2024	COSTCO WHSE #1021	43.11	JOHANNA MOUTON
9/9/2024	9/10/2024	LEAGUE OF MINNESOTA CITI	30.00	RACHEL MURRAY
9/10/2024	9/11/2024	SITEONE LANDSCAPE SUPPLY,	105.00	JOHN NAUGHTON
9/10/2024	9/12/2024	MENARDS OAKDALE MN	94.83	JOHN NAUGHTON
9/16/2024	9/18/2024	MENARDS OAKDALE MN	20.14	JOHN NAUGHTON
9/19/2024	9/20/2024	NFSA	50.00	JERRY NOVAK
9/15/2024	9/16/2024	CHOPSTICKERS	24.38	DANETTE PARR
9/16/2024	9/17/2024	CHIPOTLE 0009	13.34	DANETTE PARR
9/16/2024	9/18/2024	CHOPSTICKERS	20.62	DANETTE PARR
9/16/2024	9/18/2024	HYATT REG DENVER CC F&B	14.04	DANETTE PARR

Purchasing Card Items

Transaction Date	Posting Date	Merchant Name	Transaction Amount	Name
9/17/2024	9/19/2024	HYATT REGENCY DENVER CC	669.04	DANETTE PARR
9/17/2024	9/19/2024	HYATT REG DENVER CC F&B	11.88	DANETTE PARR
9/18/2024	9/18/2024	UBER *TRIP	56.71	DANETTE PARR
9/18/2024	9/18/2024	UBER *TRIP	12.00	DANETTE PARR
9/9/2024	9/10/2024	LIFE ASSIST INC	652.73	KENNETH POWERS
9/10/2024	9/12/2024	BOUND TREE MEDICAL LLC	2,347.20	KENNETH POWERS
9/16/2024	9/17/2024	LIFE ASSIST INC	419.24	KENNETH POWERS
9/19/2024	9/20/2024	LIFE ASSIST INC	129.38	KENNETH POWERS
9/9/2024	9/10/2024	L - Z TRUCK EQUIPMENT INC	186.12	STEVEN PRIEM
9/9/2024	9/10/2024	FACTORY MOTOR PARTS (19)	298.03	STEVEN PRIEM
9/9/2024	9/10/2024	FACTORY MOTOR PARTS (19)	31.97	STEVEN PRIEM
9/10/2024	9/11/2024	KREMER SERVICES	1,895.33	STEVEN PRIEM
9/11/2024	9/12/2024	FACTORY MOTOR PARTS (19)	12.00	STEVEN PRIEM
9/12/2024	9/12/2024	ACME TOOLS PLYMOUTH	47.50	STEVEN PRIEM
9/12/2024	9/13/2024	APPLE FORD WHITE BEAR LAK	90.56	STEVEN PRIEM
9/12/2024	9/13/2024	FACTORY MOTOR PARTS (19)	22.87	STEVEN PRIEM
9/12/2024	9/13/2024	FACTORY MOTOR PARTS (19)	42.24	STEVEN PRIEM
9/12/2024	9/13/2024	FACTORY MOTOR PARTS (19)	272.28	STEVEN PRIEM
9/16/2024	9/17/2024	FACTORY MOTOR PARTS (19)	241.16	STEVEN PRIEM
9/16/2024	9/17/2024	FACTORY MOTOR PARTS (19)	87.60	STEVEN PRIEM
9/17/2024	9/18/2024	POMPS TIRE 021	778.00	STEVEN PRIEM
9/18/2024	9/19/2024	APPLE FORD WHITE BEAR LAK	1,593.12	STEVEN PRIEM
9/18/2024	9/19/2024	POMPS TIRE 021	744.68	STEVEN PRIEM
9/18/2024	9/19/2024	KENS AUTO REPAIR LLC	421.09	STEVEN PRIEM
9/18/2024	9/19/2024	FACTORY MOTOR PARTS (19)	106.94	STEVEN PRIEM
9/18/2024	9/19/2024	FACTORY MOTOR PARTS (19)	3.52	STEVEN PRIEM
9/18/2024	9/19/2024	FACTORY MOTOR PARTS (19)	31.59	STEVEN PRIEM
9/18/2024	9/19/2024	DELEGARD TOOL COMPANY	1,881.74	STEVEN PRIEM
9/19/2024	9/20/2024	POMPS TIRE 021	684.20	STEVEN PRIEM
9/19/2024	9/20/2024	TERMINAL SUPPLY-MINN 7	42.79	STEVEN PRIEM
9/11/2024	9/13/2024	ON SITE SANITATION INC	1,156.00	AUDRA ROBBINS
9/12/2024	9/13/2024	CINTAS CORP	86.35	AUDRA ROBBINS
9/18/2024	9/20/2024	ON SITE SANITATION INC	25.00	AUDRA ROBBINS
9/18/2024	9/19/2024	MIDWEST FENCE MANUFACTUR	611.00	ROBERT RUNNING
9/6/2024	9/9/2024	TIDAL WAVE MAPLEWOOD	32.48	RYAN SCHROEDER
9/11/2024	9/13/2024	MINNESOTA STATE COLLEGES	750.00	RYAN SCHROEDER
9/11/2024	9/12/2024	SQ *MINNESOTA FALL MAINT	180.00	SCOTT SCHULTZ
9/6/2024	9/9/2024	STATE OF MN POST BOARD	90.00	STEPHANIE SHEA
9/6/2024	9/9/2024	POST BOARD SERVICE FEE	1.94	STEPHANIE SHEA
9/11/2024	9/12/2024	GALLS	997.77	STEPHANIE SHEA
9/12/2024	9/13/2024	CINTAS CORP	44.76	STEPHANIE SHEA
9/16/2024	9/18/2024	ODP BUS SOL LLC # 101090	84.32	STEPHANIE SHEA
9/17/2024	9/18/2024	STREICHER'S MO	2,597.57	STEPHANIE SHEA
9/19/2024	9/20/2024	CINTAS CORP	44.76	STEPHANIE SHEA
9/6/2024	9/9/2024	WWW.ARTLIST.IO	520.07	JOE SHEERAN

Purchasing Card Items

Transaction Date	Posting Date	Merchant Name	Transaction Amount	Name
9/6/2024	9/9/2024	MINNESOTA ASSOC OF GOVERN	150.00	JOE SHEERAN
9/18/2024	9/19/2024	ST. JAMES HOTEL	148.00	JOE SHEERAN
9/6/2024	9/9/2024	BCA TRAINING EDUCATION	75.00	JOSEPH STEINER
9/18/2024	9/20/2024	MIDWAYUSA COM	1,641.17	BRIAN TAUZELL
9/9/2024	9/10/2024	BLUERIBBON BAIT& TACKLE	36.74	JORDAN WARDELL
9/13/2024	9/16/2024	FLEETPRIDE553	33.39	MATT WOEHRLE
9/18/2024	9/20/2024	NUSS TRUCK & EQUIPMENT	1,566.12	MATT WOEHRLE
9/9/2024	9/10/2024	ZIEGLER INC COLUMBUS	468.68	BOON XIONG
9/11/2024	9/12/2024	APPLE FORD WHITE BEAR LAK	690.60	BOON XIONG
9/13/2024	9/17/2024	APPLE FORD WHITE BEAR LAK	54.35	BOON XIONG
9/16/2024	9/17/2024	FLEETPRIDE553	609.32	BOON XIONG
9/16/2024	9/18/2024	NUSS TRUCK & EQUIPMENT	22.96	BOON XIONG
9/17/2024	9/18/2024	APPLE FORD WHITE BEAR LAK	54.35	BOON XIONG
9/17/2024	9/18/2024	APPLE FORD WHITE BEAR LAK	58.27	BOON XIONG
			<u>\$ 56,519.55</u>	

CITY COUNCIL STAFF REPORT

Meeting Date October 14, 2024

REPORT TO: Michael Sable, City Manager

REPORT FROM: Andrea Sindt, City Clerk
Christine Evans, Deputy City Clerk

PRESENTER: Andrea Sindt, City Clerk

AGENDA ITEM: Off-Sale Intoxicating Liquor License for S & S Bala, Inc., dba TD Liquor, 2728 Stillwater Road East

Action Requested: ☒ Motion ☐ Discussion ☐ Public Hearing

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

Policy Issue:

In accordance with City Code Chapter 6 (Alcoholic Beverages), an application for an Off-Sale Intoxicating Liquor license was submitted by Kulwant Bala, new owner of S & S Bala, Inc., dba TD Liquor, who will take over operation of YangChi Liquor, 2728 Stillwater Road East.

Recommended Action:

Motion to approve the Off-Sale Intoxicating Liquor License for S & S Bala, Inc., dba TD Liquor, 2728 Stillwater Road East.

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: NA

Strategic Plan Relevance:

☐ Community Inclusiveness ☐ Financial & Asset Mgmt ☐ Environmental Stewardship
☐ Integrated Communication ☒ Operational Effectiveness ☐ Targeted Redevelopment

City Code Sec. 6-165 requires council approval for issuance of an off-sale intoxicating liquor license.

Background:

For the purposes of the license application a background investigation was conducted on Ms. Bala. Lieutenant Steiner will be meeting with the applicant to discuss measures to eliminate the sale of alcohol to underage persons, general security, retail crime issues and the city ordinances pertaining to the service of alcohol.

Ms. Bala also owns an off-sale establishment in Zimmerman. Reportedly there have not been any issues, including compliance checks, with her other establishment.

Attachments:

None

CITY COUNCIL STAFF REPORT
Meeting Date October 14, 2024

REPORT TO: Michael Sable, City Manager

REPORT FROM: Andrea Sindt, City Clerk

PRESENTER: Andrea Sindt, City Clerk

AGENDA ITEM: Massage Center License for Asian Wellness Massage, 2225 White Bear Ave North, Unit 1

Action Requested: ☒ Motion ☐ Discussion ☐ Public Hearing

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

Policy Issue:

In accordance with City Code Chapter 10, Article XX (Massage), an application was submitted by Fang Lin for a Massage Center license for Asian Wellness Massage, located at 2225 White Bear Ave North, Unit 1. This location has been operating as Wonderful Massage and is undergoing an ownership change.

Recommended Action:

Motion to approve the Massage Center license for Asian Wellness Massage, located at 2225 White Bear Ave North, Unit 1.

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:

☐ Community Inclusiveness ☐ Financial & Asset Mgmt ☐ Environmental Stewardship
☐ Integrated Communication ☒ Operational Effectiveness ☐ Targeted Redevelopment

Council approval is required prior to issuance of a Massage Center license, per City Code Sec. 14-1457.

Background

A background investigation has been conducted on Fang Lin, owner of Asian Wellness Massage. Fang Lin will meet with the police department to discuss the City's requirements and expectations in the operation of massage centers.

Attachments

None

CITY COUNCIL STAFF REPORT

Meeting Date October 14, 2024

REPORT TO: Michael Sable, City Manager

REPORT FROM: Michael Martin, AICP, Assistant Community Development Director

PRESENTER: Danette Parr, Community Development Director

AGENDA ITEM: Conditional Use Permit Review, Snake Discovery, 831 Century Avenue North

Action Requested: ☒ Motion ☐ Discussion ☐ Public Hearing

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

Policy Issue:

The conditional use permit for Snake Discovery at 831 Century Avenue North is due for review.

Recommended Action:

Motion to approve the CUP review for Snake Discovery, located at 831 Century Avenue North, and review again only if a problem arises or a significant change is proposed.

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:

☐ Community Inclusiveness ☐ Financial & Asset Mgmt ☐ Environmental Stewardship
☐ Integrated Communication ☒ Operational Effectiveness ☐ Targeted Redevelopment

City ordinance requires the council to review conditional use permits within one year of initial approval unless such review is waived by council decision. At the one-year review, the council may specify an indefinite or specific term for subsequent reviews, not to exceed five years.

Background:

On October 23, 2023, the city council approved a conditional use permit amendment to allow Snake Discovery to install one exterior light within the parking lot west of its building. The light has been installed. In addition, the property owner installed “stop” and “no left turn” signs for the exit drive of its parking lot, and a trash enclosure was constructed. All conditions of the site’s conditional use permit are being met, and there are no issues with the site. Staff recommends the council review again only if a problem arises or a significant change is proposed.

Reference Information***Site Description***

Site Size: 1.04 Acres
Existing Land Use: Snake Discovery (Commercial)

Surrounding Land Uses

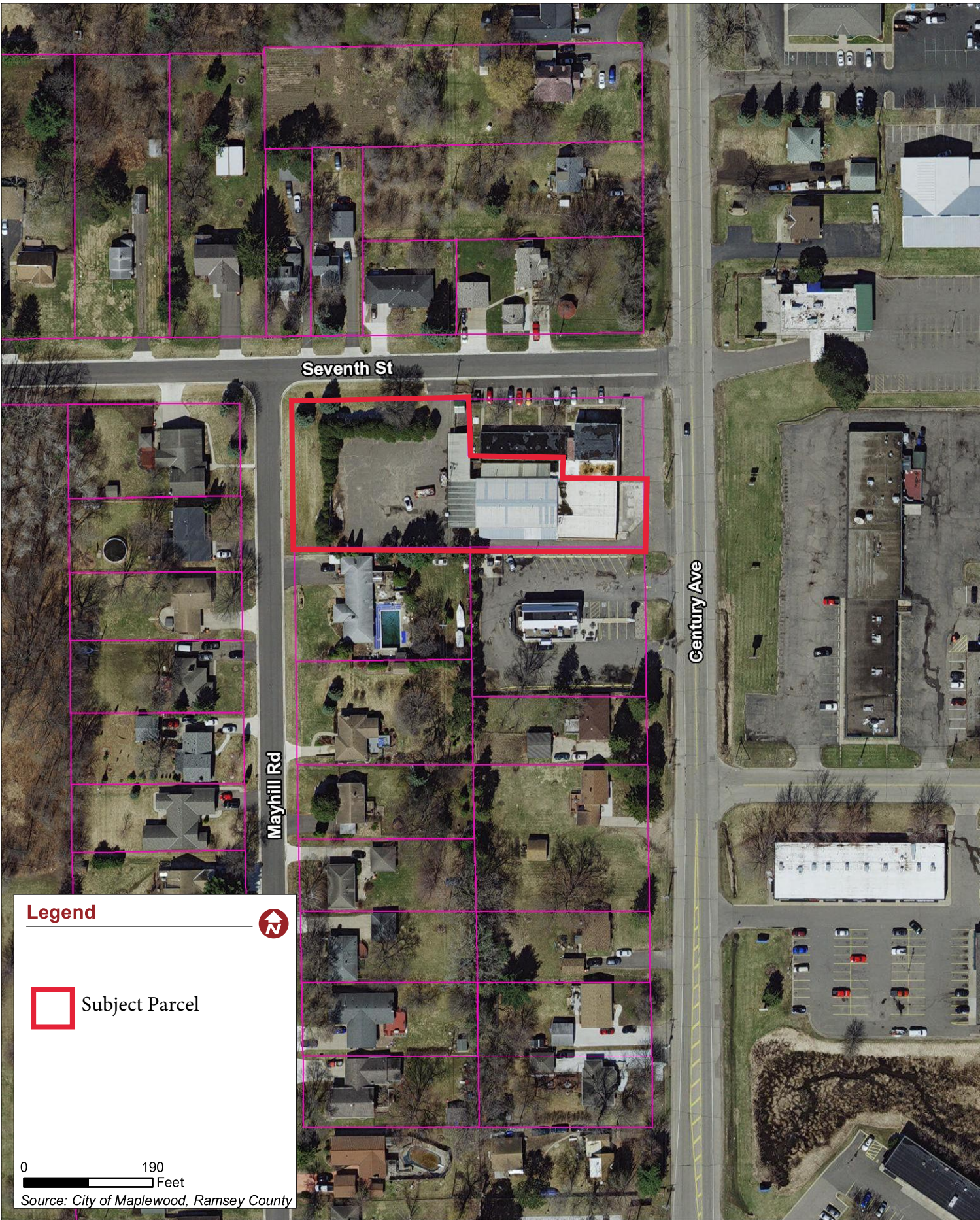
North: Single Dwelling Residential
South: Commercial and Single Dwelling Residential
East: Commercial
West: Single Dwelling Residential

Planning

Existing Land Use: Mixed-Use, Neighborhood
Existing Zoning: Commercial and Single Dwelling Residential

Attachments:

1. Overview Map
2. City Council Minutes, October 23, 2023



MINUTES
MAPLEWOOD CITY COUNCIL
7:00 P.M. Monday, October 23, 2023
City Hall, Council Chambers
Meeting No. 20-23

J. NEW BUSINESS

- 2. Snake Discovery, 831 Century Avenue North**
 - a. Conditional Use Permit Amendment Resolution**
 - b. Zoning Map Amendment Ordinance (Requires four votes)**

Community Development Director Parr and Planner Hammond gave the presentation. Council discussed the item and asked questions of staff.

Councilmember Juenemann moved to approve the conditional use permit amendment resolution for the property at 831 Century Avenue North, subject to certain conditions of approval.

Resolution 23-10-2259
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 Edward Robert, on behalf of Snake Discovery, has requested to amend the Conditional Use Permit for the property located at 831 Century Avenue North.

1.02 The property located at 831 Century Avenue North is legally described as:

Lots 31 and 32, Block 1 of Cahanes Acres; That part of Lot 1, Block 1 of Cahanes Acres, except the east 85 feet thereof, lying Southerly of the following described line: Beginning at a point on the West line of Lot 1, 21.9 feet North of the Southwest corner of said Lot, thence easterly to a point on the east line of Lot 1, 16.18 feet north of the Southeast corner of said Lot and there terminating; Also Lot 2, Block 1 of Cahanes Acres, except that part of the east 85 feet lying north of the following described line: Beginning at the northwest corner of said Lot 2; thence easterly to a point on the east line of Lot 2, 5.3 feet south of the northeast corner of said lot and there terminating.

PIN: 252922440052

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 September 19, 2023, 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 October 9, 2023, the City Council discussed this resolution. They considered reports and recommendations from the planning commission and City staff. The City Council tabled the discussion until the next meeting scheduled for October 23, 2023.
3. On October 23, 2023, 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. This conditional use permit, approved on October 23, 2023, supersedes the permit issued on June 3, 1971, and amended on June 1, 1988. All previous CUP conditions are terminated.
2. The city council will review the permit in one year.
3. Outdoor sales, storage, and display are not permitted in the parking lot. These activities are allowed, however, limited to the area underneath the canopy structure along the west side of the building or at the main entrance on the east side of the building, off Century Avenue.
4. A trash enclosure is required around all trash containers or dumpsters and shall be 100 percent opaque. The enclosure must meet city ordinance requirements in Section 44-19 (e). The owner will submit a plan detailing the proposed location and design of the trash enclosure before installation. The location of the trash enclosure shall minimize the loss of parking spaces. The enclosure is required to be maintained on the site at all times.
5. The fence surrounding the parking lot perimeter must be continuously maintained or repaired as needed. The fence shall be 100 percent opaque and 6 feet in height.
6. A landscaped and screened area shall be continuously maintained around the parking lot perimeter. Plantings shall be maintained in a neat and healthy condition. Plantings that have died shall be promptly replaced and must meet city ordinance requirements in Section 44-19 (a) – (d).
7. Exterior lighting is required to be reviewed by city staff before installation and to achieve city ordinance requirements. The

applicant will submit all the necessary plans for review as described in Section 44-20 (c) (1).

8. Customers of the business cannot park on adjacent residential streets. The owner will install a “stop” sign and a “no left turn” sign at the parking lot exit onto 7th Street East. The owner will coordinate the location and installation of the sign with the Public Works Department.
9. The parking lot area shown on the Overview Map – Site Plan, Dated October 16, 2023, is to be used exclusively for customer parking accessory to the primary commercial building on the parcel. The city council must approve any changes to the site through an amendment to this permit.

Seconded by Councilmember Villavicencio

Ayes – All

The motion passed.

Mayor Abrams moved to approve an ordinance amending the City’s zoning map to rezone the west portion of the property at 831 Century Avenue North from R1, single-dwelling residential, to BC, business commercial.

Seconded by Councilmember Juenemann

Ayes – Mayor Abrams
Councilmember
Juenemann
Councilmember
Villavicencio

Nay – Councilmember Cave
Councilmember Lee

The motion failed.

CITY COUNCIL STAFF REPORT

Meeting Date October 14, 2024

REPORT TO: Michael Sable, City Manager

REPORT FROM: Brian Bierdeman, Public Safety Director

PRESENTER: Brian Bierdeman, Public Safety Director

AGENDA ITEM: State of Minnesota Office of Traffic Safety DWI/Traffic Safety Grant 2025

Action Requested: ☒ Motion ☐ Discussion ☐ Public Hearing

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

Policy Issue:

In December of 2022, the Maplewood Police Department was first awarded a grant from the Office of Traffic Safety to fund a full-time DWI/Traffic Safety Officer. The officer filling this position must meet the criteria set forth by the grant, which includes two years of experience as a licensed peace officer and specialty training. The grant covers all work time and overtime associated with traffic enforcement and mandatory department training. This grant has been renewed for another year.

Recommended Action:

Motion to approve the grant agreement with the State of Minnesota Office of Traffic Safety for the 2025 DWI/Traffic Safety Officer.

Fiscal Impact:

Is There a Fiscal Impact? ☐ No ☒ Yes, the true or estimated cost is reimbursement of \$121,867.45.

Financing source(s): ☐ Adopted Budget ☐ Budget Modification ☐ New Revenue Source

☐ Use of Reserves ☒ Other: Grant

Strategic Plan Relevance:

☐ Community Inclusiveness ☐ Financial & Asset Mgmt ☐ Environmental Stewardship

☐ Integrated Communication ☒ Operational Effectiveness ☐ Targeted Redevelopment

City Council approval is required to sign the agreement.

Background:

The Maplewood Police Department has been using Office of Traffic Safety grant funding for decades related to overtime-funded traffic enforcement through the Ramsey County Traffic Safety Initiative (RCTSI). This grant expands the program by continuing to dedicate a full-time police officer to focus on impaired and dangerous driving. This grant does not impact the current reimbursement from the RCTSI. Since the Maplewood Police Department has participated in this Traffic Safety Grant, enforcement of impaired driving in Maplewood has increased significantly.

Attachments:

1. Grant Agreement



Grant Contract Agreement

Page 1 of 3

Minnesota Department of Public Safety (“State”) Office of Traffic Safety 445 Minnesota Street, Suite 1620 Saint Paul, MN 55101	Grant Program: 2025 NHTSA: DWI / Traffic Safety Officer Grant Contract Agreement No.: A-OFFICR25-2025-MAPLEWPD-003
Grantee: Maplewood Police Department 1830 County Road B East Maplewood, MN 55109-2702	Grant Contract Agreement Term: Effective Date: 10/01/2024 Expiration Date: 09/30/2025
Grantee’s Authorized Representative: Lieutenant Michael Dugas 1830 County Road B East Maplewood, MN 55109-2702 (651)249-2651 Michael.dugas@maplewoodmn.gov	Grant Contract Agreement Amount: Original Agreement \$121,867.45 Matching Requirement \$ 0.00
State’s Authorized Representative: Duane Siedschlag, Impaired Driving Program Coordinator 445 Minnesota Street, Suite 1620 Saint Paul, MN 55101 (651)221-7078 Duane.siedschlag@state.mn.us	Federal Funding: CFDA/ALN: 20.608 & 20.608 & 20.600 FAIN: 69A37523300001640MNA & 69A37523300001640MNA & 69A37523300004020MNO State Funding: N/A Special Conditions: None

Under Minn. Stat. § 299A.01, Subd 2 (4) the State is empowered to enter into this grant contract agreement.

Term: The creation and validity of this grant contract agreement conforms with Minn. Stat. § 16B.98 Subdivision 5. Effective date is the date shown above or the date the State obtains all required signatures under Minn. Stat. § 16B.98, Subdivision 7, whichever is later. Once this grant contract agreement is fully executed, the Grantee may claim reimbursement for expenditures incurred pursuant to the Payment clause of this grant contract agreement. Reimbursements will only be made for those expenditures made according to the terms of this grant contract agreement. Expiration date is the date shown above or until all obligations have been satisfactorily fulfilled, whichever occurs first.

The Grantee, who is not a state employee, will:

Perform and accomplish such purposes and activities as specified herein and in the Grantee’s approved 2025 NHTSA: DWI / Traffic Safety Officer Application [“Application”] which is incorporated by reference into this grant contract agreement and on file with the State at 445 Minnesota Street, Suite 620, Saint Paul, MN 55101. The Grantee shall also comply with all requirements referenced in the 2025 NHTSA: DWI / Traffic Safety Officer Guidelines and Application which includes the Terms and Conditions and Grant Program Guidelines (<https://app.dps.mn.gov/EGrants>), which are incorporated by reference into this grant contract agreement.

Budget Revisions: The breakdown of costs of the Grantee’s Budget is contained in Exhibit A, which is attached and incorporated into this grant contract agreement. As stated in the Grantee’s Application and Grant Program Guidelines, the Grantee will submit a written change request for any substitution of budget items or any deviation and in accordance with the Grant Program Guidelines. Requests must be approved prior to any expenditure by the Grantee.



Grant Contract Agreement

Page 2 of 3

Matching Requirements: (If applicable.) As stated in the Grantee's Application, the Grantee certifies that the matching requirement will be met by the Grantee.

Payment: As stated in the Grantee's Application and Grant Program Guidance, the State will promptly pay the Grantee after the Grantee presents an invoice for the services actually performed and the State's Authorized Representative accepts the invoiced services and in accordance with the Grant Program Guidelines. Payment will not be made if the Grantee has not satisfied reporting requirements.

Certification Regarding Lobbying: (If applicable.) Grantees receiving federal funds over \$100,000.00 must complete and return the Certification Regarding Lobbying form provided by the State to the Grantee.

1. ENCUMBRANCE VERIFICATION

Individual certifies that funds have been encumbered as required by Minn. Stat. § 16A.15.

Signed: _____

Date: _____

3. STATE AGENCYSigned: _____
(with delegated authority)

Title: _____

Date: _____

Grant Contract Agreement No./ P.O. No. A-OFFICR25-2025-MAPLEWPD-003 / 3000098176

Project No.25-03-03

2. GRANTEE

The Grantee certifies that the appropriate person(s) have executed the grant contract agreement on behalf of the Grantee as required by applicable articles, bylaws, resolutions, or ordinances.

Signed: _____

Print Name: _____

Title: _____

Date: _____

Signed: _____

Print Name: _____

Title: _____

Date: _____

Signed: _____

Print Name: _____

Title: _____

Date: _____

Distribution: DPS/FAS
Grantee
State's Authorized Representative



Grant Contract Agreement

Page 3 of 3

Organization: Maplewood Police Department

A-OFFICR25-2025-MAPLEWPD-003

Budget Summary

Budget				
Budget Category	State Reimbursement	Local Match		
DWI TSO Salary & Fringe				
Salary of grant funded overtime officer	\$121,867.45	\$0.00		
Total	\$121,867.45	\$0.00		
Operating Expense				
Operating Expenses Associated with a Full-Time Officer	\$0.00	\$0.00		
Total	\$0.00	\$0.00		
TZD Conference				
Allowing the assigned officer to attend the TZD conference	\$0.00	\$0.00		
Total	\$0.00	\$0.00		
Total	\$121,867.45	\$0.00		

CITY COUNCIL STAFF REPORT

Meeting Date October 14, 2024

REPORT TO: Michael Sable, City Manager

REPORT FROM: Steven Love, Director of Public Works/City Engineer

PRESENTER: Steven Love

AGENDA ITEM: Ramsey County Cooperative Agreement for Reconstruction of McKnight Road, City Project 20-15

Action Requested: ☒ Motion ☐ Discussion ☐ Public Hearing

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

Policy Issue:

Ramsey County led a road reconstruction project for McKnight Road between Burns Avenue and Minnehaha Avenue. The project was completed in August, 2022. The project included improvements to the roadway, utilities, pedestrian ramps, and traffic signals. The City was to share in the cost of the project based on Ramsey County's Cost Participation Policy. The City Council will consider entering into a cooperative agreement, with Ramsey County, for the reconstruction of McKnight Road between Burns Avenue and Minnehaha Avenue. This agreement covers the responsibilities and cost share for both the City and Ramsey County for the proposed improvements.

Recommended Action:

Motion to approve the attached cooperative agreement, with Ramsey County, for the Reconstruction of McKnight Road, City Project 20-15 and direct the Mayor and City Manager to sign the agreement. Minor revisions as approved by the City Attorney are authorized as needed.

Fiscal Impact:

Is There a Fiscal Impact? ☐ No ☒ Yes, the true or estimated cost is \$183,995.63

Financing source(s): ☐ Adopted Budget ☐ Budget Modification ☐ New Revenue Source
☐ Use of Reserves ☒ Other: Street Light Utility Fund

Strategic Plan Relevance:

☐ Community Inclusiveness ☒ Financial & Asset Mgmt. ☐ Environmental Stewardship
☐ Integrated Communication ☐ Operational Effectiveness ☐ Targeted Redevelopment

This agreement covers the responsibilities of Ramsey County and the City of Maplewood for the McKnight Road Reconstruction, City Project 20-15. The completed project included improvements to the street condition, upgrades to existing utilities, pedestrian improvements, and traffic signal improvements along the section of McKnight Road between Burns Avenue and Minnehaha Avenue.

Background

Ramsey County led a street reconstruction project on McKnight Road between Burns Avenue and Minnehaha Avenue. The project design started in January, 2020. Construction later began on August, 2021 and was completed by August, 2022. The completed project included road improvements, pedestrian improvements, utility improvements, and traffic signal upgrades.

Ramey County recently conducted a review of projects that were designed/constructed during the COVID period. As part of this review the County found that they missed sending the City a cooperative agreement for the McKnight Road reconstruction project. The cooperative agreement details maintenance responsibilities along with a cost share breakdown.

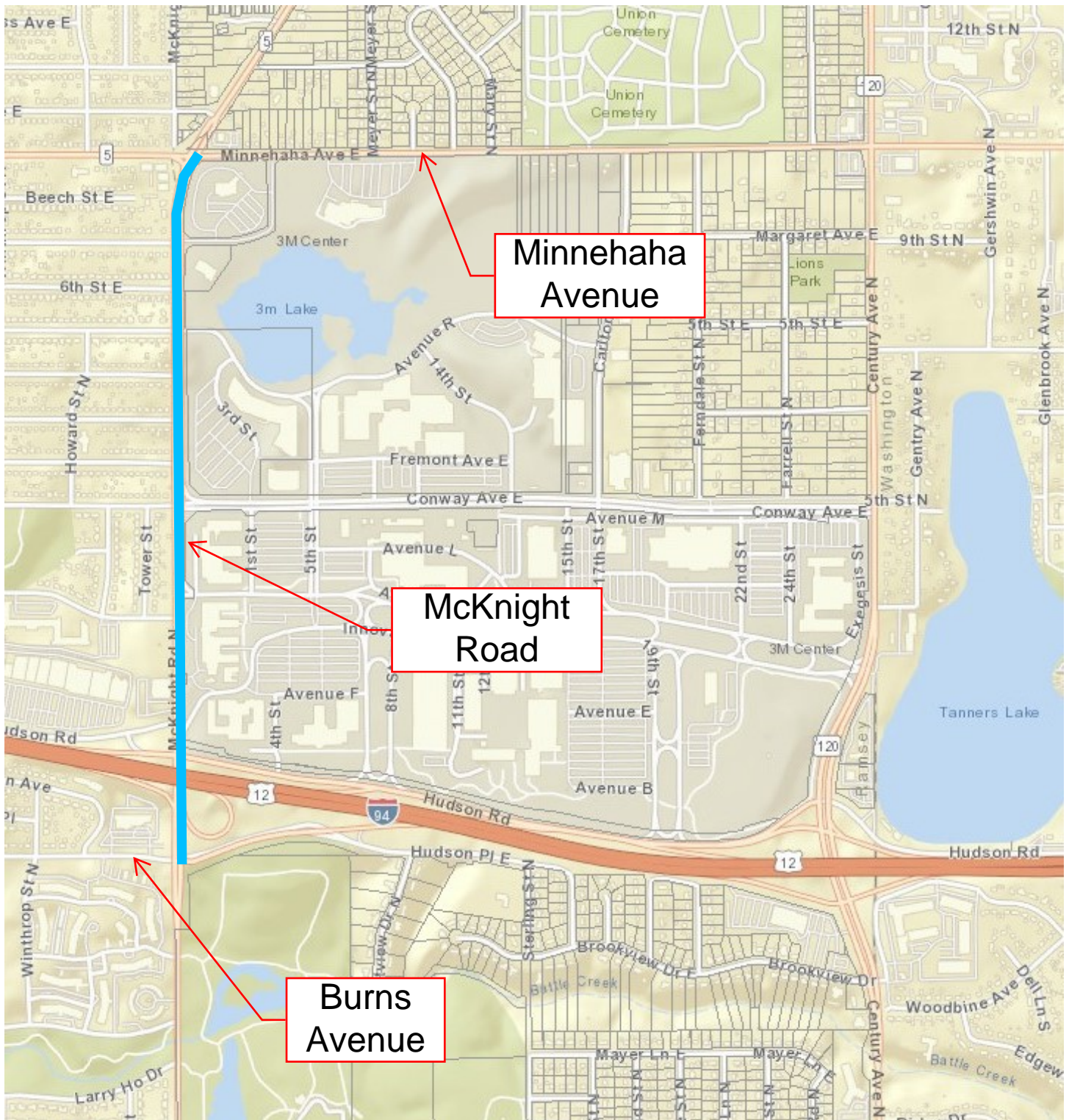
The total project cost is \$1,716,902.50. This includes construction, design, and inspection costs. Of the total project cost, Maplewood's cost share is \$183,995.63. The City's share of the project costs is related to traffic signal upgrades and will be funded through the Street Light Utility Fund.

The City Attorney has reviewed the attached cooperative agreement with Ramsey County for the McKnight Road Reconstruction, City Project 20-15. Staff recommends approving the attached cooperative agreement with Ramsey County.

Attachments

1. Project Location Map
2. Ramsey County Cooperative Agreement for the Reconstruction of McKnight Road

McKnight Road Reconstruction Project Location Map



Agreement PUBW2021-07R

**RAMSEY COUNTY
COOPERATIVE AND MAINTENANCE AGREEMENT
WITH THE CITY OF MAPLEWOOD FOR
Reconstruction of McKnight Road (County State Aid Highway 68)
between Burns Avenue and Minnehaha Avenue
County State Aid Project 062-668-058
Municipal State Aid Project 164-020-156
County Project - P3425**

	Total Construction Cost	Design Engineering (12%)	Construction Engineering (12%)	Total
Project Cost	\$ 1,384,598.79	\$ 166,151.85	\$ 166,151.85	\$ 1,716,902.50
City of Maplewood Share	\$ 148,383.57	\$ 17,806.03	\$ 17,806.03	\$ 183,995.63

Attachments:

A – Certificate of Pay Estimate

B – Project Location Map

This Agreement is between the City of Maplewood, a municipal corporation ("City") and Ramsey County, a political subdivision of the State of Minnesota, ("County") for the reconstruction of McKnight Road (CSAH 68) between Burns Avenue and Minnehaha Avenue ("Project").

RECITALS

1. The Project is identified in Ramsey County's 2021 – 2025 Transportation Improvement Program.
2. McKnight Road, in the area affected by reconstruction, is designated County State Aid Highway (CSAH) 68.
3. The Project has been designated by the Minnesota Department of Transportation (Mn/DOT) as eligible for County State Aid Highway funds.
4. The Project has been designated as County State Aid Project 062-668-058, and Municipal State Aid Project 164-020-156.
5. The subject road segment is depicted on Attachment B and located within the City.
6. The Project is complete.

AGREEMENTS

1. Responsibility for Design Engineering
 - 1.1. Plans, specifications, and proposals were prepared in accordance with Mn/DOT State Aid requirements.
 - 1.2. The County prepared plans, specifications, and proposals for the Project, which included, among other things, the proposed reconstruction, alignment, profiles, grades, cross sections, paving, concrete curb and gutter, medians, storm sewer, storm water treatment and infiltration basins, pedestrian curb ramps, turf establishment, traffic signals, street lighting, accessible pedestrian signals, and utility replacement and adjustments.
 - 1.3. Plans for the Project showing proposed construction were presented to and approved by the City and are on file at Ramsey County Public Works Department.
2. [Intentionally Deleted].
3. Procurement and Award of Contract
 - 3.1. The County took bids in accordance with state law and County procedures.
 - 3.2. The County prepared an abstract of bids and a cost participation summary based on the lowest responsible bidder's proposal and provided the same to the City.
 - 3.3. The County requested and the City provided the City's concurrence to award a contract to the lowest responsible bidder.
 - 3.4. The County awarded a contract and paid the contractor from the County State Aid Highway, Municipal State Aid Highway, and local funds identified for the Project.
4. Responsibility for Construction Engineering
 - 4.1. The County performed or contracted the performance of the construction engineering for all elements of the Project.
5. Project Costs
 - 5.1. Except as provided herein, the County and City will participate in the costs of construction in accordance with the Ramsey County Cost Participation Policy and approved in the 2021 – 2025 Ramsey County Transportation Improvement

Plan. If there is a conflict between the Cost Participation Policy and this Agreement, this Agreement will prevail.

5.2. The Total Construction Cost of \$1,384,598.79 is based on the list of the construction pay items for the Project set forth in the certificate of Pay Estimate that is attached as Attachment A. City's share of funding responsibility for the Total Construction Cost is \$148,383.57, and City shall pay such sum to County. Quantities and unit prices in Attachment A are based on actual costs.

5.3. Design Engineering Costs

5.3.1. The City shall pay the County a design engineering fee equal to \$17,806.03 (i.e., 12% of City's share of the Total Construction Cost).

5.3.2. Design engineering fees are based on actual final costs.

5.4. Construction Engineering Costs

5.4.1. The City shall pay the County a construction engineering fee equal to \$17,806.03 (i.e., 12% of City's share of the Total Construction Cost).

5.4.2. Construction engineering and administration fees are based on actual final costs.

6. Payment Schedule

6.1. The total amount due to County from City hereunder is \$183,995.63. County will invoice City for such amount and City will pay such invoice within 30 days of receipt of such invoice.

7. Ownership and Maintenance Responsibility for Project Elements

7.1. Ownership and Maintenance Responsibility of the Roadway

7.1.1. The County will own and maintain the roadway and associated roadway elements location within the County Right of Way.

7.2. Ownership and Maintenance Responsibility of the Storm Sewer (*catch basins and leads, main, infiltration systems, ponding, water treatment*)

7.2.1. The City shall own the following components of the storm sewer system:

- i. Trunk line
- ii. Trunk line manholes, including manholes which connect catch basins and leads to the truck line
- iii. Surface drains located outside of the County road right-of-way and associated leads

- iv. Trunk line outfalls
- 7.2.2. The County shall own the following components of the storm sewer system:
 - v. Catch basins
 - vi. Catch basin leads
 - vii. Cross-culverts
 - viii. Surface drains located within the County road right-of-way
- 7.2.3. The City and County shall each maintain the components of the storm sewer system under their respective ownership.
- 7.3. The City will own and maintain the sanitary sewer and watermain systems including services.
- 7.4. The City will own and maintain the streetlights.
- 7.5. The City will own and maintain the walls, if any.
- 7.6. Ownership and Maintenance of the Sidewalk
 - 7.6.1 The county will own the sidewalk/trail.
 - 7.6.2 The City of St. Paul shall be responsible for all maintenance, including but not limited to patching, snow and ice control, sweeping, crack sealing, debris removal, vegetation control, panel replacement, settlement adjustments, etc.
 - 7.6.3 The county shall be responsible for preservation, overlay or reconstruction.
- 7.7. The City will own and maintain the trees, landscaping, and median landscaping, including irrigation systems.
- 8. The City grants the County temporary construction permits over all City owned rights-of-way and property within the limits of the Project for use during construction at no cost to the County.
- 9. The City and County shall indemnify, defend, and hold each other harmless against any and all liability, losses, costs, damages, expenses, claims, or actions, including attorney's fees, which the indemnified party, its officials, agents, or employees may hereafter sustain, incur, or be required to pay, arising out of or by reason of any act or omission of the indemnifying party, its officials, agents, or employees, in the execution, performance, or failure to adequately perform the indemnifying party's obligation pursuant to this Agreement. Nothing in this Agreement shall constitute a waiver by the County or the City of any statutory or common law immunities, limits, or exceptions on liability.
- 10. This Agreement shall remain in full force and effect until terminated by mutual agreement of the parties.

If to the CITY:

City of Maplewood
1902 County Rd B E
Maplewood, MN 55109
Attention: Steve Love, Public Works Director

If to the COUNTY:

Ramsey County Public Works
1425 Paul Kirkwold Drive
Arden Hills, MN 55112
Attention: John Mazzitello, Deputy Director

CITY OF MAPLEWOOD, MINNESOTA

By: _____
Mayor

Date: _____

By: _____
City Manager

Date: _____

RAMSEY COUNTY, MINNESOTA

Johanna Berg, County Manager

Date: _____

Approval recommended:

Brad Estochen, County Engineer

Approved as to form:

Assistant County Attorney

EXHIBIT A - FINAL ESTIMATE

G6, Attachment 2

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Ramsey County
1425 Paul Kirkwold Dr, Arden Hills,
MN 55112

Contract Number: CC003067
Pay Request Number: 4

Project Number	Project Description
P-3425	McKnight Road - Burns Avenue to Minnehaha Avenue

Contractor: OMG Midwest, Inc. dba Minnesota Paving and Materials 14475 Quiram Drive Rogers, MN 55374	Vendor Number: NA Up To Date: 09/07/2023
---	---

Contract Amount**Funds Encumbered**

Original Contract	\$1,378,540.01	Original	\$1,378,540.01
Contract Changes	\$26,201.22	Additional	N/A
Revised Contract	\$1,404,741.23	Total	\$1,378,540.01

Work Certified To Date

Base Bid Items	\$1,352,367.36
Contract Changes	\$26,201.22
Material On Hand	\$0.00
Total	\$1,378,568.58

Work Certified This Request	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Request	Total Amount Paid To Date
\$83,697.17	\$1,378,568.58	\$0.00	\$1,281,922.70	\$96,645.88	\$1,378,568.58
Percent: Retained: 0%			Percent Complete: 98.14%		

This is to certify that the items of work shown in this certificate of Pay Estimate have been actually furnished for the work comprising the above-mentioned projects in accordance with the plans and specifications heretofore approved.

Approved By

John R. Mazzitello

County/City/Project Engineer

[1#obtained#2]

Date 9/28/2023

Approved By OMG Midwest, Inc. dba Minnesota Paving and Materials

Contractor

[2#obtained#5]

Date

9/12/2023

Ramsey County
1425 Paul Kirkwold Dr, Arden Hills,
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Payment Summary				
No.	Up To Date	Work Certified Per Request	Amount Retained Per Request	Amount Paid Per Request
1	2021-09-27	\$399,102.52	\$19,955.13	\$379,147.39
2	2021-11-22	\$615,554.42	\$30,777.72	\$584,776.70
3	2022-06-30	\$280,214.47	(\$37,784.14)	\$317,998.61
4	2023-09-07	\$83,697.17	(\$12,948.71)	\$96,645.88

Funding Category Name	Funding Category Number	Work Certified to Date	Less Amount Retained	Less Previous Payments	Amount Paid this Request	Total Amount Paid to Date
01_McKnight Road SAP 062-668-058		\$1,149,780.11	\$0.00	\$1,103,548.44	\$46,231.67	\$1,149,780.11
02_McKnight Road at Conway SAP 164-020-156		\$80,404.90	\$0.00	\$64,819.55	\$15,585.35	\$80,404.90
03_McKnight Road at Innovation Blvd and Conway Ave Non Participating		\$148,383.57	\$0.00	\$113,554.71	\$34,828.86	\$148,383.57

Accounting Number	Funding Source	Amount Paid this Request	Revised Contract Amount	Funds Encumbered to Date	Paid Contractor to Date
Local_City of Maplewood	Local - Maplewood	\$34,828.86	\$148,383.57	\$148,383.57	\$148,383.57
SAP 062-668-058_Ramsey County	Regular (CSAH)	\$46,231.67	\$1,155,810.32	\$1,149,751.54	\$1,149,780.11
SAP 164-020-156_City of Saint Paul	Municipal (CSAH < 5000)	\$15,585.35	\$80,404.90	\$80,404.90	\$80,404.90

Contract Item Status								
Base/Alt	Line	Item	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
Base Bid	1	2021.501/00010 MOBILIZATION (LS)	\$93,457.20	0.82	0	\$0.00	0.82	\$76,634.90
Base Bid	2	2104.502/01240 REMOVE SIGN TYPE C (EACH)	\$40.11	75	0	\$0.00	88	\$3,529.68
Base Bid	3	2104.502/03320 SALVAGE SIGN TYPE C (EACH)	\$40.11	51	4	\$160.44	55	\$2,206.05
Base Bid	4	2104.503/00315 REMOVE CURB AND GUTTER (L F)	\$9.62	1616	0	\$0.00	1583.9	\$15,237.12
Base Bid	5	2104.518/00100 REMOVE BITUMINOUS WALK (S F)	\$2.01	4000	0	\$0.00	4836.53	\$9,721.43
Base Bid	6	2104.518/00130 REMOVE CONCRETE SIDEWALK (S F)	\$1.18	3400	0	\$0.00	3887.4	\$4,587.13
Base Bid	7	2104.602/03711 REMOVE SURVEY MONUMENT (EACH)	\$1,002.76	2	0	\$0.00	2	\$2,005.52

Ramsey County
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Contract Item Status								
Base/Alt	Line	Item	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
Base Bid	8	2104.618/00300 REMOVE AND REPLACE BITUMINOUS PAVEMENT (SQ FT)	\$7.15	3852	0	\$0.00	3055.35	\$21,845.75
Base Bid	9	2105.507/00015 COMMON EXCAVATION (C Y)	\$24.83	28.2	0	\$0.00	28.2	\$700.21
Base Bid	10	2123.610/00411 STREET SWEEPER (WITH VACUUM PICKUP) (HOUR)	\$0.01	6	0	\$0.00	1	\$0.01
Base Bid	11	2232.504/00060 MILL BITUMINOUS SURFACE (2.0") (S Y)	\$1.49	40310	0	\$0.00	40606.83	\$60,504.18
Base Bid	12	2301.602/00071 DRILL AND GROUT REINFORCEMENT BAR (EPOXY COATED) (EACH)	\$19.55	135	0	\$0.00	54	\$1,055.70
Base Bid	13	2357.506/00010 BITUMINOUS MATERIAL FOR TACK COAT (GAL)	\$0.01	3225	0	\$0.00	3300	\$33.00
Base Bid	14	2360.509/10100 TYPE SP 9.5 BITUMINOUS MIXTURE FOR PATCHING (TON)	\$180.00	30	0	\$0.00	53.15	\$9,567.00
Base Bid	15	2360.509/14500 TYPE SP 9.5 WEARING COURSE MIXTURE (4,E) (TON)	\$69.00	4635	0	\$0.00	4492.76	\$310,000.44
Base Bid	16	2504.602/00027 REPAIR VALVE BOX (EACH)	\$847.38	1	0	\$0.00	0	\$0.00
Base Bid	17	2504.602/00034 ADJUST VALVE BOX (EACH)	\$431.77	2	0	\$0.00	0	\$0.00
Base Bid	18	2506.502/06000 CASTING ASSEMBLY (EACH)	\$567.56	16	0	\$0.00	17	\$9,648.52
Base Bid	19	2506.502/06020 ADJUST FRAME AND RING CASTING (EACH)	\$359.67	2	0	\$0.00	4	\$1,438.68
Base Bid	20	2506.503/08000 RECONSTRUCT DRAINAGE STRUCTURE (L F)	\$952.62	30	0	\$0.00	31.6	\$30,102.79
Base Bid	21	2506.602/06101 ADJUST FRAME AND RING CASTING SPEC (RING) (EACH)	\$308.34	5	0	\$0.00	6	\$1,850.04
Base Bid	22	2506.602/06460 REPAIR DRAINAGE STRUCTURE (EACH)	\$285.79	3	0	\$0.00	4	\$1,143.16
Base Bid	23	2521.618/00260 6" CONCRETE WALK (S F)	\$9.11	8372	150.5	\$1,371.06	7167.02	\$65,291.55
Base Bid	24	2531.603/24070 CONCRETE CURB AND GUTTER (L F)	\$31.46	1356	36	\$1,132.56	1340.1	\$42,159.55
Base Bid	25	2531.603/24130 CONCRETE CURB DESIGN V (L F)	\$37.54	20	0	\$0.00	37.5	\$1,407.75
Base Bid	26	2531.618/00010 TRUNCATED DOMES (S F)	\$70.19	528	22	\$1,544.18	530	\$37,200.70
Base Bid	27	2563.601/00010 TRAFFIC CONTROL (LS)	\$16,044.18	0.82	0	\$0.00	0.82	\$13,156.23
Base Bid	28	2563.601/00100 ALTERNATE PEDESTRIAN ROUTE (LS)	\$3,409.39	0.82	0.82	\$2,795.70	0.82	\$2,795.70
Base Bid	29	2563.610/00020 POLICE OFFICER (HOUR)	\$140.39	80	0	\$0.00	0	\$0.00

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Contract Item Status								
Base/Alt	Line	Item	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
Base Bid	30	2563.613/01100 PORTABLE CHANGEABLE MESSAGE SIGN (UDAY)	\$110.30	14	0	\$0.00	14	\$1,544.20
Base Bid	31	2564.502/00213 INSTALL SIGN TYPE C (EACH)	\$250.69	51	4	\$1,002.76	55	\$13,787.95
Base Bid	32	2564.502/01402 OBJECT MARKER TYPE X4-2 (EACH)	\$130.36	6	0	\$0.00	10	\$1,303.60
Base Bid	33	2564.502/01404 OBJECT MARKER TYPE X4-4 (EACH)	\$581.60	7	1	\$581.60	10	\$5,816.00
Base Bid	34	2564.502/01411 OBJECT MARKER TYPE X4-11 (EACH)	\$130.36	2	0	\$0.00	2	\$260.72
Base Bid	35	2564.518/00130 SIGN PANELS TYPE C (S F)	\$92.25	295.45	3.2	\$295.20	283.2	\$26,125.20
Base Bid	36	2564.518/00140 SIGN PANELS TYPE D (S F)	\$38.10	115.4	0	\$0.00	115.4	\$4,396.74
Base Bid	37	2565.502/00010 APS PUSH BUTTON STATION (EACH)	\$943.60	6	0	\$0.00	6	\$5,661.60
Base Bid	38	2565.502/00040 APS POLE MOUNTING ADAPTOR (EACH)	\$555.53	6	0	\$0.00	6	\$3,333.18
Base Bid	39	2565.516/00020 TRAFFIC CONTROL SIGNAL SYSTEM A (SYS)	\$185,466.73	0.67	0	\$0.00	0.67	\$124,262.71
Base Bid	40	2565.516/00030 TRAFFIC CONTROL SIGNAL SYSTEM B (SYS)	\$294,521.04	0.5	0	\$0.00	0.5	\$147,260.52
Base Bid	41	2573.501/00030 EROSION CONTROL SUPERVISOR (LS)	\$0.01	0.82	0	\$0.00	0.82	\$0.01
Base Bid	42	2573.502/00110 STORM DRAIN INLET PROTECTION (EACH)	\$130.36	57	0	\$0.00	62	\$8,082.32
Base Bid	43	2574.507/00100 COMMON TOPSOIL BORROW (CY)	\$49.53	35.4	0	\$0.00	0	\$0.00
Base Bid	44	2575.618/00010 SITE RESTORATION (S F)	\$0.65	3825	0	\$0.00	12566.67	\$8,168.34
Base Bid	45	2580.503/00010 INTERIM PAVEMENT MARKING (L F)	\$0.10	19560	0	\$0.00	4679.4	\$467.94
Base Bid	46	2582.503/40104 4" SOLID LINE MULTI-COMPONENT GROUND IN (WR) (L F)	\$0.65	20010	0	\$0.00	20990	\$13,643.50
Base Bid	47	2582.503/40112 12" SOLID LINE MULTI-COMPONENT GROUND IN (WR) (L F)	\$11.53	66	0	\$0.00	59	\$680.27
Base Bid	48	2582.503/40124 24" SOLID LINE MULTI-COMPONENT GROUND IN (WR) (L F)	\$13.04	104	0	\$0.00	94	\$1,225.76
Base Bid	49	2582.503/40204 4" BROKEN LINE MULTI-COMPONENT GROUND IN (WR) (L F)	\$0.65	1860	0	\$0.00	1900	\$1,235.00
Base Bid	50	2582.503/40308 8" DOTTED LINE MULTI-COMPONENT GROUND IN (WR) (L F)	\$2.81	60	0	\$0.00	144	\$404.64
Base Bid	51	2582.503/50104 4" SOLID LINE PREFORM TAPE (L F)	\$10.03	114	0	\$0.00	0	\$0.00

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Contract Item Status								
Base/Alt	Line	Item	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
Base Bid	52	2582.518/02040 PAVEMENT MESSAGE MULTI-COMPONENT GROUND IN (WR) (S F)	\$13.24	518.17	0	\$0.00	523.92	\$6,936.70
Base Bid	53	2582.518/06040 CROSSWALK MULTI-COMPONENT GROUND IN (WR) (S F)	\$9.53	2740	0	\$0.00	2640	\$25,159.20
Base Bid	54	2021.501/00010 MOBILIZATION (LS)	\$93,457.20	0.06	0	\$0.00	0.06	\$5,607.43
Base Bid	55	2563.601/00010 TRAFFIC CONTROL (LS)	\$16,044.18	0.06	0	\$0.00	0.06	\$962.65
Base Bid	56	2563.601/00100 ALTERNATE PEDESTRIAN ROUTE (LS)	\$3,409.39	0.06	0.06	\$204.56	0.06	\$204.56
Base Bid	57	2565.516/00030 TRAFFIC CONTROL SIGNAL SYSTEM B (SYS)	\$294,521.04	0.25	0.05	\$14,726.05	0.25	\$73,630.26
Base Bid	58	2573.501/00030 EROSION CONTROL SUPERVISOR (LS)	\$0.01	0.06	0	\$0.00	0.06	\$0.00
Base Bid	59	2021.501/00010 MOBILIZATION (LS)	\$93,457.20	0.12	0	\$0.00	0.12	\$11,214.86
Base Bid	60	2563.601/00010 TRAFFIC CONTROL (LS)	\$16,044.18	0.12	0	\$0.00	0.12	\$1,925.30
Base Bid	61	2563.601/00100 ALTERNATE PEDESTRIAN ROUTE (LS)	\$3,409.39	0.12	0.12	\$409.13	0.12	\$409.13
Base Bid	62	2565.516/00020 TRAFFIC CONTROL SIGNAL SYSTEM A (SYS)	\$185,466.73	0.33	0.1	\$18,546.67	0.33	\$61,204.02
Base Bid	63	2565.516/00030 TRAFFIC CONTROL SIGNAL SYSTEM B (SYS)	\$294,521.04	0.25	0.05	\$14,726.05	0.25	\$73,630.26
Base Bid	64	2573.501/00030 EROSION CONTROL SUPERVISOR (LS)	\$0.01	0.12	0	\$0.00	0.12	\$0.00
Base Bid Totals:						\$57,495.96		\$1,352,367.36

Project Category Totals			
Project	Category	Amount This Request	Amount To Date
P-3425	03_McKnight Road at Innovation Blvd and Conway Ave City of Maplewood Non-Participating	\$33,681.85	\$148,383.57
P-3425	02_McKnight Road at Conway City of Saint Paul SAP 164-020-156	\$14,930.61	\$80,404.90
P-3425	01_McKnight Road Ramsey County SAP 062-668-058	\$8,883.50	\$1,123,578.89

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Contract Change Item Status

Project	CC	Line	Item	Unit Price	Contract Quantity	Contract Amount	New Item or Adj to Existing	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
P-3425	CO1	65	2360 Bituminous Incentive (LS)	\$6,058.78	1	\$6,058.78	ITM	1	\$6,058.78	1	\$6,058.78
P-3425	CO2	66	1904.4 Time, Equipment & Materials (LS)	\$20,142.44	1	\$20,142.44	ITM	1	\$20,142.44	1	\$20,142.44
Contract Change Totals:									\$26,201.22		\$26,201.22

Contract Change Totals

Number	Description	Effective Date	Amount
1	Bituminous Density Incentive	12/17/2021	\$6,058.78
2	The Engineer determined the contract shall be revised to include directional boring, wire and conduit to make the signal operational, at McKnight Rd. and Conway Ave. Due to utility conflicts, it was required to directional bore different than the plan.	06/27/2023	\$20,142.44

Material On Hand Additions

Line	Item	Description	Date	Added	Comments

Material On Hand Balance

Line	Item	Description	Date	Added	Used	Remaining

Contract Total
\$1,378,568.58
Contract Item Status by Funding Breakdown

Funding Cat	Line	Item	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
01_McKnight Road SAP 062-668-058	1	2021.501/00010 MOBILIZATION (LS)	\$93,457.20	0.82	0	\$0.00	0.8199999572	\$76,634.90
01_McKnight Road SAP 062-668-058	2	2104.502/01240 REMOVE SIGN TYPE C (EACH)	\$40.11	75	0	\$0.00	88	\$3,529.68
01_McKnight Road SAP 062-668-058	3	2104.502/03320 SALVAGE SIGN TYPE C (EACH)	\$40.11	51	4	\$160.44	55	\$2,206.05
01_McKnight Road SAP 062-668-058	4	2104.503/00315 REMOVE CURB AND GUTTER (L F)	\$9.62	1616	0	\$0.00	1583.902079002	\$15,237.12
01_McKnight Road SAP 062-668-058	5	2104.518/00100 REMOVE BITUMINOUS WALK (S F)	\$2.01	4000	0	\$0.00	4836.5323383085	\$9,721.43

Ramsey County
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Contract Item Status by Funding Breakdown

Funding Cat	Line	Item	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
01_McKnight Road SAP 062-668-058	6	2104.518/00130 REMOVE CONCRETE SIDEWALK (S F)	\$1.18	3400	0	\$0.00	3887.39 8305084 7	\$4,587.13
01_McKnight Road SAP 062-668-058	7	2104.602/03711 REMOVE SURVEY MONUMENT (EACH)	\$1,002.76	2	0	\$0.00	2	\$2,005.52
01_McKnight Road SAP 062-668-058	8	2104.618/00300 REMOVE AND REPLACE BITUMINOUS PAVEMENT (SQ FT)	\$7.15	3852	0	\$0.00	3055.34 9650349 7	\$21,845.75
01_McKnight Road SAP 062-668-058	9	2105.507/00015 COMMON EXCAVATION (C Y)	\$24.83	28.2	0	\$0.00	28.2001 610954	\$700.21
01_McKnight Road SAP 062-668-058	10	2123.610/00411 STREET SWEEPER (WITH VACUUM PICKUP) (HOUR)	\$0.01	6	0	\$0.00	1	\$0.01
01_McKnight Road SAP 062-668-058	11	2232.504/00060 MILL BITUMINOUS SURFACE (2.0") (S Y)	\$1.49	40310	0	\$0.00	40606.8 3221476 51	\$60,504.18
01_McKnight Road SAP 062-668-058	12	2301.602/00071 DRILL AND GROUT REINFORCEMENT BAR (EPOXY COATED) (EACH)	\$19.55	135	0	\$0.00	54	\$1,055.70
01_McKnight Road SAP 062-668-058	13	2357.506/00010 BITUMINOUS MATERIAL FOR TACK COAT (GAL)	\$0.01	3225	0	\$0.00	3300	\$33.00
01_McKnight Road SAP 062-668-058	14	2360.509/10100 TYPE SP 9.5 BITUMINOUS MIXTURE FOR PATCHING (TON)	\$180.00	30	0	\$0.00	53.15	\$9,567.00
01_McKnight Road SAP 062-668-058	15	2360.509/14500 TYPE SP 9.5 WEARING COURSE MIXTURE (4,E) (TON)	\$69.00	4635	0	\$0.00	4492.76	\$310,000.44
01_McKnight Road SAP 062-668-058	16	2504.602/00027 REPAIR VALVE BOX (EACH)	\$847.38	1	0	\$0.00	0	\$0.00
01_McKnight Road SAP 062-668-058	17	2504.602/00034 ADJUST VALVE BOX (EACH)	\$431.77	2	0	\$0.00	0	\$0.00
01_McKnight Road SAP 062-668-058	18	2506.502/06000 CASTING ASSEMBLY (EACH)	\$567.56	16	0	\$0.00	17	\$9,648.52
01_McKnight Road SAP 062-668-058	19	2506.502/06020 ADJUST FRAME AND RING CASTING (EACH)	\$359.67	2	0	\$0.00	4	\$1,438.68
01_McKnight Road SAP 062-668-058	20	2506.503/08000 RECONSTRUCT DRAINAGE STRUCTURE (L F)	\$952.62	30	0	\$0.00	31.5999 979005	\$30,102.79
01_McKnight Road SAP 062-668-058	21	2506.602/06101 ADJUST FRAME AND RING CASTING SPEC (RING) (EACH)	\$308.34	5	0	\$0.00	6	\$1,850.04

Ramsey County
1425 Paul Kirkwold Dr, Arden Hills,
MN 55112

Contract Item Status by Funding Breakdown

Funding Cat	Line	Item	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
01_McKnight Road SAP 062-668-058	22	2506.602/06460 REPAIR DRAINAGE STRUCTURE (EACH)	\$285.79	3	0	\$0.00	4	\$1,143.16
01_McKnight Road SAP 062-668-058	23	2521.618/00260 6" CONCRETE WALK (S F)	\$9.11	8372	150.499 4511526	\$1,371.05	7167.01 9758507 1	\$65,291.55
01_McKnight Road SAP 062-668-058	24	2531.603/24070 CONCRETE CURB AND GUTTER (L F)	\$31.46	1356	36	\$1,132.56	1340.10 0127145 6	\$42,159.55
01_McKnight Road SAP 062-668-058	25	2531.603/24130 CONCRETE CURB DESIGN V (L F)	\$37.54	20	0	\$0.00	37.5	\$1,407.75
01_McKnight Road SAP 062-668-058	26	2531.618/00010 TRUNCATED DOMES (S F)	\$70.19	528	22	\$1,544.18	530	\$37,200.70
01_McKnight Road SAP 062-668-058	27	2563.601/00010 TRAFFIC CONTROL (LS)	\$16,044.18	0.82	0	\$0.00	0.82000 01496	\$13,156.23
01_McKnight Road SAP 062-668-058	28	2563.601/00100 ALTERNATE PEDESTRIAN ROUTE (LS)	\$3,409.39	0.82	0.82000 00587	\$2,795.70	0.82000 00587	\$2,795.70
01_McKnight Road SAP 062-668-058	29	2563.610/00020 POLICE OFFICER (HOUR)	\$140.39	80	0	\$0.00	0	\$0.00
01_McKnight Road SAP 062-668-058	30	2563.613/01100 PORTABLE CHANGEABLE MESSAGE SIGN (UDAY)	\$110.30	14	0	\$0.00	14	\$1,544.20
01_McKnight Road SAP 062-668-058	31	2564.502/00213 INSTALL SIGN TYPE C (EACH)	\$250.69	51	4	\$1,002.76	55	\$13,787.95
01_McKnight Road SAP 062-668-058	32	2564.502/01402 OBJECT MARKER TYPE X4-2 (EACH)	\$130.36	6	0	\$0.00	10	\$1,303.60
01_McKnight Road SAP 062-668-058	33	2564.502/01404 OBJECT MARKER TYPE X4-4 (EACH)	\$581.60	7	1	\$581.60	10	\$5,816.00
01_McKnight Road SAP 062-668-058	34	2564.502/01411 OBJECT MARKER TYPE X4-11 (EACH)	\$130.36	2	0	\$0.00	2	\$260.72
01_McKnight Road SAP 062-668-058	35	2564.518/00130 SIGN PANELS TYPE C (S F)	\$92.25	295.45	3.2	\$295.20	283.2	\$26,125.20
01_McKnight Road SAP 062-668-058	36	2564.518/00140 SIGN PANELS TYPE D (S F)	\$38.10	115.4	0	\$0.00	115.4	\$4,396.74
01_McKnight Road SAP 062-668-058	37	2565.502/00010 APS PUSH BUTTON STATION (EACH)	\$943.60	6	0	\$0.00	6	\$5,661.60

Ramsey County
1425 Paul Kirkwold Dr, Arden Hills,
MN 55112

Contract Item Status by Funding Breakdown

Funding Cat	Line	Item	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
01_McKnight Road SAP 062-668-058	38	2565.502/00040 APS POLE MOUNTING ADAPTOR (EACH)	\$555.53	6	0	\$0.00	6	\$3,333.18
01_McKnight Road SAP 062-668-058	39	2565.516/00020 TRAFFIC CONTROL SIGNAL SYSTEM A (SYS)	\$185,466.73	0.67	0	\$0.00	0.6700000049	\$124,262.71
01_McKnight Road SAP 062-668-058	40	2565.516/00030 TRAFFIC CONTROL SIGNAL SYSTEM B (SYS)	\$294,521.04	0.5	0	\$0.00	0.5	\$147,260.52
01_McKnight Road SAP 062-668-058	41	2573.501/00030 EROSION CONTROL SUPERVISOR (LS)	\$0.01	0.82	0	\$0.00	1	\$0.01
01_McKnight Road SAP 062-668-058	42	2573.502/00110 STORM DRAIN INLET PROTECTION (EACH)	\$130.36	57	0	\$0.00	62	\$8,082.32
01_McKnight Road SAP 062-668-058	43	2574.507/00100 COMMON TOPSOIL BORROW (C Y)	\$49.53	35.4	0	\$0.00	0	\$0.00
01_McKnight Road SAP 062-668-058	44	2575.618/00010 SITE RESTORATION (S F)	\$0.65	3825	0	\$0.00	12566.6769230769	\$8,168.34
01_McKnight Road SAP 062-668-058	45	2580.503/00010 INTERIM PAVEMENT MARKING (L F)	\$0.10	19560	0	\$0.00	4679.4	\$467.94
01_McKnight Road SAP 062-668-058	46	2582.503/40104 4" SOLID LINE MULTI-COMPONENT GROUND IN (WR) (L F)	\$0.65	20010	0	\$0.00	20990	\$13,643.50
01_McKnight Road SAP 062-668-058	47	2582.503/40112 12" SOLID LINE MULTI-COMPONENT GROUND IN (WR) (L F)	\$11.53	66	0	\$0.00	59	\$680.27
01_McKnight Road SAP 062-668-058	48	2582.503/40124 24" SOLID LINE MULTI-COMPONENT GROUND IN (WR) (L F)	\$13.04	104	0	\$0.00	94	\$1,225.76
01_McKnight Road SAP 062-668-058	49	2582.503/40204 4" BROKEN LINE MULTI-COMPONENT GROUND IN (WR) (L F)	\$0.65	1860	0	\$0.00	1900	\$1,235.00
01_McKnight Road SAP 062-668-058	50	2582.503/40308 8" DOTTED LINE MULTI-COMPONENT GROUND IN (WR) (L F)	\$2.81	60	0	\$0.00	144	\$404.64
01_McKnight Road SAP 062-668-058	51	2582.503/50104 4" SOLID LINE PREFORM TAPE (L F)	\$10.03	114	0	\$0.00	0	\$0.00
01_McKnight Road SAP 062-668-058	52	2582.518/02040 PAVEMENT MESSAGE MULTI-COMPONENT GROUND IN (WR) (S F)	\$13.24	518.17	0	\$0.00	523.919939577	\$6,936.70
01_McKnight Road SAP 062-668-058	53	2582.518/06040 CROSSWALK MULTI-COMPONENT GROUND IN (WR) (S F)	\$9.53	2740	0	\$0.00	2640	\$25,159.20

Ramsey County
1425 Paul Kirkwold Dr, Arden Hills,
MN 55112

Contract Item Status by Funding Breakdown

Funding Cat	Line	Item	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
01_McKnight Road SAP 062-668-058	65	2360 Bituminous Incentive (LS)	\$6,058.78	1	1	\$6,058.78	1	\$6,058.78
01_McKnight Road SAP 062-668-058	66	1904.4 Time, Equipment & Materials (LS)	\$20,142.44	1	1	\$20,142.44	1	\$20,142.44
02_McKnight Road at Conway SAP 164-020-156	54	2021.501/00010 MOBILIZATION (LS)	\$93,457.20	0.06	0	\$0.00	0.05999 99786	\$5,607.43
02_McKnight Road at Conway SAP 164-020-156	55	2563.601/00010 TRAFFIC CONTROL (LS)	\$16,044.18	0.06	0	\$0.00	0.05999 99501	\$962.65
02_McKnight Road at Conway SAP 164-020-156	56	2563.601/00100 ALTERNATE PEDESTRIAN ROUTE (LS)	\$3,409.39	0.06	0.05999 90028	\$204.56	0.05999 90028	\$204.56
02_McKnight Road at Conway SAP 164-020-156	57	2565.516/00030 TRAFFIC CONTROL SIGNAL SYSTEM B (SYS)	\$294,521.0 4	0.25	0.04999 99932	\$14,726.05	0.25	\$73,630.26
02_McKnight Road at Conway SAP 164-020-156	58	2573.501/00030 EROSION CONTROL SUPERVISOR (LS)	\$0.01	0.06	0	\$0.00	0	\$0.00
03_McKnight Road at Innovation Blvd and Conway Ave Non Participating	59	2021.501/00010 MOBILIZATION (LS)	\$93,457.20	0.12	0	\$0.00	0.11999 99572	\$11,214.86
03_McKnight Road at Innovation Blvd and Conway Ave Non Participating	60	2563.601/00010 TRAFFIC CONTROL (LS)	\$16,044.18	0.12	0	\$0.00	0.11999 99003	\$1,925.30
03_McKnight Road at Innovation Blvd and Conway Ave Non Participating	61	2563.601/00100 ALTERNATE PEDESTRIAN ROUTE (LS)	\$3,409.39	0.12	0.12000 09386	\$409.13	0.12000 09386	\$409.13
03_McKnight Road at Innovation Blvd and Conway Ave	62	2565.516/00020 TRAFFIC CONTROL SIGNAL SYSTEM A (SYS)	\$185,466.7 3	0.33	0.09999 99838	\$18,546.67	0.32999 99951	\$61,204.02

Ramsey County
1425 Paul Kirkwold Dr, Arden Hills,
MN 55112

Contract Item Status by Funding Breakdown

Funding Cat	Line	Item	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
Non Participating								
03_McKnight Road at Innovation Blvd and Conway Ave Non Participating	63	2565.516/00030 TRAFFIC CONTROL SIGNAL SYSTEM B (SYS)	\$294,521.04	0.25	0.0499999932	\$14,726.05	0.25	\$73,630.26
03_McKnight Road at Innovation Blvd and Conway Ave Non Participating	64	2573.501/00030 EROSION CONTROL SUPERVISOR (LS)	\$0.01	0.12	0	\$0.00	0	\$0.00
Totals:						\$83,697.18		\$1,378,568.58

EXHIBIT B PROJECT LOCATION

PLAN SYMBOLS

STATE LINE

COUNTY LINE

TOWNSHIP OR RANGE LINE

SECTION LINE

QUARTER LINE

SIXTEENTH LINE

EXISTING RIGHT OF WAY LINE

PROPOSED RIGHT OF WAY LINE

PROPERTY LINE

CORPORATE OR CITY LIMITS

RAILROAD

RAILROAD RIGHT-OF-WAY

RIVER OF CREEK

CULVERT

GUARDRAIL

WOOD FENCE

BARBED WIRE FENCE

WOVEN WIRE FENCE

CHAIN LINK FENCE

TIMBER WALL

STONE WALL

HEDGE

RAILROAD CROSSING SIGN

CROSSING GATE

MEANDER CORNER

SLOPE EASEMENT (CONST. LIMITS)

MARSH

DECIDUOUS TREE

CONIFEROUS TREE

BUSH OR SHRUB

WOODS

CATCH BASIN

BRIDGE

IRON PIPE OR ROD

MONUMENT (STONE, CONCRETE OR METAL)

WOODEN HUB

UTILITY SYMBOLS

UTILITY POLE

GUY OR ANCHOR

STREET LIGHT

TELEPHONE PEDESTAL

GAS MAIN

WATER MAIN

TELEPHONE VAULT

ELECTRIC VAULT

TELEPHONE CABLE

ELECTRIC CABLE

STORM SEWER

SANITARY SEWER

SEWER MANHOLE

GATE VALVE

CONTROLLER CABINET

EXISTING HYDRANT

CABLE TELEVISION-BURIED

FIBER OPTIC CABLE

TRAFFIC SIGNAL LINE

TRAFFIC SIGNAL HAND HOLE

MCKNIGHT ROAD/LAKEWOOD DRIVE

GROSS LENGTH

5217 FEET

0.99 MILES

BRIDGE LENGTH

0 FEET

0 MILES

EXCEPTIONS

0 FEET

0 MILES

NET LENGTH

5217 FEET

0.99 MILES

SCALES IN FEET

PLAN

0

25

50

INDEX MAP

0

2000

4000

PROJECT LOCATION

RAMSEY COUNTY

METRO DISTRICT

ST. PAUL

MAPLEWOOD

RAMSEY COUNTY

CONSTRUCTION PLAN FOR TRAFFIC SIGNAL REPLACEMENT AND BITUMINOUS MILL AND OVERLAY:

MCKNIGHT ROAD

CSAH 68

S.A.P. 062-668-056

BETWEEN: BURNS AVENUE AND MINNEHAHA AVENUE

LOCATED IN THE CITIES OF SAINT PAUL AND MAPLEWOOD.

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INFORMATION ONLY

THIS PLAN CONTAINS 98 SHEETS

I HEREBY CERTIFY THAT THIS PLAN 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.

RAMSEY COUNTY PROJECT MANAGER

REG. NO. XXXXX

DATE

APPROVED

RAMSEY COUNTY ENGINEER

DATE

APPROVED

CITY OF SAINT PAUL

DATE

APPROVED

CITY OF MAPLEWOOD

DATE

MINNESOTA DEPARTMENT OF TRANSPORTATION

DATE

DISTRICT STATE AID ENGINEER

REVIEWED FOR COMPLIANCE WITH STATE AID RULES/POLICY

DATE

STATE AID ENGINEER: APPROVED FOR STATE AID FUNDING

THE 2018 EDITION OF MINNESOTA DEPARTMENT OF TRANSPORTATION "STANDARD SPECIFICATIONS FOR CONSTRUCTION" SHALL GOVERN.

ALL TRAFFIC CONTROL DEVICES AND SIGNING SHALL CONFORM TO THE LATEST EDITION OF THE MMUTCD, INCLUDING THE LATEST FIELD MANUAL FOR TEMPORARY TRAFFIC CONTROL ZONE LAYOUTS, SEE [HTTP://WWW.DOT.STATE.MN.US/TRAFFICEENG/](http://www.dot.state.mn.us/trafficeeng/)

ALL APPLICABLE FEDERAL, STATE AND LOCAL LAWS AND ORDINANCES WILL BE COMPLIED WITH IN THE CONSTRUCTION OF THIS PROJECT.

DESIGN DESIGNATION

MCKNIGHT ROAD

PRESENT ADT (2020)

13,300-20,200

PROJECTED ADT (2040)

13,300-20,200

FUNCTIONAL CLASS

A MINOR, B-MINOR

TRAFFIC LANES

4

PARKING LANES

0

DESIGN SPEED (MPH)

40

TON DESIGN

10

THE SUBSURFACE UTILITY INFORMATION IN THIS PLAN IS UTILITY QUALITY LEVEL D. THIS QUALITY LEVEL IS DETERMINED ACCORDING TO THE GUIDELINES OF C/ASCE 38-02, ENTITLED "STANDARD DEPICTION OF EXISTING SUBSURFACE UTILITY DATA"

BASED ON STOPPING DISTANCE

HEIGHT OF EYE: 3.50 FEET

HEIGHT OF OBJECT: 2.0 FEET

PLAN REVISIONS

DATE

SHEET NO. & DESCRIPTION

BY

DRAWN BY

CG, AM, LV

DATE

X/XX/2020

CHECKED BY

AM

DATE

X/XX/2020

100 N

35

36

100 N

100 N

35

36

100 N

S.A.P. No. 062-668-056

SHEET NO. 1 OF 98 SHEETS

Council Packet Page Number 67 of 126

G6, Attachment 2

CITY COUNCIL STAFF REPORT

Meeting Date October 14, 2024

REPORT TO: Michael Sable, City Manager

REPORT FROM: Steven Love, Public Works Director/City Engineer

PRESENTER: Steven Love

AGENDA ITEM: Resolution of Municipal Concurring for New County State Aid Highways Designations, City Project 24-15

Action Requested: ☒ Motion ☐ Discussion ☐ Public Hearing

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

Policy Issue:

Ramsey County recently completed a study of their County State Aid Highway (CSAH) system designations. Ramsey County is proposing to designate Lydia Road/Joy Road, between Bellaire Avenue and Geneva Avenue to a CSAH. City Council will consider approving the Resolution of Municipal Concurring for New County State Aid Highways Designations.

Recommended Action:

Motion to approve the Resolution of Municipal Concurring for New County State Aid Highways Designations, City Project 24-15.

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: There are no City costs associated with the approval of the attached resolution.

Strategic Plan Relevance:

☐ Community Inclusiveness ☒ Financial & Asset Mgmt ☐ Environmental Stewardship
☐ Integrated Communication ☐ Operational Effectiveness ☐ Targeted Redevelopment

Designating Lydia Road/Joy Road, between Bellaire Avenue and Geneva Avenue, as a CSAH allows the County to utilize CSAH funds for future improvements.

Background:

Ramsey County recently completed a study of their County State Aid Highway (CSAH) designations. The County's update of the CSAH system maximizes the amount of CSAH funds coming to Ramsey County for road maintenance and reconstruction projects. Similar to the

Municipal State Aid system, CSAH designations are generally assigned to County roads with the highest level of traffic volume to bring in the most amount of CSAH funds.

Ramsey County Board of Commissioners approved a resolution changing the designations of Lydia Road/Joy Road, between Bellaire Avenue to Geneva Avenue (Century Avenue), from County Roads to a CSAH. MnDot requires a supporting resolution from each community where changes to the CSAH designations are taking place. Staff recommends approval of the attached resolution.

Attachments:

1. Project Location Map
2. County Board Resolution
3. Resolution of Municipal Concurring for New County State Aid Highways Designations



Board of Commissioners

Resolution

B2024-185

15 West Kellogg Blvd.
Saint Paul, MN 55102
651-266-9200

Sponsor: Public Works

Meeting Date: 9/24/2024

Title: Designation and Revocation of County State Aid Highway
Mileage on Various County Roadways

File Number: 2024-395

Background and Rationale:

Ramsey County completed a system designation study which included a comprehensive evaluation of the existing and future transportation system within the county. This study aimed to evaluate the county's roadway system designations and identify changes that maximize our system needs, mileage allotment, and, ultimately, our County State Aid funding. As a result of this analysis, Ramsey County has prepared, for review and consideration by the Minnesota Department of Transportation (MnDOT)'s Division of State Aid for Local Transportation, several jurisdictional changes based on the consideration of the rules governing the designation of State Aid Routes and current and future needs identified by county staff.

Ramsey County currently has 262.6 designated County State Aid Highway (CSAH) miles and 0.65 banked miles. This request proposes several segment redesignations and utilization of a portion of our current banked mileage. The proposed changes result in no net increase to the system mileage and can be completed through an administrative process upon MnDOT State Aid approval.

A resolution from the Ramsey County Board is required to complete this adjustment to the county's CSAH designations.

Recommendation:

The Ramsey County Board of Commissioners resolved to:

1. Authorize the revocation of previously designated County State Aid Highway mileage for:
 - a. New Brighton Road (CSAH 47), from Lake Johanna Boulevard (CSAH 149) to its intersection with County Road E2 (CSAH 73) (depicted as Segment 1 on Attachment A)
 - b. Sherwood Road (CSAH 4) from County Road J/Ash Street (CSAH 1) to its intersection with Turtle Lake Road (depicted as Segment 2 on Attachment A)
2. Establish, locate, and designate as a County State Aid Highway of Ramsey County, subject to the approval of the Commissioner of Transportation of the State of Minnesota:
 - a. Otter Lake Road (CR148)/Scheuneman Road (CR 147)/Hoffman Road (CR 146)/CR F (CR 95) from Goose Lake Road (CSAH 14) to US 61 (depicted as Segments 1-4 on Attachment B)
 - b. Labore Road (CR 108) from Goose Lake Road (CSAH 14) to County Road E East (CSAH 15) depicted as Segment 5 on Attachment B)
 - c. Lydia Road (CR 107)/Joy Road (CR 109) from Bellaire Ave (CSAH 19) to Geneva Ave (MN 210) (depicted as Segments 6-7 on Attachment B)
 - d. County Road J (CR 81) from Centerville Road (CSAH 59) to I-35E (depicted as Segments 8 on Attachment B)
 - e. County Road E (CR 99)/Soo Street (CR 136) from Victoria (CSAH 52) to Owasso Boulevard (CSAH 18) (depicted as Segments 9-10 on Attachment B)

A motion to approve was made by Commissioner Moran, seconded by Commissioner Ortega.

Motion passed.

Aye: - 5: Frethem, Moran, Ortega, Reinhardt, and Xiong

Absent: - 1: McGuire

By: 
Mee Cheng, Chief Clerk - County Board

RESOLUTION
MUNICIPAL CONCURRING FOR NEW STATE AID HIGHWAYS DESIGNATION
CITY PROJECT 24-15

WHEREAS, the County Board of the County of Ramsey did adopt resolution B2024-185 on 9/24/2024, locating, establishing, designating and numbering the County State Aid Highway System of Ramsey County, and

WHEREAS, said resolution locates and establishes certain County State Aid Highways within the corporate limits or the City of Maplewood

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

A portion of resolution B2024-185, adopted by the County Board, establishes, locates and designates Lydia Road (CR 107)/Joy Road (CR 109) from Bellaire Ave (CSAH 19) to Geneva Ave (MN 210), within the limits of the City of Maplewood, as a County State Aid Highway of Ramsey County is in all things approved.

Approved this 14th day of October 2024.

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CITY COUNCIL STAFF REPORT
Meeting Date October 14, 2024

REPORT TO: Michael Sable, City Manager

REPORT FROM: Lois Knutson, Senior Administrative Manager

PRESENTER: Michael Sable, City Manager

AGENDA ITEM: Award of 2025 Charitable Gambling Funds

Action Requested: ☒ Motion ☐ Discussion ☐ Public Hearing

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

Policy Issue:

Each year the City of Maplewood solicits requests for Charitable Gambling funds. The City Council will be reviewing 7 applications with \$43,000 in requests for projects in this year's priority category of Social Supports and Senior Citizen Services. Sufficient funding is available to grant all of the submitted requests.

Recommended Action:

Staff recommends the City Council review and approve the proposed award amounts as listed.

Organization	Amount Requested
Carefree Cottages	\$500.00
CHILD, Inc.	\$7,500.00
Community Sharing Program (Our Redeemer Lutheran Church)	\$2,500.00
Gladstone Community Education Center	\$5,000.00
The Salvation Army Lakewood	\$5,000.00
Tubman	\$20,000.00
YMCA	\$2,500.00
Total:	\$43,000.00

Fiscal Impact:

Is There a Fiscal Impact? ☐ No ☒ Yes, the true or estimated cost is \$43,000.

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

Strategic Plan Relevance:

- | | | |
|---|---|--|
| <input checked="" type="checkbox"/> Community Inclusiveness | <input checked="" type="checkbox"/> Financial & Asset Mgmt | <input type="checkbox"/> Environmental Stewardship |
| <input type="checkbox"/> Integrated Communication | <input checked="" type="checkbox"/> Operational Effectiveness | <input type="checkbox"/> Targeted Redevelopment |

The City of Maplewood grants funds from the Charitable Gambling Tax Fund to support activities and services that benefit Maplewood residents. This year's priorities are Social Supports and Senior Citizen Services.

Background

In an effort to make a more significant impact for each organization, the City Council directed staff to develop a three-year rotating schedule, whereby priority for funding will be given to requests that fit into specified categories each year.

Year 1 (2025): Social Supports and Senior Citizen Services

Year 2 (2026): Youth Programs and Community Engagement & Events

Year 3 (2027): Environment & Natural Resources and Safety Programs

The City Council approved this modification to the Charitable Gambling Policies on August 23, 2021. Funds awarded for 2025 will have priority given to Social Supports and Senior Citizen Services.

The City received 7 applications with \$43,000 in requests. Funding is available to grant all of the funding requests for 2025.

Staff reviewed the applications to determine that they meet the criteria established by Council for projects in the category of Social Supports and Senior Citizen Services.

Attachments

1. Summary of 2025 Charitable Gambling Requests
2. 2025 Charitable Gambling Applications

Summary of 2025 Charitable Gambling Requests

Applicant: Carefree Cottages of Maplewood

Contact: Kelsey Edwards

Amount of Request: \$500.00

Reason for Request: Funds will be used for resident activities, including monthly birthday parties, happy hour, arts and crafts and live entertainment.

Relevance to Social Supports and Senior Services: Gets senior residents out into the community to get to know each other on a fun level and gets them involved in the community.

Applicant: CHILD, Inc.

Contact: Keli George

Amount of Request: \$7,500.00

Reason for Request: Funds will be used for items to help support clients. The organization needs a sensory area for those on the spectrum or with other emotional needs. This would include partitioning an area, muted lighting, sound cancelling headphones, special seating, weighted blankets, lap desks, fidgets, toys, and a number of other therapeutic supplies. Fencing would also be added for privacy and security of the building. Art therapy supplies are also needed.

Relevance to Social Supports and Senior Services: CHILD provides emotional and information supports to children and their support system, and to adult survivors of child abuse. Trainings with children focus on age-appropriate identification and prevention of abuse. Children are given tools to help them speak out.

Applicant: Community Sharing Program (Our Redeemer Lutheran Church)

Contact: Carmen Snaza

Amount of Request: \$2,500.00

Reason for Request: The program receives groceries from various sources. The groceries are then sorted and distributed. Funds would be used to clean the carpets and kitchen spaces to keep them sanitary and to purchase supplemental groceries for hot meal preparation.

Relevance to Social Supports and Senior Services: The Community Sharing program provides groceries and hot meals without discrimination. The volunteers are from the community and most are not members of the church. Those who receive the food items are often senior citizens but all demographics are represented. It has become a very caring and supportive community.

Applicant: Gladstone Community Education Center
Contact: Jordi Teillard-Cui
Amount of Request: \$5,000.00

Reason for Request: The funds would allow the Gladstone Community Education Center to expand and enhance its programs, ensuring more impactful and accessible services for the Maplewood community. The funds would be used by multiple programs including Meals on Wheels (\$2,000), Program Development at Gladstone (\$1,500), Community Outreach and Program (\$1,000) and Administrative and Operation Support (\$500). This funding would make a tangible impact, allowing Adult and Senior Programs to enrich their offerings, promote greater access, and serve even more residents in Maplewood.

Relevance to Social Supports and Senior Services: The request aligns with both Social Supports and Senior Services. The Gladstone Community Center fosters social engagement and personal growth through lifelong learning programs, offering a community space where adults, including senior citizens, can build connections and enhance their skills, improving their overall well-being. Meals on Wheels provides a critical service to aging residents, helping them maintain their independence and health by ensuring regular access to balanced meals.

Applicant: The Salvation Army Lakewood
Contact: Amanda Hines
Amount of Request: \$5,000.00

Reason for Request: The funds would be used to add to the food shelf budget. Food for the food shelf is purchased through an organization called "The Food Group". While donations are received to supplement what is purchased, additional funding would ensure that the most requested staple items, such as milk, eggs, and meats are able to be kept stocked for those in need.

Relevance to Social Supports and Senior Services: The food shelf promotes a healthier community by providing access to nutritious food options. It helps to combat food insecurity and the associated health risks that accompany it. The food shelf impacts clients financially by lessening the burden of food expenses. By providing access to free nutritious food, clients can redirect their financial resources toward other essential needs. While all age groups are served without discrimination, many of the clients are senior citizens on fixed incomes and access to the food shelf helps them stretch their monthly budget to meet their needs.

Applicant: Tubman
Contact: Kate Tobin
Amount of Request: \$20,000.00

Reason for Request: The funds would support Maplewood residents in the shelter for homeless domestic violence survivors and in the Sage Journeys Transitional Housing program for youth ages 16 – 24. Funds will be used to purchase basic needs items, both household items and clothing. When shelter and transitional housing clients exit to a new home, they take these items with them.

Relevance to Social Supports and Senior Services: The request aligns with the Social Supports focus area. Clients require that their basic needs are met before they can face the challenges brought on by domestic violence and homelessness. Providing basic needs items to survivors allows them to focus on healing and moving forward. In turn, this reduces violence in communities and creates stability.

Applicant: YMCA (Maplewood Community Center)
Contact: Alex Schmitz
Amount of Request: \$2,500.00

Reason for Request: The funds would be used for the ForeverWell (55+) program for items such as coffee, special events, social events, bingo prizes, free classes and games and puzzles. Items for the teen center for afterschool youth would also be purchased; better snacks, interesting rewards, new games and lounging furniture. Funds would also purchase coolers, wagons and dollies for the neighborhood center food shelves.

Relevance to Social Supports and Senior Services: Social support is what the Y does best. They see what the community needs and address it. This comes in all shapes and sizes. Free swim lessons, free afterschool activities and youth hub, family nights, mom clubs, book clubs, social interaction for seniors. They fit into both of the categories perfectly. Last year the Maplewood Y Community Center saw 2,800 new ForeverWell members and they continue to keep that part of the community in the front of what they do. They employ a ForeverWell Coordinator, full time, whose sole purpose is to drive programing geared toward seniors.

Applicant Information

The City Council approved a revision to its Charitable Gambling Policies that will grant larger awards to fewer organizations to make a more significant impact for each organization. A three-year rotating schedule has been developed to spread out funding in these priority areas

Year 1 (2025): Social Supports and Senior Citizen Services

Year 2 (2026): Youth Programs and Community Engagement & Events

Year 3 (2027): Environment & Natural Resources and Safety Programs

The city is currently in year 1 and is accepting applications for 2025 funds.

Applications are due by September 30, 2024.

Name of organization requesting funds: *

Carefree Cottages of Maple

Contact Information

Contact Person *

Kelsey Edwards

Contact Phone *

651-238-0586

Enter like 999-999-9999

Contact Email Address *

edwards.kelsey@vqpm.com

Mailing Address *

Street Address

1801 Gervais Ave

Address Line 2

City

Maplewood

Postal / Zip Code

55109

State / Province / Region

Mn

Type of organization making the request *

☐ City

☐ County

☐ Non-Profit

☐ School District

☒ Other Senior living community

How many residents of Maplewood does your organization serve/impact? *

120

(Give an estimated #)

How does your organization serve/impact the citizens of Maplewood?

offer a unique mix of companionship, independence, privacy, and security in a home-like setting.

Request Information

Amount of Request: *

\$ 500.00

In detail, explain how the funds requested will be utilized: *

Monthly birthday parties, happy hour, arts and crafts, live entertainment etc...

Note: For 2025 awards, priority will be given to requests in the areas of 1) Social Supports and 2) Senior Citizen Services. Please explain how your request fits into one of these categories. * *

Gets our seniors out into the community to get to know each other on a fun level and gets our seniors involved within our community!

How would a partial award be utilized? *

Same as above. Birthday parties, bingo, arts and crafts. Used for monthly activities listed on monthly calendars that can also be found on our website!

Often, applicants are not awarded the full amount requested; can your organization utilize a partial award? *

☒ Yes ☐ No

By completing and signing this form, the organization confirms that the requested Charitable Gambling Tax Funds will be spent for a lawful purpose. This request is a one-time request for funds to be awarded in the next fiscal year and the applicant understands requests for future funding will require a new separate application.

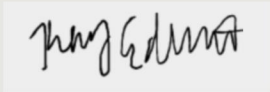
Click [here](#) to review the City of Maplewood's Charitable Gambling Policy.

Signature *

Name *

Title *

Date



Kelsey Edwards

Activities Director

9/26/2024

The information submitted on this application is public information under the Data Practices Act.

Applicant Information

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Year 1 (2025): Social Supports and Senior Citizen Services

Year 2 (2026): Youth Programs and Community Engagement & Events

Year 3 (2027): Environment & Natural Resources and Safety Programs

The city is currently in year 1 and is accepting applications for 2025 funds.

Applications are due by September 30, 2024.

Name of organization requesting funds: *

CHILD Inc.

Contact Information

Contact Person *

Keli George

Contact Phone *

612-308-5136

Enter like 999-999-9999

Contact Email Address *

keligeorge3@gmail.com

Mailing Address *

Street Address

2033 13th Avenue E.

Address Line 2

City

North Saint Paul

State / Province / Region

MN

Postal / Zip Code

55109

Type of organization making the request *

- ☐ City
- ☐ County
- ☒ Non-Profit
- ☐ School District
- ☐ Other

Attach proof of IRS 501c3 status *

CHILD tax exempt form.pdf

817.32KB

How many residents of Maplewood does your organization serve/impact? *

2,000

(Give an estimated #)

How does your organization serve/impact the citizens of Maplewood?

We provide social supports for survivors of abuse and educate the community on the issues of child abuse and prevention. Child abuse affects one in three children. Survivors need emotional and informational supports to help them through their trauma. We provide support groups for children and adult survivors of child abuse. We provide education on how to prevent child abuse and identify child abusers. We provide these education opportunities free of charge to the community. Large and small group education events are available to the community. We provide trainings and education at our local office and at various community locations. We mentor and assist in navigating the complex legal system, mentor, and provide individualized services to meet each child's needs. Our staff is 100% volunteer with zero paid employees. We have been helping survivors of child abuse for 24 years. We depend on community donations to continue providing these services.

Request Information

Amount of Request: *

\$ 7,500.00

In detail, explain how the funds requested will be utilized: *

We are in need of a number of items to help support our clients to the best of our abilities:
We would like to add additional accommodations to support for the variety of our client's needs. Our support group room is in need of a sensory area for those on the spectrum or other emotional needs. This will include partitioning of an area, adding muted lighting, sound cancelling headphones, special seating, weighted blankets, lap desks, fidgets, toys, and a number of other therapeutic supplies.
We would like to build a security wall outside of our building for privacy and security. We want our clients to feel safe when they are with us. Half of our site has a six foot fence. We would like to add to the fencing to complete the perimeter of our small building.
Our art therapy supplies are running very low and some of our equipment needs to be replaced. We are in need of paints, brushes, canvases, bases, easels, drawing pads, paper, macramé yarn, glass cutter, pencils, charcoals, yarn, twine, adhesives, and misc. other supplies.
We are in need of additional seating for our support groups.
We would like to purchase a used kiln and pottery wheel for our art therapy groups.
We are in need of additional shelving and storage throughout our building.
We would like to replace our broken sound system to enable us to play soothing music during art therapy and provide amplification during trainings.
In addition we need fabric, vinyl, and a number of other materials for art therapy.

Note: For 2025 awards, priority will be given to requests in the areas of 1) Social Supports and 2) Senior Citizen Services. Please explain how your request fits into one of these categories.* *

Social Supports: Child abuse affects our entire community
We educate the community on the issues of child abuse and the prevention of child abuse. Our focus is to educate adults on how to identify abuse and what to do when they have suspicions that abuse has occurred. Most education is focused on teaching children how to avoid being abused, but our trainings with children focus on age appropriate identification and prevention of abuse. Abusers manipulate children and make them feel guilty, we give children tools to speak out. We provide these trainings at our office, in schools, community centers, and work places.
We provide emotional and informational supports to children and their support system, and adult survivors of child abuse. The primary population we work with are survivors of childhood sexual abuse. In addition to support groups and art therapy, we provide court liaison, mentoring, resource and referral, and individual services to meet each child's needs.

How would a partial award be utilized? *

We would use the funds to provide the most needed items of priority.

Often, applicants are not awarded the full amount requested; can your organization utilize a partial award? *

☒ Yes ☐ No

By completing and signing this form, the organization confirms that the requested Charitable Gambling Tax Funds will be spent for a lawful purpose. This request is a one-time request for funds to be awarded in the next fiscal year and the applicant understands requests for future funding will require a new separate application.

Click [here](#) to review the City of Maplewood's Charitable Gambling Policy.

Signature *



Name *

Keli George

Title *

Executive Director

Date

9/23/2024

The information submitted on this application is public information under the Data Practices Act.

Applicant Information

The City Council approved a revision to its Charitable Gambling Policies that will grant larger awards to fewer organizations to make a more significant impact for each organization. A three-year rotating schedule has been developed to spread out funding in these priority areas

Year 1 (2025): Social Supports and Senior Citizen Services

Year 2 (2026): Youth Programs and Community Engagement & Events

Year 3 (2027): Environment & Natural Resources and Safety Programs

The city is currently in year 1 and is accepting applications for 2025 funds.

Applications are due by September 30, 2024.

Name of organization requesting funds: *

Community Sharing program via Our Redeemer Lutheran Church

Contact Information

Contact Person *

Carmen Snaza

Contact Phone *

763-923-4565

Enter like 999-999-9999

Contact Email Address *

carmen.snaza@gmail.com

Mailing Address *

Street Address

1390 Larpenteur Ave E

Address Line 2

City

Saint Paul

State / Province / Region

MN

Postal / Zip Code

55109

Type of organization making the request *

- ☐ City
- ☐ County
- ☒ Non-Profit
- ☐ School District
- ☐ Other

Attach proof of IRS 501c3 status *

Fed Tax Exempt Doc.pdf

59.08KB

How many residents of Maplewood does your organization serve/impact? *

250

(Give an estimated #)

How does your organization serve/impact the citizens of Maplewood?

The Community Sharing program located in and sponsored by Our Redeemer Lutheran Church serves free hot meals and distributes free groceries to the local community on Wednesday evenings. This program started during the pandemic (2020) and continues today as food insecurity is still a concern. All are welcome regardless of economic standing, race or religion both to serve and to be served. It provided a caring community for those feeling isolated during the pandemic and continues to provide opportunities for connections.

Request Information

Amount of Request: *

\$ 2,500.00

In detail, explain how the funds requested will be utilized: *

The program has been a great use of our space Monday through Wednesday as we receive groceries from various sources, where we sort and distribute them. With the increased foot traffic and sometimes messy food boxes we are seeing additional wear and tear on our building, specifically the carpets and other storage spaces. Funds would be used to help clean the carpets and kitchen spaces to keep them sanitary and to purchase supplemental groceries for hot meal preparations. We are located on Larpenteur Avenue so with our location we serve residents of both St Paul and Maplewood, however we do not ask for proof of address, all are welcome.

Note: For 2025 awards, priority will be given to requests in the areas of 1) Social Supports and 2) Senior Citizen Services. Please explain how your request fits into one of these categories.* *

The Community Sharing program provides groceries and hot meals without discrimination. The volunteers are from the community and most are not members of the church, they are just looking for a way to give back. Those who receive the food items are often senior citizens but we see all demographics in this area. It had become a very caring, supportive community.

How would a partial award be utilized? *

A partial award would be utilized to supplement the hot meal program with any extra food that would not be provided by other programs. It may also be used for professional cleaning services to maintain a safe environment for serving food.

Often, applicants are not awarded the full amount requested; can your organization utilize a partial award? *

☒ Yes ☐ No

By completing and signing this form, the organization confirms that the requested Charitable Gambling Tax Funds will be spent for a lawful purpose. This request is a one-time request for funds to be awarded in the next fiscal year and the applicant understands requests for future funding will require a new separate application.

Click [here](#) to review the City of Maplewood’s Charitable Gambling Policy.

Signature *



Name *

Carmen Snaza

Title *

Board president

Date

9/29/2024

The information submitted on this application is public information under the Data Practices Act.

Applicant Information

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Year 1 (2025): Social Supports and Senior Citizen Services

Year 2 (2026): Youth Programs and Community Engagement & Events

Year 3 (2027): Environment & Natural Resources and Safety Programs

The city is currently in year 1 and is accepting applications for 2025 funds.

Applications are due by September 30, 2024.

Name of organization requesting funds: *

Gladstone Community Education Center

Contact Information

Contact Person *

Jordi Teillard-Cui

Contact Phone *

651-748-7252

Enter like 999-999-9999

Contact Email Address *

jteillardcui@isd622.org

Mailing Address *

Street Address

1945 Manton St

Address Line 2

City

Maplewood

Postal / Zip Code

55109

State / Province / Region

MN

Type of organization making the request *

- ☐ City
- ☐ County
- ☐ Non-Profit
- ☒ School District
- ☐ Other

School District # *

ISD 622 North St Paul - Maplewood -
Oakdale

How many residents of Maplewood does your organization serve/impact? *

597

(Give an estimated #)

How does your organization serve/impact the citizens of Maplewood?

The Gladstone Community Education Center in Maplewood plays a vital role in enhancing the well-being of local citizens through programs such as the Gladstone Senior Programs and Meals on Wheels. The Gladstone Community Education Center offers a wide array of enriching older adult programs that foster lifelong learning, social engagement, and personal growth. Meanwhile, Meals on Wheels ensures that homebound seniors and individuals with disabilities receive nutritious meals delivered directly to their doors, promoting health, independence, and a sense of community. These services strengthen the social fabric of Maplewood by addressing the diverse needs of its residents.

Request Information

Amount of Request: *

\$ 5,000.00

In detail, explain how the funds requested will be utilized: *

Receiving \$5,000 would allow The Gladstone Community Education Center to expand and enhance its programs, ensuring more impactful and accessible services for the Maplewood community.

Meals on Wheels Support (\$2,000): A portion of the funds would be allocated to supporting the Meals on Wheels program, ensuring that more homebound seniors and individuals with disabilities receive nutritious meals. This could cover costs related to meal preparation, packaging, and delivery, allowing the program to maintain its quality and reach more residents in need.

Program Development at Gladstone (\$1,500): Additional funds would be invested in developing new workshops and courses at the Gladstone Community Education Center. This could include hiring instructors for skill-building classes, purchasing materials for activities, or offering scholarships for low-income participants, ensuring inclusivity and accessibility.

Community Outreach and Promotion (\$1,000): A portion of the funds would go toward enhancing outreach efforts and raising awareness about available services. This would include printed materials, digital marketing campaigns, and events designed to inform the community about programs like Meals on Wheels and older adult learning opportunities, ensuring these vital services reach a wider audience.

Administrative and Operational Support (\$500): Lastly, a small portion of the funds would be used to cover operational costs, such as staff training, software upgrades, and other administrative expenses that help keep the programs running efficiently and effectively.

This funding would make a tangible impact, allowing Adult and Senior Programs to enrich their offerings, promote greater access, and serve even more residents in Maplewood.

Note: For 2025 awards, priority will be given to requests in the areas of 1) Social Supports and 2) Senior Citizen Services. Please explain how your request fits into one of these categories. *

Our request aligns with both Social Supports and Senior Citizen Services, addressing the key priorities for the 2025 awards.

Social Supports: The funding would strengthen our Meals on Wheels program and adult enrichment services, which are essential social support systems. By delivering nutritious meals to homebound individuals, we directly address food insecurity and isolation among vulnerable populations. Additionally, the Gladstone Community Education Center fosters social engagement and personal growth through lifelong learning programs, offering a community space where adults can build connections and enhance their skills, improving their overall well-being.

Senior Citizen Services: A significant portion of the requested funds will be dedicated to expanding our services for seniors. The Meals on Wheels program provides a critical service to aging residents, helping them maintain their independence and health by ensuring regular access to balanced meals. Furthermore, our programs at the Gladstone Community Education Center include offerings that cater specifically to the senior community, promoting physical activity, mental stimulation, and social interaction—all of which are vital to enhancing quality of life as individuals age.

Our request directly supports these priority areas by addressing both the immediate needs of seniors and providing broader social support to the community.

How would a partial award be utilized? *

If awarded a partial grant, the Gladstone Community Education Center would prioritize critical services that align with the award's focus areas: Senior Citizen Services and Social Supports. Here's how we would allocate a reduced amount:

Meals on Wheels Program: The first priority would be ensuring that the Meals on Wheels program remains well-funded. Even with partial support, the funds would be used to provide meals to homebound seniors and individuals with disabilities. This could include covering costs for meal preparation, packaging, or delivery services. Ensuring continued access to this essential service helps combat isolation and improves the health of vulnerable seniors.

Senior-Focused Programs at the Gladstone Community Education Center: If any funds remain, we would invest them in senior-specific programs at the Gladstone Community Education Center. These funds could support workshops, social events, and physical activity programs that enhance senior engagement and well-being. Priority would be given to courses or events that directly address social isolation and promote healthy aging.

Targeted Outreach for Senior Services: With any remaining funds, we would bolster outreach efforts to inform more seniors about available services, ensuring they are aware of and can access resources like Meals on Wheels and senior-focused activities at the Gladstone Community Education Center.

Even with a partial award, we would make sure the funds are strategically used to maximize impact on seniors and the broader social support network in the Maplewood community.

Often, applicants are not awarded the full amount requested; can your organization utilize a partial award? *

☒ Yes ☐ No

By completing and signing this form, the organization confirms that the requested Charitable Gambling Tax Funds will be spent for a lawful purpose. This request is a one-time request for funds to be awarded in the next fiscal year and the applicant understands requests for future funding will require a new separate application.

Click [here](#) to review the City of Maplewood's Charitable Gambling Policy.

Signature *

Name *

Title *

Date

Jordi Teillard-Cui

Jordi Teillard-Cui

Adult and Senior
Programs

9/27/2024

The information submitted on this application is public information under the Data Practices Act.

Applicant Information

The City Council approved a revision to its Charitable Gambling Policies that will grant larger awards to fewer organizations to make a more significant impact for each organization. A three-year rotating schedule has been developed to spread out funding in these priority areas

Year 1 (2025): Social Supports and Senior Citizen Services

Year 2 (2026): Youth Programs and Community Engagement & Events

Year 3 (2027): Environment & Natural Resources and Safety Programs

The city is currently in year 1 and is accepting applications for 2025 funds.

Applications are due by September 30, 2024.

Name of organization requesting funds: *

The Salvation Army Lakewood

Contact Information

Contact Person *

Amanda Hines

Contact Phone *

651-444-5787

Enter like 999-999-9999

Contact Email Address *

amanda.hines@usc.salvationarm
y.org

Mailing Address *

Street Address

2080 Woodlynn Ave

Address Line 2

City

Maplewood

Postal / Zip Code

55109

State / Province / Region

MN

Type of organization making the request *

- ☐ City
- ☐ County
- ☒ Non-Profit
- ☐ School District
- ☐ Other

Attach proof of IRS 501c3 status *

Exemption Form.pdf

74.28KB

How many residents of Maplewood does your organization serve/impact? *

5,000

(Give an estimated #)

How does your organization serve/impact the citizens of Maplewood?

The Lakewood Salvation Army is committed to serving our local community in several ways. Our food shelf provides access to food to people, addressing the immediate needs of families facing food insecurity. Our emergency assistance resources offer financial support and essential services helping families navigate crises with dignity and hope. When needed, we have caseworkers available that work closely with clients to develop personalized plans and goals that promote self-sufficiency and resilience. Additionally, we recognize the importance of holistic care and provide for the emotional and spiritual well-being of our clients by offering pastoral counseling services, one-on-one casework through our Pathway of Hope program, and opportunities for community connection. Together, these services not only alleviate immediate hardships, but also foster long-term stability, empowerment, and a sense of belonging within our community.

Request Information

Amount of Request: *

\$ 5,000.00

In detail, explain how the funds requested will be utilized: *

If granted, we would use the funds to add to our food shelf budget. We purchase food for the food shelf through an organization called "The Food Group." While we do receive donations to supplement what we purchase, additional funding would help us to make sure that our most requested staple items, such as milk, eggs, and meats are able to be kept stocked for those in need.

Note: For 2025 awards, priority will be given to requests in the areas of 1) Social Supports and 2) Senior Citizen Services. Please explain how your request fits into one of these categories.* *

Our food shelf promotes a healthier community by providing access to nutritious food options. By prioritizing fresh fruits, vegetables, whole grains, and other wholesome foods, we combat food insecurity and the associated health risks that accompany it. The food shelf impacts clients financially by lessening the burden of food expenses. By providing access to free nutritious food, clients can redirect their financial resources toward other essential needs. This assistance helps families to stretch their monthly budgets further, reducing stress and improving their overall financial stability. When accessing the food shelf, clients are also able to get information about other services such as housing assistance, job training, and mental health services that are available which allows them to access a broader network of support, enhancing overall well-being and resilience. While we serve all age groups without discrimination, many of our clients are senior citizens on fixed incomes and access to the food shelf helps them stretch their monthly budget to meet their needs.

How would a partial award be utilized? *

A partial award would still allow us to add to our yearly food shelf budget, increasing the amount of food items that we are able to keep stocked.

Often, applicants are not awarded the full amount requested; can your organization utilize a partial award? *

☒ Yes ☐ No

By completing and signing this form, the organization confirms that the requested Charitable Gambling Tax Funds will be spent for a lawful purpose. This request is a one-time request for funds to be awarded in the next fiscal year and the applicant understands requests for future funding will require a new separate application.

Click [here](#) to review the City of Maplewood's Charitable Gambling Policy.

Signature *



Name *

Amanda Hines

Title *

Lieutenant

Date

9/27/2024

The information submitted on this application is public information under the Data Practices Act.

Applicant Information

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Year 1 (2025): Social Supports and Senior Citizen Services

Year 2 (2026): Youth Programs and Community Engagement & Events

Year 3 (2027): Environment & Natural Resources and Safety Programs

The city is currently in year 1 and is accepting applications for 2025 funds.

Applications are due by September 30, 2024.

Name of organization requesting funds: *

Tubman

Contact Information

Contact Person *

Kate Tobin, Director of Shelter
Services

Contact Phone *

651-767-6100
Enter like 999-999-9999

Contact Email Address *

ktobin@tubman.org

Mailing Address *

Street Address

1725 Monastery Way

Address Line 2

City

Maplewood

Postal / Zip Code

55109

State / Province / Region

MN

Type of organization making the request *

- ☐ City
- ☐ County
- ☒ Non-Profit
- ☐ School District
- ☐ Other

Attach proof of IRS 501c3 status *

Tubman 501(c)(3) letter.pdf

52.14KB

How many residents of Maplewood does your organization serve/impact? *

700

(Give an estimated #)

How does your organization serve/impact the citizens of Maplewood?

Established in 1974, Tubman provides family crisis and support services to people of all ages, genders, and cultural backgrounds. Tubman is a leader in relationship violence prevention and intervention for adults and youth, and best-practice models of mental and chemical health services for women. Located in Maplewood, our east metro residential, family, and collaborative service center – Harriet Tubman Center East houses our family violence shelter, Safe Journeys transitional housing for youth victims of violence and sex trafficking, legal services, counseling, and youth services. Tubman also serves clients at Maplewood Mall through our NorthStar Youth Outreach Center.

Request Information

Amount of Request: *

\$ 20,000.00

In detail, explain how the funds requested will be utilized: *

Tubman requests funds to support Maplewood residents in our shelter for homeless domestic violence survivors and in our Safe Journeys Transitional Housing program for youth ages 16-24. Both programs are in Maplewood, MN. Funds will be used from November 1, 2024-October 31, 2025 to purchase basic needs items. Examples include sheets, pillows, quilts/comforters, and towels, as well as sweatpants, t-shirts, and underwear for clients. When shelter and transitional housing clients exit to a new home, they take these items with them. Tubman does occasionally receive donated clothing items for clients, but we often do not have the sizes or items we need.

Tubman opened the third domestic violence shelter in the United States in 1976 and continues to provide beds for victims of relationship violence, with supportive services available 24/7. In addition to shelter, we provide 12 units of Safe Journeys site-based transitional housing for youth up to age 24 who have experienced relationship violence and exploitation, and their children. Shelter and youth transitional housing residents receive 24/7 services, meals, and a safe place to live until they secure more permanent housing. Transitional housing can receive supportive services for up to two years to enhance housing stability.

Customized supportive services for shelter and housing clients include safety planning, goal-planning (in areas such as housing, education, employment, finances, and parenting), strengthening social support networks, and enhancing self-confidence and positive cultural identity. We connect clients with services at Tubman and community partners to address their healthcare, legal, mental health, substance use, job training, youth leadership development, and other goals and offer opportunities for recreation, expressive arts, and spiritual support. Last year, we served 511 heads of household and their children in our shelter and 35 youth heads of household and their children in our Safe Journeys youth transitional housing program.

Given the strong correlation among homelessness, domestic violence, and poverty, ending homelessness and enhancing housing stability are central to Tubman's mission. These challenges disproportionately impact people who identify as Black, Indigenous, and People of Color (BIPOC), due to barriers caused by structural racism. 88% of our shelter and Safe Journeys clients identify as BIPOC, and 98% are low income. Our programs are designed with, by, and for these communities.

Note: For 2025 awards, priority will be given to requests in the areas of 1) Social Supports and 2) Senior Citizen Services. Please explain how your request fits into one of these categories.* *

This request aligns with the "Social Supports" focus area. Our clients require that their basic needs are met before they can face the challenges brought on by domestic violence and homelessness. The demand for basic needs items continues in our shelter and transitional housing programs, and costs have increased to provide them. The need for emergency shelters for victims of violence remains high in Minnesota. In 2023, 73% of unmet requests for domestic violence services in Minnesota were for emergency shelter and transitional housing (Domestic Violence Counts 2023, NNEDV). We follow a housing-first model, work to reduce repeat episodes of homelessness, and promote self-sufficiency. Beyond housing, Tubman offers services that protect clients from further abuse and address the root causes of their instability. Tubman is one of only 31% of domestic violence programs nationwide that also provides legal representation by attorneys and one of only 46% providing mental health support and advocacy (Domestic Violence Counts 2023, NNEDV).

Violence destabilizes families, neighborhoods, workplaces and schools. The effects of family violence ripple across neighborhoods with increased police presence and strained neighbor relations. Victims and their colleagues suffer lower work productivity. Children struggle to learn, and their schools become less safe if the violence isn't addressed. Providing basic needs items to survivors allows them to focus on healing and moving forward. In turn, this reduces violence in communities and creates stability.

How would a partial award be utilized? *

A partial award of any amount would be extremely beneficial to our clients and programs. A partial award would simply mean less funds to purchase basic needs items, such as bedding and clothing.

Often, applicants are not awarded the full amount requested; can your organization utilize a partial award? *

☒ Yes ☐ No

By completing and signing this form, the organization confirms that the requested Charitable Gambling Tax Funds will be spent for a lawful purpose. This request is a one-time request for funds to be awarded in the next fiscal year and the applicant understands requests for future funding will require a new separate application.

Click [here](#) to review the City of Maplewood's Charitable Gambling Policy.

Signature *

Name *

Title *

Date

A stylized, cursive signature of Jennifer J. Polzin in dark ink.

Jennifer J. Polzin

Chief Executive Officer

9/30/2024

The information submitted on this application is public information under the Data Practices Act.

Applicant Information

The City Council approved a revision to its Charitable Gambling Policies that will grant larger awards to fewer organizations to make a more significant impact for each organization. A three-year rotating schedule has been developed to spread out funding in these priority areas

Year 1 (2025): Social Supports and Senior Citizen Services

Year 2 (2026): Youth Programs and Community Engagement & Events

Year 3 (2027): Environment & Natural Resources and Safety Programs

The city is currently in year 1 and is accepting applications for 2025 funds.

Applications are due by September 30, 2024.

Name of organization requesting funds: *

Maplewood YMCA Community Center

Contact Information

Contact Person *

Alex Schmitz

Contact Phone *

651-447-8044

Enter like 999-999-9999

Contact Email Address *

alex.schmitz@ymcanorth.org

Mailing Address *

Street Address

2100 White Bear Ave N

Address Line 2

City

Maplewood

Postal / Zip Code

55109

State / Province / Region

MN

Type of organization making the request *

☐ City

☐ County

☒ Non-Profit

☐ School District

☐ Other

Attach proof of IRS 501c3 status *

Y NORTH W-9 2024 (1).pdf

200.16KB

How many residents of Maplewood does your organization serve/impact? *

5,000

(Give an estimated #)

How does your organization serve/impact the citizens of Maplewood?

We run scholarships at a rate of \$194,000 given back to the Maplewood Community. We have a robust active older adult population grouped together as "ForeverWell". Our ForeverWell has 15 different weekly group workouts. Weekly get togethers. Cards, book club, lunches, social get togethers, and bingo. We also run neighborhood centers at Maple Ponds Homes where kids can have free afterschool activities, free summer programs, and free food shelves twice a month. We also gave over 300 free memberships this summer to high school aged youth. We run an afterschool program for middle to high schoolers where they can have a safe and fun place to come after school. We do free swim lessons for immigrants and low-income community members to get themselves and their families familiar with basic swimming instruction. We have family nights for the community to come together, have free food, and hear about recourses in the community. We have free childcare for members twice a day for 3 hours for parents to get a break or have someone watch their children while they work out. We offer wellbeing experiences like massage and nutrition consultations. We offer reduced summer childcare, sports, and aquatic programs for families where pricing is not a barrier. We are also home to our Center for Youth Voice where over 2,000 youth participated in a week at the Minnesota Capital and Model UN. We run volunteer services, immigration services, and have a vigorous career pathways program that links youth to multiple jobs around the YMCA Community Center so youth can earn a living wage while testing out career paths. We partner with group homes, organizations, and non-profits in the community to give their constituents a discounted membership with rewards for showing up.

Request Information

Amount of Request: *

\$ 2,500.00

In detail, explain how the funds requested will be utilized: *

Our current ForeverWell (55+) budget is tied to our operational budget and doesn't have a separate line.

Things like coffee, special events, social events, bingo prizes, free classes, and game/puzzles are not accounted for. Donated items have been our work around and we would use these funds for the little things like new decks of cards, new games, new social events.

Our teen center for our afterschool youth also relies on donations from businesses for rewards and food. Kids LOVE chips, Takis, etc. These funds would be used to get those youth better snacks, more interesting rewards, and add to their "hangout" space. Specifically new games for their Nintendo switch and more lounging furniture.

Our neighborhood centers are grant funded and rely on volunteers for staffing and organizing the food shelves. These funds would be used to purchase things the neighborhood centers need. New coolers for transporting frozen foods, new wagons and dollies for unloading and transferring the food from the truck. Currently we use shopping carts.

Note: For 2025 awards, priority will be given to requests in the areas of 1) Social Supports and 2) Senior Citizen Services. Please explain how your request fits into one of these categories. *

Social support is what the Y does best. We see what our community needs and we address it. This comes in all shapes and sizes. Free swim lessons, free afterschool activities and youth hub, family nights, mom clubs, book clubs, social interaction for seniors. We fit into both of those categories perfectly. Last year the Maplewood Y Community Center saw 2,800 new ForeverWell members and we continue to keep that part of the community in the front of what we do. We have a ForeverWell Coordinator, full time, who's sole purpose is to drive programing geared toward our seniors.

How would a partial award be utilized? *

Same way as the full request. We can have donated time and things, it would be nice to rely less on the philanthropic side and more on the cold hard cash side.

Often, applicants are not awarded the full amount requested; can your organization utilize a partial award? *

☒ Yes ☐ No

By completing and signing this form, the organization confirms that the requested Charitable Gambling Tax Funds will be spent for a lawful purpose. This request is a one-time request for funds to be awarded in the next fiscal year and the applicant understands requests for future funding will require a new separate application.

Click [here](#) to review the City of Maplewood's Charitable Gambling Policy.

Signature *

Name *

Title *

Date



Alex Schmitz

Director of Operations

9/12/2024

The information submitted on this application is public information under the Data Practices Act.

CITY COUNCIL STAFF REPORT

Meeting Date October 14, 2024

REPORT TO: Michael Sable, City Manager

REPORT FROM: Elizabeth Hammond, Planner
Michael Martin, AICP, Assistant Community Development Director

PRESENTER: Danette Parr, Community Development Director

AGENDA ITEM: Setback Variance Resolution, Larkin Dance Studio, 1400 Highway 36 East

Action Requested: ☒ Motion ☐ Discussion ☐ Public Hearing

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

Policy Issue:

Larkin Dance Studio requests a variance to allow five parking stalls within the required setback. The parking stalls must be 15 feet from the south property line, and the applicant is requesting a 15-foot setback variance to allow the five stalls to be right up to the property line. The applicant submitted proposed plans for the property. A setback variance is required to move forward with this proposal.

Recommended Action:

Motion to approve a resolution for a setback variance for Larkin Dance Studio's expanded parking lot at 1400 Highway 36 East.

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:

☐ Community Inclusiveness ☐ Financial & Asset Mgmt ☐ Environmental Stewardship
☐ Integrated Communication ☒ Operational Effectiveness ☐ Targeted Redevelopment

The city deemed the applicant's application complete on September 3, 2024. The initial 60-day review deadline for a decision is November 2, 2024. As stated in Minnesota State Statute 15.99, the city can take an additional 60 days, if necessary, to complete the review.

Background:

Larkin Dance Studio has requested a 15-foot setback variance for five proposed parking stalls. The five stalls would be incorporated into a parking lot addition that the applicant has been planning, and that was previously approved through a 15-day minor construction project application. At that time, the city only approved the additional stalls outside the required setback, noting that the five

stalls in the setback would require approval of a setback variance if pursued. This information is included as an attachment to this report. The applicant is now submitting a variance application requesting a 15-foot variance for these five stalls, as shown on the plans on the property line along Cope Avenue.

City code requires a 15-foot setback from the property line, and screening should be planted in the setback area when adjacent to residential properties. The applicant proposes planting Juniper conifer trees to screen the lights from the vehicles from the adjacent residential homes across Cope Avenue to the south year-round. The new trees will be six feet when installed and placed to screen both the new parking spaces and the existing nonconforming parking spaces on the site's east site.

The trees are shown to be planted in the city right-of-way. City engineering staff has indicated that if the city council approves the variance, the owner must work with their department to ensure the plantings do not interfere with underground utilities or sight distance issues. They also noted that the Living Streets Policy encourages trees within the ROW, when possible, to shade the street, potentially reducing the urban heat island effect.

In addition to the screening trees, staff is recommending that the applicant be required to adjust all lights on the main and accessory buildings on-site so they cast downwards, that all parking lot lights be downcast and that a photometric plan be submitted for staff approval that shows all ordinance requirements being met. These recommendations were reviewed at the planning commission meeting and both the planning commission and applicant were agreeable to these recommendations.

Variances

State statute allows variances to be approved when the proposal is in harmony with city goals and policies outlined in the comprehensive plan and official controls and when practical difficulties exist. The practical difficulty standard outlines three factors cities must consider on a variance request: reasonableness, uniqueness, and essential character.

1. *Reasonableness* – When the property owner proposes to use the property in a reasonable manner not permitted by the zoning ordinance.
2. *Uniqueness* – When the plight of the landowner is due to circumstances unique to the property not created by the landowner.
3. *Essential Character* – When the variance, if granted, will not alter the essential character of the locality.

Summary

City staff has reviewed the application and finds the request is in harmony with city goals and policies outlined in the comprehensive plan and official controls and does meet the practical difficulties standard that must apply.

The applicant has provided a reasonable justification for the setback variance request. The existing circumstances are unique to this property and were not created by the owner.

The variance, if granted, will not alter the essential character of the locality. Looking at the aerial photo to the right, the site currently has pre-existing, zero-foot setback, non-conforming parking spaces on the east side of the site, as indicated by the red circle. The property to the west received a 13-foot setback variance in 2022 to have parking stalls within two feet of the front property line – as indicated by the yellow circle. The blue circle identifies the site's prep work to expand the parking lot as approved by the 15-day minor construction project in 2023.



Aerial Photo from May 3, 2024

Commission Review

Planning Commission

September 17, 2024: The Planning Commission held a public hearing, reviewed the setback variance request and recommended approval.

Department Comments

No Comments.

Public Comments

Staff sent a public hearing notice and application details to the 56 properties within 500 feet of the subject property. The following comment was received.

1. I live directly across the street from Larkin Dance. The 5 extra parking stalls they are requesting face the car headlights directly at my house. The lighting Larkin Dance has on their building now directs light right into my front facing windows on Cope Avenue. The same lights on their building light up my front yard at night!! This is light pollution to say the least. I should not have to pull newly bought shades to keep my living room somewhat darkened once their lights come on. As soon as their building lights come on you are not able to look out the front window, it will damage your eyes! You are not even able to sit on the front steps/porch because the whole yard is lit up at night. If these stalls are allowed, they will directly face my porch. Next, Larkin will need more parking lot lights so patrons are safe in the parking lot. More light!!! Yes, I see they plan on putting in shrubs to diffuse some of the lighting. The homes to the east of Larkin complained about lights from Larkin Dance and a privacy fence was put up. How would you like this in your front yard??? (Rita Kruchowski, 1410 Cope Avenue East)

Staff and the planning commission considered the residents' comments, which led to the recommended mitigation steps regarding the site's lighting, discussed earlier in the report.

Reference Information

Site Description

Site Size: 2.19 Acres

Surrounding Land Uses

North: Highway 36

South: Low-Density Residential, Single-Dwellings

East: Low-Density Residential, Single-Dwellings
West: Commercial/Industrial

Planning

Existing Land Use: Mixed-Use, Community
Existing Zoning: Light Manufacturing

Attachments:

1. Setback Variance Resolution
2. Overview Map
3. Future Land Use Map
4. Zoning Map
5. Applicant Narrative
6. Site Plans
7. 15-Day Minor Construction Approval (parking lot expansion)
8. Planning Commission Minutes, September 17, 2024
9. Presentation Slides

SETBACK VARIANCE RESOLUTION

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

Section 1. Background.

- 1.01 Larkin Dance Studio has requested a 15-foot setback variance to allow for five parking stalls within the required 15-foot parking setback.
- 1.02 The property is located at 1400 Highway 36 East and is legally described as:

PARCEL 1:

That part of the North Half of the Southwest Quarter (N1/2 of SW1/4) of Section 10, Township 29 North, Range 22 West, Ramsey County, Minnesota, described as follows:

Commencing at the center of said Section 10, thence Southerly along the East line of the SW1/4 a distance of 848.3 feet to the intersection of the Southerly right-of-way line of Trunk Highway No. 36; thence Westerly along the said Southerly right-of-way line a distance of 1,196.20 feet, thence deflecting to the left 90 degrees and along said right-of-way line a distance of 25 feet, thence deflecting to the right 90 degrees and along said right-of-way line a distance of 93.46 feet to an iron, said point being the intersection of West line of the East 39 acres and the said Trunk Highway No. 36 Southerly right-of-way line and the point of beginning; thence Westerly along said right-of-way line a distance of 233.30 feet, thence Southerly and parallel with the West line of the East 39 acres a distance of 250.00 feet, thence Easterly and parallel with the Southerly right-of-way line a distance of 233.30 feet to a point on the West line of the East 39 acres, thence Northerly along said West line a distance of 250 feet to the point of beginning.

PARCEL 2:

That part of the North Half of the Southwest Quarter (N1/2 of SW1/4) of Section 10, Township 29 North, Range 22 West, Ramsey County, Minnesota, described as follows:

Commencing at the center of said Section 10, thence Southerly along the East line of the SW1/4 a distance of 848.3 feet to the intersection of the Southerly right-of-way line of Trunk Highway No. 36, thence Westerly along the said Southerly right-of-way line a distance of 1,196.20 feet, thence deflecting to the left 90 degrees and along the said right-of-way line a distance of 25 feet, thence deflecting to the right 90 degrees and along said right-of-way line a distance of 93.46 feet, to an iron, said point being the intersection of West line of the East 39 acres and the said Trunk Highway No. 36 Southerly right-of-way line, thence Westerly along said right-of-way line a distance of 233.30 feet, thence Southerly and parallel with the West line of the East 39 acres a distance of 250.00 feet to the point of beginning, thence continuing along the same line a distance of 189.15 feet to a point on the South line of said N1/2 of SW1/4 of Section 10, thence Easterly along the said South line a distance of 233.30 feet to a point on the West line of the said East 39 acres, thence Northerly

along said West line a distance of 188.86 feet, thence Westerly parallel with the said Southerly right-of-way a distance of 233.30 feet to the point of beginning.

Tax Parcel Identification: 10-29-22-32-0027

Section 2. Standards.

- 2.01 Variance Standard. City Ordinance Section 44-13 refers to a state statute that states a variance may be granted from the requirements of the zoning ordinance when: (1) the variance is in harmony with the general purposes and intent of this ordinance; (2) when the variance is consistent with the comprehensive plan; and (3) when the applicant establishes that there are practical difficulties in complying with the ordinance. Practical difficulties mean: (1) the proposed use is reasonable; (2) the need for a variance is caused by circumstances unique to the property, not created by the property owner, and not solely based on economic conditions; (3) the variance if granted, will not alter the essential character of the locality.

Section 3. Findings.

- 3.01 The setback variance request does meet the required standards for a variance.
1. That the need for a variance is caused by circumstances unique to the property, not created by the property owner, and not solely based on economic conditions;
 2. That the proposed use is reasonable; and
 3. That the variance will not alter the essential character of the locality; and
 4. That the need for a variance is in harmony with the general purposes and intent of this ordinance; and
 5. That the variance is consistent with the comprehensive plan.

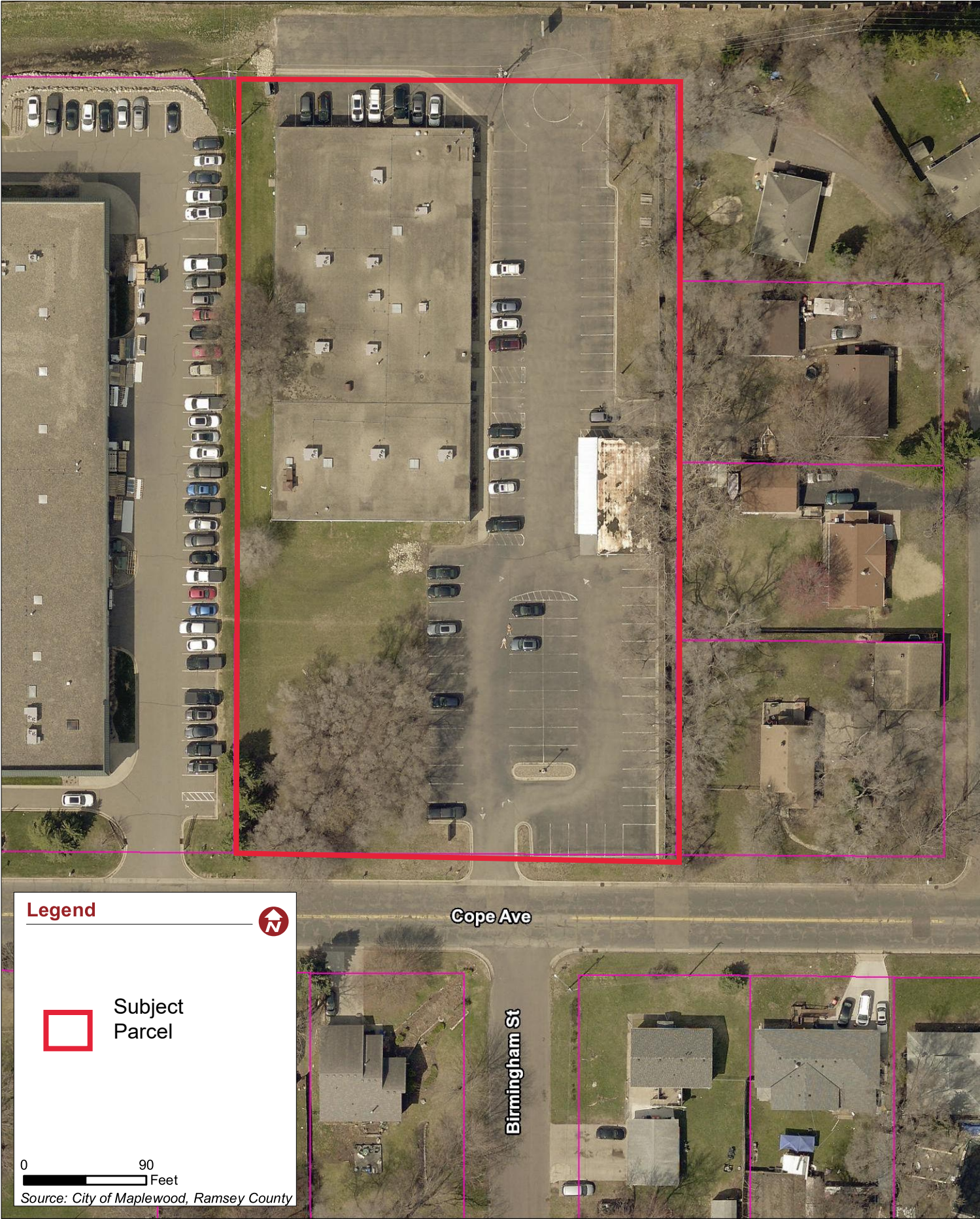
Section 4. City Review Process

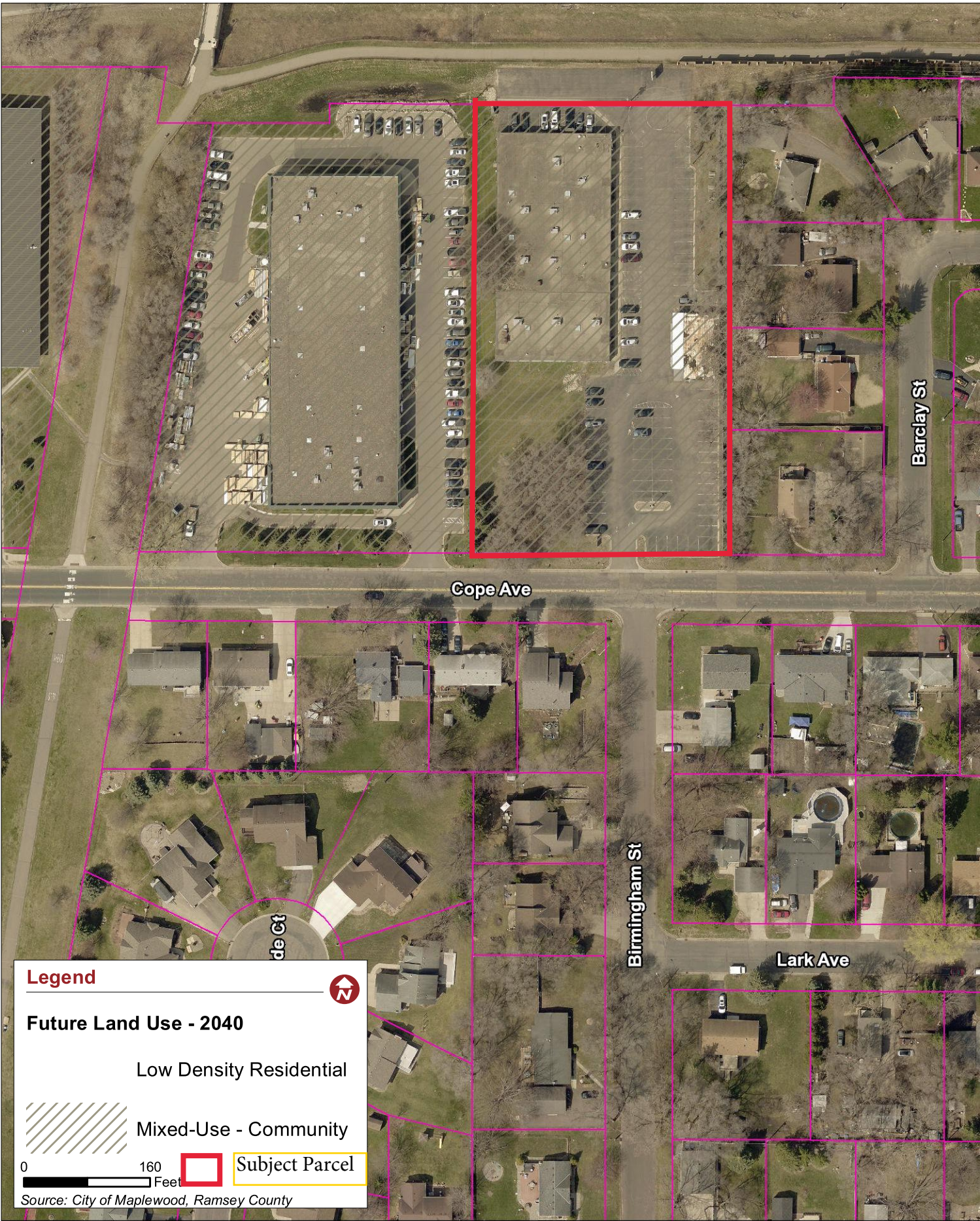
- 4.01 The City conducted the following review when considering the variance requests.
1. On September 17, 2024, the planning commission held a public hearing. The city staff published a hearing notice in the Pioneer Press and sent notices to the surrounding property owners. The planning commission gave 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 October 14, 2024, the city council discussed this resolution. They considered reports and recommendations from the planning commission and city staff.

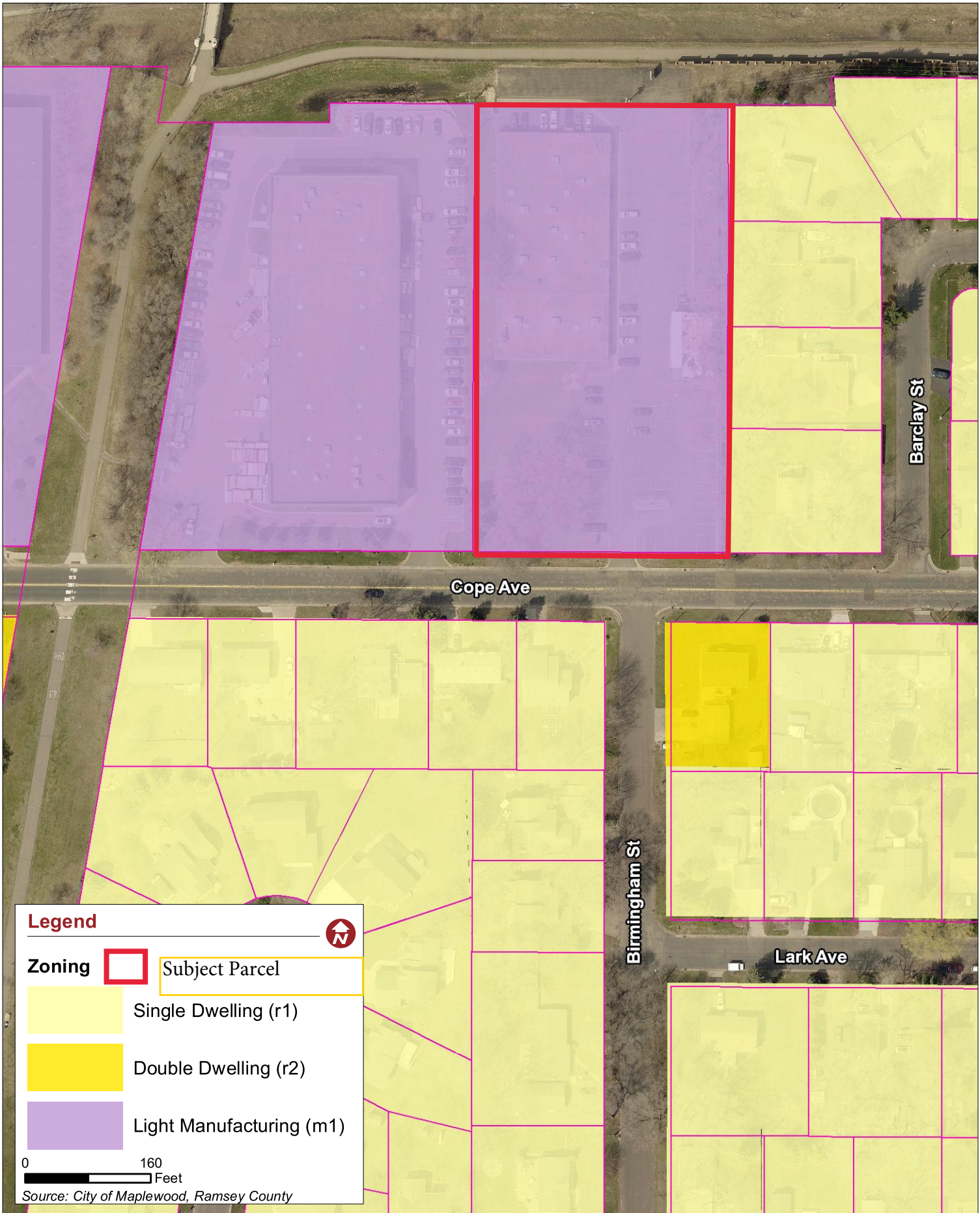
Section 5. City Council

5.01 The city council hereby _____ the resolution. Approval of the application is based on the findings outlined in section 3 of this resolution. Approval is subject to the following conditions:

1. All construction shall follow the approved site plan. The Director of Community Development may approve minor changes.
2. The approval permits a 15-foot variance to construct the parking lot up to the property line. The applicant cannot encroach into the right-of-way with the parking lot.
3. The city engineer and environmental staff shall review and approve the final landscape plan before issuing a grading permit.
4. All lights on the primary or accessory buildings must be cast downwards.
5. All lights within the parking lot must be downcast.
6. Applicant must submit for staff approval a photometric plan that meets all ordinance requirements.









July 10, 2024

Variance Request: Front yard parking setback to match existing

Site: Larkin Dance Studio, 1400 Hwy 36, Maplewood MN

Larkin Dance Studio has experienced a peak parking demand that exceeds the capacity of the existing parking lot. We are currently in the process of expanding the parking lot to help accommodate this demand under a minor construction permit has been approved for the construction of 19 additional stalls that are located outside of the setback. A variance is requested to reduce the setback to allow for 5 additional parking stalls for a total of 24 additional stalls.

Adding more stalls within the setback is reasonable because it mirrors what is currently built on the site. There are 5 existing stalls in the southeast corner of the property within the 15' setback. This site landlocked by the highway to the north, the street to the south, and neighbors to the east and west. Larkin has maximized the number of parking stalls within their property. Approval of this variance would reduce the amount of parking occurring on Cope Avenue during peak events.

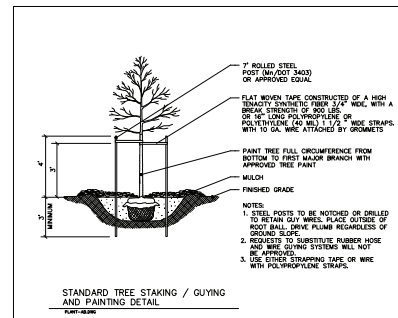
Since the site already has parking stalls within the setback and approval of this variance would not alter the essential character of the site or the locality, as the proposed parking spaces would also match the same setback as the commercial property directly west of the Larkin site which has recently been improved.

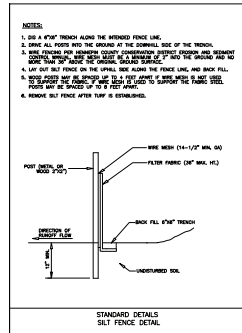
Currently, there is no landscape screening along the front of the existing 5 parking stalls in the southeast corner of the site. We propose landscape screening along the front of both these existing 5 stalls and the proposed 5 parking stalls so in the end, there will be screening along the entire front of the parking lot.

Sincerely,

A handwritten signature in blue ink that reads 'Lance A. Elliott'.

Lance Elliott, PE





MEMORANDUM

TO: Mayor, City Council, City Manager, Community Design Review Board,
Building Official, Assistant City Engineer, Assistant Community
Development Director, Applicant

FROM: Elizabeth Hammond, Planner

DATE: November 8, 2023

SUBJECT: Minor Construction Project Review – Larkin Dance Studio, 1400 Highway
36/Viking Drive East

Introduction

City staff has approved a minor construction project for Larkin Dance Studio located at 1400 Highway 36/Viking Drive East. The applicant intends to build a 19-space parking lot west of the site's existing parking lot.

Background

City ordinance allows staff to approve minor exterior projects and renovations when the project cost does not exceed \$200,000. The proposed site improvements would be under that amount.

City ordinance allows the city council and CDRB 15 days to appeal a staff approval. Please get in touch with staff by November 22, 2023, to begin an appeal. If I receive an appeal, I will schedule this item for review by the community design review board. I can be reached by phone at 651-249-2302 or by email at Elizabeth.hammond@maplewoodmn.gov

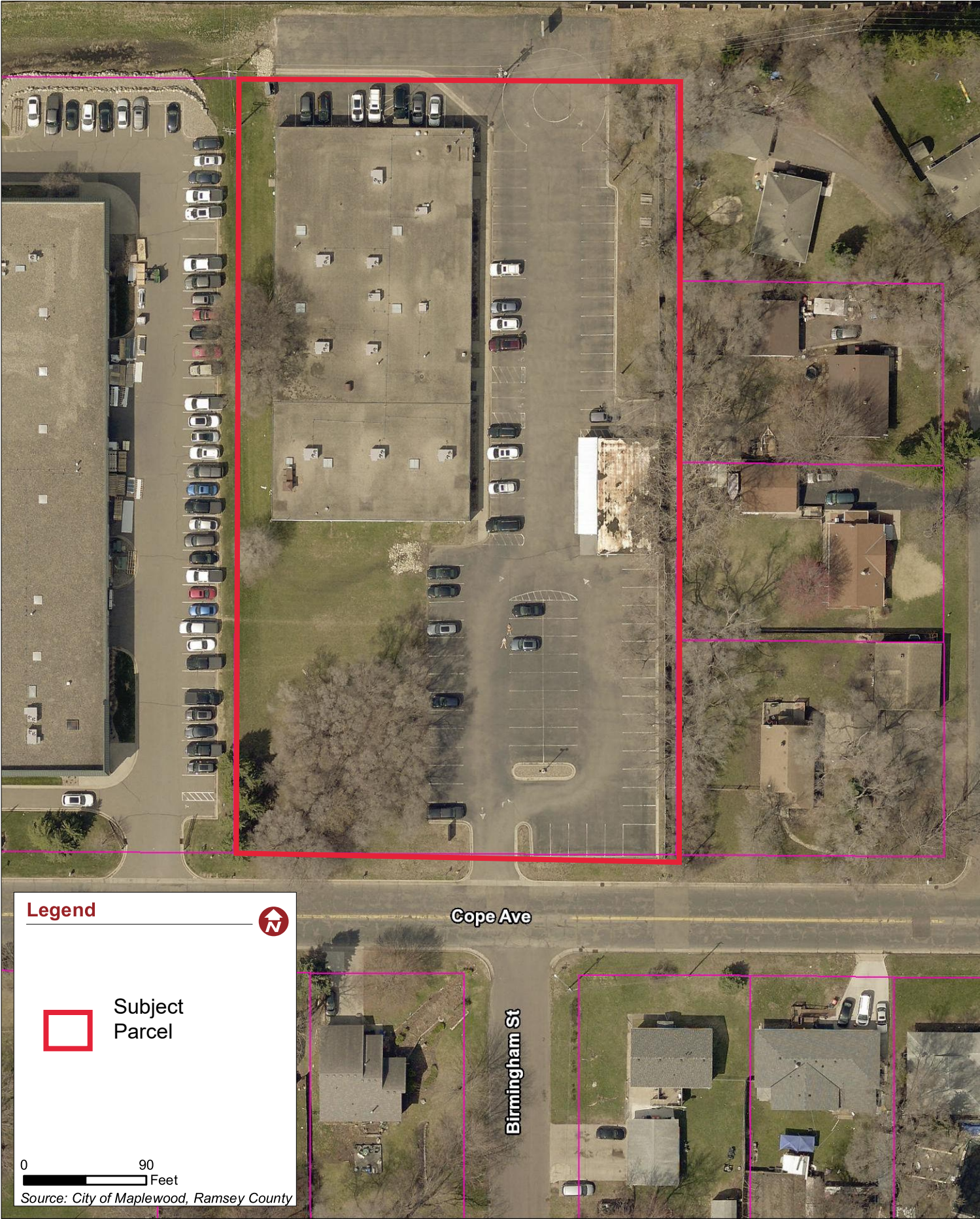
Conditions of Approval

1. Approval of design plans is valid for two years. This review shall be repeated if the applicant has not begun construction within two years.
2. All work shall follow the approved plans. The director of the community development department may approve minor changes.
3. The applicant must satisfy all Building Official and City Engineer requirements before construction can begin. This includes obtaining permits and supplying project plan documents as required.
4. The applicant shall obtain grading and parking lot permits from the Public Works Department.
5. The applicant shall enter into a stormwater maintenance agreement with the city for ongoing maintenance of the bio-retention basin. This agreement must be coordinated with the Assistant City Engineer.
6. The applicant shall submit a revised landscape plan showing the following:

- a. Replacing the two 2-caliper inch Japanese Lilac trees with one of the following tree species: Autumn Brilliance serviceberry, purple prince crabapple, white-haw (hawthorn), blue beech, or redbud.
 - b. A landscaped screened area along the south property line within the 15-foot setback south of the new paved/parking area. The planting screen shall consist of evergreen plantings. Trees shall be a minimum of 2½ inches in trunk diameter, two feet above grade. Shrubs may be combined with a berm and shall be a minimum of two feet in height. Trees and shrubs shall be placed so as to create an 80-percent-opaque screening at least six feet in height.
- 7. The applicant shall submit a trash enclosure plan to be approved by the community development department. Trash container enclosures shall be provided around all trash containers on site and shall be 100 percent opaque. They shall be protected by concrete-filled steel posts or the equivalent, anchored in the ground at the front corners of the structure. If the enclosure is masonry, the protective posts may be omitted. In all instances, the enclosure must be of a design, material, and color compatible with the building and be kept in good repair. A gate that provides 100 percent opaqueness shall be provided.
- 8. This project approval does not include the parking stalls identified in the required setback along the south property line to the west of the access drive and south of the new proposed parking lot area. There are stalls along the south property line *that previously existed east of the access drive* and are within the required setback. These stalls can remain, but additional parking stalls within the required setback to the west of the access drive are not permitted. The applicant indicated that the plans identify these parking stalls should the property owner decide to proceed with a variance application at a future time. If the applicant would like to pursue additional parking within the required setback, a variance application must be submitted to the city for review.

Attachments

- 1. Overview Map
- 2. Stormwater Management Report
- 3. Project Plans



October 29, 2023

RE: Stormwater Management
Larkin Dance Studio
1400 E Highway 36
Maplewood, MN

Watershed: Ramsey-Washington Metro Watershed District: No permit Required, as project does not exceed one acre

City of Maplewood Stormwater Requirements:

- 1) Retain 1.1" over new impervious to infiltrate on-site
- 2) Proposed stormwater runoff rates to not exceed existing for 2-Year, 10-Year, and 100-Year events.

Site Summary

The 2.19 acre site is comprised of an existing commercial building and parking lot. In 2014, the site was redeveloped with a new parking lot to meet the City of Maplewood requirements. A future parking lot expansion phase was proposed at that time. The owner would like to construct the future phase at this time. The proposed improvements include expanding the existing parking lot to achieve 19 additional parking spaces and upgrade the stormwater infiltration basin.

The project will disturb approximately 15,000 SF (0.34 acres) and will add 10,065 SF (0.23 acres) of new impervious surfaces. A bio-retention basin is designed to collect the stormwater drainage from the parking lot expansion as well as a significant portion of the existing parking lot to provide additional treatment. Note that the additional 10,065 new impervious includes 855 sf of future parking expansion of five parking stalls which requires a variance. In the event these stalls are constructed in the future, the infiltration basin will already be designed to handle these parking stalls.

Site Drainage Description

The north half of the site drains to the NW corner of the site to an off-site retention basin. The south half of the site drains to a flared end section near the SW corner of the site which ultimately drains to the storm sewer system in Cope Avenue. If this pipe becomes over capacity, there is an emergency overflow between the building and the west property line draining to the same area that the north portion drains to.

The parking lot expansion is located in the south half of the site. Existing and Proposed Drainage Maps are provided on Sheet C3 Stormwater Management Sheet for this drainage area.

In the post-construction condition, all of the new impervious surfaces drain to an improved bio-retention infiltration basin. A new catch basin structure with beehive grate is proposed to be placed over the existing flared end section to provide ponding infiltration as well as reducing proposed runoff rates to be below existing conditions.

While the overall site drainage patterns will remain generally unchanged, the runoff rates will be less than current conditions and infiltration is provided which exceeds the 1.1" requirement for new impervious.

Rate Control

For rate control, as you will see in the table below (also see the HydroCad report attached), the proposed runoff rates for the 2, 10, and 100-year events are lower than existing conditions. Below is a chart showing the proposed runoff rates compared to existing.

2-Year		10-Year		100-Year	
Existing	Proposed	Existing	Proposed	Existing	Proposed
2.8 cfs	2.61 cfs	4.71 cfs	3.69 cfs	9.15 cfs	6.16 cfs

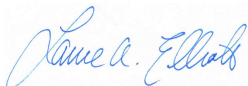
Water Quality

For infiltration storage volume control, the City of Maplewood requires 1.1" from the new impervious pavements. This computes to 922 cubic feet required for the additional 1065 SF of impervious. The proposed infiltration basin is designed to retain 1,409 CF for infiltration which is over 1.5 times the required volume. This provides a factor of safety as sediment may build in the basin over time. In addition, the retained depth of water is only 6", which computes to 0.125 in/hr required infiltration rate to fully drain in 48 hours. It is anticipated that the soils will drain almost twice as fast. This also provides a factor of safety to ensure the basin will function for many years in the future.

We hope that you will agree that we have implemented stormwater BMP's to the fullest extent possible. The proposed runoff rates are lower than the existing undeveloped conditions both the proposed quantity and quality stormwater runoff will be improved upon project completion.

Thank you for taking the time to review this stormwater submittal and please contact me if you have any questions.

Sincerely,



Lance Elliott, P.E.
Civil Engineer

DRAFT MINUTES
MAPLEWOOD PLANNING COMMISSION
7:00 P.M. Tuesday, September 17, 2024
City Hall, Council Chambers
1830 County Road B East

E. PUBLIC HEARING

2. Setback Variance Resolution, Larkin Dance Studio, 1400 Highway 36 East

Michael Martin, AICP, Assistant Community Development Director, gave the presentation and answered questions from the commission.

Chairperson Desai opened the public hearing.

The following individuals addressed the commission regarding the project:

Lance Elliot, Elliot Design Build, Inc
Molly Larkin, Larkin Dance Studio
Michelle Larkin, Larkin Dance Studio
Rita Kruchowski, 1410 Cope Avenue

Chairperson Desai closed the public hearing.

Commissioner Oszman moved to approve a resolution for a setback variance for Larkin Dance Studio's expanded parking lot at 1400 Highway 36 East, adding conditions 4, 5, and 6 to section 5.01 of the resolution.

SETBACK VARIANCE RESOLUTION

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

Section 1. Background.

1.01 Larkin Dance Studio has requested a 15-foot setback variance to allow for five parking stalls within the required 15-foot parking setback.

1.02 The property is located at 1400 Highway 36 and is legally described as:

PARCEL 1:

That part of the North Half of the Southwest Quarter (N1/2 of SW1/4) of Section 10, Township 29 North, Range 22 West, Ramsey County, Minnesota, described as follows:

Commencing at the center of said Section 10, thence Southerly along the East line of the SW1/4 a distance of 848.3 feet to the intersection of the Southerly right-of-way line of Trunk Highway No. 36; thence Westerly along the said Southerly right-of-way line a distance of 1,196.20 feet, thence deflecting to the left 90 degrees and along said right-of-way line a distance of 25 feet, thence

deflecting to the right 90 degrees and along said right-of-way line a distance of 93.46 feet to an iron, said point being the intersection of West line of the East 39 acres and the said Trunk Highway No. 36 Southerly right-of-way line and the point of beginning; thence Westerly along said right-of-way line a distance of 233.30 feet, thence Southerly and parallel with the West line of the East 39 acres a distance of 250.00 feet, thence Easterly and parallel with the Southerly right-of-way line a distance of 233.30 feet to a point on the West line of the East 39 acres, thence Northerly along said West line a distance of 250 feet to the point of beginning.

PARCEL 2:

That part of the North Half of the Southwest Quarter (N1/2 of SW1/4) of Section 10, Township 29 North, Range 22 West, Ramsey County, Minnesota, described as follows:

Commencing at the center of said Section 10, thence Southerly along the East line of the SW1/4 a distance of 848.3 feet to the intersection of the Southerly right-of-way line of Trunk Highway No. 36, thence Westerly along the said Southerly right-of-way line a distance of 1,196.20 feet, thence deflecting to the left 90 degrees and along the said right-of-way line a distance of 25 feet, thence deflecting to the right 90 degrees and along said right-of-way line a distance of 93.46 feet, to an iron, said point being the intersection of West line of the East 39 acres and the said Trunk Highway No. 36 Southerly right-of-way line, thence Westerly along said right-of-way line a distance of 233.30 feet, thence Southerly and parallel with the West line of the East 39 acres a distance of 250.00 feet to the point of beginning, thence continuing along the same line a distance of 189.15 feet to a point on the South line of said N1/2 of SW1/4 of Section 10, thence Easterly along the said South line a distance of 233.30 feet to a point on the West line of the said East 39 acres, thence Northerly along said West line a distance of 188.86 feet, thence Westerly parallel with the said Southerly right-of-way a distance of 233.30 feet to the point of beginning.

Tax Parcel Identification: 10-29-22-32-0027

Section 2. Standards.

- 2.01 Variance Standard. City Ordinance Section 44-13 refers to a state statute that states a variance may be granted from the requirements of the zoning ordinance when: (1) the variance is in harmony with the general purposes and intent of this ordinance; (2) when the variance is consistent with the comprehensive plan; and (3) when the applicant establishes that there are practical difficulties in complying with the ordinance. Practical difficulties mean: (1) the proposed use is reasonable; (2) the need for a variance is caused by circumstances unique to the property, not created by the property owner, and not solely based on economic conditions; (3) the variance if granted, will not alter the essential character of the locality.

Section 3. Findings.

- 3.01 The setback variance request does meet the required standards for a variance.

1. That the need for a variance is caused by circumstances unique to the property, not created by the property owner, and not solely based on economic conditions;
2. That the proposed use is reasonable; and
3. That the variance will not alter the essential character of the locality; and
4. That the need for a variance is in harmony with the general purposes and intent of this ordinance; and
5. That the variance is consistent with the comprehensive plan.

Section 4. City Review Process

4.01 The City conducted the following review when considering the variance requests.

1. On September 17, 2024, the planning commission held a public hearing. The 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 October 14, 2024, 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 _____ the resolution. Approval of the application is based on the findings outlined in section 3 of this resolution. Approval is subject to the following conditions:

1. All construction shall follow the approved site plan. The Director of Community Development may approve minor changes.
2. The approval permits a 15-foot variance to construct the parking lot up to the property line. The applicant cannot encroach into the right-of-way with the parking lot.
3. The city engineer and environmental staff shall review and approve the final landscape plan before issuing a grading permit.
4. **Require that all building lights on the main and accessory buildings that aim south towards Cope Avenue shall either be removed or replaced with downcast lights.**
5. **Require that all parking lot lights be downcast.**

6. Submit a photometric plan that meets ordinance requirements.

Seconded by Commissioner Ige

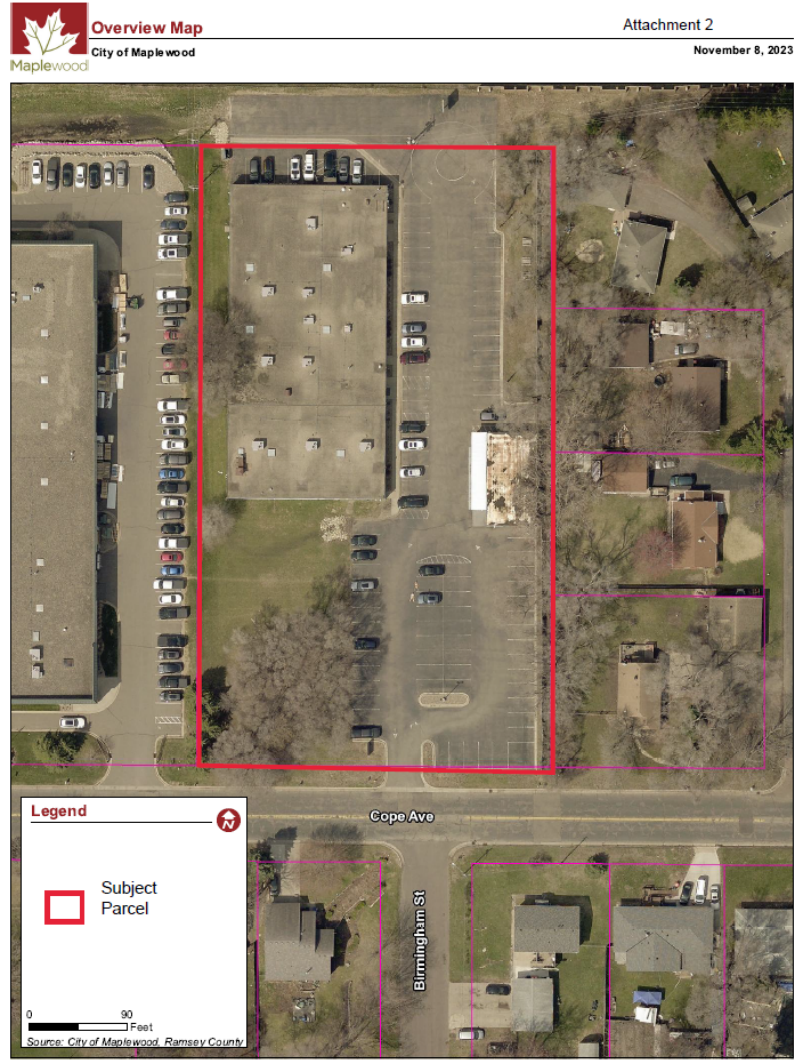
Ayes – All

The motion passed.

This item will go to the city council on October 14, 2024

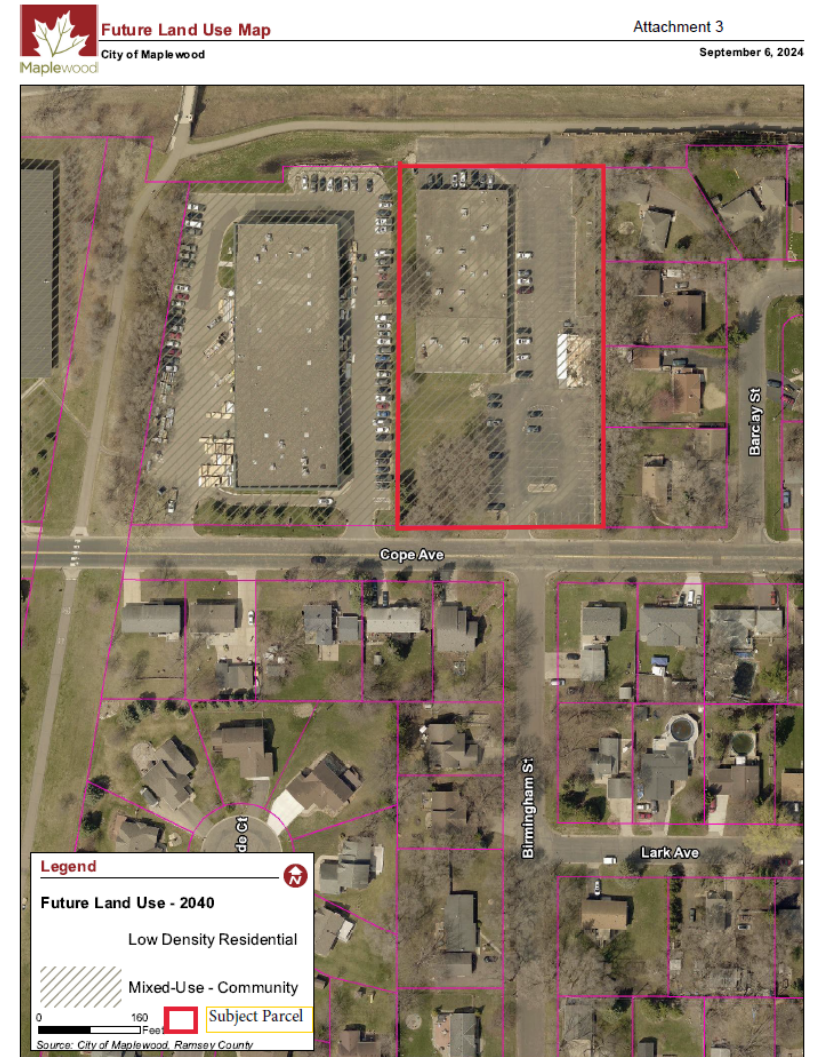
Larkin Dance Studio

- Larkin Dance Studio requests a variance to allow five parking spaces within the required setback
- In 2023, the city approved a minor construction project to expand the parking lot to the west
 - Five spaces would be added to this project if approved
- Site is located at 1400 Highway 36
 - 2.19 Acre Site
- Requesting approval for:
 - Setback Variance



Larkin Dance Studio

- Site is guided Mixed-Use, Community
- Site is zoned Light Manufacturing
 - Use is permitted



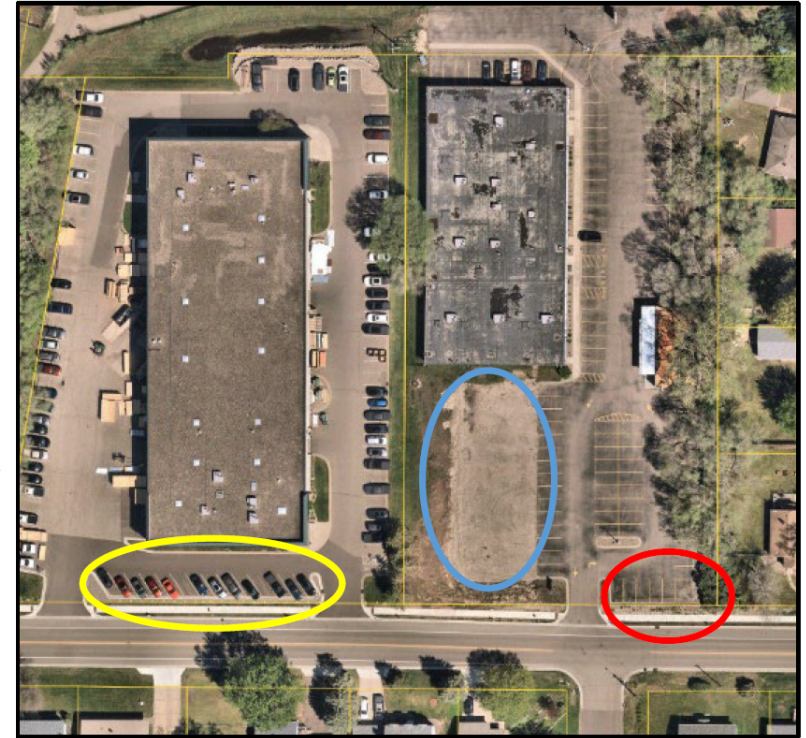
Larkin Dance Studio

- To mitigate the effect of the site's lighting, in addition to the proposed trees, staff recommends the following actions:
 - Require that all building lights on the main and accessory buildings that aim south towards Cope Avenue be adjusted to cast downward
 - Require that all parking lot lights be downcast
 - Submit a photometric plan that meets ordinance requirements



Larkin Dance Studio

- Pre-existing, zero-foot setback, non-conforming parking spaces on the east side of the site
 - Indicated by the red circle
- The property to the west received a 13-foot setback variance in 2022 to have parking spaces within two feet of the front property line
 - Indicated by the yellow circle
- Applicant has begun site prep work to expand the parking lot as approved in 2023
 - Indicated by the blue circle



Aerial Photo from May 3, 2024

Larkin Dance Studio

- State statute allows variances to be approved when the proposal is in harmony with city goals and policies outlined in the comprehensive plan and official controls and when practical difficulties exist
- The practical difficulty standard outlines three factors cities must consider on a variance request:
 - reasonableness,
 - uniqueness, and
 - essential character
- City staff has reviewed the application and finds the request is in harmony with city goals and policies outlined in the comprehensive plan and official controls and does meet the practical difficulties standard that must apply

Larkin Dance Studio

Recommended Action:

Motion to approve a resolution for a setback variance for Larkin Dance Studio's expanded parking lot at 1400 Highway 36.