



**CITY OF SHOREVIEW
AGENDA
CITY COUNCIL
Monday November 18, 2019
7:00 PM**

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL**
4. **APPROVAL OF AGENDA**
5. **PROCLAMATIONS AND RECOGNITIONS**
6. **CITIZENS COMMENTS**

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Individuals may address the City Council about any item not included on the regular agenda. Specific procedures that are used for Citizens Comments are available on notecards located in the rack near the entrance to the Council Chambers. Speakers are requested to come to the podium, state their name and address for the clerk's record, and limit their remarks to three minutes. Generally, the City Council will not take official action on items discussed at this time, but may typically refer the matter to staff for a future report or direct that the matter be scheduled on an upcoming agenda.

7. **COUNCIL COMMENTS**
8. **CONSENT AGENDA**

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These items are considered routine and will be enacted by one motion. There will be no separate discussion of these items unless a Councilmember or citizen so requests, in which event the item will be removed from the Consent Agenda and placed elsewhere on the agenda.

- 8.a November 4, 2019 City Council Meeting Minutes
- 8.b Monthly Reports
- 8.c Receipt of Committee/Commission Minutes
- 8.d Award of quote - Carpet replacement in City Hall offices

- 8.e Authorize Contract - MN Dept. of Corrections (DOC)
- 8.f Approve Change Order No. 2 and Payment No. 5 (Final) for the 2019 Street Rehabilitation, City Project 19-02.
- 8.g Approve Change Order No. 3 and Payment No. 5 (Final) for the Arner/Dale/Bridge/Lion Reconstruction and Dale Court North and South Water Main Extension, City Projects 18-01 and 18-03.
- 8.h Award of quote - City hall office furniture
- 8.i Purchasing Policy Revision
- 8.j Tree Trimmers License
- 8.k Claims and Purchases

9. **PUBLIC HEARINGS**

- 9.a Business Assistance Request, Shoreview Ridge LLC Renovations/Redevelopment of 4100 (West and East) Lexington Avenue - Shoreview Corporate Center Consideration of Tax Increment Financing Plan for District No. 13 and Development Agreement

10. **GENERAL BUSINESS**

- 10.a City recycling budget, recycling fee, and SCORE grant approval

11. **SPECIAL ORDER OF BUSINESS**

12. **ADJOURNMENT**

* **Denotes items that require four votes of the City Council.**

Memorandum

TO: City Council
FROM: Amy Truhlar, Deputy Clerk
DATE: November 18, 2019
SUBJECT: November 4, 2019 City Council Meeting Minutes
ITEM NUMBER: 8.a
SECTION: CONSENT AGENDA

REQUESTED MOTION

Approve November 4, 2019 city council meeting minutes

INTRODUCTION

City council is being asked to approve the November 4, 2019 city council meeting minutes.

DISCUSSION

RECOMMENDATION

It is recommended that the city council approve the minutes of the November 4, 2019 city council meeting as presented.

ATTACHMENTS

Memorandum

TO: City Council
FROM: Amy Truhlar, Deputy Clerk
DATE: November 18, 2019
SUBJECT: Monthly Reports
ITEM NUMBER: 8.b
SECTION: CONSENT AGENDA

REQUESTED MOTION

INTRODUCTION

The city council is being asked to accept the following monthly reports:

- Administration/Community Development
- Finance
- Public Works
- Parks and Recreation

DISCUSSION

RECOMMENDATION

It is recommended that the city council accept the attached monthly reports.

ATTACHMENTS

[Finance](#)

[Parks and Recreation](#)

TO: Terry Schwerm, City Manager
 FROM: Fred Espe, Finance Director
 DATE: November 12, 2019
 RE: Monthly Finance Report

Preliminary Tax Levies

Ramsey County released preliminary tax levies for all taxing jurisdictions this week. The table below provides a summary of levies for jurisdictions that collect taxes in Shoreview only. The column furthest to the right shows the two year change in total levies for each jurisdiction, for the combined levies (regular levy and market valued based levies). Jurisdictions with the highest increase (2020 over 2019) are at the top of the table and jurisdictions with the largest decrease are at the bottom. As shown, levy changes range from an increase of 23.8% for the Shoreview HRA, to a 10.0% decrease for the Mounds View School District I.S.D. #621. The levies do not include the Mounds View School District I.S.D. #621 operating levy that was approved on November 5th.

Taxing Authority	Property Tax Levies			Market Value Based Levies			Percent Change in	
	2018	2019	2020	2018	2019	2020	Combined Levies 2019	
	Actual	Actual	Proposed	Actual	Actual	Proposed	One-Year	Two-Year
Shoreview HRA	\$ 110,000	\$ 210,000	\$ 260,000	NA	NA	NA	23.8%	136.4%
Rice Creek Watershed	2,285,778	2,453,497	2,693,020	NA	NA	NA	9.8%	17.8%
Regional Rail Authority	22,524,228	24,273,554	25,964,032	NA	NA	NA	7.0%	15.3%
Shoreview	11,631,971	12,157,180	12,819,826	-	-	-	5.5%	10.2%
Ramsey County	305,199,197	318,453,646	333,577,720	-	-	-	4.7%	9.3%
Metro Watershed	5,505,492	5,422,574	5,628,396	NA	NA	NA	3.8%	2.2%
Met Council	12,719,179	13,184,597	13,385,731	NA	NA	NA	1.5%	5.2%
Mosquito Control	2,596,000	2,662,560	2,695,279	NA	NA	NA	1.2%	3.8%
I.S.D. #623	23,165,425	24,152,655	24,633,971	14,752,895	16,239,568	15,393,120	-0.9%	5.6%
I.S.D. #621	29,102,705	29,431,883	30,019,535	20,708,817	20,955,981	15,326,442	-10.0%	-9.0%
Total Levies	\$ 414,839,975	\$ 432,402,146	\$ 451,677,510	\$ 35,461,712	\$ 37,195,549	\$ 30,719,562	2.7%	7.1%

In order to show how levies are changing in other jurisdictions throughout the County, the table provided on the next page provides levies for all taxing jurisdictions. The levies highlighted in color represent jurisdictions that levy taxes in Shoreview, and are included in the table above.

Monthly Report

Attached is the monthly report for October.

Taxing Authority	Regular Property Tax Levies			Market Value Based Levies			Percent Change in	
	2018	2019	2020	2018	2019	2020	Combined Levies 2020	
	Actual	Actual	Proposed	Actual	Actual	Proposed	One-Year	Two-Year
Ramsey County	\$ 305,199,197	\$ 318,453,646	\$ 333,577,720	\$ -	\$ -	\$ -	4.7%	9.3%
<u>City/Town</u>								
St. Paul	141,273,820	156,052,538	190,745,461	-	-	-	22.2%	35.0%
Town of White Bear	3,226,691	3,403,055	4,150,925	-	-	-	22.0%	28.6%
Gem Lake	453,651	474,589	578,773	-	-	-	22.0%	27.6%
North Oaks	1,557,082	1,692,700	1,860,000	-	-	-	9.9%	19.5%
New Brighton	8,661,170	9,513,110	10,384,400	-	-	-	9.2%	19.9%
White Bear Lake	5,507,811	6,216,306	6,773,749	-	-	-	9.0%	23.0%
Falcon Heights	\$ 1,585,389	\$ 1,980,918	\$ 2,137,524	\$ -	\$ -	\$ -	7.9%	34.8%
Vadnais Heights	4,427,548	4,578,085	4,894,180	-	-	-	6.9%	10.5%
Shoreview	11,631,971	12,157,180	12,819,826	-	-	-	5.5%	10.2%
Maplewood	21,186,011	21,840,511	22,942,856	279,589	269,089	274,444	5.0%	8.2%
North St. Paul	4,416,292	4,802,554	5,059,337	427,067	427,395	432,109	5.0%	13.4%
Arden Hills	3,786,942	3,938,420	4,135,340	-	-	-	5.0%	9.2%
Little Canada	3,241,895	3,339,258	3,505,960	-	-	-	5.0%	8.1%
Roseville	20,275,655	21,260,310	23,105,170	765,000	765,000	-	4.9%	9.8%
Mounds View	4,678,785	5,117,676	5,348,877	295,200	310,000	330,000	4.6%	14.2%
Lauderdale	765,514	810,104	845,614	-	-	-	4.4%	10.5%
St. Anthony	1,989,829	2,099,806	2,103,412	-	-	-	0.2%	5.7%
Subtotal	\$ 238,666,056	\$ 259,277,120	\$ 301,391,404	\$ 1,766,856	\$ 1,771,484	\$ 1,036,553	15.9%	25.8%
<u>Schools</u>								
I.S.D. #622	15,199,906	15,349,128	17,829,830	9,794,612	9,813,878	10,313,130	11.8%	12.6%
I.S.D. #624	\$ 15,697,595	\$ 18,315,727	\$ 20,154,437	\$ 14,529,876	\$ 16,009,617	\$ 16,526,278	6.9%	21.3%
I.S.D. #625	115,185,030	117,278,574	125,550,295	40,279,916	61,416,423	62,079,453	5.0%	20.7%
I.S.D. #623	23,165,425	24,152,655	24,633,971	14,752,895	16,239,568	15,393,120	-0.9%	5.6%
I.S.D. #282	1,671,752	1,739,822	1,706,328	1,487,331	1,487,361	1,465,231	-1.7%	0.4%
I.S.D. #621	29,102,705	29,431,883	30,019,535	20,708,817	20,955,981	15,326,442	-10.0%	-9.0%
Subtotal	\$ 200,022,413	\$ 206,267,789	\$ 219,894,396	\$ 101,553,447	\$ 125,922,828	\$ 121,103,654	2.7%	13.1%
<u>Special Taxing Districts</u>								
Shoreview HRA	\$ 110,000	\$ 210,000	\$ 260,000	NA	NA	NA	23.8%	136.4%
Capitol Region Watershed	6,530,480	7,055,479	8,277,699	NA	NA	NA	17.3%	26.8%
St. Paul Port Authority	3,222,700	3,175,000	3,554,391	NA	NA	NA	11.9%	10.3%
Rice Creek Watershed	2,285,778	2,453,497	2,693,020	NA	NA	NA	9.8%	17.8%
St. Paul HRA	3,822,159	4,185,264	4,547,359	NA	NA	NA	8.7%	19.0%
Regional Rail Authority	22,524,228	24,273,554	25,964,032	NA	NA	NA	7.0%	15.3%
North St Paul HRA	301,039	315,650	336,941	NA	NA	NA	6.7%	11.9%
St. Anthony HRA	48,465	50,100	52,283	NA	NA	NA	4.4%	7.9%
Metro Watershed	5,505,492	5,422,574	5,628,396	NA	NA	NA	3.8%	2.2%
Met Council	12,719,179	13,184,597	13,385,731	NA	NA	NA	1.5%	5.2%
Valley Branch Watershed	25,909	46,321	46,949	NA	NA	NA	1.4%	81.2%
Mosquito Control	2,596,000	2,662,560	2,695,279	NA	NA	NA	1.2%	3.8%
Lake Diane Sewer	3,750	3,750	3,750	NA	NA	NA	0.0%	0.0%
Bicentennial Pond	2,100	2,100	2,100	NA	NA	NA	0.0%	0.0%
Middle Miss. Watershed	29,587	30,152	28,033	NA	NA	NA	-7.0%	-5.3%
Subtotal	\$ 59,726,866	\$ 63,070,598	\$ 67,475,963	\$ -	\$ -	\$ -	7.0%	13.0%
Total Levies	\$ 803,614,532	\$ 847,069,153	\$ 922,339,483	\$ 103,320,303	\$ 127,694,312	\$ 122,140,207	7.2%	15.2%

REVENUE AND EXPENDITURE REPORT FOR SHOREVIEW
 PERIOD ENDING 10/31/2019
 % Fiscal Year Completed: 83.29

GL NUMBER	2019 AMENDED BUDGET	YTD BALANCE 10/31/2019 NORMAL (ABNORMAL)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED	PREV YEAR % BDGT USED
Fund 101 - GENERAL FUND					
Property Taxes	8,185,180.00	4,250,972.59	3,934,207.41	51.93	52.57
Licenses & Permits	375,000.00	943,518.02	(568,518.02)	251.60	142.09
Intergovernmental	605,622.00	613,730.53	(8,108.53)	101.34	60.06
Charges for Services	1,426,091.00	1,308,674.27	117,416.73	91.77	92.64
Fines & Forfeits	47,500.00	24,473.49	23,026.51	51.52	60.63
Interest Earnings	60,000.00	0.00	60,000.00	0.00	0.00
Other Revenue	14,850.00	13,175.34	1,674.66	88.72	125.56
Transfers In	900,000.00	866,666.70	33,333.30	96.30	96.14
0000	11,614,243.00	8,021,210.94	3,593,032.06	69.06	64.11
TOTAL REVENUES	11,614,243.00	8,021,210.94	3,593,032.06	69.06	64.11
4010 - COUNCIL & COM	171,420.00	112,021.67	59,398.33	65.35	69.69
4020 - ADMINISTRATIO	522,830.00	403,163.61	119,666.39	77.11	81.06
4021 - HUMAN RESOURC	341,949.00	208,125.75	133,823.25	60.86	73.37
4030 - ELECTIONS	8,500.00	9,240.25	(740.25)	108.71	37.25
4040 - COMMUNICATION	238,041.00	175,658.68	62,382.32	73.79	72.36
4050 - FINANCE/ACCOU	585,853.00	452,298.40	133,554.60	77.20	84.50
4055 - INFORMATION S	457,464.00	310,639.56	146,824.44	67.90	63.28
4060 - LEGAL	120,000.00	87,755.16	32,244.84	73.13	67.38
4080 - MUNICIPAL BUI	139,800.00	132,970.40	6,829.60	95.11	92.09
4110 - POLICE	2,347,005.00	1,602,559.15	744,445.85	68.28	81.04
4120 - FIRE	1,723,779.00	1,742,323.69	(18,544.69)	101.08	85.61
4205 - PUB WORKS ADM	395,768.00	348,463.95	47,304.05	88.05	77.02
4220 - STREETS	985,426.00	808,415.71	177,010.29	82.04	82.57
4340 - PARK/RECREATI	587,338.00	486,755.05	100,582.95	82.87	69.53
4345 - TRAIL MGMT	145,144.00	111,572.61	33,571.39	76.87	82.29
4371 - PARK MAINTENA	1,436,296.00	1,229,998.08	206,297.92	85.64	77.17
4390 - FORESTRY/NURS	165,510.00	114,675.97	50,834.03	69.29	66.28
4410 - PLANNING/ZONI	451,032.00	359,942.32	91,089.68	79.80	70.21
4430 - BUILDING INSP	253,910.00	295,298.80	(41,388.80)	116.30	121.48
4760 - CONTINGENCY	100,178.00	0.00	100,178.00	0.00	0.00
4990 - TRANSFERS OUT	437,000.00	390,833.30	46,166.70	89.44	89.41
TOTAL EXPENDITURES	11,614,243.00	9,382,712.11	2,231,530.89	80.79	79.62
Fund 101 - GENERAL FUN					
TOTAL REVENUES	11,614,243.00	8,021,210.94	3,593,032.06	69.06	64.11
TOTAL EXPENDITURES	11,614,243.00	9,382,712.11	2,231,530.89	80.79	79.62
NET OF REVENUES & EXPE	0.00	(1,361,501.17)	1,361,501.17	100.00	100.00

REVENUE AND EXPENDITURE REPORT FOR SHOREVIEW
 PERIOD ENDING 10/31/2019
 % Fiscal Year Completed: 83.29

GL NUMBER	2019 AMENDED BUDGET	YTD BALANCE 10/31/2019 NORMAL (ABNORMAL)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED	PREV YEAR % BDGT USED
Fund 210 - RECYCLING					
Intergovernmental	80,000.00	62,600.00	17,400.00	78.25	298.31
Charges for Services	553,500.00	308,633.36	244,866.64	55.76	54.59
0000	633,500.00	371,233.36	262,266.64	58.60	85.37
TOTAL REVENUES	633,500.00	371,233.36	262,266.64	58.60	85.37
4275 - RECYCLING	501,180.00	433,849.72	67,330.28	86.57	155.71
TOTAL EXPENDITURES	501,180.00	433,849.72	67,330.28	86.57	155.71
Fund 210 - RECYCLING:					
TOTAL REVENUES	633,500.00	371,233.36	262,266.64	58.60	85.37
TOTAL EXPENDITURES	501,180.00	433,849.72	67,330.28	86.57	155.71
NET OF REVENUES & EXPE	132,320.00	(62,616.36)	194,936.36	47.32	661.32

REVENUE AND EXPENDITURE REPORT FOR SHOREVIEW
 PERIOD ENDING 10/31/2019
 % Fiscal Year Completed: 83.29

GL NUMBER	2019 AMENDED BUDGET	YTD BALANCE 10/31/2019 NORMAL (ABNORMAL)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED	PREV YEAR % BDGT USED
Fund 220 - COMMUNITY CENTER					
Charges for Services	3,069,630.00	2,741,535.31	328,094.69	89.31	67.67
Interest Earnings	7,000.00	0.00	7,000.00	0.00	0.00
Other Revenue	12,500.00	10,270.00	2,230.00	82.16	20.00
Transfers In	437,000.00	364,166.60	72,833.40	83.33	83.33
0000	3,526,130.00	3,115,971.91	410,158.09	88.37	69.49
TOTAL REVENUES	3,526,130.00	3,115,971.91	410,158.09	88.37	69.49
4380 - COMMUNITY CEN	3,219,568.00	2,886,152.07	333,415.93	89.64	73.40
TOTAL EXPENDITURES	3,219,568.00	2,886,152.07	333,415.93	89.64	73.40
Fund 220 - COMMUNITY C					
TOTAL REVENUES	3,526,130.00	3,115,971.91	410,158.09	88.37	69.49
TOTAL EXPENDITURES	3,219,568.00	2,886,152.07	333,415.93	89.64	73.40
NET OF REVENUES & EXPE	306,562.00	229,819.84	76,742.16	74.97	157.75

GL NUMBER	2019 AMENDED BUDGET	YTD BALANCE 10/31/2019 NORMAL (ABNORMAL)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED	PREV YEAR
					% BDGT USED
Fund 225 - RECREATION PROGRAMS					
Charges for Services	1,497,095.00	1,544,546.44	(47,451.44)	103.17	84.09
Interest Earnings	3,000.00	0.00	3,000.00	0.00	0.00
Other Revenue	0.00	2,210.51	(2,210.51)	100.00	100.00
Transfers In	100,000.00	100,000.00	0.00	100.00	100.00
0000	1,600,095.00	1,646,756.95	(46,661.95)	102.92	84.92
TOTAL REVENUES	1,600,095.00	1,646,756.95	(46,661.95)	102.92	84.92
4340 - PARK/RECREATI	471,790.00	407,766.90	64,023.10	86.43	79.69
4351 - ADULT & YOUTH	93,204.00	70,632.13	22,571.87	75.78	70.07
4352 - AQUATICS	169,296.00	126,244.86	43,051.14	74.57	77.57
4353 - FITNESS PROGR	202,238.00	138,762.17	63,475.83	68.61	83.24
4354 - SUMMER DISCOV	321,007.00	387,405.57	(66,398.57)	120.68	105.82
4355 - PRESCHOOL PRO	107,664.00	157,267.36	(49,603.36)	146.07	108.19
4356 - DROP-IN CHILD	73,589.00	52,833.98	20,755.02	71.80	74.17
4358 - YOUTH/TEEN	48,878.00	53,499.53	(4,621.53)	109.46	63.25
4359 - COMMUNITY PRO	113,367.00	99,747.95	13,619.05	87.99	98.69
4990 - TRANSFERS OUT	160,000.00	133,333.30	26,666.70	83.33	83.33
TOTAL EXPENDITURES	1,761,033.00	1,627,493.75	133,539.25	92.42	86.82
Fund 225 - RECREATION					
TOTAL REVENUES	1,600,095.00	1,646,756.95	(46,661.95)	102.92	84.92
TOTAL EXPENDITURES	1,761,033.00	1,627,493.75	133,539.25	92.42	86.82
NET OF REVENUES & EXPE	(160,938.00)	19,263.20	(180,201.20)	11.97	119.59

REVENUE AND EXPENDITURE REPORT FOR SHOREVIEW
 PERIOD ENDING 10/31/2019
 % Fiscal Year Completed: 83.29

GL NUMBER	2019 AMENDED BUDGET	YTD BALANCE 10/31/2019 NORMAL (ABNORMAL)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED	PREV YEAR
					% BDGT USED
Fund 230 - CABLE TELEVISION					
Charges for Services	410,000.00	201,320.78	208,679.22	49.10	47.44
Interest Earnings	1,900.00	0.00	1,900.00	0.00	0.00
Other Revenue	1,200.00	1,700.00	(500.00)	141.67	83.33
0000	413,100.00	203,020.78	210,079.22	49.15	47.34
TOTAL REVENUES	413,100.00	203,020.78	210,079.22	49.15	47.34
4090 - CABLE TELEVIS	170,259.00	275,046.62	(104,787.62)	161.55	89.81
4990 - TRANSFERS OUT	200,000.00	166,666.70	33,333.30	83.33	83.33
TOTAL EXPENDITURES	370,259.00	441,713.32	(71,454.32)	119.30	87.87
Fund 230 - CABLE TELEV					
TOTAL REVENUES	413,100.00	203,020.78	210,079.22	49.15	47.34
TOTAL EXPENDITURES	370,259.00	441,713.32	(71,454.32)	119.30	87.87
NET OF REVENUES & EXPE	42,841.00	(238,692.54)	281,533.54	557.16	167.13

REVENUE AND EXPENDITURE REPORT FOR SHOREVIEW
 PERIOD ENDING 10/31/2019
 % Fiscal Year Completed: 83.29

GL NUMBER	2019	YTD BALANCE	AVAILABLE	% BDGT USED	PREV YEAR
	AMENDED BUDGET	10/31/2019 NORMAL (ABNORMAL)	BALANCE NORMAL (ABNORMAL)		% BDGT USED
Fund 240 - ECON DEVEL AUTH/EDA					
Property Taxes	150,000.00	77,553.92	72,446.08	51.70	52.47
Intergovernmental 0000	15,000.00	0.00	15,000.00	0.00	0.00
	165,000.00	77,553.92	87,446.08	47.00	52.47
TOTAL REVENUES	165,000.00	77,553.92	87,446.08	47.00	52.47
4440 - ECON DEVELOPM	161,717.00	141,972.44	19,744.56	87.79	91.92
TOTAL EXPENDITURES	161,717.00	141,972.44	19,744.56	87.79	91.92
Fund 240 - ECON DEVEL					
TOTAL REVENUES	165,000.00	77,553.92	87,446.08	47.00	52.47
TOTAL EXPENDITURES	161,717.00	141,972.44	19,744.56	87.79	91.92
NET OF REVENUES & EXPE	3,283.00	(64,418.52)	67,701.52	1,962.18	30,454.70

REVENUE AND EXPENDITURE REPORT FOR SHOREVIEW
 PERIOD ENDING 10/31/2019
 % Fiscal Year Completed: 83.29

GL NUMBER	2019 AMENDED BUDGET	YTD BALANCE 10/31/2019 NORMAL (ABNORMAL)	AVAILABLE BALANCE NORMAL (ABNORMAL)	PREV YEAR	
				% BDGT USED	% BDGT USED
Fund 241 - HRA PROGRAMS OF EDA					
Property Taxes	210,000.00	108,110.76	101,889.24	51.48	52.46
0000	210,000.00	108,110.76	101,889.24	51.48	52.46
TOTAL REVENUES	210,000.00	108,110.76	101,889.24	51.48	52.46
4450 - HOUSING PROGR	201,352.00	109,853.67	91,498.33	54.56	58.20
TOTAL EXPENDITURES	201,352.00	109,853.67	91,498.33	54.56	58.20
Fund 241 - HRA PROGRAM					
TOTAL REVENUES	210,000.00	108,110.76	101,889.24	51.48	52.46
TOTAL EXPENDITURES	201,352.00	109,853.67	91,498.33	54.56	58.20
NET OF REVENUES & EXPE	8,648.00	(1,742.91)	10,390.91	20.15	150.43

REVENUE AND EXPENDITURE REPORT FOR SHOREVIEW
 PERIOD ENDING 10/31/2019
 % Fiscal Year Completed: 83.29

GL NUMBER	2019		YTD BALANCE 10/31/2019	AVAILABLE		% BGDG USED	PREV YEAR % BGDG USED
	AMENDED BUDGET	NORMAL (ABNORMAL)		NORMAL	(ABNORMAL)		
Fund 270 - SLICE SV EVENT							
Charges for Services	27,500.00		28,659.00	(1,159.00)		104.21	104.18
Other Revenue	35,000.00		33,362.40	1,637.60		95.32	103.97
Transfers In	10,000.00		10,000.00	0.00		100.00	100.00
0000	72,500.00		72,021.40	478.60		99.34	103.50
TOTAL REVENUES	72,500.00		72,021.40	478.60		99.34	103.50
4025 - SLICE OF SHOR	77,700.00		71,720.60	5,979.40		92.30	85.69
TOTAL EXPENDITURES	77,700.00		71,720.60	5,979.40		92.30	85.69
Fund 270 - SLICE SV EV							
TOTAL REVENUES	72,500.00		72,021.40	478.60		99.34	103.50
TOTAL EXPENDITURES	77,700.00		71,720.60	5,979.40		92.30	85.69
NET OF REVENUES & EXPE	(5,200.00)		300.80	(5,500.80)		5.78	183.35

REVENUE AND EXPENDITURE REPORT FOR SHOREVIEW
 PERIOD ENDING 10/31/2019
 % Fiscal Year Completed: 83.29

GL NUMBER	2019 AMENDED BUDGET	YTD BALANCE 10/31/2019 NORMAL (ABNORMAL)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED	PREV YEAR % BDGT USED
Fund 601 - WATER FUND					
Spec assmt coll.	0.00	234.46	(234.46)	100.00	100.00
Penalties on assmts	0.00	705.15	(705.15)	100.00	100.00
Proprietary Charges	3,904,500.00	2,572,634.64	1,331,865.36	65.89	73.20
Interest Earnings	45,000.00	7,713.76	37,286.24	17.14	0.00
Other Revenue	0.00	1,800.00	(1,800.00)	100.00	100.00
0000	3,949,500.00	2,583,088.01	1,366,411.99	65.40	72.44
TOTAL REVENUES	3,949,500.00	2,583,088.01	1,366,411.99	65.40	72.44
Fund 601 - WATER OPERATI					
4505 - WATER OPERATI	1,935,574.00	1,598,759.98	336,814.02	82.60	88.33
4830 - GO REVENUE BO	428,005.00	470,588.17	(42,583.17)	109.95	109.66
4970 - DEPRECIATION	965,000.00	804,166.70	160,833.30	83.33	83.33
4990 - TRANSFERS OUT	393,000.00	393,000.00	0.00	100.00	100.00
TOTAL EXPENDITURES	3,721,579.00	3,266,514.85	455,064.15	87.77	90.77
Fund 601 - WATER FUND:					
TOTAL REVENUES	3,949,500.00	2,583,088.01	1,366,411.99	65.40	72.44
TOTAL EXPENDITURES	3,721,579.00	3,266,514.85	455,064.15	87.77	90.77
NET OF REVENUES & EXPE	227,921.00	(683,426.84)	911,347.84	299.85	122.06

REVENUE AND EXPENDITURE REPORT FOR SHOREVIEW
 PERIOD ENDING 10/31/2019
 % Fiscal Year Completed: 83.29

GL NUMBER	2019 AMENDED BUDGET	YTD BALANCE 10/31/2019 NORMAL (ABNORMAL)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED	PREV YEAR % BDGT USED
Fund 602 - SEWER FUND					
Penalties on assmts	0.00	1,153.85	(1,153.85)	100.00	100.00
Charges for Services	1,500.00	6,833.75	(5,333.75)	455.58	71.24
Proprietary Charges	4,433,500.00	3,725,842.14	707,657.86	84.04	83.16
Interest Earnings	33,000.00	1,768.36	31,231.64	5.36	0.00
0000	4,468,000.00	3,735,598.10	732,401.90	83.61	82.60
TOTAL REVENUES	4,468,000.00	3,735,598.10	732,401.90	83.61	82.60
Fund 602 - SEWER FUND:					
4555 - SEWER OPERATI	3,806,071.00	3,194,986.78	611,084.22	83.94	85.66
4700 - CAPITAL PROJE	0.00	15,000.00	(15,000.00)	100.00	0.00
4830 - GO REVENUE BO	82,420.00	83,203.76	(783.76)	100.95	114.96
4970 - DEPRECIATION	344,000.00	286,666.70	57,333.30	83.33	83.33
4990 - TRANSFERS OUT	203,000.00	203,000.00	0.00	100.00	100.00
TOTAL EXPENDITURES	4,435,491.00	3,782,857.24	652,633.76	85.29	86.63
TOTAL REVENUES	4,468,000.00	3,735,598.10	732,401.90	83.61	82.60
TOTAL EXPENDITURES	4,435,491.00	3,782,857.24	652,633.76	85.29	86.63
NET OF REVENUES & EXPE	32,509.00	(47,259.14)	79,768.14	145.37	12.66

REVENUE AND EXPENDITURE REPORT FOR SHOREVIEW
 PERIOD ENDING 10/31/2019
 % Fiscal Year Completed: 83.29

GL NUMBER	2019		YTD BALANCE	AVAILABLE	% BDGT USED	PREV YEAR
	AMENDED BUDGET	NORMAL (ABNORMAL)	10/31/2019 NORMAL (ABNORMAL)	BALANCE NORMAL (ABNORMAL)		% BDGT USED
Fund 603 - SURFACE WATER MGMT						
Penalties on assmts	0.00		346.01	(346.01)	100.00	100.00
Charges for Services	0.00		5,620.00	(5,620.00)	100.00	0.00
Proprietary Charges	1,938,461.00		1,601,693.71	336,767.29	82.63	82.47
Interest Earnings	11,000.00		3,938.00	7,062.00	35.80	0.00
0000	1,949,461.00		1,611,597.72	337,863.28	82.67	82.04
TOTAL REVENUES	1,949,461.00		1,611,597.72	337,863.28	82.67	82.04
Fund 603 - SURFACE WAT						
4585 - SURFACE WATER	1,089,104.00		849,715.84	239,388.16	78.02	76.79
4590 - SNAIL LAKE AU	31,273.00		10,839.66	20,433.34	34.66	32.34
4830 - GO REVENUE BO	95,590.00		94,206.11	1,383.89	98.55	117.81
4970 - DEPRECIATION	311,000.00		259,166.70	51,833.30	83.33	83.33
4990 - TRANSFERS OUT	186,000.00		186,000.00	0.00	100.00	100.00
TOTAL EXPENDITURES	1,712,967.00		1,399,928.31	313,038.69	81.73	81.35
TOTAL REVENUES	1,949,461.00		1,611,597.72	337,863.28	82.67	82.04
TOTAL EXPENDITURES	1,712,967.00		1,399,928.31	313,038.69	81.73	81.35
NET OF REVENUES & EXPE	236,494.00		211,669.41	24,824.59	89.50	87.08

REVENUE AND EXPENDITURE REPORT FOR SHOREVIEW
 PERIOD ENDING 10/31/2019
 % Fiscal Year Completed: 83.29

GL NUMBER	2019 AMENDED BUDGET	YTD BALANCE 10/31/2019		AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED	PREV YEAR % BDGT USED
		NORMAL	(ABNORMAL)			
Fund 604 - STREET LIGHT UTILITY						
Penalties on assmts	0.00		147.91	(147.91)	100.00	100.00
Proprietary Charges	712,000.00		599,625.69	112,374.31	84.22	83.28
Interest Earnings	2,900.00		0.00	2,900.00	0.00	0.00
0000	714,900.00		599,773.60	115,126.40	83.90	82.97
TOTAL REVENUES	714,900.00		599,773.60	115,126.40	83.90	82.97
4260 - STREET LIGHTI	294,603.00		209,919.74	84,683.26	71.26	64.28
4700 - CAPITAL PROJE	0.00		66,079.94	(66,079.94)	100.00	0.00
4970 - DEPRECIATION	94,000.00		78,333.30	15,666.70	83.33	83.33
4990 - TRANSFERS OUT	37,400.00		37,400.00	0.00	100.00	100.00
TOTAL EXPENDITURES	426,003.00		391,732.98	34,270.02	91.96	71.26
Fund 604 - STREET LIGH						
TOTAL REVENUES	714,900.00		599,773.60	115,126.40	83.90	82.97
TOTAL EXPENDITURES	426,003.00		391,732.98	34,270.02	91.96	71.26
NET OF REVENUES & EXPE	288,897.00		208,040.62	80,856.38	72.01	98.94

REVENUE AND EXPENDITURE REPORT FOR SHOREVIEW
 PERIOD ENDING 10/31/2019
 % Fiscal Year Completed: 83.29

GL NUMBER	2019		YTD BALANCE	AVAILABLE	% BDGT USED	PREV YEAR
	AMENDED BUDGET	NORMAL (ABNORMAL)	10/31/2019 NORMAL (ABNORMAL)	BALANCE NORMAL (ABNORMAL)		% BDGT USED
Fund 701 - CENTRAL GARAGE FUND						
Property Taxes	184,000.00		95,547.06	88,452.94	51.93	52.50
Proprietary Charges	1,493,758.00		1,496,551.28	(2,793.28)	100.19	90.34
Interest Earnings	12,500.00		0.00	12,500.00	0.00	0.00
Other Revenue	45,000.00		58,393.20	(13,393.20)	129.76	517.19
Transfers In	119,400.00		119,400.00	0.00	100.00	100.00
0000	1,854,658.00		1,769,891.54	84,766.46	95.43	93.13
TOTAL REVENUES	1,854,658.00		1,769,891.54	84,766.46	95.43	93.13
4650 - CENTRAL GARAG	649,940.00		837,966.32	(188,026.32)	128.93	175.68
4813 - GO CIP BONDS	94,644.00		107,281.55	(12,637.55)	113.35	114.09
4970 - DEPRECIATION	756,000.00		630,000.00	126,000.00	83.33	83.33
4990 - TRANSFERS OUT	0.00		0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	1,500,584.00		1,575,247.87	(74,663.87)	104.98	124.75
Fund 701 - CENTRAL GAR						
TOTAL REVENUES	1,854,658.00		1,769,891.54	84,766.46	95.43	93.13
TOTAL EXPENDITURES	1,500,584.00		1,575,247.87	(74,663.87)	104.98	124.75
NET OF REVENUES & EXPE	354,074.00		194,643.67	159,430.33	54.97	50.89

REVENUE AND EXPENDITURE REPORT FOR SHOREVIEW
 PERIOD ENDING 10/31/2019
 % Fiscal Year Completed: 83.29

GL NUMBER	2019		YTD BALANCE	AVAILABLE	% BDDT USED	PREV YEAR
	AMENDED BUDGET	NORMAL	10/31/2019 (ABNORMAL)	BALANCE (ABNORMAL)		% BDDT USED
Fund 702 - STD SELF INSURANCE						
Charges for Services	7,900.00		6,756.00	1,144.00	85.52	79.70
Interest Earnings	600.00		0.00	600.00	0.00	0.00
0000	8,500.00		6,756.00	1,744.00	79.48	74.51
TOTAL REVENUES	8,500.00		6,756.00	1,744.00	79.48	74.51
4755 - SHORT-TERM DI	9,000.00		12,163.60	(3,163.60)	135.15	99.16
TOTAL EXPENDITURES	9,000.00		12,163.60	(3,163.60)	135.15	99.16
Fund 702 - STD SELF IN						
TOTAL REVENUES	8,500.00		6,756.00	1,744.00	79.48	74.51
TOTAL EXPENDITURES	9,000.00		12,163.60	(3,163.60)	135.15	99.16
NET OF REVENUES & EXPE	(500.00)		(5,407.60)	4,907.60	1,081.52	477.92

REVENUE AND EXPENDITURE REPORT FOR SHOREVIEW
 PERIOD ENDING 10/31/2019
 % Fiscal Year Completed: 83.29

GL NUMBER	2019 AMENDED BUDGET	YTD BALANCE 10/31/2019 NORMAL (ABNORMAL)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED	PREV YEAR % BDGT USED
Fund 703 - LIABILITY CLAIMS					
Interest Earnings	2,400.00	0.00	2,400.00	0.00	0.00
Other Revenue	30,000.00	8,911.48	21,088.52	29.70	23.59
0000	32,400.00	8,911.48	23,488.52	27.50	21.91
TOTAL REVENUES	32,400.00	8,911.48	23,488.52	27.50	21.91
4740 - INSURANCE CLA	32,000.00	52,471.58	(20,471.58)	163.97	79.89
TOTAL EXPENDITURES	32,000.00	52,471.58	(20,471.58)	163.97	79.89
Fund 703 - LIABILITY C					
TOTAL REVENUES	32,400.00	8,911.48	23,488.52	27.50	21.91
TOTAL EXPENDITURES	32,000.00	52,471.58	(20,471.58)	163.97	79.89
NET OF REVENUES & EXPE	400.00	(43,560.10)	43,960.10	10,890.0	6,162.91
TOTAL REVENUES - ALL F	31,211,987.00	23,931,496.47	7,280,490.53	76.67	73.02
TOTAL EXPENDITURES - A	29,744,676.00	25,576,384.11	4,168,291.89	85.99	85.79
NET OF REVENUES & EXPE	1,467,311.00	(1,644,887.64)	3,112,198.64	112.10	252.43

INVESTMENT SCHEDULE BY SECURITY TYPE
AS OF 10-31-19

Seq#	Institution	Type	Term	Purchased	Matures	Principal	Yield
CERTIFICATE DEPOSIT							
1,212	Oppenheimer & Co. Inc.	CD	1,801	12-30-14	12-05-19	247,000.00	2.230500
1,213	Oppenheimer & Co. Inc.	CD	1,801	12-30-14	12-10-19	247,000.00	2.173800
1,276	Oppenheimer & Co. Inc.	CD	1,095	01-25-17	01-27-2020	247,000.00	1.746800
1,271	Oppenheimer & Co. Inc.	CD	1,270	09-20-16	03-13-2020	247,504.00	1.307200
1,327	Oppenheimer & Co. Inc.	CD	733	08-15-18	08-17-2020	246,000.00	2.742500
1,328	Moreton Capital Markets, LLC	CD	733	08-16-18	08-17-2020	246,000.00	2.746200
1,280	Moreton Capital Markets, LLC	CD	1,093	08-30-17	08-27-2020	247,000.00	1.858500
1,289	Oppenheimer & Co. Inc.	CD	1,005	11-30-17	08-31-2020	247,000.00	2.000000
1,281	Oppenheimer & Co. Inc.	CD	1,096	09-28-17	09-28-2020	248,000.00	2.000000
1,288	Moreton Capital Markets, LLC	CD	1,096	11-17-17	11-17-2020	247,000.00	1.950000
1,287	Moreton Capital Markets, LLC	CD	1,096	11-27-17	11-27-2020	247,000.00	1.998200
1,331	Oppenheimer & Co. Inc.	CD	731	11-30-18	11-30-2020	249,000.00	3.050000
1,240	Wells Fargo Brokerage Services	CD	1,827	12-09-15	12-09-2020	247,000.00	2.200000
1,312	RBC Wealth Management	CD	1,096	01-12-18	01-12-2021	249,000.00	2.150000
1,316	Moreton Capital Markets, LLC	CD	1,098	02-14-18	02-16-2021	246,000.00	2.550000
1,256	RBC Wealth Management	CD	30,83	07-25-16	07-26-2021	248,000.00	1.249300
1,260	Oppenheimer & Co. Inc.	CD	1,825	07-27-16	07-26-2021	249,000.00	1.400000
1,259	Oppenheimer & Co. Inc.	CD	1,829	07-29-16	07-29-2021	249,000.00	1.400000
1,314	Oppenheimer & Co. Inc.	CD	1,308	01-16-18	08-16-2021	249,000.00	2.150000
1,329	Moreton Capital Markets, LLC	CD	733	08-16-18	08-16-2021	246,000.00	3.000000
1,284	Wells Fargo Brokerage Services	CD	1,461	11-17-17	11-17-2021	247,000.00	2.100000
1,285	Wells Fargo Brokerage Services	CD	1,461	11-24-17	11-24-2021	247,000.00	2.089900
1,330	Oppenheimer & Co. Inc.	CD	1,097	11-28-18	11-29-2021	249,000.00	3.147100
1,332	Oppenheimer & Co. Inc.	CD	731	11-30-18	11-30-2021	249,000.00	3.150000
1,333	Oppenheimer & Co. Inc.	CD	731	12-06-18	12-06-2021	249,000.00	3.300000
1,257	RBC Wealth Management	CD	31,02	07-15-16	01-14-2022	248,000.00	1.400700
1,258	RBC Wealth Management	CD	2,010	07-27-16	01-27-2022	249,000.00	1.300000
1,250	RBC Wealth Management	CD	2,191	03-04-16	03-04-2022	247,000.00	1.850000
1,334	RBC Wealth Management	CD	1,308	12-19-18	07-19-2022	249,000.00	3.250000
1,283	Oppenheimer & Co. Inc.	CD	1,758	11-09-17	09-02-2022	242,340.64	1.661900
1,286	RBC Wealth Management	CD	30,82	11-16-17	11-07-2022	246,000.00	2.513800
1,325	RBC Wealth Management	CD	1,826	03-21-18	03-21-2023	244,000.00	2.974100
1,262	RBC Wealth Management	CD	31,56	08-08-16	08-08-2023	245,000.00	2.149900
1,246	Moreton Capital Markets, LLC	CD	31,93	02-22-16	02-22-2024	243,000.00	2.655800

Total Number Of Investments: 34

8,402,844.64

FARM CREDIT BANK

1,336	Wells Fargo Bank MN, NA	FC	1,344	08-27-19	05-02-2023	455,237.28	3.229600
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Total Number Of Investments: 1

455,237.28

INVESTMENT SCHEDULE BY SECURITY TYPE
AS OF 10-31-19

Seq#	Institution	Type	Term	Purchased	Matures	Principal	Yield
<hr/>							
FEDERAL HOME LN BK							
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1,338	RBC Wealth Management	FH	1,812	10-25-19	10-10-2024	400,000.00	2.530500
Total Number Of Investments: 1						400,000.00	
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FEDERAL NATL MTG							
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1,291	Wells Fargo Brokerage Services	FN	1,122	11-28-17	12-24-2020	394,772.00	1.707900
1,263	Oppenheimer & Co. Inc.	FN	1,826	08-17-16	08-17-2021	499,875.00	1.549100
Total Number Of Investments: 2						894,647.00	
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FED HM MORTG POOL							
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1,264	Oppenheimer & Co. Inc.	HP	1,826	08-17-16	08-17-2021	500,000.00	1.899000
Total Number Of Investments: 1						500,000.00	
<hr/>							
TAX EXMPT MNCPL BOND							
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1,197	RBC Wealth Management	MB	4,109	04-01-13	07-01-2024	232,528.00	5.744100
1,248	RBC Wealth Management	MB	4,720	03-01-16	02-01-2029	518,805.00	3.001700
Total Number Of Investments: 2						751,333.00	
<hr/>							
TAXABLE MUNCPL BONDS							
<hr/>							
1,192	RBC Wealth Management	TM	2,544	12-27-12	12-15-19	224,901.60	2.960600
1,253	RBC Wealth Management	TM	1,329	04-25-16	12-15-19	535,829.00	1.956500
1,313	Oppenheimer & Co. Inc.	TM	806	01-16-18	04-01-2020	405,984.00	3.396400
1,244	RBC Wealth Management	TM	1,536	02-16-16	05-01-2020	506,450.00	2.120100
1,191	RBC Wealth Management	TM	2,910	12-27-12	12-15-2020	235,407.30	3.392500
1,254	RBC Wealth Management	TM	1,695	04-25-16	12-15-2020	363,198.96	2.300500
1,311	RBC Wealth Management	TM	1,496	01-11-18	02-15-2022	501,523.18	2.942100
1,188	RBC Wealth Management	TM	3,494	12-05-12	06-30-2022	268,192.80	3.576000

INVESTMENT SCHEDULE BY SECURITY TYPE
AS OF 10-31-19

Seq#	Institution	Type	Term	Purchased	Matures	Principal	Yield
1,282	Oppenheimer & Co. Inc.	TM	30,77	11-01-17	09-01-2022	413,948.00	3.489700
1,193	RBC Wealth Management	TM	3,640	12-27-12	12-15-2022	250,218.50	3.742800
1,290	Oppenheimer & Co. Inc.	TM	1,981	11-27-17	05-01-2023	373,322.95	1.874700
1,337	RBC Wealth Management	TM	1,316	10-24-19	06-01-2023	512,465.00	2.850100
1,315	Wells Fargo Brokerage Services	TM	2,071	01-29-18	10-01-2023	391,016.00	2.451000
1,261	RBC Wealth Management	TM	3,199	07-28-16	05-01-2025	500,000.00	2.148500
Total Number Of Investments: 14						5,482,457.29	
Sub-Total Of Investments:						16,886,519.21	
TIF #4 SWEEP ACCT						154,318.38	
2018A GO Bonds						4,933,992.27	
4M Municipal Money Mkt Fund						2,676,591.89	
2018B GO REFUNDING BONDS						30,598.26	
2011 COP Debt Service Reserve						10,125.91	
TIF #1 - SWEEP ACCT						312,353.59	
4M Fund - Hockey Escrow						6,414.34	
FIRST AM GOVT OB FD CL X						24,096.84	
Savings Deposit Account						9,751,260.53	
Western Asset Instl Govt MMKT						124,491.93	
GRAND TOTAL OF CASH & INVESTMENTS:						34,910,763.15	



Parks & Recreation

November Monthly Report

Department Activity

Tabletop Exercise

Staff is collaborating with the Ramsey County Sheriff's Department and the Lake Johanna Fire Department on a tabletop exercise that would include practical applications for fire and active shooter scenarios in the community center/city hall

Parks Vandalism

Staff recently met with the Ramsey County Sheriff's Department to discuss vandalism in the parks and efforts we can continue to take to be proactive with maintaining safe and clean park areas

Associate Staff Recognition

Staff has formed a committee to work on ways to recognize our associate staff. An "employee of the month" program has been initiated for various work groups as well as a holiday event has been planned

MRPA Conference

A number of staff attended the annual Minnesota Recreation and Park Association conference to learn about various topics and best practices relating to the parks and recreation field

Commons Park Phase I Improvements

- Earthwork and grading contractor is completing the excavation of the drainage area in the former t-ball area off of Mound Avenue
- Electrical contractor is working on the underground electrical work and pouring of the light pole bases
- Additional grading work is being done around the pond and skatepark area to create the berm areas shown in the design plans
- Decorative pond and skatepark are essentially complete; water will not be poured in to the pond until next year. Skatepark will open in spring 2020

Community Center

Rentals

- 372 phone calls logged pertaining to rental bookings; 306 reservations were taken
- Following birthday parties occurred this past month: 36 Bamboo Bay cabana rentals, as well as 19 coconut cove and 14 playground rentals
- 66 birthday parties were booked online in October which is triple the number of online bookings in September
- 23 corporate meetings and 9 receptions were held during the past month

Building/Admissions

- Daily admission revenue year-to-date is almost \$1,000,000 through October; with the busy November and December months ahead, revenue should be between \$1.1-\$1.2 million at year-end
- Staff is preparing for the start of the busy season scheduling more staff to assist with monitoring the gymnasium, indoor playground and the additional events that take place in the facility
- New lockers for the fitness locker rooms will be installed in December

Indoor Playground

- More than 1,500 guests visited the indoor playground during the past month; this number is consistent with last year

Memberships

- There are currently 6,153 active members that belong to the community center and 2,332 active memberships. This is an increase compared to last month and a significant increase compared to last year

- Membership sales were consistent with last month with 177 memberships sold this month; membership revenue to date is nearly \$1,000,000; projections for year-end totals are estimated to finish at \$1,300,000 which would be the highest total in community center history
- Monthly membership billing increased 30% compared to September 2018
- Seasonal membership revenue increased again this month; family membership sales were more than double any other membership category
- 48 Silver and Fit memberships were sold this month; \$30 is given to the community center for every member that comes to the facility at least once per month
- Numerous changes/criteria are being implemented with the fitness reimbursement programs by insurance companies; staff is working to educate our current members on all of the upcoming changes
- The community center will be adding the Silver Sneakers program starting in January 2020. The program no longer requires fitness classes and they have increased their reimbursement amount for visits; more than half of our Silver and Fit members will now be Silver Sneakers members

Fitness

- A personal training special will start on Black Friday and run through the month of December; this special allows participants the ability to purchase one personal training package of at least 6 sessions at a 10% discount
- Staff is researching a program called the Class Pass app; the app allows people the ability to purchase fitness classes at our facility from a mobile device and the city would get reimbursed for the amount of participants that purchased a class from the Class Pass application

Aquatics

- All three pools were closed for 24 hours this month. The Ramsey County Department of Health had reported a guest with cryptosporidium had visited our pool. Following the recommendation of the Ramsey County Health Department staff brought the chlorine level up to 20 ppm and maintained it there for 13 hours. Once this time frame had passed, staff returned chemical levels to a normal balance. The pool was able to be opened by the noon the following day
- New log rolling classes will be starting later this year; the Twin Cities Log Rolling Club has been assisting in the promotion of these new classes for the community center

Marketing

- Staff attended a number of seminars on the best practices of utilizing social media
- Staff is in the process of incorporating the city's new logo and branding guidelines in to our online and printed materials

Recreation Programs

Program Registration

- 168 registrations were taken in October with 78 (46%) of them being online registrations

Recreation Programs

- Staff was invited to speak at Emmet Williams Elementary School PTA meeting on youth program offerings this past month
- Santa's Workshop/Kids Secret Holiday Shopping Spree will be held on Saturday, December 21; staff is connecting with local area groups to assist with the holiday shopping spree event
- Staff is in the process of preparing for this year's New Year's Eve party; this event typically draws between 700-900 participants and will

include inflatables, face painting, crazy hair, bingo, entertainment, etc.; registration for this event opens in December

- Staff is hiring and training seasonal staff for the upcoming outdoor ice rink season
- Drop-in pickleball attendance has been strong at both the community center and Island Lake Elementary School
- Community center and staff hosted 48 players for the annual 500 tournament this past month
- Eighteen participants attended a winery and apple orchard tour in partnership with the city of Arden Hills
- In conjunction with the city of Arden Hills and AARP, Shoreview co-hosted a successful Car Fit event in October at Arden Hills City Hall; Fifteen people received advice from trained volunteers and occupational therapists on the safest way to adjust their car, fit ergonomically and utilize technology in their vehicle

Community Center Maintenance

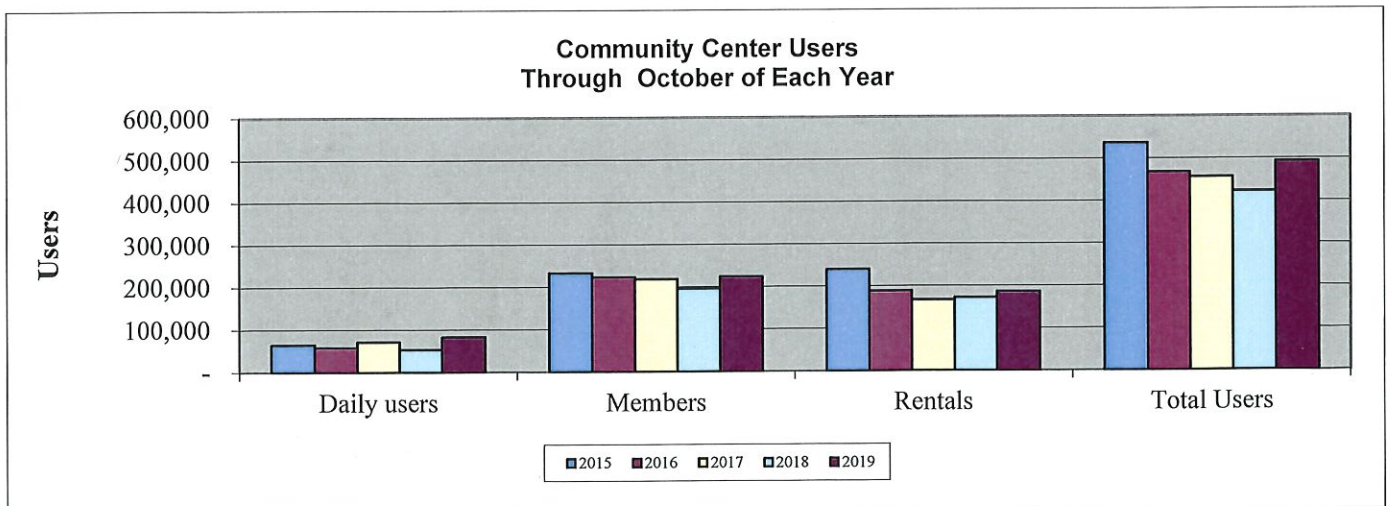
- Cleaned carpets in meeting rooms and common areas and preschool room rugs
- Work orders for the community center are more than 1,300 ahead of last year
- Completed priority items outlined in the ADA assessment that needed to be addressed
- Completed generator test to determine if the system would run the entire building; test was successful without any disruptions to service throughout the building
- Completed the first round of interviews for the overnight custodian position

Parks Maintenance

- Removed tennis and pickleball nets for the season
- Begin prep of park sites for ice/hockey skating season including: replacement of broken/rotten hockey boards, delivery of hockey goals; prep/clean of park buildings and installation of gate boards
- Installed holiday lights at community center
- Installed orange snow stakes to designate trail edges, storm drains, manhole covers, curb lines, etc. for the winter
- Installed temporary boardwalk at Wilson Park
- Marked additional stumps throughout the park system to be removed; started tree trimming and added wood chips to the trail around Commons pond
- Began winterizing irrigation systems and drinking fountains in the park system
- Removed backstop netting at Sitzer and McCullough Park
- Cut overgrown sod on ball fields and filled in with new ag-lime

**Community Center Activity Year-to-date
Through October Each Year**

	2015	2016	2017	2018	2019
Number of Users:					
Daily users	64,671	57,501	71,142	53,560	82,998
Members	232,538	222,547	218,628	195,746	223,661
Rentals	239,150	187,651	166,584	172,390	185,913
Total Users	536,359	467,699	456,354	421,696	492,572
Revenue:					
Admissions	\$ 544,032	\$ 544,923	\$ 610,751	\$ 486,869	\$ 954,018
Memberships-annual	731,999	728,454	756,980	627,798	921,692
Memberships-seasonal	69,440	69,555	66,694	52,643	71,822
Room rentals	274,068	290,531	326,243	333,381	446,617
Wave Café	185,883	176,617	193,789	135,793	195,381
Commissions	12,379	8,098	10,162	12,101	7,286
Locker/vending/video	16,046	17,221	18,228	14,103	20,195
Merchandise	11,816	11,874	11,148	8,748	15,007
Other miscellaneous	1,180	2,877	(309)	2,891	11,288
Building charge	106,361	106,266	100,074	105,300	108,500
Interest	-	-	-	-	-
Transfers in	305,000	320,000	335,000	350,000	364,167
Total Revenue	2,258,204	2,276,415	2,428,758	2,129,626	3,115,972
Expenditures:					
Personal services	1,265,647	1,300,094	1,311,987	1,158,098	1,624,731
Supplies	399,535	385,463	431,636	395,761	488,656
Contractual	537,947	542,296	465,885	657,432	768,742
Total Expenditures	2,203,129	2,227,853	2,209,508	2,211,291	2,882,129
Rev less Exp Year-to-date	\$ 55,074	\$ 48,561	\$ 219,251	\$ (81,664)	\$ 233,843



**Community Center Monthly Activity
For the Year 2019**

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	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Number of Users:													
Daily users	14,204	9,388	13,439	8,357	6,079	7,918	7,579	6,675	3,657	5,702	-	-	82,998
Members	30,774	23,494	26,270	23,379	20,980	20,003	21,675	19,141	17,163	20,782	-	-	223,661
Rentals	19,518	18,648	18,260	20,348	19,915	22,575	15,510	18,627	14,144	18,368	-	-	185,913
Total Users	64,496	51,530	57,969	52,084	46,974	50,496	44,764	44,443	34,964	44,852	-	-	492,572
Revenue:													
Admissions	\$ 126,005	\$ 96,912	\$ 142,678	\$ 77,954	\$ 62,261	\$ 98,191	\$ 91,033	\$ 73,572	\$ 37,798	\$ 55,186	\$ -	\$ -	\$ 861,590
Indoor playground	16,496	9,455	15,867	10,326	7,905	4,925	5,705	5,701	6,466	9,584	-	-	92,428
Memberships	151,382	109,489	113,170	94,725	77,849	85,861	81,108	81,020	98,538	100,372	-	-	993,514
Room rentals	47,186	50,780	49,832	51,095	54,694	33,381	38,057	28,704	46,589	46,300	-	-	446,617
Wave Café	24,365	20,156	29,014	18,407	16,771	19,480	19,262	16,982	12,214	18,730	-	-	195,381
Commissions	1,514	-	-	-	533	-	1,325	-	3,321	594	-	-	7,286
Locker/vending/video	804	2,444	2,912	2,176	2,672	2,178	1,133	2,727	1,179	1,970	-	-	20,195
Merchandise	1,834	1,332	1,755	1,535	1,487	2,053	1,804	1,439	709	1,060	-	-	15,007
Other miscellaneous	206	(26)	92	10,055	32	72	463	100	152	142	-	-	11,288
Building charge	-	-	-	-	-	108,500	-	-	-	-	-	-	108,500
Interest	-	-	-	-	-	-	-	-	-	-	-	-	-
Transfers in	36,417	36,417	36,417	36,417	36,417	36,417	36,417	36,417	36,417	36,417	-	-	364,167
Total Revenue	406,209	326,958	391,736	302,689	260,620	391,056	276,307	246,662	243,382	270,353	-	-	3,115,972
Expenditures:													
Personal services	72,223	142,047	222,390	148,909	152,621	162,574	181,204	252,437	139,259	151,068	-	-	1,624,731
Supplies	50,597	50,408	65,000	58,740	49,250	49,886	49,614	37,504	41,523	36,134	-	-	488,656
Contractual	22,035	83,872	66,564	70,884	75,404	95,030	79,209	73,763	91,575	110,406	-	-	768,742
Other	-	-	-	-	-	-	-	-	-	-	-	-	-
Transfers out	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Expenditures	144,855	276,327	353,954	278,533	277,275	307,490	310,026	363,704	272,357	297,608	-	-	2,882,129
Rev less Exp (monthly)	\$ 261,354	\$ 50,631	\$ 37,782	\$ 24,157	\$ (16,654)	\$ 83,567	\$ (33,719)	\$ (117,042)	\$ (28,976)	\$ (27,256)	\$ -	\$ -	\$ 233,843
Rev less Exp (ytd)	\$ 261,354	\$ 311,985	\$ 349,767	\$ 373,923	\$ 357,269	\$ 440,836	\$ 407,116	\$ 290,074	\$ 261,099	\$ 233,843	\$ 233,843	\$ 233,843	\$ 233,843

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**Community Center Monthly Activity
For the Year 2018**

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total	variance
Number of Users:														
Daily users	7,647	7,069	11,525	2,234	727	5,966	4,653	4,073	4,073	5,593	7,905	12,836	84,247	
Members	25,068	22,009	23,640	18,115	14,612	17,649	18,295	17,547	17,464	21,347	23,709	25,000	264,107	
Rentals	14,822	15,625	14,202	16,498	18,369	18,593	18,060	18,786	16,568	20,867	19,366	18,406	196,359	
Total Users	47,537	44,703	49,367	36,847	33,708	42,208	41,008	40,406	38,105	47,807	50,980	56,242	544,713	
Revenue:														
Admissions	\$ 56,236	\$ 57,657	\$ 100,170	\$ 10,416	\$ 4,468	\$ 57,461	\$ 46,547	\$ 47,917	\$ 31,564	\$ 29,383	\$ 45,723	\$ 89,343	\$ 576,885	
Indoor playground	6,490	6,068	8,868	5,449	1,420	3,295	1,321	5	2,406	9,727	12,876	11,052	68,978	
Memberships	125,653	97,515	89,167	(19,479)	(7,344)	76,027	70,361	75,615	90,180	82,746	133,486	177,638	991,564	
Room rentals	39,183	17,886	44,507	26,407	39,141	29,932	28,726	38,167	31,754	37,878	30,922	43,054	407,357	
Wave Café	21,427	17,758	24,530	6,185	4,608	14,532	12,684	10,883	9,081	14,106	15,706	21,248	172,747	
Commissions	606	757	213	437	238	2,336	1,029	1,206	1,644	3,637	1,216	644	13,962	
Locker/vending/video	(198)	1,988	2,677	1,329	1,092	1,876	1,391	2,097	726	1,125	1,267	4,093	19,464	
Merchandise	1,063	1,261	1,793	58	106	1,404	1,054	651	580	777	680	1,783	11,211	
Other miscellaneous	(18)	(35)	(2)	(7)	2,527	(29)	53	50	258	93	(5)	18,436	21,322	
Building charge	-	-	-	-	-	105,300	-	-	-	-	-	10,073	115,373	
Interest	-	-	-	-	-	-	-	-	-	-	-	26,433	26,433	
Transfers in	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	(115,000)	270,000	
Total Revenue	285,441	235,655	306,922	65,796	81,256	327,134	198,166	211,590	203,195	214,472	276,871	288,797	2,695,295	
Expenditures:														
Personal services	56,558	101,786	151,743	95,901	124,578	111,091	122,107	178,900	109,001	106,433	108,509	190,518	1,457,126	
Supplies	44,250	48,458	50,746	26,459	28,729	41,556	50,406	29,008	34,159	41,989	34,268	67,852	497,881	
Contractual	34,920	55,289	67,303	47,450	49,760	99,810	93,906	41,544	82,247	85,203	80,042	112,096	849,570	
Other	-	-	-	-	-	-	-	-	-	-	-	-	-	
Transfers out	-	-	-	-	-	-	-	-	-	-	-	-	-	
Total Expenditures	135,729	205,533	269,791	169,811	203,067	252,457	266,419	249,452	225,407	233,625	222,820	370,466	2,804,576	
Rev less Exp (monthly)	\$ 149,712	\$ 30,122	\$ 37,131	\$ (104,015)	\$ (121,811)	\$ 74,677	\$ (68,253)	\$ (37,861)	\$ (22,212)	\$ (19,153)	\$ 54,952	\$ (81,669)	\$ (109,281)	
Rev less Exp (ytd)	\$ 149,712	\$ 179,834	\$ 216,965	\$ 112,950	\$ (8,861)	\$ 65,816	\$ (2,437)	\$ (40,299)	\$ (62,511)	\$ (81,664)	\$ (27,613)	\$ (109,281)	\$ (109,281)	

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**Community Center Monthly Activity
For the Year 2017**

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total	variance
Number of Users:														
Daily users	9,452	7,770	14,189	6,832	3,583	5,554	7,412	5,628	3,053	7,669	6,321	6,784	84,247	
Members	28,291	23,887	25,707	22,513	20,472	19,947	19,800	20,265	17,276	20,470	22,645	22,834	264,107	
Rentals	15,547	13,067	13,667	15,166	15,809	25,211	18,554	17,771	14,031	17,761	15,398	14,377	196,359	
Total Users	53,290	44,724	53,563	44,511	39,864	50,712	45,766	43,664	34,360	45,900	44,364	43,995	544,713	
Revenue:														
Admissions	\$ 72,623	\$ 57,643	\$ 94,013	\$ 58,588	\$ 41,599	\$ 55,183	\$ 47,393	\$ 63,105	\$ 26,816	\$ 37,288	\$ 47,069	\$ 57,869	\$ 659,188	
Indoor playground	9,732	6,923	10,063	5,025	4,292	2,779	2,628	5,581	3,010	6,469	8,878	6,799	72,178	
Memberships	125,476	87,390	95,473	73,116	64,444	70,998	64,555	78,686	75,937	87,599	105,925	146,433	1,076,032	
Room rentals	35,641	28,062	43,812	26,557	31,772	36,847	27,432	31,195	30,442	34,483	29,457	35,478	391,178	
Wave Café	23,949	20,500	28,148	20,515	18,308	18,621	14,980	21,006	11,169	16,593	19,368	17,590	230,747	
Commissions	127	-	957	1,424	-	-	804	4,770	1,268	812	1,211	825	12,198	
Locker/vending/video	61	37	3,542	2,681	2,415	2,136	27	3,855	1,609	1,865	1,871	4,374	24,473	
Merchandise	1,203	1,339	1,281	907	959	1,338	1,243	1,329	663	885	896	867	12,911	
Other miscellaneous	3	(55)	5	(10)	(79)	12	(124)	(19)	(27)	(14)	(33)	15,766	15,423	
Building charge	-	-	-	-	-	100,074	-	-	-	-	-	-	100,074	
Interest	-	-	-	-	-	-	-	-	-	-	-	19,665	19,665	
Transfers in	33,500	33,500	33,500	33,500	33,500	33,500	33,500	33,500	33,500	33,500	33,500	33,500	402,000	
Total Revenue	302,315	235,337	310,793	222,303	197,209	321,488	192,439	243,008	184,386	219,480	248,143	339,166	3,016,067	
Expenditures:														
Personal services	129,344	74,746	172,908	117,727	126,816	127,371	137,403	130,977	178,940	115,756	126,921	176,314	1,615,222	
Supplies	18,959	41,030	88,711	48,431	44,335	31,525	43,015	37,563	40,980	37,086	35,068	55,523	522,227	
Contractual	8,035	14,624	69,752	30,343	46,577	44,592	41,190	75,876	67,066	67,831	35,901	67,588	569,374	
Other	-	-	-	-	-	-	-	-	-	-	-	-	-	
Transfers out	-	-	-	-	-	-	-	-	-	-	-	-	-	
Total Expenditures	156,338	130,399	331,371	196,501	217,728	205,488	221,608	244,416	286,986	220,673	197,889	299,425	2,706,822	
Rev less Exp (monthly)	\$ 145,977	\$ 104,938	\$ 20,578	\$ 25,802	\$ (20,518)	\$ 118,000	\$ (29,169)	\$ (1,408)	\$ (102,600)	\$ (1,193)	\$ 50,253	\$ 39,741	\$ 309,244	
Rev less Exp (ytd)	\$ 145,977	\$ 250,915	\$ 230,337	\$ 256,140	\$ 235,621	\$ 333,621	\$ 324,452	\$ 323,044	\$ 220,444	\$ 219,251	\$ 269,504	\$ 309,244		

**Community Center Monthly Activity
For the Year 2016**

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Number of Users:													
Daily users	8,061	7,809	8,598	6,410	4,741	4,488	5,426	5,741	2,118	4,109	5,712	6,554	69,767
Members	28,059	25,528	24,674	23,576	20,972	20,218	20,729	20,926	17,555	20,310	22,556	24,506	269,609
Rentals	12,862	15,461	18,059	19,287	20,882	24,070	20,983	21,905	15,262	18,880	20,169	17,248	225,068
Total Users	48,982	48,798	51,331	49,273	46,595	48,776	47,138	48,572	34,935	43,299	48,437	48,308	564,444
Revenue:													
Admissions	\$ 69,854	\$ 61,365	\$ 81,190	\$ 53,235	\$ 41,509	\$ 39,528	\$ 56,494	\$ 49,350	\$ 14,422	\$ 30,874	\$ 41,061	\$ 57,982	\$ 596,864
Indoor playground	8,167	7,099	6,441	5,422	3,382	2,643	3,474	4,350	2,855	3,269	5,108	6,778	58,988
Memberships	128,819	95,586	80,042	68,073	61,409	73,028	65,452	69,649	71,002	84,949	101,225	157,137	1,056,371
Room rentals	38,084	30,681	31,954	23,564	35,873	21,429	36,467	22,400	24,403	25,675	17,293	27,737	344,495
Wave Café	22,983	24,230	24,115	18,018	16,991	13,952	14,789	15,465	9,662	16,411	17,293	19,495	213,404
Commissions	422	678	-	597	96	398	909	1,352	2,160	1,486	2,595	-	10,693
Locker/vending/video	6	2,133	1,831	2,091	2,059	2,558	1,900	2,376	869	1,399	2,243	5,179	24,642
Merchandise	1,051	1,472	1,434	1,393	1,170	1,052	1,727	1,431	430	715	950	831	13,654
Other miscellaneous	(66)	45	26	(14)	21	61	91	2,629	32	52	(56)	19,832	22,653
Building charge	-	-	-	-	-	106,266	-	-	-	-	-	-	106,266
Interest	-	-	-	-	-	-	-	-	-	-	-	11,462	11,462
Transfers in	32,000	32,000	32,000	32,000	32,000	32,000	32,000	32,000	32,000	32,000	32,000	32,000	384,000
Total Revenue	301,321	255,289	259,032	204,378	194,511	292,914	213,303	201,003	157,835	196,830	228,645	338,433	2,843,493
Expenditures:													
Personal services	82,429	127,211	121,967	172,786	123,576	125,454	124,341	136,528	169,283	116,518	122,693	179,802	1,602,588
Supplies	17,699	37,660	54,982	53,519	36,750	41,298	33,378	23,549	54,000	32,629	33,923	85,058	504,445
Contractual	10,385	28,772	76,801	31,268	53,288	59,081	59,625	58,508	56,605	107,963	53,273	92,416	687,985
Other	-	-	-	-	-	-	-	-	-	-	-	-	-
Transfers out	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Expenditures	110,513	193,643	253,750	257,573	213,615	225,833	217,344	218,586	279,888	257,110	209,889	357,276	2,795,018
Rev less Exp (monthly)	\$ 190,808	\$ 61,646	\$ 5,282	\$ (53,195)	\$ (19,104)	\$ 67,081	\$ (4,041)	\$ (17,583)	\$ (122,053)	\$ (60,280)	\$ 18,756	\$ (18,843)	\$ 48,475
Rev less Exp (ytd)	\$ 190,808	\$ 252,453	\$ 257,736	\$ 204,541	\$ 185,437	\$ 252,518	\$ 248,477	\$ 230,894	\$ 108,841	\$ 48,561	\$ 67,318	\$ 48,475	\$ 48,475

**Community Center Monthly Activity
For the Year 2015**

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Number of Users:													
Daily users	8,140	7,693	6,827	5,768	6,952	6,477	6,963	8,188	3,831	3,832	6,026	7,216	77,913
Members	29,987	26,451	25,972	23,249	21,047	21,655	22,777	21,973	18,619	20,808	22,427	24,061	279,026
Rentals	9,409	10,595	10,055	9,993	12,980	43,404	54,139	44,304	14,652	29,619	13,598	10,822	263,570
Total Users	47,536	44,739	42,854	39,010	40,979	71,536	83,879	74,465	37,102	54,259	42,051	42,099	620,509
Revenue:													
Admissions	\$ 64,470	\$ 61,080	\$ 72,866	\$ 45,531	\$ 44,464	\$ 49,081	\$ 51,022	\$ 54,765	\$ 27,777	\$ 28,756	\$ 36,021	\$ 50,148	\$ 585,981
Indoor playground	7,111	6,914	6,677	4,049	3,275	2,950	2,919	4,353	2,614	3,359	5,447	6,424	56,092
Memberships	131,331	85,661	90,544	67,834	64,706	70,895	66,427	72,933	71,878	79,230	102,156	167,319	1,070,914
Room rentals	32,082	29,658	29,976	25,486	27,323	29,368	24,054	26,934	21,102	28,085	24,966	25,922	324,956
Wave Café	21,724	21,683	27,363	17,318	16,418	17,228	17,027	19,678	13,612	13,833	15,106	15,568	216,557
Commissions	784	-	-	-	470	655	2,085	1,711	3,625	3,049	1,661	316	14,356
Locker/vending/video	1,100	1,398	2,240	1,506	1,449	1,440	1,783	2,040	1,283	1,806	1,350	4,333	21,728
Merchandise	1,085	772	1,224	1,292	1,385	1,476	1,609	1,643	644	686	679	925	13,420
Other miscellaneous	(29)	(80)	41	1,047	16	52	31	34	36	32	60	11,123	12,364
Building charge	-	-	-	-	-	106,361	-	-	-	-	-	-	106,361
Interest	-	-	-	-	-	-	-	-	-	-	-	18,953	18,953
Transfers in	30,500	30,500	30,500	30,500	30,500	30,500	30,500	30,500	30,500	30,500	30,500	30,500	366,000
Total Revenue	290,158	237,586	261,430	194,562	190,007	310,004	197,457	214,591	173,071	189,336	217,946	331,532	2,807,682
Expenditures:													
Personal services	84,628	125,924	121,283	119,613	161,920	100,242	123,539	128,780	122,694	177,024	118,533	172,187	1,556,367
Supplies	5,189	55,673	61,501	46,924	34,621	46,299	33,811	35,548	47,596	32,373	30,528	59,768	489,831
Contractual	12,824	34,010	67,035	54,136	52,133	40,941	61,462	45,769	62,946	106,691	40,890	69,244	648,082
Other	-	-	-	-	-	-	-	-	-	-	-	-	-
Transfers out	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Expenditures	102,641	215,607	249,819	220,673	248,674	187,482	218,812	210,097	233,236	316,088	189,951	301,199	2,694,280
Rev less Exp (monthly)	\$ 187,517	\$ 21,979	\$ 11,611	\$ (26,111)	\$ (58,667)	\$ 122,522	\$ (21,355)	\$ 4,494	\$ (60,165)	\$ (126,752)	\$ 27,995	\$ 30,333	\$ 113,402
Rev less Exp (ytd)	\$ 187,517	\$ 209,496	\$ 221,107	\$ 194,997	\$ 136,330	\$ 258,852	\$ 237,497	\$ 241,991	\$ 181,826	\$ 55,074	\$ 83,069	\$ 113,402	

Memorandum

TO: City Council
FROM: Amy Truhlar, Deputy Clerk
DATE: November 18, 2019
SUBJECT: Receipt of Committee/Commission Minutes
ITEM NUMBER: 8.c
SECTION: CONSENT AGENDA

REQUESTED MOTION

INTRODUCTION

The city council is being asked to accept the following committee/commission minutes:

- Environmental Quality Commission; October 28, 2019

DISCUSSION

RECOMMENDATION

It is recommended that the city council accept the attached committee/commission minutes.

ATTACHMENTS

[Environmental Quality Commission; October 28, 2019](#)

DRAFT
Minutes
ENVIRONMENTAL QUALITY COMMITTEE
October 28, 2019 6:30 PM

1. CALL TO ORDER

The meeting was called to order at 6:35 pm

2. ROLL CALL

Members present: Jeff Bartlett, Kathy Radosevich, Lynne Holt, Hong Wang, David Gladis, Susan Rengstorf, Tim Pratt, and Paige Ahlborg

Members absent: John Suzukida and student visitor Sruthi Subramanian

Staff present: Ellen Brenna

Visitors: Representatives from the Shoreview Community Foundation and Paul Gardner, resident and master water steward.

3. APPROVAL OF AGENDA

Tim opened the meeting met and called for approval of the agenda. The agenda was approved after the Slice of Shoreview workplan task was pushed to the Nov 5th meeting of the Slice of Shoreview Committee.

4. APPROVAL OF MEETING MINUTES – September 23, 2019

Approval of meeting minutes from the September 23rd meeting was called for. The minutes were approved with no changes.

5. NEW BUSINESS

- a. Curt Proud, Gwen Simonson, and Michael Spellman of the Shoreview Community Foundation attended the meeting to provide the EQC with information on their organization. Members brought materials on their foundation and their grant application process and gave a brief presentation on their goals as a group. After introductions, Community Foundation members asked the EQC to think about any projects they were working on as a Committee that might be good candidates for a Foundation grant. The Foundation is interested in a larger project within Shoreview that could be used to increase awareness of the Foundation as well as improve the quality of life in the community. Ideas brainstormed during the meeting included possible funding for materials to facilitate organics collection at the Slice of Shoreview, such as dumpster service and compostable food ware for vendors to use; and possibly funding educational workshops similar to the Speaker Series. The EQC plans to discuss this opportunity further at their November meeting. The Community Foundation is also looking for new board members and invited any interested EQC member to apply.

6. BUSINESS

- A. Workplan Tasks

- a. Discuss Slice of Shoreview audit work- Members of the Slice of Shoreview Committee were unable to attend the meeting as planned so this discussion was moved to the Slice Committee monthly meeting on Nov 5th in the evening. Tim and Paige to attend that meeting, and Paul Gardner will also attend to help facilitate. Because Paul was able to attend both meetings, the EQC still discussed Tim's draft pilot for organics service at the Slice. Members were in favor of everything laid out in the plan and willing to help. Next steps involve getting the Slice Committee on board. Paul shared his experience running recycling at the event for many years. He laid out the steps he takes and what he would recommend EQC members do for organics in the spring. This included having volunteers stationed at every organics receptacle and members checking on contamination right away on Friday afternoon, again Friday night, Saturday before lunch, and again on Saturday evening to help catch as much as possible. Paul and the EQC also asked if the city could step up their efforts and take on recycling service at the slice so that it wasn't entirely handled by a resident volunteer and were planning to follow up with the Parks Department on this topic. Currently, contamination rates for regular recycling have been low at the Slice and typically two 6-yard dumpsters are filled each year with bottles, cans, and paper. The group hopes to work with Slice Committee on language for vendors prior to their vendor meeting in the spring. Paul echoed what others had said in that vendor buy-in is the most important part of a successful organics recycling roll-out. Tim and Paige to report back to the group after attending the Slice of Shoreview meeting
- b. Speaker Series 2020 update- Speakers have been secured for the solar topic. City Engineer Tom Wesolowski and a representative from All Energy Solar will provide information on the city's new solar array as well as how homeowners could install their own arrays. This talk is yet unscheduled but presenters are open on dates. Ellen reached out to the Center for Energy and Environment on the recommendation from Tom Simonson and Kathleen Castle. No response back yet, but David volunteered to reach out to try and schedule. Paige to reach out to BWSR staff about possible presentation on the Lawns to Legumes program. Paul provided information on the "demonstration neighborhood" portion of Lawns to Legumes and thought that the watershed districts and/or the county may be applying for that designation. Ellen to watch for RFP on that program and bring back to the group if it looks like a good option for Shoreview to pursue. Kathy had done research on Hamline University and the Watershed Partners' program, Adopt-a-Drain. She reported back information on the program and thought a speaker on that topic could help increase awareness and participation while protecting water quality in the city. The group agreed and Kathy to reach out to Adopt-a-Drain program staff to see if there is interest in participating in the 2020 speaker series.

B. Public Works Update

- a. Composition study for 2019- In early October Ellen attended the composition study at Eureka Recycling's material recovery facility in Minneapolis. Once a year the city's contractor, Eureka Recycling, sets aside all recycling collected in Shoreview over a two week's period and processes it separately so staff is aware of the composition of what's being collected from Shoreview residents. The analysis is done in order to determine the weights and percent composition of all materials present during that week's collection. This practice will be completed annually as part of the Shoreview 2018-2021 curbside recycling contract. During the 2019 composition study, Ellen observed visibly less plastic bag contamination than in 2018. This is excellent news because the city, the EQC, and Eureka all did quite a bit of outreach on this type of contamination last year. The reduction of plastic bags in the 2019 study suggests that that outreach had an impact.
- b. Cleanup Day update for 2020- At the City Council workshop on 10/14, Council decided to move future Cleanup Day events to McCullough Park and to restrict the event to Shoreview residents only. This would cut out the City of Arden Hills and its residents. The reason for this change was based on issues at the Ramsey County Public Works yard where the events had been held for several years, as well as capacity issues and wait times. In the past several years staff has seen an increase in the number of vehicles attending the events and wait times have crept up as a consequence. Staff is hopeful that this new change will help to improve the event for Shoreview residents. The change will be in effect for the spring 2020 Cleanup Day that will take place on Saturday, May 16th at McCullough Park.
- c. Stormwater BMP maintenance services for 2020- Because the number of raingardens and other stormwater BMPs under city jurisdiction has been increasing, staff recently sent out a request for proposals for assessment and maintenance of the 9 city-maintained stormwater BMPs in Shoreview. Each raingarden or bio-filtration basin cared for by the city is subject to MS4 requirements for inspection and functionality. Additionally, these resources are great pollinator habitat when cared for correctly. Staffing levels in public works have not allowed for these BMPs to be cared for as well as possible. Because of that, the city has contracted with Minnesota Native Landscapes for raingarden/BMP care in 2020. Staff is excited to have a formal assessment of the BMPs completed and looks forward to getting the city's raingardens back to their best.

C. Other-

D. Adjournment- The meeting was adjourned at 8:30 pm- The next regular meeting is scheduled for Monday, November 25th at 6:30 pm in Council Chambers. The December meeting has been cancelled.

Memorandum

TO: City Council
FROM: Renee Eisenbeisz, Assistant to the City Manager
DATE: November 18, 2019
SUBJECT: Award of quote - Carpet replacement in City Hall offices
ITEM NUMBER: 8.d
SECTION: CONSENT AGENDA

REQUESTED MOTION

Approve the quote for demolition and carpet replacement in the city hall offices to Floors by Becker in the amount of \$42,178.

INTRODUCTION

The city council is being asked to approve a quote from Floors by Becker for carpet replacement in the city hall offices.

DISCUSSION

The adopted capital improvement program includes a project to replace the modular furniture that is used by all employees in city hall. The project is being funded through the fixed asset replacement fund. Given that the carpet has not been replaced since 2002, staff is recommending that it be replaced during the project when all of the furniture will be disassembled. Staff solicited quotes from the following vendors. The quotes include the main office areas and the lunch room.

<u>Vendor</u>	<u>Carpet</u>	<u>Demolition</u>	<u>Total</u>
Floors by Becker	\$36,238	\$5,940	\$42,178
Centennial Flooring	\$46,250	N/A	\$46,250

Both vendors are estimating eight days to complete the project. Floors by Becker also included demolition and removal of existing furniture at a cost of \$5,940. Staff is recommending that the city council approve the quote provided by Floors by Becker in the amount of \$42,178 for demolition and carpet replacement. Floors by Becker has completed several flooring projects in the city hall/community center and has always done quality work. It is anticipated that the work will be completed in late 2019/early 2020.

RECOMMENDATION

Based on the foregoing information, it is recommended that the city council award the quote for demolition and carpet replacement in the city hall offices to Floors by Becker in the amount of \$42,178.

ATTACHMENTS

Carpet quotes

Project name CITY OF SHOREVIEW (OFFICE
4600 VICTORIA ST NORTH
UPPER & LOWER LEVEL OFFICES
SHOREVIEW
MN 55126

Contract amount \$42,178

Estimator DEREK JOHNSON

Labor rate table A. REG. RATE 05/19

Bid date 11/11/2019 12:00 PM

Notes REGULAR TIME HOURS

INCLUDES DEMO & REMOVAL OF EXISTNG FURNITURE &
CABINETS = NO COMPUTER DIS-ASSEMBLY FIGURED (by
others= Shoreview IT Team)

DEREK JOHNSON
djohnson@floorsbybeckers.com
651-636-1100

Item	Description	Takeoff Qty	
096000	FLOORING		
096100	FLOOR PREP		
	1 SKIM COAT	90.00	sf
	14 Take-up, Disposal, Haul Away/KNOCK DOWN RIDGES= RIDER	6,300.00	sf
	1501 PREP	2.00	hour
	2045 UZIN 886 FEATHER FINISH 10LB	2.00	ea
	4001 AF- FURNITURE REMOVAL& REMOVE/REPLACE CABINETS FOR CPT REPLACEMENT	1.00	ea
	4001 AF- DISPOSAL/RECYCLE FURNITURE	1.00	ea
096500	RESILIENT FLOORING		
096513	RESILIENT BASE AND ACCESSORIES		
	1 Install 4" Base	600.00	lf
	2602 FURNISH 4.5" RUBBER COVERED BASE-GREY/48	600.00	lf
096514	RESILIENT & CARPET TRANSITIONS		
	2 Install Carpet-2-Tile Reducer	12.00	lf
	2022 CTA-XX-A CPT-2-VCT 1/4" - 1/8" TRANSITION	12.00	lf
096519	RESILIENT TILE FLOORING		
	7 Install LVT- NO TRANSITION b/w CPT to LVT	121.00	sf
	2016 Furnish LVT-MILLIKEN-CHANGE AGENT -SACRED	121.00	sf
	2800 MATERIALS FREIGHT	1.00	ea
096599	RESILIENT ADHESIVES & SUNDRIES		
n	COVED BASE AD 30 OZ. TUBE OF COVERED BASE ADH.	9.00	ea
096800	CARPET		
096813	TILE CARPETING		
	1 Install Carpet Tile - TBD	698.00	sy
	1501 CUT TO EXISTING DOORS (Cpt to remain in offices marked)	4.00	hour
n	2026 FURNISH MILLIKEN CARPET TILE- COLOR FIELD w/ GREY BACKGROUND= Order 672 w/ up to 5% Overage	704.00	sy
n	2026 FURNISH MILLIKEN CARPET TILE-COLOR FIELDS w GREY BACKGROUND & GREEN= 25%	1.00	sy
n	2026 FURNISH MILLIKEN CARPET TILE-WALK-OFF = TILE CUT X or TILE CUT- GREY	7.18	sy
	2800 Materials Freight	700.00	sy
	3050 Material Handling & Delivery	2.00	ea
096816	SHEET CARPETING		
	11 Install Carpet Cushion	24.00	sy
	14 Install Stairs (Standard)	18.00	ea
	2000 FURNISH BROADLOOM CARPET-MILLIKEN-FORMWORK-TRUSS	30.00	sy
	2036 FURNISH CARPET PAD- IF NEEDED= HAIR PAD FBB STOCK	24.00	sy
	2800 Materials Freight	30.00	sy

Item	Description	Takeoff Qty
096899	CARPET ADHESIVES & SUNDRIES	
n	2596 MILLIKEN/CONSTANTINE 100V CPT TILE ADHESIVE 4 GAL	6.00 ea

We agree to do the above estimated work for the price of \$42,178.

Signature _____
Print Name _____
Date _____

Signature _____
Print Name _____
Date _____

Centennial Flooring

Name: Renee Eisenbeisz
 Company: City of Shoreview
 Project: Lower & Main Level common areas
 Addendum
 Section 09650 Resilient Base & 09680 Carpet Tile
 Date 11-13-19

PROPOSAL

Subject to Acceptance within 30 Days

DESCRIPTION OF WORK

\$43,650

Please add \$2,755 to add lower level conference room

Please add \$3,155 to add main level conference room

Please add 2,600 to add lunchroom

Subject to the following conditions:

Inclusion: Regular Work Hours
 Minor prep (saw cuts)
 Union Labor
 Demo and anticipated floor prep
 Standard 4" vinyl base
 Milliken carpet tile and Lvt
 Transitions

Exclusions: Night or weekend work hours
 Adhesive removal or skim coating
 Protection of completed work
 Final Cleaning, waxing, or polishing of flooring

Respectfully Submitted by,
 Company:
 By:
 Title:

Centennial Flooring
 Jason Summers
 Estimator / Project Manager

Memorandum

TO: City Council
FROM: Dan Curley, Public Works Superintendent
DATE: November 18, 2019
SUBJECT: Authorize Contract - MN Dept. of Corrections (DOC)
ITEM NUMBER: 8.e
SECTION: CONSENT AGENDA

REQUESTED MOTION

To authorize the Mayor and City Manager to execute ICWC Contract with the Minnesota Department of Corrections for the provision of a full time offender work crew for 2020 and 2021.

INTRODUCTION

The adopted 2020-2021 budget includes funding for outsourced labor activities. The City has negotiated a two year contract with the Minnesota Department of Corrections (DOC) for a full time offender work crew and supervisor for 2020 and 2021. City Council authorization for the contract is requested at this time.

DISCUSSION

The City has utilized a full-time work crew provided by the Department of Corrections since 2011. This crew has performed the general maintenance and cleaning of the Maintenance Center which has allowed the City to eliminate a contract with an outside cleaning firm. In addition, the work crew performs routine labor functions that support both Public Works and Parks Maintenance activities throughout the year including painting fire hydrants, tree and brush removal, rain garden plantings, roadway median clean-up and plantings, clearing walkways and transit stop facilities during the winter, etc. The proposed 2020 and 2021 budget anticipates the continued use of this resource in areas of city responsibility including Park and Trail Maintenance, Forestry and cleaning services for the Maintenance Center. The total negotiated value of the new contract is \$193,500.00 for two years, which reflects an 8% increase from the previous two-year contract. Signing a two-year agreement insures the City cost remains at \$96,750.00 for two consecutive years without any additional contract increases. A copy of the proposed contract is attached for reference.

RECOMMENDATION

Based on the foregoing information, it is recommended that the City Council authorize the

Based on the foregoing information, it is recommended that the City Council authorize the Mayor and City Manager to execute of the contract with the Minnesota Department of Corrections for the provision of a full-time work crew for 2020 and 2021.

ATTACHMENTS

[City of Shoreview 2020 Contract](#)

STATE OF MINNESOTA INCOME CONTRACT

This contract is between the State of Minnesota, acting through its Commissioner of Corrections, Institution Community Work Crew Program ("State"), and the City of Shoreview, 4600 Victoria Street North, Shoreview, Minnesota 55126 ("Purchaser").

Recitals

1. Under Minn. Stat. §241.278 the State is empowered to enter into income contracts.
2. The Purchaser is in need of an Institution Community Work Crew (ICWC) on an as needed basis.
3. The State represents that it is duly qualified and agrees to provide the services described in this contract, if a ICWC is available when requested by Purchaser.

Contract

1 Term of Contract

- 1.1 **Effective date:** January 1, 2020, or the date the State obtains all required signatures under Minnesota Statutes Section 16C.05, subdivision 2, whichever is later.
- 1.2 **Expiration date:** December 31, 2021, or until all obligations have been satisfactorily fulfilled, whichever occurs first.

2 State's Duties

The State will:

- 2.1 Provide a crew leader who will supervise up to ten (10) offender crewmembers during four (4) 10-hour days per week, including the hours crew leaders spend for daily preparation, communication and travel. The crew leader will take directions as to the location and nature of the work to be completed on a given day as requested by the Purchaser's Authorized Representative or designee.
- 2.2 Train each work crew in safety principles and techniques set forth by applicable federal, state and local agency requirements. Purchaser agrees that the State has the authority to refuse selected projects if it considers the projects beyond the skill level of the crewmembers and/or unsafe to perform.
- 2.3 Provide required personal safety equipment and clothing needed for specific work.
- 2.4 Screen projects to ensure that appropriate staff are assigned.
- 2.5 Submit reports to the Purchaser upon request.

3 Purchaser's Duties

The Purchaser will

- 3.1 Obtain all necessary permits or licenses or special authority for all projects that utilize ICWC labor.
- 3.2 Assign all work and coordinate material purchases and delivery through the ICWC crew leader for projects to be performed by the State.
- 3.3 Hire any subcontractors utilized in the project.
- 3.4 Provide utilities at the work site and set up accounts for the purchase of materials and rental of specialized tools or equipment needed for the work.
- 3.5 Meet with the State as necessary to provide project information needed by the State in the performance of its' duties.

4 Payment

The Purchaser will pay the State for all services performed by the State under this contract as follows:

Payment shall be made by the Purchaser to the State in the amount of forty-eight thousand three hundred seventy five and 00/100 dollars (\$48,375) on March 1, 2020, forty-eight thousand three hundred seventy five (\$48,375) on September 1, 2020, forty-eight thousand three hundred seventy five and 00/100 dollars (\$48,375) on March 1, 2021 and, forty-eight thousand three hundred seventy five and 00/100 dollars (\$48,375) on September 1, 2021. Any overtime hours will be billed at the rate of seventy-five and 00/100 dollars (\$75.00) per hour.

The total obligation of the Purchaser for all compensation and reimbursements to the State under this contract is one hundred seventy-nine thousand and 00/100 dollars (\$193,500.00), plus any additional overtime hours, as its share of the cost of providing a crew leader and placing the work crews into service on the ICWC Program during the term of this agreement. The Purchaser's share includes time scheduled for training, vacation, sick leave and holidays based on the terms and condition of the crew leaders AFSCME bargaining agreement.

5 Authorized Representatives

The State's Authorized Representative is Scott Miller, ICWC Supervisor, or his successor.

The Purchaser's Authorized Representative is Mark Maloney, Public Works Director/City Engineer, or his successor.

6 Amendments, Waiver, and Contract Complete

- 6.1 **Amendments.** Any amendment to this contract must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original contract, or their successors in office.
- 6.2 **Waiver.** If the State fails to enforce any provision of this contract, that failure does not waive the provision or its right to enforce it.
- 6.3 **Contract Complete.** This contract contains all negotiations and agreements between the State and the Purchaser. No other understanding regarding this contract, whether written or oral, may be used to bind either party.

7 Liability

Each party will be responsible for its own acts and behavior and the results thereof.

8 Government Data Practices

The Purchaser must comply with the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, as it applies to all data provided by the State under this contract. The civil remedies of Minn. Stat. § 13.08 apply to the release of the data referred to in this clause by either the Purchaser or the State.

If the Purchaser receives a request to release the data referred to in this Clause, the Purchaser must immediately notify the State. The State will give the Purchaser instructions concerning the release of the data to the requesting party before the data is released.

9 Publicity

Any publicity regarding the subject matter of this contract must not be released without prior written approval from the State's Authorized Representative.

10 Audit

Under Minn. Stat. § 16C.05, subd. 5, the Purchaser's books, records, documents, and accounting procedures and practices relevant to this contract are subject to examination by the State and/or the State Auditor or Legislative Auditor, as appropriate, for a total of six years.

11 Governing Law, Jurisdiction, and Venue

Minnesota law, without regard to its choice-of-law provisions, governs this contract. Venue for all legal proceedings out of this contract, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

12 Termination

Either party may terminate this agreement at any time, with or without cause, upon 30 days' written notice to the other party.

1. PURCHASER

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

By
Title
Date

By
Title
Date

2. STATE AGENCY

With delegated authority

By
Title
Date

3. Commissioner of Administration

As delegated to Materials Management Division

By
Date

Distribution
DOC Financial Services Unit – Original (fully executed) contract
Purchaser
State’s Authorized Representative
Budget Officer of Authorized Representative
Department of Administration – Materials Management Division

Memorandum

TO: City Council
FROM: Tom Wesolowski, City Engineer
DATE: November 18, 2019
SUBJECT: Approve Change Order No. 2 and Payment No. 5 (Final) for the 2019 Street Rehabilitation, City Project 19-02.
ITEM NUMBER: 8.f
SECTION: CONSENT AGENDA

REQUESTED MOTION

To adopt Resolution No. 19-106 approving Change Order No. 2 and Payment No. 5 (Final) for the 2019 Street Rehabilitation, City Project 19-02.

INTRODUCTION

Change Order No. 2 and Payment No. 5 (Final) have been prepared by staff. Council approval of the Change Order and Payment is required to modify and close out the contract. A copy of Payment No. 5 is attached with this report.

DISCUSSION

On March 19, 2019, the Council awarded a contract to Northwest Asphalt, Inc. in the amount of \$2,425,840.70 for the 2019 Street Rehabilitation, City Project 19-02.

On October 7, 2019, the Council approved Change Order No. 1 in the amount of \$136,749.59 for a revised contract amount of \$2,562,590.29.

The contractor has completed additional work beyond the scope of the original contract. Change Order No. 2 has been prepared in order to address the additions to the original contract. Change Order No. 2 in the amount of \$31,385.62 will increase the contract amount to \$2,593,975.91. The additional work consists of miscellaneous items including, removals of bituminous and concrete items, restoration of disturbed areas, and installation of bituminous and concrete items. The specific items are listed in the attached Payment No. 5 (Final). Change Order No. 2 will be funded from Street Renewal Bonds.

All of the work is complete, as per the requirements of the contract, and Payment No. 5 (Final) in the amount of \$44,587.60 results in a total amount of work completed of \$2,593,975.91.

RECOMMENDATION

It is recommended the Council adopt the proposed resolution approving Change Order No. 2 and Payment No. 5 (Final) for the 2019 Street Rehabilitation, City Project 19-01.

ATTACHMENTS

NWA - Payment 05 Final CP 19-02
Res 19-106

APPLICATION FOR PAYMENT

NO. 5 (FINAL)

PROJECT: Street Rehabilitation

OWNER: City of Shoreview

PROJECT NO: 19-02

CONTRACTOR: Northwest Asphalt, Inc.

APPLICATION DATE: 11/1/2019 FOR PERIOD ENDING: 11/1/2019

STATEMENT OF WORK

A.	ORIGINAL CONTRACT AMOUNT	\$ <u>2,425,840.70</u>
B.	NET CHANGE BY CHANGE ORDER	\$ <u>168,135.21</u>
C.	CONTRACT AMOUNT TO DATE (C=A+B)	\$ <u>2,593,975.91</u>
D.	TOTAL AMOUNT OF WORK COMPLETED	\$ <u>2,593,975.91</u>
E.	LESS 0 % RETAINAGE	\$ <u>-</u>
F.	AMOUNT DUE TO DATE (F=D-E)	\$ <u>2,593,975.91</u>
G.	LESS PREVIOUS PAYMENTS	\$ <u>2,548,331.62</u>
H.	PAYMENT DUE THIS APPLICATION (H=F-G)	\$ <u>45,644.29</u>

NOTES:

Payment No. 1 (6-7-2019): \$721,615.83
Payment No. 2 (7-8-2019): \$365,225.26
Payment No. 3 (9-18-2019): \$1,282,018.90
Payment No. 4 (10-8-2019): \$179,471.63

Change Order No. 1: \$136,749.59
Change Order No. 2: \$31,385.62

APPLICATION FOR PAYMENT NO. 5 (FINAL)
PROJECT NO. 19-02

CONTRACTOR: Northwest Asphalt, Inc.

BY: James J. Lane (Name and Title) P.M.

DATE: 11 / 5 / 19

APPROVED FOR PAYMENT:

OWNER: CITY OF SHOREVIEW

BY: Tom Wesolowski (City Engineer)

DATE: _____

PAYMENT NO. 5 (FINAL)

CHANDLER AVENUE (S.A.P. 167-267-002)
STABILIZED FULL DEPTH RECLAMATION
CITY PROJECT NO. 19-02

STREET REHABILITATION

ITEM NO.	ITEM	UNIT	ESTIMATED QUANTITY	QUANTITY THIS PERIOD	QUANTITY TO DATE	UNIT PRICE	TOTAL COST
2021.501	MOBILIZATION	LS	0.15	-	0.15	\$ 258,479.00	\$ 38,771.85
2104.503	REMOVE CURB AND GUTTER (CONCRETE)	LF	808.00	-	566.30	\$ 5.87	\$ 3,324.18
2104.503	SAWING CONCRETE PAVEMENT (FULL DEPTH)	LF	50.00	-	29.20	\$ 3.50	\$ 102.20
2104.504	REMOVE CONCRETE DRIVEWAY PAVEMENT	SY	29.00	-	44.51	\$ 16.66	\$ 741.54
2104.504	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	SY	32.00	-	23.00	\$ 9.20	\$ 211.60
2104.518	REMOVE BITUMINOUS WALK (TRAIL)	SF	189.00	-	189.00	\$ 1.22	\$ 230.58
2104.607	REMOVE BITUMINOUS (EXCESS RECLAIM) MATERIAL (LV)	CY	328.00	-	426.40	\$ 14.03	\$ 5,982.39
2112.519	SUBGRADE PREPARATION	RDST	12.69	-	12.69	\$ 200.00	\$ 2,538.00
2123.610	STREET SWEEPER (WITH PICKUP BROOM)	HR	2.00	-	2.00	\$ 135.00	\$ 270.00
2130.523	WATER	MGAL	8.00	-	8.00	\$ 25.00	\$ 200.00
2211.509	AGGREGATE BASE (CV) CLASS 5	TON	18.00	-	39.00	\$ 13.16	\$ 513.24
2215.504	STABILIZED FULL DEPTH RECLAMATION	SY	3,951.00	-	3,951.00	\$ 1.73	\$ 6,835.23
2331.603	SAWED & SEALED JOINT	LF	970.00	-	970.00	\$ 2.27	\$ 2,201.90
2331.603	JOINT ADHESIVE	LF	2,500.00	-	2,500.00	\$ 0.48	\$ 1,200.00
2331.606	BITUMINOUS EMULSION	GAL	8,614.00	-	8,614.00	\$ 2.45	\$ 21,104.30
2357.506	BITUMINOUS MATERIAL FOR TACK COAT	GAL	198.00	-	200.00	\$ 3.00	\$ 600.00
2360.504	TYPE SP 9.5 WEARING COURSE MIX. (SPWEA230C) 2.5" THICK	SY	32.00	-	247.00	\$ 21.56	\$ 5,325.32
2360.509	TYPE SP 9.5 WEARING COURSE MIX. (SPWEA330C) 1.5" THICK	TON	712.00	-	752.70	\$ 72.65	\$ 54,683.66
2360.509	TYPE SP 12.5 BIT MIXTURE FOR PATCHING (MANHOLES)	TON	9.00	-	9.22	\$ 100.00	\$ 922.00
2504.602	ADJUST GATE VALVE AND BOX	EA	1.00	-	-	\$ 425.00	\$ -
2506.602	RECONSTRUCT DRAINAGE STRUCTURE	EA	6.00	-	5.00	\$ 450.00	\$ 2,250.00
2506.602	CASTING ASSEMBLY (R-1733) W/1&I BARRIER	EA	8.00	-	13.00	\$ 1,100.00	\$ 14,300.00
2531.503	CONCRETE CURB AND GUTTER DESIGN B618	LF	808.00	-	856.30	\$ 23.90	\$ 20,465.57
2531.504	6" CONCRETE DRIVEWAY PAVEMENT	SY	29.00	-	139.51	\$ 66.20	\$ 9,235.56
2563.601	TRAFFIC CONTROL	LS	0.16	-	0.16	\$ 21,700.00	\$ 3,472.00
2573.502	STORM DRAIN INLET PROTECTION	EA	6.00	-	-	\$ 100.00	\$ -
2575.504	SODDING TYPE LAWN (W/6" TOPSOIL)	SY	700.00	-	1,540.00	\$ 13.00	\$ 20,020.00
2582.503	4" SOLID LINE PAINT	LF	2,538.00	-	-	\$ 0.21	\$ -
2582.503	4" DOUBLE SOLID LINE PAINT	LF	1,269.00	-	1,114.00	\$ 0.42	\$ 467.88
2582.518	CROSSWALK PREFORM THERMOPLASTIC GROUND IN	SF	90.00	-	-	\$ 18.30	\$ -

CHANDLER ROAD - TOTAL STREET REHABILITATION..... \$ 215,969.00

PAYMENT NO. 5 (FINAL)

DALE STREET NORTH (S.A.P. 167-262-002)
STABILIZED FULL DEPTH RECLAMATION
CITY PROJECT NO. 19-02

STREET REHABILITATION

ITEM NO.	ITEM	UNIT	ESTIMATED QUANTITY	QUANTITY THIS PERIOD	QUANTITY TO DATE	UNIT PRICE	TOTAL COST
2021.501	MOBILIZATION	LS	0.10	-	0.10	\$ 258,479.00	\$ 25,847.90
2104.503	REMOVE CURB AND GUTTER (CONCRETE)	LF	110.00	-	173.00	\$ 5.87	\$ 1,015.51
2104.607	REMOVE BITUMINOUS (EXCESS RECLAIM) MATERIAL (LV)	CY	202.00	-	288.60	\$ 14.03	\$ 4,049.06
2112.519	SUBGRADE PREPARATION	RDST	7.83	-	8.39	\$ 200.00	\$ 1,678.00
2123.610	STREET SWEEPER (WITH PICKUP BROOM)	HR	2.00	-	2.00	\$ 135.00	\$ 270.00
2130.523	WATER	MGAL	8.00	-	8.00	\$ 25.00	\$ 200.00
2215.504	STABILIZED FULL DEPTH RECLAMATION	SY	2,426.00	-	2,677.00	\$ 1.73	\$ 4,631.21
2331.603	SAWED & SEALED JOINT	LF	618.00	-	618.00	\$ 2.27	\$ 1,402.86
2331.603	JOINT ADHESIVE	LF	1,566.00	-	1,566.00	\$ 0.48	\$ 751.68
2331.606	BITUMINOUS EMULSION	GAL	5,289.00	-	5,288.00	\$ 2.45	\$ 12,955.60
2357.506	BITUMINOUS MATERIAL FOR TACK COAT	GAL	122.00	-	150.00	\$ 3.00	\$ 450.00
2360.509	TYPE SP 9.5 WEARING COURSE MIX. (SPWEA330C) 1.5" THICK	TON	437.00	-	493.00	\$ 75.55	\$ 37,246.15
2360.509	TYPE SP 12.5 BIT MIXTURE FOR PATCHING (MANHOLES)	TON	6.00	-	9.00	\$ 100.00	\$ 900.00
2504.602	ADJUST GATE VALVE AND BOX	EA	1.00	-	2.00	\$ 425.00	\$ 850.00
2506.602	RECONSTRUCT DRAINAGE STRUCTURE	EA	3.00	-	3.00	\$ 450.00	\$ 1,350.00
2506.602	CASTING ASSEMBLY (R-1733) W/1&I BARRIER	EA	4.00	-	5.00	\$ 1,100.00	\$ 5,500.00
2531.503	CONCRETE CURB AND GUTTER DESIGN B618	LF	110.00	-	173.00	\$ 23.90	\$ 4,134.70
2563.601	TRAFFIC CONTROL	LS	0.08	-	0.08	\$ 21,700.00	\$ 1,736.00
2573.502	STORM DRAIN INLET PROTECTION	EA	5.00	-	5.00	\$ 100.00	\$ 500.00
2575.504	SODDING TYPE LAWN (W/6" TOPSOIL)	SY	35.00	-	85.00	\$ 13.00	\$ 1,105.00
2582.503	4" SOLID LINE PAINT	LF	1,630.00	-	1,032.00	\$ 0.21	\$ 216.72
2582.503	4" DOUBLE SOLID LINE PAINT	LF	815.00	-	905.00	\$ 0.42	\$ 380.10
2582.518	CROSSWALK PREFORM THERMOPLASTIC GROUND IN	SF	90.00	-	90.00	\$ 18.30	\$ 1,647.00
2582.518	CROSSWALK PAINT (EPOXY) GROUND IN	SF	90.00	-	180.00	\$ 8.10	\$ 1,458.00

DALE STREET NORTH - TOTAL STREET REHABILITATION..... \$ 110,275.49

DALE STREET NORTH
SANITARY SEWER REPAIR (ADDITIONAL WORK - LOCAL)
CITY PROJECT NO. 19-02

SANITARY SEWER

ITEM NO.	ITEM	UNIT	ESTIMATED QUANTITY	QUANTITY THIS PERIOD	QUANTITY TO DATE	UNIT PRICE	TOTAL COST
	ADW 07 - REMOVE BITUMINOUS PAVEMENT	SY	-	-	716.00	\$ 9.20	\$ 6,587.20
	ADW 10 - REPAIRS TO SANITARY SEWER MAIN	LS	-	-	1.00	\$ 126,738.84	\$ 126,738.84
	ADW 15 - REMOVE CURB AND GUTTER (CONCRETE)	LF	-	-	110.00	\$ 5.87	\$ 645.70
	ADW 16 - CONCRETE CURB & GUTTER DESIGN B618	LF	-	-	110.00	\$ 23.90	\$ 2,629.00
	ADW 17 - REMOVE CONCRETE WALK	SF	-	-	30.00	\$ 1.22	\$ 36.60
	ADW 18 - 6" CONCRETE WALK	SF	-	-	30.00	\$ 9.50	\$ 285.00

DALE STREET NORTH - TOTAL SANITARY SEWER..... \$ 136,922.34

PAYMENT NO. 5 (FINAL)

HAMLIN AVENUE (S.A.P. 167-246-002)
 STABILIZED FULL DEPTH RECLAMATION
 CITY PROJECT NO. 19-02

STREET REHABILITATION

ITEM NO.	ITEM	UNIT	ESTIMATED QUANTITY	QUANTITY THIS PERIOD	QUANTITY TO DATE	UNIT PRICE	TOTAL COST
2021.501	MOBILIZATION	LS	0.18	-	0.18	\$ 258,479.00	\$ 46,526.22
2104.503	REMOVE CURB AND GUTTER (CONCRETE)	LF	367.00	-	305.00	\$ 5.87	\$ 1,790.35
2104.503	SAWING CONCRETE PAVEMENT (FULL DEPTH)	LF	100.00	-	75.00	\$ 3.50	\$ 262.50
2104.503	REMOVE CONCRETE WALK	SF	252.00	-	769.00	\$ 1.22	\$ 938.18
2104.607	REMOVE BITUMINOUS (EXCESS RECLAIM) MATERIAL (LV)	CY	440.00	-	572.00	\$ 14.03	\$ 8,025.16
2112.519	SUBGRADE PREPARATION	RDST	13.22	-	13.22	\$ 260.00	\$ 3,437.20
2123.610	STREET SWEEPER (WITH PICKUP BROOM)	HR	2.00	-	2.00	\$ 135.00	\$ 270.00
2130.523	WATER	MGAL	8.00	-	8.00	\$ 25.00	\$ 200.00
2211.509	AGGREGATE BASE (CV) CLASS 5	TON	18.00	-	8.00	\$ 13.16	\$ 105.28
2215.504	STABILIZED FULL DEPTH RECLAMATION	SY	5,291.00	-	5,291.00	\$ 1.73	\$ 9,153.43
2331.603	SAWED & SEALED JOINT	LF	1,207.00	-	1,207.00	\$ 2.27	\$ 2,739.89
2331.603	JOINT ADHESIVE	LF	2,570.00	-	2,570.00	\$ 0.48	\$ 1,233.60
2331.606	BITUMINOUS EMULSION	GAL	11,535.00	-	11,535.00	\$ 2.45	\$ 28,260.75
2357.506	BITUMINOUS MATERIAL FOR TACK COAT	GAL	265.00	-	225.00	\$ 3.00	\$ 675.00
2360.509	TYPE SP 9.5 WEARING COURSE MIX. (SPWEA330C) 1.5" THICK	TON	953.00	-	1,040.92	\$ 68.32	\$ 71,115.65
2360.509	TYPE SP 12.5 BIT MIXTURE FOR PATCHING (MANHOLES)	TON	15.00	-	14.07	\$ 100.00	\$ 1,407.00
2504.602	ADJUST GATE VALVE AND BOX	EA	5.00	-	6.00	\$ 425.00	\$ 2,550.00
2506.602	RECONSTRUCT DRAINAGE STRUCTURE	EA	8.00	-	8.00	\$ 450.00	\$ 3,600.00
2506.602	CASTING ASSEMBLY (R-1733) W/I&I BARRIER	EA	13.00	-	15.00	\$ 1,100.00	\$ 16,500.00
2521.518	4" CONCRETE WALK	SF	72.00	-	158.00	\$ 5.15	\$ 813.70
2521.518	6" CONCRETE WALK	SF	172.00	-	611.00	\$ 9.50	\$ 5,804.50
2531.503	CONCRETE CURB AND GUTTER DESIGN B618	LF	40.00	-	152.00	\$ 23.90	\$ 3,632.80
2531.503	CONCRETE CURB AND GUTTER DESIGN SPECIAL (SURMOUNTABLE)	LF	327.00	-	153.00	\$ 20.90	\$ 3,197.70
2531.618	TRUNCATED DOMES	SF	24.00	-	54.00	\$ 60.00	\$ 3,240.00
2563.601	TRAFFIC CONTROL	LS	0.24	-	0.24	\$ 21,700.00	\$ 5,208.00
2573.502	STORM DRAIN INLET PROTECTION	EA	6.00	-	8.00	\$ 100.00	\$ 800.00
2575.504	SODDING TYPE LAWN (W/6" TOPSOIL)	SY	156.00	-	156.00	\$ 13.00	\$ 2,028.00
2582.503	4" SOLID LINE PAINT	LF	2,644.00	-	1,109.00	\$ 0.21	\$ 232.89
2582.503	4" DOUBLE SOLID LINE PAINT	LF	1,322.00	-	1,122.00	\$ 0.42	\$ 471.24
2582.518	CROSSWALK PREFORM THERMOPLASTIC GROUND IN	SF	234.00	-	234.00	\$ 18.30	\$ 4,282.20
2582.518	CROSSWALK PAINT (EPOXY) GROUND IN	SF	180.00	-	180.00	\$ 8.10	\$ 1,458.00
HAMLIN AVENUE - TOTAL STREET REHABILITATION.....							\$ 229,959.24

PAYMENT NO. 5 (FINAL)

LOCAL ROADS
STABILIZED FULL DEPTH RECLAMATION
CITY PROJECT NO. 19-02

STREET REHABILITATION

ITEM NO.	ITEM	UNIT	ESTIMATED QUANTITY	QUANTITY THIS PERIOD	QUANTITY TO DATE	UNIT PRICE	TOTAL COST
2021.501	MOBILIZATION	LS	0.38	-	0.38	\$ 258,479.00	\$ 98,222.02
2104.503	REMOVE CURB AND GUTTER (CONCRETE)	LF	4,610.00	-	4,616.00	\$ 5.87	\$ 27,095.92
2104.503	SAWING CONCRETE PAVEMENT (FULL DEPTH)	LF	296.00	-	181.00	\$ 3.50	\$ 633.50
2104.503	REMOVE CONCRETE WALK	SF	3,933.00	-	2,342.00	\$ 1.22	\$ 2,857.24
2104.504	REMOVE CONCRETE DRIVEWAY PAVEMENT	SY	308.00	-	85.00	\$ 16.66	\$ 1,416.10
2104.504	REMOVE BITUMINOUS PAVEMENT	SY	659.00	659.00	659.00	\$ 9.20	\$ 6,062.80
2104.504	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	SY	676.00	-	-	\$ 9.20	\$ -
2104.518	REMOVE BITUMINOUS WALK (TRAIL)	SF	1,440.00	-	121.00	\$ 0.92	\$ 111.32
2104.607	REMOVE BITUMINOUS (EXCESS RECLAIM) MATERIAL (LV)	CY	3,120.00	915.30	3,966.30	\$ 14.03	\$ 55,647.19
2112.519	SUBGRADE PREPARATION	RDST	175.42	-	165.04	\$ 200.00	\$ 33,008.00
2112.604	SUBGRADE PREPARATION	SY	659.00	-	659.00	\$ 1.00	\$ 659.00
2123.610	STREET SWEEPER (WITH PICKUP BROOM)	HR	19.00	44.00	44.00	\$ 135.00	\$ 5,940.00
2130.523	WATER	MGAL	76.00	-	20.20	\$ 25.00	\$ 505.00
2211.509	AGGREGATE BASE (CV) CLASS 5	TON	206.00	-	206.00	\$ 13.16	\$ 2,710.96
2215.504	STABILIZED FULL DEPTH RECLAMATION	SY	54,590.00	-	53,405.00	\$ 1.73	\$ 92,390.65
2331.603	SAWED & SEALED JOINT	LF	13,404.00	-	12,819.00	\$ 2.27	\$ 29,099.13
2331.603	JOINT ADHESIVE	LF	34,587.00	-	32,862.00	\$ 0.48	\$ 15,773.76
2331.606	BITUMINOUS EMULSION	GAL	124,473.00	-	94,019.00	\$ 2.45	\$ 230,346.55
2360.504	TYPE SP 9.5 WEARING COURSE MIX. (SPWEA230C) 2.5" THICK	SY	676.00	-	24.00	\$ 21.56	\$ 517.44
2360.509	TYPE SP 9.5 WEARING COURSE MIX. (SPWEA230C) 2.0" THICK	TON	6,640.00	-	7,999.75	\$ 67.33	\$ 538,623.17
2360.509	TYPE SP 12.5 BIT MIXTURE FOR PATCHING (MANHOLES)	TON	87.00	-	117.54	\$ 100.00	\$ 11,754.00
2504.602	ADJUST GATE VALVE AND BOX	EA	66.00	-	72.00	\$ 425.00	\$ 30,600.00
2506.602	RECONSTRUCT DRAINAGE STRUCTURE	EA	71.00	-	66.00	\$ 450.00	\$ 29,700.00
2506.602	CASTING ASSEMBLY (R-1733) W/I&I BARRIER	EA	75.00	-	81.00	\$ 1,100.00	\$ 89,100.00
2521.518	4" CONCRETE WALK	SF	1,080.00	-	-	\$ 5.15	\$ -
2521.518	6" CONCRETE WALK	SF	2,735.00	-	2,332.50	\$ 9.50	\$ 22,158.75
2521.518	2" BITUMINOUS WALK (TRAIL)	SF	160.00	-	128.00	\$ 1.92	\$ 245.76
2531.503	CONCRETE CURB AND GUTTER DESIGN B618	LF	742.00	-	1,613.00	\$ 23.90	\$ 38,550.70
2531.503	CONCRETE CURB AND GUTTER DESIGN SPECIAL (SURMOUNTABLE)	LF	3,868.00	-	3,003.00	\$ 20.90	\$ 62,762.70
2531.504	6" CONCRETE DRIVEWAY PAVEMENT	SY	308.00	-	85.00	\$ 66.20	\$ 5,627.00
2531.618	TRUNCATED DOMES	SF	392.00	-	275.50	\$ 60.00	\$ 16,530.00
2563.601	TRAFFIC CONTROL	LS	0.40	-	0.40	\$ 21,700.00	\$ 8,680.00
2573.502	STORM DRAIN INLET PROTECTION	EA	71.00	-	71.00	\$ 100.00	\$ 7,100.00
2575.504	SODDING TYPE LAWN (W/6" TOPSOIL)	SY	2,416.00	-	2,135.00	\$ 13.00	\$ 27,755.00
2582.518	CROSSWALK PAINT (EPOXY) GROUND IN	SF	1,836.00	-	1,674.00	\$ 8.10	\$ 13,559.40
	ADW 01 - REPLACE 2'X3' DRAINAGE STRUCTURE ON PARKWOOD DR.	LS	-	-	1.00	\$ 3,876.30	\$ 3,876.30
	ADW 02 - REPLACE CBMH DRAINAGE STRUCTURE ON MEADOW CT.	LS	-	-	1.00	\$ 5,113.61	\$ 5,113.61
	ADW 03 - REPAIRS TO IRRIGATION SYSTEMS AND PET FENCES	LS	-	-	1.00	\$ 20,177.30	\$ 20,177.30
	ADW 08 - ADDITIONAL REPAIRS TO IRRIGATION SYSTEMS	LS	-	-	1.00	\$ 8,906.70	\$ 8,906.70
LOCAL ROADS - TOTAL STREET REHABILITATION.....							\$ 1,543,816.97

PAYMENT NO. 5 (FINAL)

DALE STREET ALLEY (LOCAL ROAD)
PAVEMENT REPLACEMENT
CITY PROJECT NO. 19-02

STREET							
ITEM NO.	ITEM	UNIT	ESTIMATED QUANTITY	QUANTITY THIS PERIOD	QUANTITY TO DATE	UNIT PRICE	TOTAL COST
2021.501	MOBILIZATION	LS	0.15	-	0.15	\$ 258,479.00	\$ 38,771.85
2101.501	CLEARING AND GRUBBING	LS	1.00	-	-	\$ 1,000.00	\$ -
2104.503	SAWING CONCRETE PAVEMENT (FULL DEPTH)	LF	125.00	-	85.00	\$ 3.50	\$ 297.50
2104.504	REMOVE (PERVIOUS) CONCRETE PAVEMENT	SY	1,108.00	-	1,108.00	\$ 5.50	\$ 6,094.00
2104.504	REMOVE CONCRETE DRIVEWAY PAVEMENT	SY	140.00	-	82.00	\$ 5.50	\$ 451.00
2104.504	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	SY	480.00	-	369.00	\$ 5.50	\$ 2,029.50
2105.507	COMMON EXCAVATION (STREET)	CY	50.00	-	-	\$ 23.00	\$ -
2112.519	SUBGRADE PREPARATION	RDST	8.61	-	8.61	\$ 209.00	\$ 1,799.49
2123.610	STREET SWEEPER (WITH PICKUP BROOM)	HR	2.00	-	2.00	\$ 135.00	\$ 270.00
2130.523	WATER	MGAL	8.00	-	2.00	\$ 25.00	\$ 50.00
2211.509	AGGREGATE BASE (CV) CLASS 5	TON	344.00	-	67.65	\$ 18.16	\$ 1,228.52
2331.603	SAWED & SEALED JOINT	LF	308.00	-	308.00	\$ 2.27	\$ 699.16
2331.603	JOINT ADHESIVE	LF	708.00	-	-	\$ 0.48	\$ -
2357.506	BITUMINOUS MATERIAL FOR TACK COAT	GAL	64.00	-	50.00	\$ 3.00	\$ 150.00
2360.504	TYPE SP 9.5 WEARING COURSE MIX. (SPWEA230C) 2.5" THICK	SY	480.00	155.00	155.00	\$ 21.56	\$ 3,341.80
2360.509	TYPE SP 9.5 WEARING COURSE MIX. (SPWEA230C) 1.5" THICK	TON	100.00	-	136.37	\$ 95.00	\$ 12,955.15
2360.509	TYPE SP 12.5 NON WEARING COURSE MIX. (SPNWB230C) 2.0" THICK	TON	133.00	-	180.00	\$ 87.13	\$ 15,683.40
2360.509	TYPE SP 12.5 BIT MIXTURE FOR PATCHING (MANHOLES)	TON	4.00	-	5.10	\$ 100.00	\$ 510.00
2506.602	RECONSTRUCT DRAINAGE STRUCTURE	EA	5.00	-	5.00	\$ 450.00	\$ 2,250.00
2506.602	CASTING ASSEMBLY (R-1733) W/I&I BARRIER	EA	2.00	-	2.00	\$ 1,100.00	\$ 2,200.00
2531.504	6" CONCRETE DRIVEWAY PAVEMENT	SY	140.00	-	84.00	\$ 66.20	\$ 5,560.80
2563.601	TRAFFIC CONTROL	LS	0.08	-	0.08	\$ 21,700.00	\$ 1,736.00
2573.502	STORM DRAIN INLET PROTECTION	EA	7.00	-	7.00	\$ 100.00	\$ 700.00
2575.504	SODDING TYPE LAWN (W/6" TOPSOIL)	SY	485.00	-	380.00	\$ 13.00	\$ 4,940.00
2104.503	ADW 04 - REMOVE CURB AND GUTTER (CONCRETE)	LF	-	-	23.00	\$ 5.87	\$ 135.01
2531.503	ADW 05 - CONCRETE CURB AND GUTTER DESIGN SPECIAL (SURM.)	LF	-	-	23.00	\$ 20.90	\$ 480.70
	ADW 06 - CONCRETE STEPS	LS	-	-	1.00	\$ 4,400.00	\$ 4,400.00
	ADW 09- REMOVE CONCRETE APRON AND WIDEN TURNING CORNER	LS	-	-	1.00	\$ 427.00	\$ 427.00
	ADW 11- FOOT WIDE CONCRETE MAINTENANCE STRIP	LS	-	-	1.00	\$ 3,097.20	\$ 3,097.20
	ADW 12- RECONSTRUCT SANITARY MH BEHIND 390 N. OWASSO BLVD	LS	-	-	1.00	\$ 1,210.00	\$ 1,210.00
	ADW 13- RESTORE LANDSCAPE ROCK AREAS	LS	-	-	1.00	\$ 887.43	\$ 887.43
	ADW 14- REPAIR IRRIGATION HEADS	EA	-	-	2.00	\$ 66.00	\$ 132.00
	ADW 19- PIPE HANDRAILS AT 3266 W. OWASSO BLVD	LS	-	-	1.00	\$ 880.00	\$ 880.00
DALE ST. ALLEY - SUBTOTAL STREET.....							\$ 113,367.51
STORM SEWER							
ITEM NO.	ITEM	UNIT	ESTIMATED QUANTITY	QUANTITY THIS PERIOD	QUANTITY TO DATE	UNIT PRICE	TOTAL COST
2105.507	COMMON EXCAVATION (STORM)	CY	30.00	-	30.00	\$ 23.00	\$ 690.00
2503.503	15" RC PIPE SEWER	LF	95.00	-	161.00	\$ 50.39	\$ 8,112.79
2503.602	CONNECT INTO EXISTING DRAINAGE STRUCTURE	EACH	1.00	-	1.00	\$ 850.00	\$ 850.00
2506.502	CONSTRUCT DRAINAGE STRUCTURE 48" CBMH W/CASTING	EACH	1.00	-	1.00	\$ 4,000.00	\$ 4,000.00
DALE ST. ALLEY - SUBTOTAL STORM SEWER.....							\$ 13,652.79
DALE STREET ALLEY - SUBTOTAL STREET							\$ 113,367.51
DALE STREET ALLEY - SUBTOTAL STORM SEWER							\$ 13,652.79
DALE STREET ALLEY - TOTAL.....							\$ 127,020.30

PAYMENT NO. 5 (FINAL)

LAKE JOHANNA FIRE DEPARTMENT STATION NO. 2
PARKING LOT PAVEMENT REPLACEMENT
CITY PROJECT NO. 19-02

PAVEMENT REPLACEMENT

ITEM NO.	ITEM	UNIT	ESTIMATED QUANTITY	QUANTITY THIS PERIOD	QUANTITY TO DATE	UNIT PRICE	TOTAL COST
2021.501	MOBILIZATION	LS	0.04	-	0.04	\$ 258,479.00	\$ 10,339.16
2104.505	REMOVE BITUMINOUS PAVEMENT	SY	1,765.00	-	1,765.00	\$ 3.82	\$ 6,742.30
2105.507	COMMON EXCAVATION	CY	15.00	-	27.00	\$ 23.00	\$ 621.00
2112.604	SUBGRADE PREPARATION	SY	1,704.00	-	1,704.00	\$ 1.00	\$ 1,704.00
2123.610	STREET SWEEPER (WITH PICKUP BROOM)	HR	1.00	-	-	\$ 135.00	\$ -
2130.523	WATER	MGAL	4.00	-	-	\$ 25.00	\$ -
2211.509	AGGREGATE BASE (CV) CLASS 5	TON	27.00	-	-	\$ 18.16	\$ -
2331.603	JOINT ADHESIVE	LF	1,252.00	-	-	\$ 0.48	\$ -
2357.506	BITUMINOUS MATERIAL FOR TACK	GAL	89.00	-	85.00	\$ 3.00	\$ 255.00
2360.509	TYPE SP 9.5 WEARING COURSE MIX. (SPWEA330F) 2.0" THICK	TON	200.00	-	177.56	\$ 82.85	\$ 14,710.85
2360.509	TYPE SP 12.5 WEARING COURSE MIX. (SPWEB330F) 2.5" THICK	TON	250.00	-	217.73	\$ 72.82	\$ 15,855.10
2531.504	6" CONCRETE DRIVEWAY PAVEMENT	SY	39.00	-	-	\$ 66.20	\$ -
2563.601	TRAFFIC CONTROL	LS	0.04	-	0.04	\$ 21,700.00	\$ 868.00
2573.502	STORM DRAIN INLET PROTECTION	EA	3.00	-	3.00	\$ 100.00	\$ 300.00
2573.503	SEDIMENT CONTROL LOG TYPE WOOD CHIP	LF	20.00	-	-	\$ 5.00	\$ -
2575.504	SODDING TYPE LAWN (W/6" TOPSOIL)	SY	30.00	-	-	\$ 13.00	\$ -
2582.503	4" SOLID LINE PAINT	LF	607.00	-	704.00	\$ 3.00	\$ 2,112.00
2582.518	PAVEMENT MESSAGE PAINT (HANDICAP PARKING MARKING)	EA	1.00	-	1.00	\$ 205.00	\$ 205.00
LJFD STATION NO. 2 - TOTAL PAVEMENT REPLACEMENT.....							\$ 53,712.40

PAYMENT NO. 5 (FINAL)

CHANDLER ROAD
WATER MAIN IMPROVEMENTS (LOCAL)
CITY PROJECT NO. 19-02

WATER MAIN

ITEM NO.	ITEM	UNIT	ESTIMATED QUANTITY	QUANTITY THIS PERIOD	QUANTITY TO DATE	UNIT PRICE	TOTAL COST
2021.501	MOBILIZATION	LS	1.00	-	1.00	\$ 5,000.00	\$ 5,000.00
2104.501	REMOVE CONCRETE CURB & GUTTER	LF	290.00	-	290.00	\$ 5.87	\$ 1,702.30
2104.502	REMOVE HYDRANT ASSEMBLY	EA	3.00	-	2.00	\$ 350.00	\$ 700.00
2104.502	REMOVE DRAINAGE STRUCTURE	EA	2.00	-	-	\$ 400.00	\$ -
2104.503	REMOVE WATER MAIN	LF	80.00	-	106.00	\$ 13.40	\$ 1,420.40
2104.503	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	LF	410.00	-	230.00	\$ 2.50	\$ 575.00
2104.505	REMOVE BITUMINOUS PAVEMENT	SY	230.00	-	230.00	\$ 9.20	\$ 2,116.00
2104.505	REMOVE CONCRETE DRIVEWAY PAVEMENT	SY	130.00	-	95.00	\$ 16.66	\$ 1,582.70
2104.505	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	SY	190.00	-	224.00	\$ 9.20	\$ 2,060.80
2104.507	REMOVE EXCESS RECLAIMED MATERIAL	CY	328.00	-	-	\$ 14.03	\$ -
2104.511	SAWING CONCRETE PAVEMENT (FULL DEPTH)	LF	50.00	-	-	\$ 3.50	\$ -
2104.602	ABANDON WATER SERVICE	EA	7.00	-	-	\$ 200.00	\$ -
2105.501	COMMON EXCAVATION	CY	30.00	-	-	\$ 23.00	\$ -
2105.602	EXCAVATION	EA	4.00	-	-	\$ 840.00	\$ -
2503.602	TELEWISE SANITARY SEWER SERVICE	EA	14.00	-	14.00	\$ 300.00	\$ 4,200.00
2504.601	TEMPORARY WATER SERVICE	LS	1.00	-	1.00	\$ 7,500.00	\$ 7,500.00
2504.602	1" CORPORATION STOP	EA	18.00	-	18.00	\$ 970.00	\$ 17,460.00
2504.602	8" GATE VALVE & BOX	EA	2.00	-	2.00	\$ 4,171.00	\$ 8,342.00
2504.602	HYDRANT ASSEMBLY	EA	3.00	-	2.00	\$ 7,375.00	\$ 14,750.00
2504.602	CONNECT TO EXISTING WATER SERVICE	EA	18.00	-	18.00	\$ 800.00	\$ 14,400.00
2504.602	CONNECT TO EXISTING WATER MAIN	EA	4.00	-	4.00	\$ 1,300.00	\$ 5,200.00
2504.602	TRACER BOX	EA	3.00	-	2.00	\$ 60.00	\$ 120.00
2504.603	1" TYPE K COPPER PIPE	LF	90.00	-	80.00	\$ 46.20	\$ 3,696.00
2504.603	8" PVC WATER MAIN	LF	80.00	-	80.00	\$ 44.45	\$ 3,556.00
2504.603	8" PVC WATER MAIN (PIPE BURSTING)	LF	1,205.00	-	1,130.00	\$ 62.95	\$ 71,133.50
2504.603	4" POLYSTYRENE INSULATION	SY	15.00	-	-	\$ 42.00	\$ -
2504.608	DUCTILE IRON FITTINGS	LB	1,860.00	199.00	695.00	\$ 6.92	\$ 4,809.40
2505.601	UTILITY COORDINATION	LS	1.00	-	1.00	\$ 500.00	\$ 500.00
2564.601	TRAFFIC CONTROL	LS	1.00	-	1.00	\$ 1,000.00	\$ 1,000.00
2573.502	STORM DRAIN INLET PROTECTION	EA	8.00	-	8.00	\$ 100.00	\$ 800.00
2573.533	SEDIMENT CONTROL LOG TYPE WOOD CHIP	LF	100.00	-	80.00	\$ 5.00	\$ 400.00
	<i>ADW 20- 6" GATE VALVE & BOX (TIME AND MATERIAL)</i>	LS	-	1.00	1.00	\$ 3,276.07	\$ 3,276.07
CHANDLER ROAD - TOTAL WATER MAIN.....							\$ 176,300.17

PAYMENT NO. 5 (FINAL)
SUMMARY

STREET REHABILITATION AND CHANDLER ROAD WATER MAIN IMPROVEMENT

S.A.P. 167-267-002
S.A.P. 167-262-002
S.A.P. 167-246-002
CITY PROJECT NO. 18-02

CHANDLER ROAD (S.A.P. 167-267-002) - STREET REHABILITATION	\$ 215,969.00
DALE STREET NORTH (S.A.P. 167-262-002) - STREET REHABILITATION	\$ 110,275.49
DALE STREET NORTH - SANITARY SEWER REPAIR (ADDITIONAL WORK - LOCAL)	\$ 136,922.34
HAMLIN AVENUE (S.A.P. 167-246-002) - STREET REHABILITATION	\$ 229,959.24
LOCAL ROADS - STREET REHABILITATION	\$ 1,543,816.97
DALE STREET ALLEY - PAVEMENT REPLACEMENT	\$ 127,020.30
LAKE JOHANNA FIRE DEPARTMENT STA. NO. 2 - PARKING LOT PAVEMENT REPLACEMENT	\$ 53,712.40
CHANDLER ROAD WATER MAIN IMPROVEMENT	<u>\$ 176,300.17</u>
TOTAL	\$ 2,593,975.91

**EXTRACT OF MINUTES OF MEETING OF THE
CITY COUNCIL OF SHOREVIEW, MINNESOTA**

HELD NOVEMBER 18, 2019

* * * * *

Pursuant to due call and notice thereof, a meeting of the City Council of the City of Shoreview, Minnesota was duly called and held at the Shoreview City Hall in said City on November 18, 2019 at 7:00 pm. The following members were present:

and the following members were absent:

Member introduced the following resolution and moved its adoption.

RESOLUTION NO. 19-106
APPROVING CHANGE ORDER NO.2 AND PAY ESTIMATE NO. 5 (FINAL)
FOR THE
2019 STREET REHABILITATION
CITY PROJECT 19-02

WHEREAS, On March 18, 2019, the City Council awarded a contract to Northwest Asphalt, Inc. in the amount of \$2,425,840.70 for the 2019 Street Rehabilitation, City Project 19-02 and authorized the Mayor and City Manager to sign said contract, and

WHEREAS, the original contract amount is \$2,425,840.70, and

WHEREAS, Change Order No. 1, in the amount of \$136,749.59 was approved on October 7, 2019, increasing the contract amount to \$2,562,590.29, and

WHEREAS, Change Order No. 2 in the amount of \$31,385.62 has been prepared in order to address certain changes or modifications to the original contract, and

WHEREAS, said changes and modifications to the project will increase the contract amount to \$2,593,975.91, and

WHEREAS, Payment No. 5 (Final), in the amount of \$44,587.60, will result in a total amount of work completed of \$2,593,975.91, and

WHEREAS, the City Engineer has recommended approval of proposed Change Order No. 2 and Payment No. 5 (Final).

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

1. That Change Order No.2, in the amount of \$31,385.62, resulting in a revised contract amount of \$2,593,975.91, is hereby approved, and

- 2. That Change Order No. 2 will be funded by Street Renewal Bonds, and
- 3. That Payment No. 5 (Final), in the amount of \$44,587.60, resulting in a total amount of work completed of \$2,593,975.91, is hereby approved.

The motion for the adoption of the foregoing resolution was duly seconded by Member and upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

WHEREUPON, said resolution was declared duly passed and adopted this 18th day of November 2019.

STATE OF MINNESOTA)
)
 COUNTY OF RAMSEY)
)
 CITY OF SHOREVIEW)

I, the undersigned, being the duly qualified and acting Manager of the City of Shoreview of Ramsey County, Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a meeting of said City Council held on the 18th day of November, 2019, with the original thereof on file in my office and the same is a full, true and complete transcript therefrom insofar as the same relates to the approval of Change Order No. 2 and Payment No. 5 (Final), for the 2019 Street Rehabilitation, City Project 19-02.

WITNESS MY HAND officially as such Manager and the corporate seal of the City of Shoreview, Minnesota, this 19th day of November, 2019.

Terry C. Schwerm
City Manager

SEAL

Memorandum

TO: City Council
FROM: Tom Wesolowski, City Engineer
DATE: November 18, 2019
SUBJECT: Approve Change Order No. 3 and Payment No. 5 (Final) for the Arner/Dale/Bridge/Lion Reconstruction and Dale Court North and South Water Main Extension, City Projects 18-01 and 18-03.
ITEM NUMBER: 8.g
SECTION: CONSENT AGENDA

REQUESTED MOTION

To adopt Resolution No. 19-107 approving Change Order No. 3 and Payment No. 5 (Final) for the Arner/Dale/Bridge/Lion Reconstruction and Dale Court North and South Water Main Extension, City Projects 18-01 and 18-03.

INTRODUCTION

Change Order No. 3 and Payment No. 5 (Final) have been prepared by staff. Council approval of the Change Order and Payment are required to modify and close out the contract. A copy of Payment No. 5 is attached with this report.

DISCUSSION

On May 21, 2018, the Council awarded a contract to Douglas-Kerr Underground, LLC in the amount of \$1,620,575.20 for the Arner/Dale/Bridge/Lion Reconstruction and Dale Court North and South Water Main Extension, City Projects 18-01 and 18-03.

On November 5, 2018, Council approved Change Order No. 1 in the amount of \$86,630.24 for a revised contract amount of \$1,707,205.44.

On December 3, 2018, Council approved Change Order No. 2 in the amount of \$81,379.04 for a revised contract amount of \$1,793,958.85.

The contractor has completed additional work beyond the scope of the original contract. Change Order No. 3 has been prepared in order to address the additions to the original contract. Change Order No. 3 in the amount of \$12,586.13 will increase the contract amount to \$1,806,544.98. The additional items included a split rail fence installed along a portion of the Dale Street sidewalk, a concrete valley gutter installed at the intersection of Bridge and Galtier Streets to address drainage issues, and traffic control and materials required for work completed in 2019. Change Order No. 3 will be funded from the Street Renewal Fund.

All of the work for the projects is complete, as per the requirements of the contract. Payment No. 5 (Final) in the amount of \$35,154.65 results in a total amount of work completed of

\$1,806,544.98.

RECOMMENDATION

It is recommended the Council adopt the proposed resolution approving Change Order No. 3 and Payment No. 5 (Final) for the Arner/Dale/Bridge/Lion Reconstruction and Dale Court North and South Water Main Extension, City Projects 18-01 and 18-03.

ATTACHMENTS

[Douglas-Kerr - Payment 05 CP 18-01 18-03](#)

[Res 19-107](#)

APPLICATION FOR PAYMENT

NO. 5 (FINAL)

PROJECT: Arner Ave. / Bridge St. / Dale St. N. / Lion Ln
Reconstruction, and
Dale Ct N. / Dale Ct. S. Water Main Extension

OWNER: City of Shoreview

PROJECT NO: 18-01 and 18-03

CONTRACTOR: Douglass-Kerr Underground, LLC

APPLICATION DATE: 11/1/2019 FOR PERIOD ENDING: 11/1/2019

STATEMENT OF WORK

A.	ORIGINAL CONTRACT AMOUNT	\$ <u>1,620,575.20</u>
B.	NET CHANGE BY CHANGE ORDER	\$ <u>185,969.78</u>
C.	CONTRACT AMOUNT TO DATE (C=A+B)	\$ <u>1,806,544.98</u>
D.	TOTAL AMOUNT OF WORK COMPLETED	\$ <u>1,806,544.98</u>
E.	LESS 0 % RETAINAGE	\$ <u>-</u>
F.	AMOUNT DUE TO DATE (F=D-E)	\$ <u>1,806,544.98</u>
G.	LESS PREVIOUS PAYMENTS	\$ <u>1,771,390.33</u>
H.	PAYMENT DUE THIS APPLICATION (H=F-G)	\$ <u>35,154.65</u>

NOTES:

Payment No. 1 (9-4-2018): \$561,903.14
Payment No. 2 (10-19-2018): \$696,215.88
Payment No. 3 (11-16-2018): \$429,540.46
Payment No. 4 (10-08-2019): \$83,730.85

Change Order No. 1 (11-05-2018): \$86,630.24
Change Order No. 2 (12-03-2018): \$86,753.41
Change Order No. 3 (11-18-2019): \$12,586.13

**APPLICATION FOR PAYMENT NO. 5 (FINAL)
PROJECT NO. 18-01 and 18-03**

CONTRACTOR: Douglas-Kerr Underground, LLC

BY: _____
(Name and Title)

DATE: _____

APPROVED FOR PAYMENT:

OWNER: CITY OF SHOREVIEW

BY: _____
Tom Wesolowski (City Engineer)

DATE: _____

PAYMENT NO. 5 (FINAL)

ARNER AVE. / BRIDGE ST. / DALE ST. N. / LION LN
RECONSTRUCTION
CITY PROJECT NO. 18-01

STREET RECONSTRUCTION

ITEM NO.	ITEM	UNIT	ESTIMATED QUANTITY	QUANTITY THIS PERIOD	QUANTITY TO DATE	UNIT PRICE	TOTAL COST
2021.501	MOBILIZATION	LS	1.00	-	1.00	\$ 40,516.77	\$ 40,516.77
2101.501	CLEARING AND GRUBBING	LS	1.00	-	1.00	\$ 236.25	\$ 236.25
2101.502	CLEARING	TREE	26.00	-	28.00	\$ 370.45	\$ 10,372.60
2101.507	GRUBBING	TREE	26.00	-	27.00	\$ 246.95	\$ 6,667.65
2104.501	REMOVE CURB & GUTTER	LF	443.00	-	597.50	\$ 6.70	\$ 4,003.25
2104.503	REMOVE CONCRETE PAVEMENT	SF	243.00	-	485.94	\$ 4.30	\$ 2,089.54
2104.503	REMOVE WALK	SF	40.00	-	182.00	\$ 5.65	\$ 1,028.30
2104.503	REMOVE CONCRETE DRIVEWAY PAVEMENT	SY	1018.00	-	1,470.85	\$ 4.25	\$ 6,251.11
2104.505	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	SY	1038.00	208.62	1,316.57	\$ 2.40	\$ 3,159.77
2104.505	REMOVE BITUMINOUS PAVEMENT	SY	10538.00	-	11,767.00	\$ 1.70	\$ 20,003.90
2104.511	SAWING CONCRETE PAVEMENT (FULL DEPTH)	LF	640.00	10.20	1,101.04	\$ 3.95	\$ 4,349.11
2104.523	SALVAGE SIGN TYPE C	EACH	4.00	-	1.00	\$ 21.00	\$ 21.00
2104.523	SALVAGE MAIL BOX SUPPORT	EACH	64.00	4.00	68.00	\$ 47.25	\$ 3,213.00
2105.501	COMMON EXCAVATION	CY	3522.00	156.43	4,625.93	\$ 18.75	\$ 86,736.19
2112.501	SUBGRADE PREPARATION	RDST	37.38	-	40.90	\$ 260.45	\$ 10,652.41
2123.610	STREET SWEEPER (WITH PICKUP BROOM)	hour	16.00	-	53.25	\$ 150.00	\$ 7,987.50
2130.523	WATER	hour	16.00	-	3.00	\$ 61.65	\$ 184.95
2211.503	AGGREGATE BASE (CV) CLASS 5	CY	2282.00	-	3,418.46	\$ 25.90	\$ 88,538.11
2301.504	8" CONCRETE PAVEMENT	SY	27.00	-	29.18	\$ 99.75	\$ 2,910.71
2331.603	JOINT ADHESIVE	LF	10744.00	-	11,835.00	\$ 0.55	\$ 6,509.25
2331.603	BITUMINOUS CONTROL JOINT	LF	3668.00	3,668.00	3,668.00	\$ 2.45	\$ 8,986.60
2357.502	BITUMINOUS MATERIAL FOR TACK COAT	GAL	525.00	-	615.00	\$ 3.40	\$ 2,091.00
2360.501	BITUMINOUS WEAR COURSE (SPWEA230C)	TON	896.00	6.55	1,114.09	\$ 66.60	\$ 74,198.39
2360.502	BITUMINOUS BASE COURSE (SPNWB230C)	TON	1208.00	-	1,346.06	\$ 62.35	\$ 83,926.84
2360.503	BITUMINOUS DRWY PVMNT (SPWEA230C)	SY	1037.00	-	843.50	\$ 18.25	\$ 15,393.88
2411.607	CONCRETE STEPS	CY	0.40	-	2.09	\$ 892.50	\$ 1,865.33
2411.618	MODULAR BLOCK RETAINING WALL	SF	480.00	-	425.08	\$ 27.85	\$ 11,838.48
2506.516	CASTING ASSEMBLY (SANITARY)	EACH	9.00	-	11.00	\$ 1,534.25	\$ 16,876.75
2521.501	4" CONCRETE SIDEWALK	SF	5652.00	22.95	4,802.19	\$ 4.95	\$ 23,770.84
2531.501	CONCRETE CURB & GUTTER (B618)	LF	7186.00	-	7,464.00	\$ 12.75	\$ 95,166.00
2531.507	6" CONCRETE DRIVEWAY PAVEMENT	SY	1018.00	-	1,662.60	\$ 65.20	\$ 108,401.52
2531.602	CONC PED RAMP W/TRUNCATED DOMES	EACH	6.00	-	6.00	\$ 1,470.00	\$ 8,820.00
2540.602	INSTALL MAIL BOX SUPPORT	EACH	64.00	4.00	68.00	\$ 57.75	\$ 3,927.00
2545.523	4" NON-METALIC CONDUIT	LF	160.00	-	40.00	\$ 10.00	\$ 400.00
2563.601	TRAFFIC CONTROL	LS	1.00	-	1.00	\$ 2,782.50	\$ 2,782.50
2564.537	INSTALL SIGN TYPE C	EACH	4.00	-	-	\$ 131.25	\$ -
2573.502	SILT FENCE, TYPE PA	LF	200.00	-	-	\$ 3.15	\$ -
2573.530	STORM DRAIN INLET PROTECTION	EACH	64.00	-	60.00	\$ 161.35	\$ 9,681.00
2573.533	SEDIMENT CONTROL LOG TYPE STRAW	LF	240.00	-	-	\$ 4.20	\$ -
2573.535	STABILIZED CONSTRUCTION EXIT	LS	1.00	-	-	\$ 3,754.50	\$ -
2574.525	ORGANIC TOPSOIL BORROW	CY	2120.00	-	1,812.00	\$ 24.15	\$ 43,759.80
2575.505	SODDING TYPE LAWN	SY	12713.00	-	14,314.00	\$ 5.30	\$ 75,864.20
2582.502	4" SOLID LINE PAINT	LF	2077.00	-	-	\$ 0.30	\$ -
2582.502	4" DOUBLE SOLID LINE PAINT	LF	930.00	-	-	\$ 0.55	\$ -
2582.618	CROSSWALK PVMNT MARKING TAPE	SF	430.00	-	-	\$ 21.00	\$ -
	ADW 08 - ADDITIONAL TRAFFIC CONTROL FOR 2019 WORK	LS	-	-	1.00	\$ 2,099.75	\$ 2,099.75
	ADW 09 - RIPRAP FOR EROSION CONTROL BY RETAINING WALL	LS	-	-	1.00	\$ 299.05	\$ 299.05
	ADW 10 - SPLIT RAIL WOOD FENCING AT RETAINING WALL	LS	-	-	1.00	\$ 3,200.00	\$ 3,200.00
	ADW 11 - RETAINING WALL EXTENSION	LS	-	-	1.00	\$ 3,225.00	\$ 3,225.00
	ADW 12 - INSTALL VALLEY GUTTER AT BRIDGE ST. & GALTIER ST.	LS	-	-	1.00	\$ 2,135.50	\$ 2,135.50
	ADW 13 - ADDITIONAL MOBILIZATION FOR WORK IN 2019	LS	-	-	1.00	\$ 650.00	\$ 650.00
	ADW 14 - ADDITIONAL RIPRAP INSTALLATION FEES	LS	-	1.00	1.00	\$ 680.00	\$ 680.00
	ADW 15 - TEMPORARY ROAD PAVEMENT PATCHING FEES	LS	-	1.00	1.00	\$ 400.00	\$ 400.00

TOTAL - STREET RECONSTRUCTION (CP 18-01)..... \$ 905,870.79

PAYMENT NO. 5 (FINAL)

ARNER AVE. / BRIDGE ST. / DALE ST. N. / LION LN
RECONSTRUCTION
CITY PROJECT NO. 18-01

STORM SEWER

ITEM NO.	ITEM	UNIT	ESTIMATED QUANTITY	QUANTITY THIS PERIOD	QUANTITY TO DATE	UNIT PRICE	TOTAL COST
2104.501	REMOVE SEWER PIPE (STORM)	LF	1386.00	-	1,468.00	\$ 11.60	\$ 17,028.80
2104.509	REMOVE MANHOLE (STORM)	EACH	7.00	-	7.00	\$ 250.50	\$ 1,753.50
2104.509	REMOVE CATCH BASIN	EACH	10.00	-	9.00	\$ 250.50	\$ 2,254.50
2104.509	REMOVE CONCRETE APRON	EACH	1.00	-	1.00	\$ 250.50	\$ 250.50
2105.501	COMMON EXCAVATION	CY	858.00	-	829.00	\$ 12.30	\$ 10,196.70
2105.604	GEOTEXTILE FABRIC TYPE I	SY	2690.00	-	4,502.00	\$ 0.85	\$ 3,826.70
2105.604	GEOTEXTILE FABRIC TYPE II	SY	15.00	-	7.50	\$ 0.75	\$ 5.63
2501.515	18" RC PIPE APRON	EACH	1.00	-	1.00	\$ 1,326.00	\$ 1,326.00
2502.541	18" PERF HDPE PIPE (SMOOTH INTERIOR)	LF	87.00	-	87.00	\$ 31.25	\$ 2,718.75
2502.541	24" PERF HDPE PIPE (SMOOTH INTERIOR)	LF	1199.00	-	1,197.00	\$ 48.65	\$ 58,234.05
2502.541	30" PERF HDPE PIPE (SMOOTH INTERIOR)	LF	200.00	-	200.00	\$ 64.60	\$ 12,920.00
2503.511	15" RC PIPE SEWER	LF	1300.00	-	1,320.00	\$ 37.35	\$ 49,302.00
2502.541	18" RC PIPE SEWER	LF	454.00	-	490.00	\$ 34.85	\$ 17,076.50
2502.541	21" RC PIPE SEWER	LF	312.00	-	312.00	\$ 59.25	\$ 18,486.00
2506.502	CONST 48" CBMH W/CASTING	EACH	5.00	-	5.00	\$ 2,475.80	\$ 12,379.00
2506.502	CONST 48" CBMH W/CASTING & 3' SUMP	EACH	17.00	-	15.00	\$ 3,492.40	\$ 52,386.00
2506.502	CONST 48" MH W/CASTING	EACH	3.00	-	3.00	\$ 3,830.45	\$ 11,491.35
2506.502	CONST 60" CBMH W/CASTING & 3' SUMP	EACH	1.00	-	2.00	\$ 4,985.85	\$ 9,971.70
2506.502	CONST 72" CBMH W/CASTING & 3' SUMP	EACH	1.00	-	1.00	\$ 6,530.45	\$ 6,530.45
2506.502	CONST 2'X3' CATCH BASIN W/CASTING	EACH	21.00	-	21.00	\$ 1,693.40	\$ 35,561.40
206.602	CONNECT TO EX. DRAINAGE STRUCTURE	EACH	1.00	-	3.00	\$ 2,242.90	\$ 6,728.70
2511.501	RANDOM RIPRAP CLASS II	CY	3.00	-	3.00	\$ 153.85	\$ 461.55
2600.200	1.5" CLEAR ROCK	CY	637.00	-	672.72	\$ 45.90	\$ 30,877.85
2600.300	IMPERMEABLE GEOMEMBRANE	SY	880.00	-	1,353.11	\$ 1.35	\$ 1,826.70
2611.500	TRACER BOX (STORM)	EACH	18.00	-	14.00	\$ 90.55	\$ 1,267.70
	ADW 04 - 12" PVC STORM	LF	-	-	12.00	\$ 26.90	\$ 322.80
	ADW 05 - WAT SERVICE ADJUSTMENTS FOR STORM PIPES	LS	-	-	1.00	\$ 8,827.25	\$ 8,827.25
	ADW 06 - STORM STRUCTURE ADJUSTMENTS	LS	-	-	1.00	\$ 1,393.75	\$ 1,393.75
TOTAL - STORM SEWER (CP 18-01).....							\$ 375,405.82

WATERMAIN

ITEM NO.	ITEM	UNIT	ESTIMATED QUANTITY	QUANTITY THIS PERIOD	QUANTITY TO DATE	UNIT PRICE	TOTAL COST
2104.502	REMOVE HYDRANT & VALVE	EACH	8.00	-	9.00	\$ 440.65	\$ 3,965.85
2104.502	REMOVE WATER MANHOLE (W/ BUTTERFLY VALVE)	EACH	1.00	-	-	\$ 1,893.80	\$ -
2502.604	4" UTILITY INSULATION	SY	264.00	-	186.88	\$ 41.70	\$ 7,792.90
2611.500	F & I HYDRANT (WB-67) & VALVE	EACH	8.00	-	9.00	\$ 6,728.05	\$ 60,552.45
2611.500	GATE VALVE REHABILITATION	EACH	7.00	-	-	\$ 912.85	\$ -
2611.500	16" BUTTERFLY VALVE & MH W/CASTING	LS	1.00	-	1.00	\$ 27,808.60	\$ 27,808.60
	ADW 01 - REPLACE GATE VALVE & SALVAGE BOX	EACH	-	-	7.00	\$ 2,671.43	\$ 18,700.01
	ADW 02 - RELOCATE HYDRANT DUE TO STAKING ERROR	LS	-	-	1.00	\$ 1,393.75	\$ 1,393.75
	ADW 07 - HYDRANT EXTENSION	EACH	-	-	4.00	\$ 820.09	\$ 3,280.37
TOTAL - WATERMAIN (CP 18-01).....							\$ 123,493.93

SANITARY SEWER

ITEM NO.	ITEM	UNIT	ESTIMATED QUANTITY	QUANTITY THIS PERIOD	QUANTITY TO DATE	UNIT PRICE	TOTAL COST
2104.501	REMOVE EXISTING 9" VCP PIPE	LF	960.00	-	1,270.00	\$ 0.01	\$ 12.70
2104.502	REMOVE SANITARY MANHOLE	EACH	3.00	-	3.00	\$ 361.20	\$ 1,083.60
2502.601	4" INSULATION	SY	20.00	-	35.56	\$ 41.85	\$ 1,488.19
2621.500	PLUG & ABANDON EX OUTSIDE DROP	EACH	1.00	-	1.00	\$ 221.70	\$ 221.70
2621.500	48" SANITARY SEWER MANHOLE	EACH	3.00	-	3.00	\$ 4,281.10	\$ 12,843.30
2621.500	CONNECT TO EXISTING SANITARY MANHOLE	EACH	1.00	-	5.00	\$ 1,330.40	\$ 6,652.00
2621.500	8" PVC SEWER	LF	960.00	-	1,335.00	\$ 30.35	\$ 40,517.25
2621.500	8" X 4" PVC WYE	EACH	20.00	-	26.00	\$ 736.85	\$ 19,158.10
2621.500	4" PVC SERVICE PIPE	LF	1710.00	-	1,832.00	\$ 41.50	\$ 76,028.00
2621.500	REMOVE & REPLACE 8" X 4" WYE	EACH	57.00	-	31.00	\$ 133.05	\$ 4,124.55
2621.500	4" PVC CLEANOUT	EACH	61.00	-	57.00	\$ 309.10	\$ 17,618.70
2621.500	INSIDE DROP	EACH	1.00	-	1.00	\$ 2,019.40	\$ 2,019.40
TOTAL - SANITARY SEWER (CP 18-01).....							\$ 181,767.49

PAYMENT NO. 5 (FINAL)

DALE CT N. / DALE CT S.
WATER MAIN EXTENSION
CITY PROJECT NO. 18-03

STREET RECONSTRUCTION

ITEM NO.	ITEM	UNIT	ESTIMATED QUANTITY	QUANTITY THIS PERIOD	QUANTITY TO DATE	UNIT PRICE	TOTAL COST
2021.501	MOBILIZATION	LS	1.00	-	1.00	\$ 28,203.55	\$ 28,203.55
2104.501	REMOVE CURB & GUTTER	LF	1091.00	-	1,078.00	\$ 2.85	\$ 3,072.30
2104.505	REMOVE CONCRETE DRIVEWAY PAVEMENT	SY	255.00	-	189.00	\$ 6.00	\$ 1,134.00
2104.505	REMOVE BITUMINOUS PAVEMENT	SY	4019.00	-	4,019.00	\$ 1.25	\$ 5,023.75
2104.511	SAWING CONCRETE PAVEMENT (FULL DEPTH)	LF	151.00	-	172.00	\$ 4.60	\$ 791.20
2104.523	SALVAGE & REINSTALL EX SIGNS POSTS & MB	EACH	14.00	-	10.00	\$ 111.75	\$ 1,117.50
2105.501	COMMON EXCAVATION	CY	603.00	-	723.00	\$ 17.45	\$ 12,616.35
2112.501	SUBGRADE PREPARATION	RDST	4.16	-	4.16	\$ 384.40	\$ 1,599.10
2123.610	STREET SWEEPER (WITH PICKUP BROOM)	HOURL	4.00	-	4.00	\$ 150.00	\$ 600.00
2130.523	WATER	HOURL	4.00	-	2.00	\$ 61.65	\$ 123.30
2211.503	AGGREGATE BASE (CV) CLASS 5	CY	327.00	-	403.05	\$ 34.10	\$ 13,744.01
2331.603	JOINT ADHESIVE	LF	1091.00	-	1,659.00	\$ 0.55	\$ 912.45
2331.603	BITUMINOUS CONTROL JOINT	LF	725.00	1,123.00	1,123.00	\$ 2.45	\$ 2,751.35
2357.502	BITUMINOUS MATERIAL FOR TACK COAT	GAL	91.00	-	90.00	\$ 3.40	\$ 306.00
2360.501	BITUMINOUS WEAR COURSE (SPWEA230C)	TON	203.00	-	185.27	\$ 66.85	\$ 12,385.30
2360.502	BITUMINOUS BASE COURSE (SPNWB230C)	TON	152.00	-	217.44	\$ 62.35	\$ 13,557.38
2506.516	CASTING ASSEMBLY	EACH	2.00	-	2.00	\$ 1,534.25	\$ 3,068.50
2531.501	CONCRETE CURB & GUTTER (B618)	LF	1091.00	-	1,051.00	\$ 17.90	\$ 18,812.90
2531.507	6" CONCRETE DRIVEWAY PAVEMENT	SY	255.00	-	208.31	\$ 68.45	\$ 14,258.82
2563.601	TRAFFIC CONTROL	LS	1.00	-	1.00	\$ 2,782.50	\$ 2,782.50
2573.502	SILT FENCE, TYPE PA	LF	120.00	-	-	\$ 3.15	\$ -
2573.530	STORM DRAIN INLET PROTECTION	EACH	4.00	-	4.00	\$ 193.60	\$ 774.40
2573.535	STABILIZED CONSTRUCTION EXIT	LS	1.00	-	-	\$ 2,399.80	\$ -
2574.525	ORGANIC TOPSOIL BORROW	CY	282.00	-	120.00	\$ 24.15	\$ 2,898.00
2575.505	SODDING TYPE LAWN	SY	1691.00	-	1,500.00	\$ 6.20	\$ 9,300.00
	ADW 03 - HYDRANT EXTENSION	EACH	-	-	1.00	\$ 907.54	\$ 907.54
TOTAL - STREET RECONSTRUCTION (CP 18-03)							\$ 150,740.20

STORM SEWER

ITEM NO.	ITEM	UNIT	ESTIMATED QUANTITY	QUANTITY THIS PERIOD	QUANTITY TO DATE	UNIT PRICE	TOTAL COST
2104.509	REMOVE CONCRETE APRON	EACH	1.00	-	1.00	\$ 250.50	\$ 250.50
2104.509	REMOVE CATCH BASIN	EACH	1.00	-	1.00	\$ 250.50	\$ 250.50
2105.604	GEOTEXTILE FABRIC TYPE III	SY	5.00	-	-	\$ 0.75	\$ -
2506.300	RECONSTRUCT DRAINAGE STRUCTURE	EACH	1.00	-	1.00	\$ 59.65	\$ 59.65
2621.500	CONNECT EX CMP TO NEW STRUCTURE	EACH	2.00	-	2.00	\$ 672.85	\$ 1,345.70
2621.500	15" HDPE PIPE (SMOOTH INTERIOR)	LF	60.00	-	80.00	\$ 26.90	\$ 2,152.00
2506.502	CONST 27" CBMH W/CASTING	EACH	1.00	-	1.00	\$ 2,241.15	\$ 2,241.15
2506.502	CONST 27" CBMH W/SALVAGED CASTING	EACH	1.00	-	1.00	\$ 1,171.90	\$ 1,171.90
2511.501	RANDOM RIPRAP CLASS II	CY	2.00	-	2.00	\$ 191.25	\$ 382.50
2621.500	15" HDPE FLARED END SECTION	EACH	1.00	-	1.00	\$ 365.90	\$ 365.90
TOTAL - STORM SEWER (CP 18-03)							\$ 8,219.80

WATERMAIN

ITEM NO.	ITEM	UNIT	ESTIMATED QUANTITY	QUANTITY THIS PERIOD	QUANTITY TO DATE	UNIT PRICE	TOTAL COST
2104.502	REMOVE HYDRANT & VALVE	EACH	1.00	-	1.00	\$ 220.30	\$ 220.30
2502.604	4" INSULATION	SY	8.00	-	26.68	\$ 42.00	\$ 1,120.56
2611.500	CONNECT TO EX WATER MAIN	EACH	2.00	-	2.00	\$ 881.35	\$ 1,762.70
2611.500	6" WATER MAIN C-900, DR18	LF	439.00	-	448.00	\$ 26.50	\$ 11,872.00
2611.500	TRACER BOX	EACH	2.00	-	2.00	\$ 90.55	\$ 181.10
2611.500	6" GATE VALVE & BOX	EACH	2.00	-	2.00	\$ 2,656.65	\$ 5,313.30
2611.500	F & I HYDRANT (WB-67) & VALVE	EACH	3.00	-	3.00	\$ 5,993.65	\$ 17,980.95
2611.500	1" CORPORATION	EACH	10.00	-	10.00	\$ 864.95	\$ 8,649.50
2611.500	1" CURB STOP & BOX	EACH	10.00	-	10.00	\$ 856.50	\$ 8,565.00
2611.500	1" POLYETHYLENE SERVICE PIPE	LF	398.00	-	398.00	\$ 11.75	\$ 4,676.50
2611.500	DIP FITTINGS	EACH	273.00	-	239.00	\$ 2.95	\$ 705.05
TOTAL - WATERMAIN (CP 18-03)							\$ 61,046.96

PAYMENT NO. 5 (FINAL)
SUMMARY

ARNER AVE. / BRIDGE ST. / DALE ST. N. / LION LN
RECONSTRUCTION
CITY PROJECT NO. 18-01

STREET RECONSTRUCTION	\$ 905,870.79
STORM SEWER	\$ 375,405.82
WATERMAIN	\$ 123,493.93
SANITARY SEWER	<u>\$ 181,767.49</u>
 TOTAL WORK COMPLETED CP NO. 18-01.....	 \$ 1,586,538.02

DALE CT N. / DALE CT S.
WATER MAIN EXTENSION
CITY PROJECT NO. 18-03

STREET RECONSTRUCTION	\$ 150,740.20
STORM SEWER	\$ 8,219.80
WATERMAIN	<u>\$ 61,046.96</u>
 TOTAL WORK COMPLETED CP NO. 18-03.....	 \$ 220,006.96

PAYMENT NO. 5 (FINAL)
SUMMARY

CITY PROJECT NO. 18-01 AND 18-03

STREET RECONSTRUCTION	\$ 1,056,610.99
STORM SEWER	\$ 383,625.62
WATERMAIN	\$ 184,540.89
SANITARY SEWER	<u>\$ 181,767.49</u>
 TOTAL WORK COMPLETED CP NO. 18-01 AND 18-03.....	 \$ 1,806,544.98

**EXTRACT OF MINUTES OF MEETING OF THE
CITY COUNCIL OF SHOREVIEW, MINNESOTA**

HELD NOVEMBER 18, 2019

* * * * *

Pursuant to due call and notice thereof, a meeting of the City Council of the City of Shoreview, Minnesota was duly called and held at the Shoreview City Hall in said City on November 18, 2019 at 7:00 pm. The following members were present:

and the following members were absent:

Member introduced the following resolution and moved its adoption.

RESOLUTION NO. 19-107
APPROVING CHANGE ORDER NO. 3 AND PAY ESTIMATE NO. 5 (FINAL)
FOR THE
ARNER/DALE/BRIDGE/LION RECONSTRUCTION AND
DALE COURT NORTH AND SOUTH WATER MAIN EXTENSION
CITY PROJECTS 18-01 AND 18-03

WHEREAS, On May 5, 2018, the City Council awarded a contract to Douglas-Kerr Underground, LLC in the amount of \$1,620,575.20 for the Arner/Dale/Bridge/Lion Reconstruction and Dale Court North and South Water Main Extension, City Projects 18-01 & 18-03 and authorized the Mayor and City Manager to sign said contract, and

WHEREAS, the original contract amount is \$1,620,575.20, and

WHEREAS, Change Order No. 1, in the amount of \$86,630.24 was approved on November 5, 2018, increasing the contract amount to \$1,707,205.44, and

WHEREAS, Change Order No. 2 in the amount of \$81,379.04 was approved on December 3, 2018, increasing the contract amount to \$1,793,958.85, and

WHEREAS, Change Order No. 3 in the amount of \$12,586.13 has been prepared in order to address certain changes or modifications to the original contract, and

WHEREAS, said changes and modifications to the project will increase the contract amount to \$1,806,544.98, and

WHEREAS, Payment No. 5 (Final), in the amount of \$35,154.65, will result in a total amount of work completed of \$1,806,544.98, and

WHEREAS, the City Engineer has recommended approval of proposed Change Order No. 3 and Payment No. 5 (Final).

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

1. That Change Order No. 3, in the amount of \$12,586.13, resulting in a revised contract amount of \$1,806,544.98, is hereby approved, and
2. That Change Order No. 3 will be funded by Street Renewal Bonds, and
3. That Payment No. 5 (Final), in the amount of \$35,154.65, resulting in a total amount of work completed of \$1,806,544.98, is hereby approved.

The motion for the adoption of the foregoing resolution was duly seconded by Member and upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

WHEREUPON, said resolution was declared duly passed and adopted this 18th day of November 2019.

STATE OF MINNESOTA)
)
 COUNTY OF RAMSEY)
)
 CITY OF SHOREVIEW)

I, the undersigned, being the duly qualified and acting Manager of the City of Shoreview of Ramsey County, Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a meeting of said City Council held on the 18th day of November, 2019, with the original thereof on file in my office and the same is a full, true and complete transcript therefrom insofar as the same relates to the approval of Change Order No. 3 and Payment No. 5 (Final), for the Arner/Dale/Bridge/Lion Reconstruction and Dale Court North and South Water Main Extension, City Projects 18-01 & 18-03.

WITNESS MY HAND officially as such Manager and the corporate seal of the City of Shoreview, Minnesota, this 19th day of November, 2019.

Terry C. Schwerm
City Manager

SEAL

Memorandum

TO: City Council
FROM: Renee Eisenbeisz, Assistant to the City Manager
DATE: November 18, 2019
SUBJECT: Award of quote - City hall office furniture
ITEM NUMBER: 8.h
SECTION: CONSENT AGENDA

REQUESTED MOTION

To award the quote for the office furniture for the city hall offices to Innovative Office Solutions in the amount of \$XXX,XXX.

INTRODUCTION

The City Council is being asked to award the quote for the city hall offices to Innovative Office Solutions in the amount of \$XXX,XXX.

DISCUSSION

The adopted capital improvement program includes a project to replace the modular furniture that is used by all employees on the upper and lower levels of city hall. The current modular furniture has been in place since the building opened in 1990. Given this, staff feels it is important to get quality furniture that will not only match the aesthetic of the entire building but also last 20-25 years. The offices and modular furniture in the park and recreation offices was updated about three years ago, but will likely need to be replaced as well in the next several years.

During the past few months, city staff have been working with interior design staff at Innovative Office Solutions to redesign the upper and lower office areas, as well as identify and select furniture for this project. It was critical to have Innovative's staff involved in the process to ensure the new areas were designed efficiently and that the finishes would work well together. As part of the project, four new cubicles are being created to allow for future expansion in each department.

The project is being funded through the capital asset replacement fund and includes:

- Redesigned office areas and furniture replacement for 32 workstations
- Wallpaper removal and painting
- Carpet replacement

All of the furniture in the attached quote is from a governmental contract that the city can utilize for purchases. By purchasing from a governmental contract, the city is ensuring that the furniture was publicly bid.

Although the project is above the allocation that had been included in the capital improvement program, there are sufficient revenues in the capital asset replacement fund to fully fund this project. Staff also anticipates being able to transfer additional monies into the capital asset replacement fund from the general fund at year end. In order to reduce the overall project costs, staff have placed a number of areas on hold such as updating the conference room and break room furniture, creating additional higher-density storage, and installing a sound-masking system. These reductions allowed the city to save \$53,250 from the overall cost of the project.

If approved, it is anticipated that the project will begin in mid-December and take about a month to complete. Staff will work with the vendors to split the areas into two phases, upper level and lower level.

RECOMMENDATION

Based on the foregoing information, it is recommended that the city council award the quote for the city hall offices to Innovative Office Solutions in the amount of \$XXX,XXX.

ATTACHMENTS

Memorandum

TO: City Council
FROM: Deborah Maloney, Assistant Finance Director
DATE: November 18, 2019
SUBJECT: Purchasing Policy Revision
ITEM NUMBER: 8.i
SECTION: CONSENT AGENDA

REQUESTED MOTION

To adopt resolution 19-109 amending City Purchasing Policy to mirror State Statutes

INTRODUCTION

During the 2018 legislative session the State Legislature amended statutes relating to municipal competitive bidding procedures. The governor signed into law Chapter 107, a bill that increases the competitive bid threshold for cities effective August 1, 2018. The revised purchasing policy updates the existing policy to reflect State of Minnesota statute changes. In the past, the City has adopted Minnesota Statutes in its purchasing policy, but has not yet amended the policy to mirror state statute's 2018 amendment.

DISCUSSION

State Statute amendments/requirements:

- If a contract is estimated to exceed \$25,000, but not to exceed \$175,000, the new law specifies that competitive bidding is allowed but not required. These limits were previously set at \$25,000 and \$100,000.

This revised purchasing policy is designed to:

- Apply to all employees of the City.
- Require that all purchases be in accordance with Minnesota Statutes.
- Require officials and employees to act responsibly as custodians of the public trust.
- Update guidelines relating to adequate documentation and proper approval of purchases.
- Provide for efficiencies in the purchasing process. The higher limits will give the City the option of choosing the quotation process over the bidding process. The bidding process can be time consuming and costly due to certain requirements including writing specifications, public notices, and sealed bids.

Major elements of the updated policy include:

- Approval thresholds for Council, the City Manager, Department Directors and other authorized individuals
- Required steps in the competitive bidding process
- Guidelines for quotations and direct negotiation
- Procedural requirements including forms, proper documentation and retention of records

RECOMMENDATION

A purchasing policy provides guidance and structure for all City purchases and must be periodically reviewed and updated to reflect legislative and internal policy changes. Staff recommends adoption of resolution 19-109 adopting the attached purchasing policy with an effective date of November 18, 2019.

ATTACHMENTS

[Minnesota Statute 471.345](#)
[2019 Purchasing Policy](#)
[Resolution](#)

471.345 UNIFORM MUNICIPAL CONTRACTING LAW.

Subdivision 1. **Municipality defined.** For purposes of this section, "municipality" means a county, town, city, school district or other municipal corporation or political subdivision of the state authorized by law to enter into contracts.

Subd. 2. **Contract defined.** A "contract" means an agreement entered into by a municipality for the sale or purchase of supplies, materials, equipment or the rental thereof, or the construction, alteration, repair or maintenance of real or personal property.

Subd. 3. **Contracts over \$175,000.** If the amount of the contract is estimated to exceed \$175,000, sealed bids shall be solicited by public notice in the manner and subject to the requirements of the law governing contracts by the particular municipality or class thereof. With regard to repairs and maintenance of ditches, the provisions of section 103E.705, subdivisions 5, 6, and 7, apply.

Subd. 3a. **Contracts over \$175,000; best value alternative.** As an alternative to the procurement method described in subdivision 3, municipalities may award a contract for construction, alteration, repair, or maintenance work to the vendor or contractor offering the best value under a request for proposals as described in section 16C.28, subdivision 1, paragraph (a), clause (2), and paragraph (c).

Subd. 4. **Contracts exceeding \$25,000 but not \$175,000.** If the amount of the contract is estimated to exceed \$25,000 but not to exceed \$175,000, the contract may be made either upon sealed bids or by direct negotiation, by obtaining two or more quotations for the purchase or sale when possible, and without advertising for bids or otherwise complying with the requirements of competitive bidding. All quotations obtained shall be kept on file for a period of at least one year after receipt thereof.

Subd. 4a. **Contracts exceeding \$25,000 but not \$175,000; best value alternative.** As an alternative to the procurement method described in subdivision 4, municipalities may award a contract for construction, alteration, repair, or maintenance work to the vendor or contractor offering the best value under a request for proposals as described in section 16C.28, subdivision 1, paragraph (a), clause (2), and paragraph (c).

Subd. 5. **Contracts \$25,000 or less.** If the amount of the contract is estimated to be \$25,000 or less, the contract may be made either upon quotation or in the open market, in the discretion of the governing body. If the contract is made upon quotation it shall be based, so far as practicable, on at least two quotations which shall be kept on file for a period of at least one year after their receipt. Alternatively, municipalities may award a contract for construction, alteration, repair, or maintenance work to the vendor or contractor offering the best value under a request for proposals as described in section 16C.28, subdivision 1, paragraph (a), clause (2), and paragraph (c).

Subd. 5a. **County or town rental contracts.** If the amount of a county or town contract for the rental of equipment is estimated to be \$60,000 or less, the contract may, in the discretion of the county or town board, be made by direct negotiation by obtaining two or more quotations for the rental when possible and without advertising for bids or otherwise complying with the requirements of competitive bidding. All quotations shall be kept on file for a period of at least one year after their receipt.

Subd. 5b. **Water tank service contracts.** (a) A municipality may, by direct negotiation or through the solicitation of requests for proposals, enter into a multiyear professional service contract for the engineering, repair, and maintenance of a water storage tank and appurtenant facilities owned, controlled, or operated by the municipality, if the contract contains:

(1) a provision that the municipality is not required to make total payments in a single year that exceed the water utility charges received by the municipality for that year;

(2) a provision requiring that the work performed be done under the review of a professional engineer licensed in the state of Minnesota attesting that the work will be performed in compliance with all applicable codes and engineering standards; and

(3) a provision that if, at the commencement of the contract, the water tank or appurtenant facilities require engineering, repair, or service in order to bring the water tank or facilities into compliance with federal, state, or local requirements, the party contracting with the municipality is responsible for providing the engineering, repair, or service. The costs to bring the water tank or facilities into compliance must be itemized separately and charged to the municipality in payments spread over a period of not less than three years from the commencement of the contract.

(b) If the cost of a contract for the sale or purchase of supplies, materials, equipment or the rental thereof, or the construction, alteration, repair, or maintenance of real or personal property entered into under this subdivision is estimated to meet the costs specified under subdivisions 3 and 3a, paragraph (a) applies but the municipality must use the procurement methods specified in subdivision 3 or 3a to contract for that portion of the work.

Subd. 6. Applicability of other laws. The purpose of this section is to establish for all municipalities, uniform dollar limitations upon contracts which shall or may be entered into on the basis of competitive bids, quotations or purchase or sale in the open market. To the extent inconsistent with this purpose, all laws governing contracts by a particular municipality or class thereof are superseded. In all other respects such laws shall continue applicable.

Subd. 7. Minimum labor standards. Nothing in this section shall be construed to prohibit any municipality from adopting rules, regulations, or ordinances which establish the prevailing wage rate as defined in section 177.42, as a minimum standard for wages and which establish the hours and working conditions prevailing for the largest number of workers engaged in the same class of labor within the area as a minimum standard for a contractor's employees which must be agreed to by any contractor before the contractor may be awarded any contract for the furnishing of any labor, material, supplies, or service.

Subd. 8. Procurement from economically disadvantaged persons. For purposes of this subdivision, the following terms shall have the meanings herein ascribed to them:

(a) "Small targeted group business" means businesses designated under section 16C.16.

(b) "Business entity" means an entity organized for profit, including an individual, partnership, corporation, joint venture, association, or cooperative.

Nothing in this section shall be construed to prohibit any municipality from adopting a resolution, rule, regulation, or ordinance which on an annual basis designates and sets aside for awarding to small targeted group businesses a percentage of the value of its anticipated total procurement of goods and services, including construction, and which uses either a negotiated price or bid contract procedure in the awarding of a procurement contract under a set-aside program as allowed in this subdivision, provided that any award based on a negotiated price shall not exceed by more than five percent the municipality's estimated price for the goods and services if they were purchased on the open market and not under the set-aside program.

Subd. 9. [Repealed, 1990 c 549 s 3]

Subd. 10. Shared hospital or ambulance service purchasing. Supplies, materials, or equipment to be used in the operation of a hospital licensed under sections 144.50 to 144.56 or an ambulance service licensed under chapter 144E that are purchased or leased under a shared service purchasing arrangement whereby more than one hospital or ambulance service purchases supplies, materials, or equipment with one or more

other hospitals or ambulance services either through one of the hospitals or ambulance services or through another entity, may be purchased without regard to the competitive bidding requirements of this section, if the following conditions are met:

- (1) the hospital's or ambulance service's governing authority authorizes the arrangement;
- (2) the shared services purchasing program purchases items available from more than one source on the basis of competitive bids or competitive quotations of prices; and
- (3) the arrangement authorizes the hospital's or ambulance service's governing authority or its representatives to review the purchasing procedures to determine compliance with these requirements.

The shared services purchasing program may award contracts to more than one bidder if doing so does not decrease the service level or diminish the effects of competition.

Subd. 11. Fuel contracts for generation of municipal power. Notwithstanding the amount of the contract, any contract entered into by a municipality for the purchase of fuel required for the generation of power from municipal power plants shall be governed by subdivision 4.

Subd. 12. Procurement from rehabilitation facilities. Nothing in this section prohibits a municipality from adopting a resolution, rule, regulation, or ordinance that on an annual basis designates and sets aside for awarding to rehabilitation facilities as described in section 268A.06 a percentage of the value of its anticipated total procurement of goods and services, including construction, and which uses either a negotiated price or bid contract procedure in the awarding of a procurement contract under a set-aside program as allowed in this subdivision, provided that any award based on a negotiated price shall not exceed by more than five percent the municipality's estimated price for the goods and services if they were purchased on the open market and not under the set-aside program.

Subd. 13. Energy efficiency projects. The following definitions apply to this subdivision.

(a) "Energy conservation measure" means a training program or facility alteration designed to reduce energy consumption or operating costs and includes:

- (1) insulation of the building structure and systems within the building;
- (2) storm windows and doors, caulking or weatherstripping, multiglazed windows and doors, heat absorbing or heat reflective glazed and coated window and door systems, additional glazing, reductions in glass area, and other window and door system modifications that reduce energy consumption;
- (3) automatic energy control systems;
- (4) heating, ventilating, or air conditioning system modifications or replacements;
- (5) replacement or modifications of lighting fixtures to increase the energy efficiency of the lighting system without increasing the overall illumination of a facility, unless an increase in illumination is necessary to conform to the applicable state or local building code for the lighting system after the proposed modifications are made;
- (6) energy recovery systems;
- (7) cogeneration systems that produce steam or forms of energy such as heat, as well as electricity, for use primarily within a building or complex of buildings;
- (8) energy conservation measures that provide long-term operating cost reductions; and

(9) water metering devices that increase efficiency or accuracy of water measurement and reduce energy use.

(b) "Guaranteed energy-savings contract" means a contract for the evaluation and recommendations of energy conservation measures, and for one or more energy conservation measures. The contract must provide that all payments, except obligations on termination of the contract before its expiration, are to be made over time, but not to exceed 20 years from the date of final installation, and the savings are guaranteed to the extent necessary to make payments for the systems.

(c) "Qualified provider" means a person or business experienced in the design, implementation, and installation of energy conservation measures. A qualified provider to whom the contract is awarded shall give a sufficient bond to the municipality for its faithful performance.

Notwithstanding any law to the contrary, a municipality may enter into a guaranteed energy-savings contract with a qualified provider to significantly reduce energy or operating costs.

Before entering into a contract under this subdivision, the municipality shall provide published notice of the meeting in which it proposes to award the contract, the names of the parties to the proposed contract, and the contract's purpose.

Before installation of equipment, modification, or remodeling, the qualified provider shall first issue a report, summarizing estimates of all costs of installations, modifications, or remodeling, including costs of design, engineering, installation, maintenance, repairs, or debt service, and estimates of the amounts by which energy or operating costs will be reduced.

A guaranteed energy-savings contract that includes a written guarantee that savings will meet or exceed the cost of energy conservation measures is not subject to competitive bidding requirements of section 471.345 or other law or city charter. The contract is not subject to section 123B.52.

A municipality may enter into a guaranteed energy-savings contract with a qualified provider if, after review of the report, it finds that the amount it would spend on the energy conservation measures recommended in the report is not likely to exceed the amount to be saved in energy and operation costs over 20 years from the date of final installation if the recommendations in the report were followed, and the qualified provider provides a written guarantee that the energy or operating cost savings will meet or exceed the costs of the system. The guaranteed energy-savings contract may provide for payments over a period of time, not to exceed 20 years.

A municipality may enter into an installment payment contract for the purchase and installation of energy conservation measures. The contract must provide for payments of not less than 1/20 of the price to be paid within two years from the date of the first operation, and the remaining costs to be paid monthly, not to exceed a 20-year term from the date of final acceptance.

A municipality entering into a guaranteed energy-savings contract shall provide a copy of the contract and the report from the qualified provider to the commissioner of commerce within 30 days of the effective date of the contract.

Guaranteed energy-savings contracts may extend beyond the fiscal year in which they become effective. The municipality shall include in its annual appropriations measure for each later fiscal year any amounts payable under guaranteed energy-savings contracts during the year. Failure of a municipality to make such an appropriation does not affect the validity of the guaranteed energy-savings contract or the municipality's obligations under the contracts.

Subd. 14. **Damage awards.** (a) In any action brought challenging the validity of a municipal contract under this section, the court shall not award, as any part of its judgment, damages or attorney fees, but may award an unsuccessful bidder the costs of preparing an unsuccessful bid.

(b) Paragraph (a) applies to any action arising under or based upon the alleged violation by a municipality of any law, regulation, ordinance, or equitable doctrine governing or regarding public procurement requirements, public procurement procedures, or the award of any public contract by a municipality, regardless of whether the agreement constitutes a contract under subdivision 2.

Subd. 15. **Cooperative purchasing.** (a) Municipalities may contract for the purchase of supplies, materials, or equipment by utilizing contracts that are available through the state's cooperative purchasing venture authorized by section 16C.11. For a contract estimated to exceed \$25,000, a municipality must consider the availability, price and quality of supplies, materials, or equipment available through the state's cooperative purchasing venture before purchasing through another source.

(b) If a municipality does not utilize the state's cooperative purchasing venture, a municipality may contract for the purchase of supplies, materials, or equipment without regard to the competitive bidding requirements of this section if the purchase is through a national municipal association's purchasing alliance or cooperative created by a joint powers agreement that purchases items from more than one source on the basis of competitive bids or competitive quotations.

Subd. 16. **Reverse auction.** Notwithstanding any other procedural requirements of this section, a municipality may contract to purchase supplies, materials, and equipment using an electronic purchasing process in which vendors compete to provide the supplies, materials, or equipment at the lowest selling price in an open and interactive environment. A municipality may not use this process to contract for services, as defined by section 16C.02, subdivision 17, or a service contract, as defined by section 16C.02, subdivision 7a. Nothing in this subdivision must be construed to prohibit a municipality from adopting a resolution, rule, regulation, or ordinance relating to minimum labor standards under subdivision 7, or procurement from economically disadvantaged persons under subdivision 8.

Subd. 17. **Electronic sale of surplus supplies, materials, and equipment.** Notwithstanding any other procedural requirements of this section, a municipality may contract to sell supplies, materials, and equipment which is surplus, obsolete, or unused using an electronic selling process in which purchasers compete to purchase the surplus supplies, materials, or equipment at the highest purchase price in an open and interactive environment.

Subd. 18. **Electronic bidding.** Notwithstanding any other procedural requirements of this section, vendors may submit bids, quotations, and proposals electronically in a form and manner required by the municipality. A municipality may allow bid, performance, or payment bonds, or other security, to be furnished electronically.

Subd. 19. **Town road construction and maintenance.** Notwithstanding any other procedural requirements of this section, a town may contract for the construction or maintenance of a town road by agreeing to the terms of an existing contract between a vendor and a county for road construction or maintenance on an adjoining road if the existing county contract was made in conformance with all applicable procedural requirements.

Subd. 20. **Solicitations to small business enterprises or veteran-owned small businesses.** A contract, as defined in subdivision 2, estimated not to exceed \$250,000 may be made pursuant to the provisions of subdivision 4 provided that a business that is directly solicited is: (1) certified as a small business enterprise by a county designated small business certification program; or (2) certified by the commissioner of

administration as a small business that is majority-owned and operated by a veteran or a service-disabled veteran. This subdivision applies only to county boards.

Subd. 21. **Original jurisdiction; timing for filing.** (a) Original jurisdiction is granted to the district court over any action seeking legal, equitable, or declaratory relief arising under or based upon the alleged violation of any law or ordinance governing public procurement requirements, public procurement procedures, or the award of any public contract.

(b) The grant of original jurisdiction under paragraph (a) applies regardless of whether a public entity involved or implicated in the action is alleged to have acted, or may be held to have acted, in a judicial or quasi-judicial capacity.

(c) The grant of original jurisdiction under paragraph (a) does not: (1) alter the standard of review to be applied by a district court; (2) alter the standard of review applied by an appellate court; (3) affect subdivision 14; (4) affect the available remedies, including, but not limited to, the availability or nonavailability of attorney fees awards and bid preparation costs; or (5) affect the procedural or administrative steps, if any, set out by statute, rule, or procurement procedure, that a party must comply with prior to initiating any such action.

(d) A procurement process participant must file an action prior to the date when the procurement contract at issue is fully executed unless:

(1) the party demonstrates that it acted diligently in seeking access to information the party reasonably deemed necessary to review prior to bringing an action; and

(2) the procurement process participant has not been afforded (i) reasonable access to information necessary to prepare the action for filing, or (ii) a reasonable opportunity to bring the action and seek appropriate relief from the court before the public procurement contract is fully executed. Reasonable access to necessary information and a reasonable opportunity to seek relief includes receipt of data described under section 13.591, subdivision 3 or 4, at least 15 days prior to full execution of the procurement contract.

(e) Paragraph (d) does not apply to matters alleging: (1) fraud or misrepresentation, or (2) acts following contract execution that would have been improper or illegal prior to contract execution.

History: 1969 c 934 s 1; 1973 c 123 art 5 s 7; 1973 c 226 s 1,2; 1974 c 510 s 1; 1977 c 182 s 1-3; 1980 c 462 s 4; 1983 c 42 s 1-3; 1983 c 301 s 211; 1984 c 413 s 1; 1985 c 172 s 129; 1Sp1985 c 13 s 347; 1986 c 350 s 1,2; 1986 c 444; 1988 c 409 s 1; 1988 c 689 art 2 s 268; 1989 c 9 s 3; 1989 c 352 s 19,25; 1990 c 391 art 8 s 51; 1990 c 541 s 26,29; 1990 c 549 s 1; 1992 c 380 s 4-6; 1998 c 386 art 2 s 93; 1998 c 397 art 11 s 3; 1999 c 13 s 1; 2000 c 328 s 2-4; 2002 c 358 s 1; 1Sp2003 c 10 s 1; 2004 c 278 s 10-14; 2005 c 63 s 1; 2006 c 274 s 2; 2007 c 136 art 3 s 4; 2007 c 148 art 3 s 31-33; 2008 c 207 s 4-8; 2008 c 356 s 11; 2009 c 101 art 2 s 92; 2014 c 196 art 3 s 4; 2015 c 22 s 1; 2018 c 107 s 1,2; 2018 c 124 s 1; 2018 c 146 s 1; 2019 c 21 s 2,3

**CITY OF SHOREVIEW, MINNESOTA
PURCHASING POLICY
Effective November 18, 2019**

SCOPE: This purchasing policy applies to all employees of the City of Shoreview, Minnesota who are authorized to enter into contracts and purchase goods on behalf of the City.

OBJECTIVES: Purchases of the City of Shoreview shall be in accordance with Minnesota Statutes Chapter 471.345 Uniform Municipal Contracting Law, or as amended. There are three general purposes behind this policy. First, it is intended to ensure taxpayers the lowest price and best value for their tax dollars when the City makes a contract. Second, it allows contractors a level playing field on which to compete for City contracts. Third, it limits the discretion of Contract-making officials and thus reduces the possibility of fraud or favoritism.

All participants in the purchasing process shall seek to act responsibly as custodians of the public trust. Purchasing officials shall avoid any transaction that might impair public confidence in the City's ability to govern effectively. Purchasing officials shall recognize that the purchasing process is subject to public review and evaluation. The overall process shall be designed and managed with a degree of professionalism worthy of the public trust.

MINNESOTA STATUTE REQUIREMENTS:

Contract Defined: The definition of the term "contract" is broad, but it does not include all contracts. Generally, a "contract" is an agreement entered into by the City for the sale or purchase of supplies, materials, equipment or the rental thereof, or the construction, alteration, repair, or maintenance of real or personal property.

State Statutes Group Contracts Into The Following Categories:

- Contracts over \$175,000: If the amount of the contract is estimated to exceed \$175,000 the City must use the competitive bidding process.
- Contracts from \$25,000 to \$175,000: Contracts that are estimated to exceed \$25,000 but not exceed \$175,000. The City may make the contract using the competitive bid process **or** by quotations through direct negotiation. If the latter method is used, the City must seek at least two quotations and keep them on file for at least one year.
- Contracts \$25,000 or less: If the contract is estimated to be \$25,000 or less the City has the option of making the contract upon quotation **or** in the open market. If the City makes the contract upon quotations, the City must obtain at least two quotations and keep them on file for at least one year after their receipt.

CITY OF SHOREVIEW REQUIREMENTS:

General requirements:

- All items presented for payment must be in Entered into BS&A Accounts Payable Module and scanned copy of original invoice attached. Payments can only be made by original itemized invoice, payments from statements are not permitted.
- Employee reimbursements must be submitted on the employee expense reimbursement form, signed by the employee's Department Director and scanned into BS&A Accounts Payable Module with original invoices or itemized receipts to support all non-mileage reimbursements.
- A minimum of two quotes must be attached to the invoice image for purchases from \$25,000 to \$175,000, if the competitive bid process was not followed.

Authorized signatures/bidding requirements:

- Purchases under \$2,500 may be purchased on the open market or by obtaining a minimum of two quotes. Approval is required by an authorized individual.
- Purchases from \$2,500 to \$9,999 may be purchased on the open market or by obtaining a minimum of two quotes. Approval is required by a Department Director.
- Purchases from \$10,000 to \$20,000 may be purchased on the open market or by obtaining a minimum of two quotes. Approval is required by the City Manager and a Department Director.
- Purchases from \$20,001 to \$25,000 may be purchased on the open market or by obtaining a minimum of two quotes. Approval is required by the City Council and the City Manager.
- Purchases from \$25,001 to \$175,000 may be purchased by obtaining a minimum of two quotes or calling for competitive bids. Approval is required by the City Council and the City Manager.
- Purchases over \$175,000 may be purchased by calling for competitive bids. Approval is required by the City Council and the City Manager.

LIST OF ATTACHMENTS:

- Purchasing Policy and Bidding Requirements
- Purchasing Policy Statutory Requirements

EXTRACT OF MINUTES OF MEETING OF THE
CITY COUNCIL OF SHOREVIEW, MINNESOTA
HELD November 18, 2019

Pursuant to due call and notice thereof, a Regular meeting of the City Council of the City of Shoreview, Minnesota, was duly called and held at the Shoreview City Hall in said City on November 18, 2019 at 7:00 P.M. The following members were present:

and the following members were absent:

Councilmember _____ introduced the following resolution and moved its adoption.

RESOLUTION 19-109
RESOLUTION ADOPTING A PURCHASING
POLICY EFFECTIVE NOVEMBER 18,2019

WHEREAS, There have been revisions to Minnesota Statutes relating to municipal competitive bidding procedures.

WHEREAS, The City's current purchasing policy is inconsistent with revises Statutes.

WHEREAS, The revised purchasing policy incorporates State Statute revisions.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Shoreview that the attached purchasing policy be adopted effective November 18, 2019.

The motion for the adoption of the foregoing resolution was duly supported by _____ and upon vote being taken thereon, the following voted in favor thereof:

and the following voted against same:

WHEREUPON, said resolution was declared duly passed and adopted this 18th day of November, 2019.

STATE OF MINNESOTA)
)
COUNTY OF RAMSEY)
)
CITY OF SHOREVIEW)

I, the undersigned, being the duly qualified and City Manager of the City of Shoreview of Ramsey County Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a meeting of said City Council held on the 18th day of November, 2019, with the original thereof on file in my office and same is a full, true, and complete transcript therefrom insofar as the same relates to the Purchasing Policy of the City of Shoreview.

WITNESS MY HAND officially as such City Manager and the corporate seal of the City of Shoreview, Minnesota, this 18th day of November, 2019.

Terry Schwerm
City Manager

SEAL

Memorandum

TO: City Council
FROM: Janice Miller
DATE: November 18, 2019
SUBJECT: Tree Trimmers License
ITEM NUMBER: 8.j
SECTION: CONSENT AGENDA

REQUESTED MOTION

To approve the license application as listed below.

INTRODUCTION

DISCUSSION

License #19-0480 for Tim's Tree Service, LLC

RECOMMENDATION

It is recommended that the City Council approve the above license.

ATTACHMENTS

[Tim's Tree Service, LLC.pdf](#)



City of Shoreview
4600 Victoria Street North
Shoreview, MN 55126
P. (651) 490-4600 | F. 651-490-4699

2018 Tree Trimmer License Application

Applicant Information

If applicant is an individual, this application shall be completed by such person; if a corporation, by an officer; if a partnership, by one of the general partners; if an unincorporated association, by the manager or managing officer.

Business Name Tim's Tree Service, LLC

Business Address 5612 Corvallis Ave N Crystal MN 55429
Street City State Zip

Mailing Address (if different) _____

Business Phone (763) 535-5839 Website: timstree.com

MN Business Tax ID No. 3275497

(per MN Stat. § 270C.72)

Federal Business Tax ID No. 463698208

Licensing Contact Name Jason Schlauch

Licensing Contact Phone 952-380-6271 Email jason@timstree.com

Do you have ISA Certified Arborists on staff? Yes No

Do you provide root graft barrier installation? Yes No

Do you use chemical substances in any activity related to treatment or disease control? Yes No

If yes, attach copy of "Commercial Pesticide Applicator" license issued by the Minnesota Department of Agriculture. Attachment

Which of the following preventative treatments do you provide?

a. Fungicide injections for oak wilt? Yes No

b. Fungicide injections for Dutch elm disease? Yes No

c. Insecticide injections for emerald ash borer? Yes No

This application is incomplete without Proof of Insurance, MN Workers' Certificate of Compliance, Surety Bond, and Application Fee.

ANNUAL LICENSE FEE: \$50.00 | ALL LICENSES EXPIRE DECEMBER 31ST.



Effective Date: November 12th, 2019

Western Surety Company

LICENSE AND PERMIT BOND

KNOW ALL PERSONS BY THESE PRESENTS: Bond No. 64868031

That we, Tim's Tree Service, LLC

of Crystal, State of Minnesota, as Principal,
and WESTERN SURETY COMPANY, a corporation duly licensed to do surety business in the State of
Minnesota, as Surety, are held and firmly bound unto the

City of Shoreview, State of Minnesota, as Obligee, in the penal

sum of Two Thousand Five Hundred and 00/100 DOLLARS (\$2,500.00),
lawful money of the United States, to be paid to the Obligee, for which payment well and truly to be made,
we bind ourselves and our legal representatives, firmly by these presents.

THE CONDITION OF THE ABOVE OBLIGATION IS SUCH, That whereas, the Principal has been
licensed Tree Trimmer
by the Obligee.

NOW THEREFORE, if the Principal shall faithfully perform the duties and in all things comply
with the laws and ordinances, including all amendments thereto, pertaining to the license or permit
applied for, then this obligation to be void, otherwise to remain in full force and effect until
November 12th, 2020, unless renewed by Continuation Certificate.

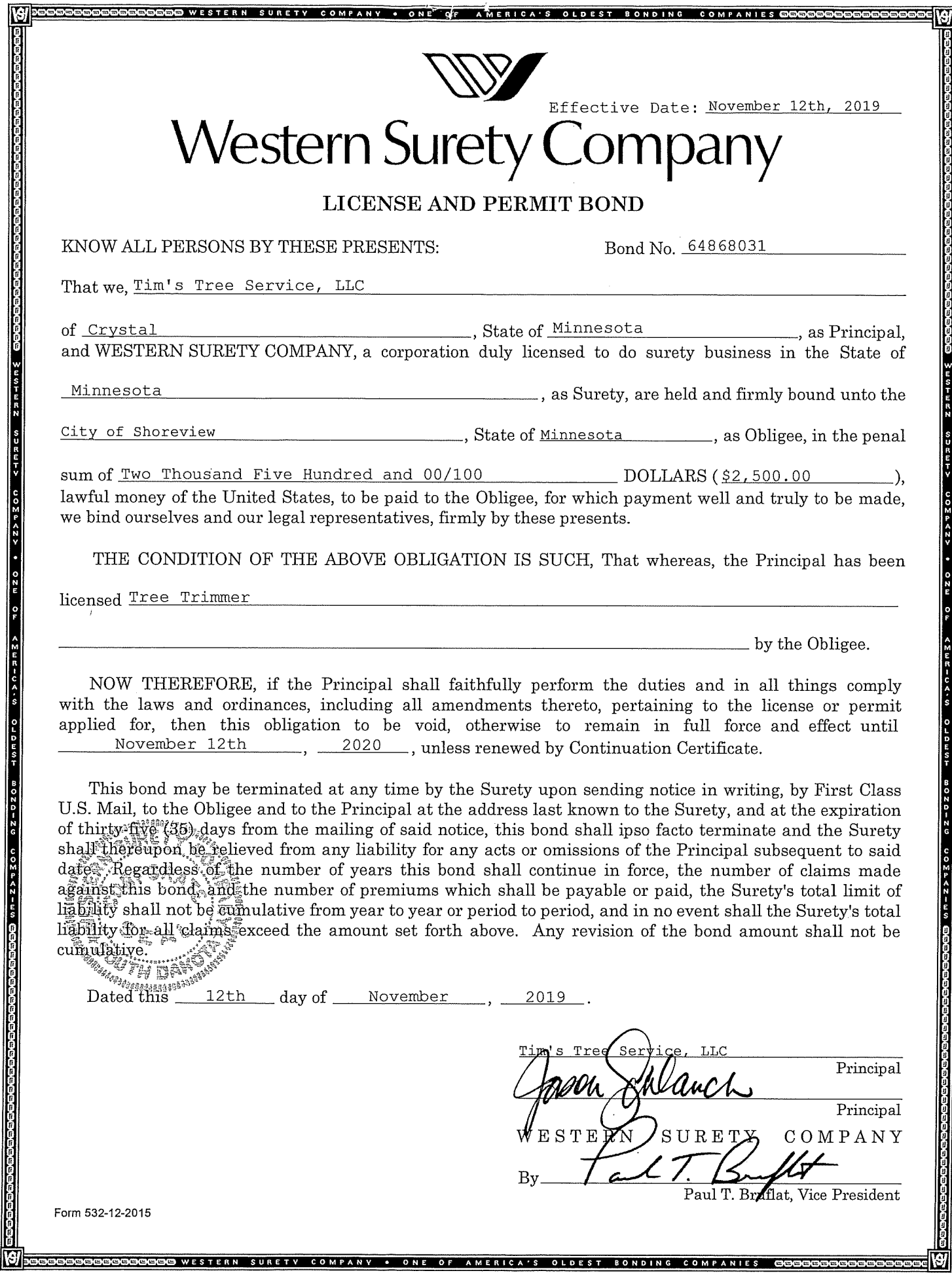
This bond may be terminated at any time by the Surety upon sending notice in writing, by First Class
U.S. Mail, to the Obligee and to the Principal at the address last known to the Surety, and at the expiration
of thirty-five (35) days from the mailing of said notice, this bond shall ipso facto terminate and the Surety
shall thereupon be relieved from any liability for any acts or omissions of the Principal subsequent to said
date. Regardless of the number of years this bond shall continue in force, the number of claims made
against this bond, and the number of premiums which shall be payable or paid, the Surety's total limit of
liability shall not be cumulative from year to year or period to period, and in no event shall the Surety's total
liability for all claims exceed the amount set forth above. Any revision of the bond amount shall not be
cumulative.

Dated this 12th day of November, 2019.

Tim's Tree Service, LLC
Jason Schlauch Principal

Principal
WESTERN SURETY COMPANY

By Paul T. Bruffat
Paul T. Bruffat, Vice President

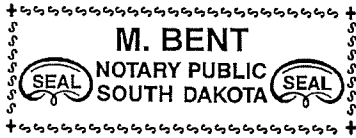


STATE OF SOUTH DAKOTA }
COUNTY OF MINNEHAHA } ss

ACKNOWLEDGMENT OF SURETY
(Corporate Officer)

On this 12th day of November, 2019, before me, the undersigned officer, personally appeared Paul T. Bruflat, who acknowledged himself to be the aforesaid officer of WESTERN SURETY COMPANY, a corporation, and that he as such officer, being authorized so to do, executed the foregoing instrument for the purposes therein contained, by signing the name of the corporation by himself as such officer.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal.



M. Bent

Notary Public — South Dakota

My Commission Expires March 2, 2020

ACKNOWLEDGMENT OF PRINCIPAL
(Individual or Partners)

STATE OF _____ }
COUNTY OF _____ } ss

On this _____ day of _____, _____, before me personally appeared _____, known to me to be the individual described in and who executed the foregoing instrument and acknowledged to me that he executed the same.

My commission expires _____

Notary Public

ACKNOWLEDGMENT OF PRINCIPAL
(Corporate Officer)

STATE OF Minnesota }
COUNTY OF Ramsey } ss

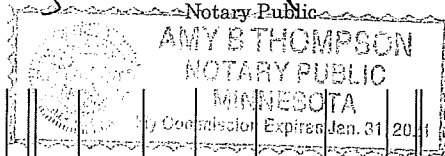
On this 13th day of November, 2019, before me personally appeared Jason Schlauch

who acknowledged himself/herself to be the President/Owner of Tim's Tree Service, LLC, a corporation, and that he/she as such officer being authorized so to do, executed the foregoing instrument for the purposes therein contained by signing the name of the corporation by himself/herself as such officer.

My commission expires Jan. 31, 2021

Amy B. Thompson

Notary Public




Western Surety Company

License or Permit No. _____
L I C E N S E A N D P E R M I T
B O N D
A s

of _____
State of _____
Name of Applicant _____
Address _____
Filed _____
Approved this _____
day of _____

Western Surety Company

POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS:

That WESTERN SURETY COMPANY, a corporation organized and existing under the laws of the State of South Dakota, and authorized and licensed to do business in the States of Alabama, Alaska, Arizona, Arkansas, California, Colorado, Connecticut, Delaware, District of Columbia, Florida, Georgia, Hawaii, Idaho, Illinois, Indiana, Iowa, Kansas, Kentucky, Louisiana, Maine, Maryland, Massachusetts, Michigan, Minnesota, Mississippi, Missouri, Montana, Nebraska, Nevada, New Hampshire, New Jersey, New Mexico, New York, North Carolina, North Dakota, Ohio, Oklahoma, Oregon, Pennsylvania, Rhode Island, South Carolina, South Dakota, Tennessee, Texas, Utah, Vermont, Virginia, Washington, West Virginia, Wisconsin, Wyoming, and the United States of America, does hereby make, constitute and appoint

Paul T. Bruflat of Sioux Falls,
State of South Dakota, its regularly elected Vice President,
as Attorney-in-Fact, with full power and authority hereby conferred upon him to sign, execute, acknowledge and deliver for and on its behalf as Surety and as its act and deed, the following bond:

One Tree Trimmer City of Shoreview

bond with bond number 64868031

for Tim's Tree Service, LLC

as Principal in the penalty amount not to exceed: \$ 2,500.00

Western Surety Company further certifies that the following is a true and exact copy of Section 7 of the by-laws of Western Surety Company duly adopted and now in force, to-wit:

Section 7. All bonds, policies, undertakings, Powers of Attorney, or other obligations of the corporation shall be executed in the corporate name of the Company by the President, Secretary, any Assistant Secretary, Treasurer, or any Vice President, or by such other officers as the Board of Directors may authorize. The President, any Vice President, Secretary, any Assistant Secretary, or the Treasurer may appoint Attorneys-in-Fact or agents who shall have authority to issue bonds, policies, or undertakings in the name of the Company. The corporate seal is not necessary for the validity of any bonds, policies, undertakings, Powers of Attorney or other obligations of the corporation. The signature of any such officer and the corporate seal may be printed by facsimile.

In Witness Whereof, the said WESTERN SURETY COMPANY has caused these presents to be executed by its Vice President with the corporate seal affixed this 12th day of November, 2019.

ATTEST

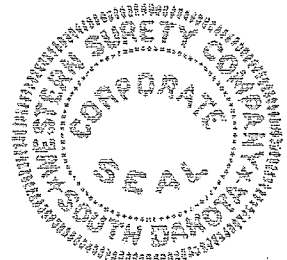
L. Nelson

L. Nelson, Assistant Secretary

WESTERN SURETY COMPANY

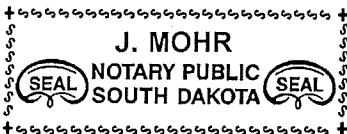
By Paul T. Bruflat
Paul T. Bruflat, Vice President

STATE OF SOUTH DAKOTA }
COUNTY OF MINNEHAHA } ss



On this 12th day of November, 2019, before me, a Notary Public, personally appeared Paul T. Bruflat and L. Nelson

who, being by me duly sworn, acknowledged that they signed the above Power of Attorney as Vice President and Assistant Secretary, respectively, of the said WESTERN SURETY COMPANY, and acknowledged said instrument to be the voluntary act and deed of said Corporation.



J. Mohr
My Commission Expires June 23, 2021 Notary Public

To validate bond authenticity, go to www.cnasurety.com > Owner/Obligee Services > Validate Bond Coverage.



Certificate of Insurance Requirements

All contractors must have a certificate of insurance made out to the City of Shoreview in the amounts of:

- \$200,000 per claimant (minimum)
- \$600,000 per occurrence for injuries to persons
- \$200,000 for property damage

Certificate of insurance must be on file before an application is approved.

Certificate of Bond(s) Requirements

Tree contractors must supply a Surety Bond in the amount of \$2,500 that states the type of work to be performed. Licenses are approved by the City Council at the regular monthly meetings.

If you have questions, please call Shoreview City Hall at 651-490-4600.

Notice and Signature

I, the undersigned, hereby certify that the foregoing information in this application, furnished by me, is true and correct to the best of my knowledge. I further understand that providing any false information on this application will be cause for denial.

The information requested on this form will be used by the City of Shoreview in the issuance of your license or processing of your renewal application. The information that you supply on this form will become public information when received by the City of Shoreview. Under Minnesota law (M.S. 270.72), the City may be required to provide the business tax identification number and social security number of each applicant to the Minnesota Commissioner of Revenue.

x *Dawn Schlauch* 11/12/2019
 Applicant Signature Date

THE LICENSE APPLICATION WILL NOT BE CONSIDERED COMPLETE UNTIL ALL PAPERWORK HAS BEEN RECEIVED. THIS INCLUDES THE INSURANCE AND BOND REQUIREMENTS.

CITY HALL MUST BE CONTACTED TO ENSURE THAT THE LICENSE IS COMPLETE BEFORE SITE WORK IS STARTED.

Updated 07/15

For office use only

Date appl. rec'd/fee paid _____ Amount \$ _____ Receipt no. _____

Approve/Deny _____ License no. _____ Updated to website _____



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
11/12/2019

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).


PRODUCER AssuredPartners of Minnesota LLC 2361 Hwy 36 W St. Paul MN 55113		CONTACT NAME: Lynn Otto PHONE (A/C No, Ext): (651) 644-7200 E-MAIL ADDRESS: lotto@apminnesota.com FAX (A/C, No): (651) 644-9137	
		INSURER(S) AFFORDING COVERAGE	
		INSURER A: Secura Insurance	NAIC # 22543
		INSURER B:	
		INSURER C:	
		INSURER D:	
		INSURER E:	
		INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** 2019/20 master **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> PD \$500 Ded per claim GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			20-TC-003213266-9	10/03/2019	10/03/2020	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COM/PROP AGG \$ 2,000,000 Employment Practices \$ 100,000
A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			20-A-003213267-9	10/03/2019	10/03/2020	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ Underinsured motorist BI \$ 1,000,000
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 10,000			20-CU-003213269-9	10/03/2019	10/03/2020	SINGLE LIMIT EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N	N/A	20-WC-003213268-9	10/03/2019	10/03/2020	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Re: Tree Trimmer License

CERTIFICATE HOLDER City of Shoreview 4600 Victoria Street North Shoreview MN 55126	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE 

Memorandum

TO: City Council
FROM: Rob Falk, Accountant
DATE: November 18, 2019
SUBJECT: Claims and Purchases
ITEM NUMBER: 8.k
SECTION: CONSENT AGENDA

REQUESTED MOTION

To approve the following payment of bills as presented by the finance department in the below table.

INTRODUCTION

DISCUSSION

Date	Description	Range	DD range	
11/14/19	Accounts payable		1643-1785	\$ 67,034.89
11/01/19	Accounts payable	557555- 557614	1786	\$ 301,929.97
11/08/19	Accounts payable	557615- 557649		\$ 294,804.78
11/12/19	Accounts payable	557650- 557692		\$ 270,743.24
11/14/19	Accounts payable	557693- 557732	1787	\$ 1,404,586.70
	Sub-total Accounts Payable			\$ 2,339,099.58
			DD15507- DD15762	
11/08/19	Payroll	132572- 132591	479-486	\$ 442,400.68
	Sub-total Payroll			\$ 442,400.68
	Total			\$ 2,781,500.26

RECOMMENDATION

It is recommended that the city council approve the above purchases.

ATTACHMENTS

557555-557732.pdf
over 20.pdf
1643-1787.pdf

Check Date	Bank	Check #	Payee	Description	GL #	Amount
11/01/2019	USBNK	557555	GRANDMA'S BAKERY	WAVE CAFE FOOD FOR RESALE	220-4380-42590.001	19.47
11/01/2019	USBNK	557556	SHORT ELLIOTT HENDRICKSON, INC.	MISC TELECOM SERVICES	101-4205-43190.000	611.04
11/01/2019	USBNK	557557	SIGNATURE LIGHTING INC	STREET LIGHT POLES & FIXTURES - WABASSO RECON - CP19-01	464-4700-45950.000	4,020.00
		557557		STREET LIGHT PARTS AND (1) REPAIR	604-4260-43810.003	1,103.79
		557557		HANDHOLE COVERS	701-4650-42220.003	170.01
						<u>5,293.80</u>
11/01/2019	USBNK	557558	TCB MARKETING INC.	JOB AD - FT CUSTODIAN 10.2019	101-4021-43360.003	416.00
11/01/2019	USBNK	557559	TRI STATE BOBCAT, INC.	SKID STEER REPAIR	701-4650-42220.002	624.16
11/01/2019	USBNK	557560	ULTIMATE EVENTS	SLICE CONES PICKUP	270-4025-43950.005	66.00
11/01/2019	USBNK	557561	URBAN LAND INSTITUTE	ULI PUBLIC AGENCY MEMBERSHIP	240-4440-44330.000	600.00
11/01/2019	USBNK	557562	USTA NORTHERN	USTA TENNIS - ADULT CLASSES	225-4351-43190.074	136.50
11/01/2019	USBNK	557563	WATSON COMPANY	WAVE CAFE FOOD FOR RESALE	101-4080-42180.000	124.90
		557563		WAVE CAFE FOOD FOR RESALE	220-4380-42590.001	2,065.30
						<u>2,190.20</u>
11/01/2019	USBNK	557564	WSB & ASSOCIATES, INC.	2040 COMP PLAN PROFESSIONAL SERVICES - WASTE WATER	101-4205-43190.000	490.50
		557564		PROFESSIONAL SERVICES - SCHUTTA RD	436-4700-45910.000	176.00
						<u>666.50</u>
11/01/2019	USBNK	557565	WW GOETSCH ASSOCIATES INC	POOL SHUTDOWN PUMP INSPECTIONS	220-4380-43810.000	635.00
11/01/2019	USBNK	557566	YALE MECHANICAL INC	FURNACE CHECKS VARIOUS PARK	101-4371-43810.000	786.95
		557566		POOL SHUTDOWN PLUMBING REPAIRS	220-4380-43810.000	5,732.49
						<u>6,519.44</u>
11/01/2019	USBNK	557567	ZEP MANUFACTURING COMPANY	SHOP SUPPLIES	701-4650-42220.003	517.91
11/01/2019	USBNK	557568	AMAZON CAPITAL SERVICES	BUILDING MAINTENANCE SUPPLIES	220-4380-42240.000	80.72
11/01/2019	USBNK	557569	ARAMARK REFRESHMENT SERVICES	COFFEE SERVICE FOR MAINTENANCE CENTER	701-4650-42183.003	191.87
11/01/2019	USBNK	557570	ARTISTIC MOMENTS	CUPCAKE ART WITH BUTTERCREAM CLASS	225-4358-43170.000	195.00
11/01/2019	USBNK	557571	ASCAP	MUSIC RIGHTS	225-4353-42170.029	10.67

Check Date	Bank	Check #	Payee	Description	GL #	Amount
11/01/2019	USBNK	557572	BURK, WILLIAM	UB refund for account: 221275-3	601-0000-20200.000	17.03
11/01/2019	USBNK	557573	CHANG, JIING-HERNG JIM	UB refund for account: 238840-5	602-0000-20200.000	11.72
		557573		UB refund for account: 238840-5	603-0000-20200.000	4.95
		557573		UB refund for account: 238840-5	604-0000-20200.000	2.08
		557573		UB refund for account: 238840-5	801-0000-20200.000	0.24
						18.99
11/01/2019	USBNK	557574	CINTAS CORPORATION #470	UNIFORM RENTALS, PAPER PRODUCTS AND CLEANING SUPPLIES	101-4220-43970.001	47.00
		557574		UNIFORM RENTALS, PAPER PRODUCTS AND	601-4505-43970.005	47.00
		557574		UNIFORM RENTALS, PAPER PRODUCTS AND	602-4555-43970.009	47.00
		557574		UNIFORM RENTALS, PAPER PRODUCTS AND	603-4585-43970.013	23.51
		557574		UNIFORM RENTALS, PAPER PRODUCTS AND	701-4650-42183.002	75.16
		557574		UNIFORM RENTALS, PAPER PRODUCTS AND	701-4650-43970.016	23.51
						263.18
11/01/2019	USBNK	557575	CINTAS CORPORATION #470	UNIFORM RENTAL FOR PARKS	101-4371-43970.000	28.01
		557575		UNIFORM RENTAL CC	220-4380-43970.000	49.74
						77.75
11/01/2019	USBNK	557576	COMMUNITY HEALTH CHARITIES - MN WEEK OF GIVING JEANS STICKER SALES		101-0000-22079.324	375.00
11/01/2019	USBNK	557577	COMPUTER EXPLORERS	TECH ACADEMY - ENGINEERING: CRAZY	225-4358-43170.000	252.00
11/01/2019	USBNK	557578	CRYSTEEL TRUCK EQUIPMENT	V PLOW FOR AVANT MACHINE	701-4650-42220.002	4,370.00
11/01/2019	USBNK	557579	DAVIS LOCK & SAFE	REPAIR SUPPLIES CC	220-4380-42240.000	49.99
11/01/2019	USBNK	557580	DHUMGANA, GOVINDA	UB refund for account: 216010-2	602-0000-20200.000	12.78
		557580		UB refund for account: 216010-2	603-0000-20200.000	5.10
		557580		UB refund for account: 216010-2	604-0000-20200.000	2.27
		557580		UB refund for account: 216010-2	801-0000-20200.000	0.26
						20.41
11/01/2019	USBNK	557581	EARL F. ANDERSON & ASSOC., INC.	SIGN POSTS	101-4220-42180.022	598.35
11/01/2019	USBNK	557582	ELO INC. (SPEEDPRO)	21 FIELD NUMBERS	101-4371-42240.000	204.33
11/01/2019	USBNK	557583	GOPHER STATE ONE-CALL	OCTOBER LOCATE FEES	601-4505-43190.123	189.31
		557583		OCTOBER LOCATE FEES	602-4555-43190.133	189.34
		557583		OCTOBER LOCATE FEES	603-4585-43190.141	189.34

Check Date	Bank	Check #	Payee	Description	GL #	Amount
		557583		OCTOBER LOCATE FEES	604-4260-43190.000	189.33
						<u>757.35</u>
11/01/2019	USBNK	557584	HACH COMPANY	PH AND MANGANSE PILLOWS	601-4505-42160.004	130.52
11/01/2019	USBNK	557585	HAUCK, JOHN	UB refund for account: 132910-1	602-0000-20200.000	15.37
		557585		UB refund for account: 132910-1	603-0000-20200.000	6.14
		557585		UB refund for account: 132910-1	604-0000-20200.000	2.73
		557585		UB refund for account: 132910-1	801-0000-20200.000	0.31
						<u>24.55</u>
11/01/2019	USBNK	557586	HAWKINS, INC.	1 TON CHLORINE WTP	601-4505-42160.004	787.40
11/01/2019	USBNK	557587	HEALTH PARTNERS	PRE-EMPL EXAMS 09.2019	101-4021-43190.010	623.00
11/01/2019	USBNK	557588	KHAN, ISLAM AND FATIMA	UB refund for account: 100073-2	602-0000-20200.000	92.88
		557588		UB refund for account: 100073-2	603-0000-20200.000	48.21
		557588		UB refund for account: 100073-2	604-0000-20200.000	21.46
		557588		UB refund for account: 100073-2	801-0000-20200.000	2.45
						<u>165.00</u>
11/01/2019	USBNK	557589	LARSON COMPANIES	OIL FILTERS	701-4650-42220.001	35.04
11/01/2019	USBNK	557590	LAWSON, RACHEL	UB refund for account: 143370-2	602-0000-20200.000	5.47
		557590		UB refund for account: 143370-2	603-0000-20200.000	1.78
		557590		UB refund for account: 143370-2	604-0000-20200.000	0.79
		557590		UB refund for account: 143370-2	801-0000-20200.000	0.09
						<u>8.13</u>
11/01/2019	USBNK	557591	LOCH, DIANE & GAROD	UB refund for account: 126391-1	602-0000-20200.000	13.68
		557591		UB refund for account: 126391-1	603-0000-20200.000	5.45
		557591		UB refund for account: 126391-1	604-0000-20200.000	2.43
		557591		UB refund for account: 126391-1	801-0000-20200.000	0.28
						<u>21.84</u>
11/01/2019	USBNK	557592	MASON, JILL	ADULT PAINTING CLASSES	225-4359-43174.000	66.00
11/01/2019	USBNK	557593	MAYER ARTS, INC	FALL SESSION 1 - BALLET, BALLET &	225-4358-43170.000	1,100.00
11/01/2019	USBNK	557594	MINNESOTA ENVIRONMENTAL FUND	WEEK OF GIVING JEANS STICKER SALES	101-0000-22079.324	375.00
11/01/2019	USBNK	557595	MINNESOTA GAMBLING CONTROL BOARD	GAMBLING LICENSE FOR TASTE OF SHOREVIEW	270-4025-42180.008	100.00
11/01/2019	USBNK	557596	NAPA AUTO PARTS	BOBCAT TIRE STEM	701-4650-42220.002	12.99
11/01/2019	USBNK	557597	NGUYEN, ANN	UB refund for account: 341065-1	601-0000-20200.000	12.28

Check Date	Bank	Check #	Payee	Description	GL #	Amount
11/01/2019	USBNK	557598	OFFICE DEPOT	BUILDING DEPT OFFICE SUPPLIES	101-4430-42010.000	29.96
11/01/2019	USBNK	557599	PEERLESS WIPING CLOTH COMPANY	SHOP SUPPLIES	701-4650-42220.003	232.47
11/01/2019	USBNK	557600	PEMBER COMPANIES, INC	CP 19-03 CO RD E TRAIL AND CP 19-05 WM EXTENSION - CONTRACTOR PAYMENT	430-4700-45900.000	159,792.95
		557600		CP 19-03 CO RD E TRAIL AND CP 19-05	562-4700-45900.000	87,800.52
						247,593.47
11/01/2019	USBNK	557601	PETERSON, RICHARD & BEVERLY	UB refund for account: 170902-1	602-0000-20200.000	35.52
		557601		UB refund for account: 170902-1	603-0000-20200.000	12.26
		557601		UB refund for account: 170902-1	604-0000-20200.000	5.15
		557601		UB refund for account: 170902-1	801-0000-20200.000	0.59
						53.52
11/01/2019	USBNK	557602	POVEDA, VLADIMIR OR SARAH	UB refund for account: 156430-1	602-0000-20200.000	6.50
		557602		UB refund for account: 156430-1	603-0000-20200.000	2.12
		557602		UB refund for account: 156430-1	604-0000-20200.000	0.94
		557602		UB refund for account: 156430-1	801-0000-20200.000	0.11
						9.67
11/01/2019	USBNK	557603	RAMSEY COUNTY PARKS & REC.	SLICE 2020 RAMSEY COUNTY ISLAND LAKE PARK PERMIT	270-4025-43950.002	2,655.00
11/01/2019	USBNK	557604	RASMUSSEN TRUST	UB refund for account: 173898-2	602-0000-20200.000	19.68
		557604		UB refund for account: 173898-2	603-0000-20200.000	8.31
		557604		UB refund for account: 173898-2	604-0000-20200.000	3.50
		557604		UB refund for account: 173898-2	801-0000-20200.000	0.40
						31.89
11/01/2019	USBNK	557605	SAFE-FAST INC	GAS ALERT AIR MONITOR	602-4555-42280.007	925.00
11/01/2019	USBNK	557606	SAFETY RAIL COMPANY, LLC	BAMBOO BAY SURGE TANK SAFETY RAILINGS	220-4380-42240.000	1,454.60
11/01/2019	USBNK	557607	SCHERBEL, DAVE	ICC CONFERENCE EXPENSES DAVE	101-4430-43270.000	835.25
11/01/2019	USBNK	557608	TFORCE FINAL MILE	UTIL BILL DELIVERY TO EAGAN PO	601-4505-43220.000	21.93
		557608		UTIL BILL DELIVERY TO EAGAN PO	602-4555-43220.000	21.94
						43.87
11/01/2019	USBNK	557609	TITAN MACHINERY-SHAKOPEE	SCHWARZE SWEEPER DOOR HINGE	701-4650-42220.002	824.43

Check Date	Bank	Check #	Payee	Description	GL #	Amount
11/01/2019	USBNK	557610	TRI STATE BOBCAT, INC.	BOBCAT OIL FILTER	701-4650-42220.002	39.98
11/01/2019	USBNK	557611	TWIN SOURCE SUPPLY	PAPER PRODUCTS FOR FILTER PLANT AND	701-4650-42183.004	386.04
11/01/2019	USBNK	557612	VESSCO, INC	CHLORINE HEAD AND PARTS FOR WATER	601-4505-42280.005	2,874.92
11/01/2019	USBNK	557613	WATER CONSERVATION SERVICE, INC.	ANNUAL LEAK SURVEY SOUTH HALF OF CITY	601-4505-43190.126	3,700.00
11/01/2019	USBNK	557614	YALE MECHANICAL INC	REPAIRS TO AHU #4 TROPICS POOL	220-4380-43810.000	1,931.25
		557614		REPAIRED BURNER CABINET WIRING	601-4505-43190.125	324.95
		557614		FALL PREVENTIVE / ROUTINE	701-4650-43196.003	1,554.95
						<u>3,811.15</u>
11/08/2019	USBNK	557615	AARP C/O RAY MURRAY	AARP SMART DRIVER CLASS	225-4359-43174.003	270.00
11/08/2019	USBNK	557616	ABLE HOSE & RUBBER INC.	HOSE AND FITTINGS FOR THOMPSON PUMP	701-4650-42220.002	1,038.74
		557616		HOSE REPLACEMENT	701-4650-42220.003	110.82
						<u>1,149.56</u>
11/08/2019	USBNK	557617	ACE SOLID WASTE	DUMPSTER SERVICE CC AND PARKS	220-4380-43640.000	1,321.43
		557617		SOLID WASTE COLLECTION AT	701-4650-43640.001	574.89
						<u>1,896.32</u>
11/08/2019	USBNK	557618	ACTION PLASTIC SALES INC	RED BAGS FOR HYDRANTS COVER	601-4505-42280.003	128.00
11/08/2019	USBNK	557619	ACTION SIGNWORKS	PICKLEBALL LINES ON GYM FLOOR CC	220-4380-43810.000	160.00
11/08/2019	USBNK	557620	AMAZON CAPITAL SERVICES	DECORATIONS FOR THE HOLIDAY LUNCHEON	101-4021-44890.011	51.59
11/08/2019	USBNK	557621	ARTISTIC MOMENTS	TRANSPORTATION FEE FOR THE CUPCAKE	225-4358-43170.000	10.00
11/08/2019	USBNK	557622	ASSOCIATION FOR NONSMOKERS-MN	TOBACCO COMPLIANCE CHECKS 2019	101-4020-43190.002	627.00
11/08/2019	USBNK	557623	BEISSWENGERS HARDWARE	REPAIR SUPPLIES CC	220-4380-42240.000	58.56
11/08/2019	USBNK	557624	CENTURYLINK	NOV 6 DUE DATE: MONTHLY INTERNET	230-4090-43190.037	303.97
11/08/2019	USBNK	557625	CENTURYLINK	NOV 10 DUE DATE: MONTHLY INTERNET	230-4090-43190.037	243.87
11/08/2019	USBNK	557626	CHESS	MAINTENANCE PLAN - OCTOBER 2019	101-4021-43190.011	1,060.00
11/08/2019	USBNK	557627	CINTAS CORPORATION #470	UNIFORM RENTAL FOR PARKS	101-4371-43970.000	28.00
		557627		UNIFOM RENTAL CC	220-4380-43970.000	24.87
						<u>52.88</u>

Check Date	Bank	Check #	Payee	Description	GL #	Amount
11/08/2019	USBNK	557628	CLASSIC LAWNSCAPE, INC	CP 19-02 STREET REHAB. - REPAIRS TO RESIDENT'S (5765 CHURCHILL ST.)	461-4700-45950.000	135.00
11/08/2019	USBNK	557629	COMCAST	CABLE	220-4380-43190.096	279.79
11/08/2019	USBNK	557630	DAKOTA COUNTY TECHNICAL COLLEGE	DEFENSIVE DRIVING	101-4220-44500.050	460.00
		557630		DEFENSIVE DRIVING	603-4585-44500.063	460.00
						920.00
11/08/2019	USBNK	557631	DUSTY'S DRAIN CLEANING	VIDEO OF 1069 EDGEWATER	602-4555-43190.134	175.00
11/08/2019	USBNK	557632	EROSION WORKS INC	HYDROSEEDING - 5844 HAMLINE AVE	703-4740-44340.000	1,690.00
11/08/2019	USBNK	557633	EUREKA RECYCLING	CURBSIDE RECYCLING SERVICES FOR	210-4275-43190.000	23,609.13
11/08/2019	USBNK	557634	GRAINGER, INC.	CLEANING SUPPLIES CC	220-4380-42110.000	413.25
11/08/2019	USBNK	557635	GRANDMA'S BAKERY	WAVE CAFE FOOD FOR RESALE	220-4380-42590.001	157.88
		557635		COOKIE SERVICE	220-4380-42590.003	430.12
						588.00
11/08/2019	USBNK	557636	HAWKINS, INC.	CHLORINE, SODIUM BICARB, DE-CHLOR FLUORIDE FOR BOOSTER STATION	220-4380-42160.001	408.56
		557636			601-4505-42160.004	3,602.05
						4,010.61
11/08/2019	USBNK	557637	HOMEDPOT PRO	CLEANING SUPPLIES CC	220-4380-42110.000	3,255.60
		557637		REPAIRS TO VACUUM #3	220-4380-43890.000	124.88
						3,380.48
11/08/2019	USBNK	557638	HORIZON COMMERCIAL POOL SUPPLY	CHLORINE	220-4380-42160.001	85.55
11/08/2019	USBNK	557639	HUMMINGBIRD FLORAL/FLORATIF	CENTERPIECES FOR VOLUNTEER DINNER	101-4010-44890.001	270.95
11/08/2019	USBNK	557640	IDENTITY AUTOMATION	ANNUAL MAINTENANCE AND SUPPORT FOR	101-4055-43860.006	152.50
11/08/2019	USBNK	557641	INSTRUMENTAL RESEARCH INC	OCTOBER WATER SAMPLES	601-4505-43190.123	380.00
11/08/2019	USBNK	557642	JOHNSON CONTROLS	REPAIRS TO FIRE PANEL	220-4380-43810.000	543.33
11/08/2019	USBNK	557643	KILLMER ELECTRIC COMPANY, INC	STREET LIGHT INSTALLATION - WABASSO NEIGHBORHOOD - CP19-01	464-4700-45950.000	7,855.00
11/08/2019	USBNK	557644	LIFEGUARD STORE, THE	POOL BLASTER 2.0	220-4380-42200.002	731.00
11/08/2019	USBNK	557645	LUBRICATION TECHNOLOGIES, INC	BULK DEF	701-4650-42130.001	279.38

Check Date	Bank	Check #	Payee	Description	GL #	Amount
11/08/2019	USBNK	557646	NCPERS GROUP LIFE INS	PERA LIFE INSURANCE OCT & NOV 2019	101-0000-20413.000	336.00
11/08/2019	USBNK	557647	RAMSEY COUNTY	2019 ROAD STRIPING	101-4220-43190.057	24,236.67
11/08/2019	USBNK	557648	RAMSEY COUNTY	TIF DIST #7/ TIF DIST DECERTIFIED	407-4410-44890.000	218,562.91
11/08/2019	USBNK	557649	US BANK AMAZON CAPITAL SERVICES	ANTI-FATIGUE MATS- FINANCE	101-4050-42010.010	157.98
11/12/2019	USBNK	557650	AMERICAN PLANNING ASSOCIATION	APA MEMBERSHIP RENEWAL HILL - MEMBER	101-4410-44330.000	476.00
11/12/2019	USBNK	557651	AWARDS BY HAMMOND INC	PLAQUES FOR COTY AND CARING YOUTH	101-4010-44890.001	258.60
11/12/2019	USBNK	557652	BENTLEY SYSTEMS INC	ANNUAL MAINTENANCE FOR SIGN SHOP	101-4055-43860.017	1,900.00
11/12/2019	USBNK	557653	BS&A SOFTWARE	BS&A FEES FOR ONLINE PERMIT	101-4430-44890.000	1,588.00
11/12/2019	USBNK	557654 557654	CINTAS CORPORATION #470	UNIFORM RENTAL PARKS UNIFORM RENTAL CC	101-4371-43970.000 220-4380-43970.000	56.02 79.96
						135.98
11/12/2019	USBNK	557655	CLASSIC CATERING/PICNIC PLEASERS	FINAL INVOICE FOR 2019 HOLIDAY LIGHTING	101-4010-44890.006	200.78
11/12/2019	USBNK	557656	ESS BROTHERS & SONS INC.	MANHOLE LIDS	602-4555-42280.007	3,675.00
11/12/2019	USBNK	557657	KELCO COMPANY	BD Bond Refund	101-0000-22030.000	500.00
11/12/2019	USBNK	557658 557658	KELLY & LEMMONS, P.A.	OCTOBER 2019 LEGAL FEES OCTOBER 2019 LEGAL FEES	101-4060-43020.000 101-4060-43030.000	4,754.22 4,764.55
						9,518.77
11/12/2019	USBNK	557659	LAKE SUPERIOR COLLEGE	D.YANG GRADING & BASE 2	101-4205-44500.000	575.00
11/12/2019	USBNK	557660 557660	LEXINGTON ROOFING REMODELING INC.	BD Payment Refund BD Payment Refund	101-0000-32500.000 101-0000-34850.000	199.35 5.00
						204.35
11/12/2019	USBNK	557661	LOADBALANCER.ORG INC	LOADBALANCER APPLIANCE ANNUAL	101-4055-43860.010	1,390.00
11/12/2019	USBNK	557662 557662	MANSFIELD OIL COMPANY	UNLEADED FUEL DIESEL FUEL	701-4650-42120.001 701-4650-42120.002	3,919.53 4,448.72
						8,368.25
11/12/2019	USBNK	557663	MASON, JILL	PAINTING CLASS	225-4359-43174.003	66.00
11/12/2019	USBNK	557664	MATHESON TRI-GAS INC	CO2	220-4380-42160.002	282.10
11/12/2019	USBNK	557665	MENARDS CASHWAY LUMBER	PLYWOOD FOR WELL HOUSES	601-4505-42280.001	72.12
11/12/2019	USBNK	557666	METROPOLITAN COUNCIL	SEWER SERVICE- DECEMBER, 2019	602-4555-43670.000	182,166.50

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11/12/2019	USBNK	557667	METROPOLITAN COURIER CORPORATION	ARMORED CAR SERVICES OCTOBER 2019	101-4050-44890.029	90.00
		557667		ARMORED CAR SERVICES OCTOBER 2019	220-4380-44890.044	90.00
		557667		ARMORED CAR SERVICES OCTOBER 2019	601-4505-44890.050	90.00
		557667		ARMORED CAR SERVICES OCTOBER 2019	602-4555-44890.053	90.00
						360.00
11/12/2019	USBNK	557668	MIDWEST OVERHEAD CRANE CORP	HOIST INSPECTIONS CC AND PUBLIC	220-4380-43190.000	142.74
		557668		HOIST INSPECTIONS CC AND PUBLIC	601-4505-43190.000	570.95
						713.69
11/12/2019	USBNK	557669	MINTERWEISMAN CO DBA CORE-MARK	WAVE CAFE FOOD FOR RESALE	101-4080-42180.000	58.78
		557669		WAVE CAFE FOOD FOR RESALE	220-4380-42590.001	303.81
						362.59
11/12/2019	USBNK	557670	MOONEY, KODRU	CONTROL UNIT FOR VALVE WTP	601-4505-43190.125	1,631.73
11/12/2019	USBNK	557671	MOUNDS VIEW PUBLIC SCHOOLS	TURTLE LAKE BEFORE SCHOOL CLASS	225-4351-43190.078	351.00
11/12/2019	USBNK	557672	MYERS TIRE SUPPLY COMPANY-MPLS #28	FLANGE KIT FOR TIRE MACHINE	701-4650-42220.002	1,151.99
11/12/2019	USBNK	557673	NAPA AUTO PARTS	FUEL FILTER FOR THOMPSON PUMP	701-4650-42220.002	69.98
11/12/2019	USBNK	557674	OFFICE DEPOT	PENS, PADFOLIO	101-4020-42010.002	237.09
		557674		CALCULATOR - TROESLER FINANCE	101-4050-42010.010	132.09
		557674		THERMAL PAPER ROLLS - FINANCE	101-4050-42010.014	46.22
		557674		SUPPLIES FOR COMMUNITY OUTREACH	220-4380-42201.000	161.36
						576.76
11/12/2019	USBNK	557675	ORKIN EXTERMINATING CO INC.	LARSON HOUSE PEST CONTROL	101-4371-43190.000	173.50
11/12/2019	USBNK	557676	Pariseau, Susan	8 Hour Smart Driver	220-0000-22040.000	26.00
11/12/2019	USBNK	557677	PAUL KLINGBEIL	BD Bond Refund	101-0000-22030.000	1,000.00
11/12/2019	USBNK	557678	PAUL KLINGBEIL	BD Bond Refund	101-0000-22020.000	500.00
11/12/2019	USBNK	557679	REPUBLIC SERVICES INC #899	SCREENED SWEEPINGS HAULING	701-4650-43640.001	3,578.00
11/12/2019	USBNK	557680	RICOH USA, INC.	MONTHLY MAINTENANCE/IMAGES FOR (4)	101-4055-43860.004	145.18
11/12/2019	USBNK	557681	SAM'S CLUB DIRECT	COFFEE SERVICE	220-4380-42590.003	289.85
11/12/2019	USBNK	557682	SRF CONSULTING GROUP INC	ADA TRANSITION PLAN - PROFESSIONAL	101-4205-43190.056	4,793.41
11/12/2019	USBNK	557683	TOKLE INSPECTIONS INC	TOKLE INSPECTIONS	101-4430-43090.000	2,771.105
11/12/2019	USBNK	557684	TWIN CITIES BUSINESS	2 YEAR RENEWAL	240-4440-44330.000	54.95
11/12/2019	USBNK	557685	VERMONT SYSTEMS, INC	RECTRAC USER GROUP ATTENDEE FEE FOR	101-4055-44500.000	25.00

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11/12/2019	USBNK	557686	VESSCO, INC	1 TON ADPTER FOR CHLORINE	601-4505-42280.005	616.75
11/12/2019	USBNK	557687	VISU-SEWER CLEAN & SEAL INC	PAY ESTIMATE #4 - 2019 SANITARY	436-4700-45900.000	30,838.18
11/12/2019	USBNK	557688	WATSON COMPANY	WAVE CAFE FOOD FOR RESALE	220-4380-42590.001	571.33
		557688		WAVE CAFE FOOD FOR RESALE	220-4380-42590.002	200.50
		557688		WAVE CAFE FOOD FOR RESALE	220-4380-42590.003	50.07
						821.90
11/12/2019	USBNK	557689	WSB & ASSOCIATES, INC.	SURVEY SERVICES - GRAMSIE TRAIL	101-4205-43190.000	1,687.50
		557689		CP 19-01 STREET RECON. & CP 19-04	429-4700-45920.000	1,274.00
		557689		CP 19-01 STREET RECON. & CP 19-04	464-4700-45920.000	2,366.00
						5,327.50
11/12/2019	USBNK	557690	XCEL ENERGY	N OAKS TRAFFIC SIGNAL OCTOBER 2019	101-4220-43610.000	37.37
		557690		GAS AND ELECTRIC USAGE LARSON HOUSE	101-4371-42140.000	36.29
		557690		GAS AND ELECTRIC USAGE LARSON HOUSE	101-4371-43610.000	95.04
		557690		RICE CK PKWY IRRIGATION OCTOBER 2019	603-4585-43610.000	45.67
		557690		SLID SERVICE FOR OCT 2019	603-4590-43610.000	104.00
		557690		MAINTENANCE CENTER/ELECTRIC & GAS	701-4650-43610.000	82.30
						400.67
11/12/2019	USBNK	557691	YALE MECHANICAL INC	HVAC REPAIRS BUCHER AND SITZER	101-4371-43810.000	675.01
		557691		PLUMBING REPAIRS CC	220-4380-43810.000	1,610.59
						2,285.60
11/12/2019	USBNK	557692	Zippy's Construction Services Inc	BD Bond Refund	101-0000-22030.000	500.00
11/14/2019	USBNK	557693	AUDIO EYE, INC	ANNUAL SUBSCRIPTION	230-4090-43190.028	10,950.00
11/14/2019	USBNK	557694	BEISSWENGERS HARDWARE	WOOD SCREWS FOR BOARDWALK AT WILSON	101-4371-42240.000	104.16
		557694		CLEANING SUPPLIES CC	220-4380-42110.000	31.47
						135.63
11/14/2019	USBNK	557695	Bell, Lori	Pass SRESA Type: Se	220-0000-22040.000	126.13
11/14/2019	USBNK	557696	CANTEEN	WAVE CAFE AND BREAKROOM COFFEE	101-4080-42180.000	704.48
		557696		WAVE CAFE AND BREAKROOM COFFEE	220-4380-42590.001	650.50
		557696		WAVE CAFE AND BREAKROOM COFFEE	220-4380-42590.002	229.94
						1,584.92
11/14/2019	USBNK	557697	CINTAS CORPORATION #470	UNIFORM RENTAL FOR PARKS	101-4371-43970.000	28.01
11/14/2019	USBNK	557698	EUREKA RECYCLING	REVENUE SHARE FOR OCTOBER 2019	210-4275-43190.000	5,864.00
11/14/2019	USBNK	557699	FIELDSTONE FAMILY HOMES	BD Bond Refund	101-0000-22030.000	2,000.00
11/14/2019	USBNK	557700	GERTENS WHOLESALE	OUTSIDE WINTER POTS	220-4380-42180.029	1,003.32

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11/14/2019	USBNK	557701	Glasgow, Emily	Basketball Class (Tu	220-0000-22040.000	35.00
11/14/2019	USBNK	557702	GRANDMA'S BAKERY	WAVE CAFE FOOD FOR RESALE	220-4380-42590.001	138.41
11/14/2019	USBNK	557703	GREAT LAKES COCA-COLA DISTRIB, LLC	WAVE CAFE FOOD FOR RESALE	220-4380-42590.001	715.61
11/14/2019	USBNK	557704	HORIZON COMMERCIAL POOL SUPPLY	CHLROINE, SODIUM BICARB	220-4380-42160.001	268.58
11/14/2019	USBNK	557705	ISAKSEN PROMOTIONAL SPECIALTIES	VOLUNTEER AND EMPLOYEE APPRECIATION	101-4010-44890.001	1,339.00
		557705		LAPEL PINS - NEW LOGO	101-4020-42010.006	910.19
		557705		VOLUNTEER AND EMPLOYEE APPRECIATION	101-4020-44890.008	1,964.00
						4,213.19
11/14/2019	USBNK	557706	JULEE QUARVE-PETERSON, INC.	ADA ASSESSMENT FOR COMMUNITY CENTER	220-4380-43190.000	1,700.00
11/14/2019	USBNK	557707	KRAUS ANDERSON CONSTRUCTION CO	BD Bond Refund	101-0000-22020.000	2,250.00
11/14/2019	USBNK	557708	KRAUS ANDERSON CONSTRUCTION CO	BD Bond Refund	101-0000-22030.000	2,000.00
11/14/2019	USBNK	557709	MCCAREN DESIGNS INC	MONTHLY HORTICULTURE SERVICES	220-4380-43190.108	806.00
11/14/2019	USBNK	557710	MINTERWEISMAN CO DBA CORE-MARK	WAVE CAFE FOOD FOR RESALE	220-4380-42590.001	534.16
11/14/2019	USBNK	557711	NEWMAN SIGNS	SIGN BLANKS	101-4220-42180.022	502.82
11/14/2019	USBNK	557712	NORTHERN ESCROW, INC	PAY EST #4 - WABASSO RECONSTRUCTION	429-4700-45900.000	36,165.25
		557712		PAY EST #4 - WABASSO RECONSTRUCTION	464-4700-45900.000	454,895.11
						491,060.36
11/14/2019	USBNK	557713	ON SITE SANITATION INC	ADDITIONAL SERVICE REQUEST FOR	101-4371-43950.000	820.00
		557713		PORTABLE TOILET RENTAL CREDIT	101-4371-43970.000	(445.72)
						374.28
11/14/2019	USBNK	557714	PIONEER RIM & WHEEL CO.	TRAILER HITCH REPAIR	701-4650-42220.002	36.16
11/14/2019	USBNK	557715	PRESS PUBLICATIONS	PUBLIC HEARING AND MAP-TIF	101-4020-43360.001	101.84
11/14/2019	USBNK	557716	RAMSEY COUNTY	LAW ENFORCEMENT - OCTOBER 2019	101-4110-43190.045	196,619.67
		557716		CAD SERVICES-FEBRUARY 2019	101-4110-43190.046	4,274.01
		557716		SUPPLEMENTAL LAW ENFORCEMENT-WATER	101-4110-43990.000	7,872.00
						208,765.68
11/14/2019	USBNK	557717	RESHETAR SYSTEMS, INC	CONTRACTED SERVICES	101-0000-11700.000	2,370.00
11/14/2019	USBNK	557718	RESHETAR SYSTEMS, INC	STORAGE FEES 5909 LEXINGTON	101-0000-11700.000	3,600.00
11/14/2019	USBNK	557719	RICOH USA, INC.	MONTHLY COPIER LEASE INCLUDING	101-4055-43860.004	2,956.107
11/14/2019	USBNK	557720	RJM CONSTRUCTION	COMMONS PARK MASTER PLAN PROJECT	453-4371-45300.000	626,571.38
11/14/2019	USBNK	557721	SHI INTERNATIONAL GROUP	VMWARE ANNUAL SOFTWARE	101-4055-43860.010	11,210.00

Check Date	Bank	Check #	Payee	Description	GL #	Amount
		557721		REPLACEMENT LARGE DISPLAY/WHITE	422-4055-45800.019	4,280.00
						15,490.00
11/14/2019	USBNK	557722	SHORT ELLIOTT HENDRICKSON, INC.	PROFESSIONAL SERVICES ANNUAL BRIDGE	101-4220-43190.000	1,331.50
11/14/2019	USBNK	557723	STAR TRIBUNE	SERVICE 11/15/19 - 2/4/20	101-4020-44330.018	42.25
11/14/2019	USBNK	557724	T-MOBILE	PHONE SERVICE 9/27/19 - 10/26/19	601-4505-43190.000	60.74
11/14/2019	USBNK	557725	T.A. SCHIFSKY & SONS, INCORPORATED	ASPHALT DISPOSAL	101-4220-42180.021	165.04
11/14/2019	USBNK	557726	TIERNEY BROTHERS, INC	REPLACEMENT AUDIO OVER WIFI SOUND	230-4090-45800.000	2,468.50
11/14/2019	USBNK	557727	TOTAL TOOL SUPPLY INC	FLAMMABLE CABINET AND CORDLESS POWER	101-4371-42400.000	1,790.57
11/14/2019	USBNK	557728	TURTLE LAKE ASSN OF SV	INVASIVE SPECIES SURVEY AND	603-4585-44890.000	2,061.85
11/14/2019	USBNK	557729	VAN PAPER COMPANY	TRASH BAGS FOR PARKS	101-4371-42110.000	196.80
11/14/2019	USBNK	557730	Vest, Amy	Deposit refund	220-0000-22040.000	500.00
11/14/2019	USBNK	557731	WATSON COMPANY	WAVE CAFE FOOD FOR RESALE	220-4380-42590.001	950.24
		557731		WAVE CAFE FOOD FOR RESALE	220-4380-42590.002	96.09
						1,046.33
11/14/2019	USBNK	557732	XCEL ENERGY	STREET LIGHTS SEPT-OCT 2019	604-4260-43610.000	8,340.16
TOTAL - ALL FUNDS				TOTAL OF 178 CHECKS		2,264,476.34

--- GL TOTALS ---

101-0000-11700.000	UNBILLED ACCT REC	5,970.00
101-0000-20413.000	PERA LIFE INS	336.00
101-0000-22020.000	DEVELOPER ESCROW	2,750.00
101-0000-22030.000	EROSION CONTROL	6,000.00
101-0000-22079.324	DONATION: SPLIT - ALL CHARITIES	750.00
101-0000-32500.000	BUILDING PERMITS	199.35
101-0000-34850.000	PROTECT INSPECT FEES	5.00
101-4010-44890.001	VOLUNTEER DINNER	1,868.55
101-4010-44890.006	HOLIDAY LIGHTING	200.78
101-4020-42010.002	GENERAL SUPPLIES	237.09
101-4020-42010.006	MISC.	910.19
101-4020-43190.002	TOBACCO	627.00
101-4020-43360.001	LEGAL NOTICES	101.84
101-4020-44330.018	STAR TRIB	42.25
101-4020-44890.008	MISC	1,964.00
101-4021-43190.010	PRE-EMPLOYMENT EXAMS	623.00
101-4021-43190.011	SAFETY CONSULTANT	1,060.00
101-4021-43360.003	REGULAR RECRUITING	416.00
101-4021-44890.011	EE EVENT-WINTER	51.59

Check Date	Bank	Check #	Payee	Description	GL #	Amount
101-4050-42010.010				EQUIPMENT & FURNITUR		290.07
101-4050-42010.014				OFFICE SUPPLIES		46.22
101-4050-44890.029				ARMORED CAR SERVICE		90.00
101-4055-43860.004				EQUIPMENT REPAIR/MAINTENANCE		3,102.01
101-4055-43860.006				FIREWALL/MISC SECURITY/KNOWBE4		152.50
101-4055-43860.010				NETWORK INFRASTRUCTURE MAINTENANCE		12,600.00
101-4055-43860.017				SOFTWARE MAINTENANCE/LICENSES/SUPPORT		1,900.00
101-4055-44500.000				TRAINING & PROF DEV		25.00
101-4060-43020.000				LEGAL FEES		4,754.22
101-4060-43030.000				PROSECUTION		4,764.55
101-4080-42180.000				SUPPLIES-GENERAL		888.16
101-4110-43190.045				POLICE CONTRACT		196,619.67
101-4110-43190.046				DISPATCH CONTRACT		4,274.01
101-4110-43990.000				OTHER CONTRACTUAL		7,872.00
101-4205-43190.000				CONTRACTUAL FEES		2,789.04
101-4205-43190.056				ADA TRANSITION PLAN		4,793.41
101-4205-44500.000				TRAINING & PROF DEV		575.00
101-4220-42180.021				ASPHALT		165.04
101-4220-42180.022				SIGN SUPPLIES		1,101.17
101-4220-43190.000				CONTRACTUAL FEES		1,331.50
101-4220-43190.057				STRIPING		24,236.67
101-4220-43610.000				ELECTRIC UTILITIES		37.37
101-4220-43970.001				CREWS		47.00
101-4220-44500.050				CREWS		460.00
101-4371-42110.000				SUPPLIES-CLEANING		196.80
101-4371-42140.000				SUPPLIES-HEATING		36.29
101-4371-42240.000				SUPPLIES-REPAIRS		308.49
101-4371-42400.000				SMALL TOOLS/EQUIP		1,790.57
101-4371-43190.000				CONTRACTUAL FEES		173.50
101-4371-43610.000				ELECTRIC UTILITIES		95.04
101-4371-43810.000				MAINT-BLDG & STRUCT		1,461.96
101-4371-43950.000				RENTALS-OTHER EQUIP		820.00
101-4371-43970.000				RENTALS-UNIFORMS		(305.67)
101-4410-44330.000				DUES & SUBSCRIPTIONS		476.00
101-4430-42010.000				SUPPLIES-OFFICE		29.96
101-4430-43090.000				ELECTRIC INSPECTION		2,771.20
101-4430-43270.000				TRAVEL EXPENSE		835.25
101-4430-44890.000				OTHER		1,588.00
210-4275-43190.000				CONTRACTUAL FEES		29,473.78
220-0000-22040.000				CREDIT BAL CONTROL		687.13
220-4380-42110.000				SUPPLIES-CLEANING		3,700.32
220-4380-42160.001				CHEMICALS		762.69
220-4380-42160.002				CO2		282.46
220-4380-42180.029				GENERAL		1,003.32
220-4380-42200.002				GENERAL		731.50

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220-4380-42201.000				MARKETING SUPPLIES		161.36
220-4380-42240.000				SUPPLIES-REPAIRS		1,643.87
220-4380-42590.001				FOOD & BEVERAGE		6,106.71
220-4380-42590.002				SUPPLIES/OTHER		526.53
220-4380-42590.003				COFFEE SERVICE / CON		770.04
220-4380-43190.000				CONTRACTUAL FEES		1,842.74
220-4380-43190.096				CABLE		279.79
220-4380-43190.108				POOL		806.00
220-4380-43640.000				REFUSE DISPOSAL		1,321.43
220-4380-43810.000				MAINT-BLDG & STRUCT		10,612.66
220-4380-43890.000				MAINT-OTHER EQUIP		124.88
220-4380-43970.000				RENTALS-UNIFORMS		154.57
220-4380-44890.044				ARMORED CAR		90.00
225-4351-43190.074				TENNIS		136.50
225-4351-43190.078				FACILITY FEES		351.00
225-4353-42170.029				MUSIC		10.67
225-4358-43170.000				CONTR-ENRICH CAMPS		1,557.00
225-4359-43174.000				CONTR-SENIOR PROGR		66.00
225-4359-43174.003				CLASSES		336.00
230-4090-43190.028				WEBSITE TOOLS		10,950.00
230-4090-43190.037				INTERNET		547.84
230-4090-45800.000				OTHER EQUIPMENT		2,468.50
240-4440-44330.000				DUES & SUBSCRIPTIONS		654.95
270-4025-42180.008				TASTE		100.00
270-4025-43950.002				FACILITY RENTAL		2,655.00
270-4025-43950.005				TABLES/TENTS/CHAIRS		66.00
407-4410-44890.000				TIF #7-SHVW SR LIVG-OTHER		218,562.91
422-4055-45800.019				INFO TECHNOLOGY FUND-SPEC SOFTWARE-		4,280.00
429-4700-45900.000				19-04 - ST.ALBANS WTR/DEVELOP		36,165.25
429-4700-45920.000				19-04 - ST.ALBANS W/STAKING &		1,274.00
430-4700-45900.000				19-05-CO RD E WTR MN /DEVELOP		159,792.95
436-4700-45900.000				19-06/SCHUTTA RD SAN SEWER-DEVELOP		30,838.18
436-4700-45910.000				19-06/SCHUTTA RD SAN SEWER-		176.00
453-4371-45300.000				COMMONS MASTER PLAN IMPR OTHER THAN		626,571.38
461-4700-45950.000				OTHER		135.00
464-4700-45900.000				19-01 WABASSO NEIGHB.DEVELOP		454,895.11
464-4700-45920.000				19-01 WABASSO NEIGH.STAKING &		2,366.00
464-4700-45950.000				19-01 WABASSO NEIGHBORHOOD		11,875.00
562-4700-45900.000				19-03 CO ROAD E TRL/DEVELOP CONTRACTOR		87,800.52
601-0000-20200.000				ACCOUNTS PAYABLE		29.31
601-4505-42160.004				BOOSTER STATION		4,519.97
601-4505-42280.001				GENERAL		72.12
601-4505-42280.003				HYDRANTS		128.00
601-4505-42280.005				BOOSTER, WELLS AND T		3,491.67
601-4505-43190.000				CONTRACTUAL FEES		631.69

Check Date	Bank	Check #	Payee	Description	GL #	Amount
601-4505-43190.123			GENERAL			569.34
601-4505-43190.125			WELLS AND BOOSTER			1,956.68
601-4505-43190.126			WATERMAINS			3,700.00
601-4505-43220.000			POSTAGE			21.93
601-4505-43970.005			CREWS			47.00
601-4505-44890.050			ARMORED CAR SERVICE			90.00
602-0000-20200.000			ACCOUNTS PAYABLE			213.60
602-4555-42280.007			SEWER REPAIRS			4,600.00
602-4555-43190.133			GENERAL			189.34
602-4555-43190.134			SEWER REPAIRS			175.00
602-4555-43220.000			POSTAGE			21.94
602-4555-43670.000			MCES-DISPOSAL			182,166.50
602-4555-43970.009			CREWS			47.00
602-4555-44890.053			ARMORED CAR SERVICE			90.00
603-0000-20200.000			ACCOUNTS PAYABLE			94.32
603-4585-43190.141			GENERAL			189.34
603-4585-43610.000			ELECTRIC UTILITIES			45.67
603-4585-43970.013			CREWS			23.51
603-4585-44500.063			CREWS			460.00
603-4585-44890.000			OTHER			2,061.85
603-4590-43610.000			ELECTRIC UTILITIES			104.00
604-0000-20200.000			ACCOUNTS PAYABLE			41.35
604-4260-43190.000			CONTRACTUAL FEES			189.33
604-4260-43610.000			ELECTRIC UTILITIES			8,340.16
604-4260-43810.003			ABOVEGROUND FAULT			1,103.79
701-4650-42120.001			UNLEADED			3,919.53
701-4650-42120.002			DIESEL FUEL			4,448.72
701-4650-42130.001			GENERAL			279.38
701-4650-42183.002			CLEANING SUPPLIES			75.16
701-4650-42183.003			COFFEE SERVICE			191.86
701-4650-42183.004			PAPER PRODUCTS			386.04
701-4650-42220.001			VEHICLES			35.04
701-4650-42220.002			EQUIPMENT			8,168.43
701-4650-42220.003			SUPPLIES			1,031.21
701-4650-43196.003			HEATING			1,554.95
701-4650-43610.000			ELECTRIC UTILITIES			82.30
701-4650-43640.001			GENERAL			4,152.89
701-4650-43970.016			CREWS			23.51
703-4740-44340.000			INSURANCE CLAIMS			1,690.00
801-0000-20200.000			ACCOUNTS PAYABLE			4.73
			TOTAL			2,264,476.34

ACCOUNTS PAYABLE VOUCHER

VOUCHER NO. WARRANT NO. DATE ALLOWED 11 29 2019 IN THE SUM OF \$ 491060.36
Mo. Day Yr.

CITY OF SHOREVIEW

V #	W #
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Payee NORTHERN ESCR

VENDOR # 100201 NORTHERN ESCROW, INC 1276 SO ROBERT ST SAINT PAUL, MN 55118	Purchase Order No. Terms Due Date 11/29/2019
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INVOICE DATE	INVOICE NUMBER	APPROP NUMBER	PROJECT	DESCRIPTION	AMOUNT
11/13/2019	004	464-4700-45900.000		19-01 WABASSO NEIGHB.DEVELOP CONTR	454,895.11
11/13/2019	004	429-4700-45900.000		19-04 - ST.ALBANS WTR/DEVELOP CONTRA	36,165.25

CITY OF SHOREVIEW	
Favor Of	
NORTHERN ESCROW, INC	
Total Amount of Voucher	\$ _____
Deductions	_____

Total Amount of Warrant	\$ _____
Month of _____, _____	

VOUCHER RECORD	ACCT #	
Total		

I hereby certify that the attached invoice(s), or bill(s), is (are) true and correct and that the materials or services itemized thereon for which charge is made were ordered and received except

_____ Mo. Day Yr. _____ Signature _____ Officer/Title

I hereby certify that the attached invoice(s), or bill(s), is (are) true and correct and I have audited same in accordance with IC 5-11-10-1.6.

_____ Mo. Day Yr. _____ Signature _____ Officer/Title

 _____ Board/Council Members

ACCOUNTS PAYABLE VOUCHER

VOUCHER NO. _____ WARRANT NO. _____ DATE ALLOWED 11 11 2019 IN THE SUM OF \$ 247593.47
Mo. Day Yr.

CITY OF SHOREVIEW

V #	W #

Payee **PEMBER COMPAN**

VENDOR # 100319 PEMBER COMPANIES, INC N4449 469TH STREET MENOMONIE, WI 54751	Purchase Order No. Terms Due Date 11/11/2019
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INVOICE DATE	INVOICE NUMBER	APPROP NUMBER	PROJECT	DESCRIPTION	AMOUNT
10/11/2019	01	562-4700-45900.000		19-03 CO ROAD E TRL/DEVELOP CONTRAC	87,800.52
10/11/2019	01	430-4700-45900.000		19-05-CO RD E WTR MN /DEVELOP CONTR/	159,792.95

CITY OF SHOREVIEW	
Favor Of	
PEMBER COMPANIES, INC	
Total Amount of Voucher	\$ _____
Deductions	_____

Total Amount of Warrant	\$ _____
Month of _____, _____	

VOUCHER RECORD	ACCT #	
Total		

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 Mo. Day Yr. Signature Officer/Title

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 Mo. Day Yr. Signature Officer/Title

 Board/Council Members

ACCOUNTS PAYABLE VOUCHER

VOUCHER NO.

WARRANT NO.

DATE ALLOWED 11 30 2019
Mo. Day Yr.

IN THE SUM OF \$ 626571.38

CITY OF SHOREVIEW

V #	W #

Payee RJM CONSTRUCT

VENDOR #	20738
	RJM CONSTRUCTION
	830 BOONE AVENUE NORTH
	MINNEAPOLIS, MN 55427

Purchase Order No.	
Terms	
Due Date	11/30/2019

INVOICE DATE	INVOICE NUMBER	APPROP NUMBER	PROJECT	DESCRIPTION	AMOUNT
10/31/2019	95200006005	453-4371-45300.000		COMMONS MASTER PLAN IMPR OTHER TH	626,571.38

CITY OF SHOREVIEW	
Favor Of	
RJM CONSTRUCTION	
Total Amount of Voucher	\$ _____
Deductions	_____

Total Amount of Warrant	\$ _____
Month of _____	_____

VOUCHER RECORD	ACCT #
Total	

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Mo. Day Yr. _____ Signature _____ Officer/Title _____

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Mo. Day Yr. _____ Signature _____ Officer/Title _____

 Board/Council Members

ACCOUNTS PAYABLE VOUCHER

VOUCHER NO.

WARRANT NO.

DATE ALLOWED 11 22 2019
Mo. Day Yr.

IN THE SUM OF \$ 24236.67

CITY OF SHOREVIEW

V #	W #
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Payee **RAMSEY COUNTY**

VENDOR # 00569 RAMSEY COUNTY 90 PLATO BLVD. W P.O. BOX 64097 ST PAUL, MN 55164-0097	Purchase Order No. Terms Due Date 11/22/2019
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INVOICE DATE	INVOICE NUMBER	APPROP NUMBER	PROJECT	DESCRIPTION	AMOUNT
10/29/2019	PUBW-018227	101-4220-43190.057		STRIPING	24,236.67

CITY OF SHOREVIEW	
Favor Of	
RAMSEY COUNTY	
Total Amount of Voucher	\$
Deductions	
Total Amount of Warrant	\$
Month of _____, _____	

VOUCHER RECORD	ACCT #
Total	

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_____ Mo. Day Yr. _____ Signature _____ Officer/Title

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_____ Mo. Day Yr. _____ Signature _____ Officer/Title

ACCOUNTS PAYABLE VOUCHER

VOUCHER NO. WARRANT NO. DATE ALLOWED 11 08 2019 IN THE SUM OF \$ 218562.91
Mo. Day Yr.

CITY OF SHOREVIEW

V # W #

Payee RAMSEY COUNTY

VENDOR # 01337 RAMSEY COUNTY 90 PLATO BLVD W. PO BOX 64097 ST PAUL, MN 55164-0097
Purchase Order No.
Terms
Due Date 11/08/2019

Table with columns: INVOICE DATE, INVOICE NUMBER, APPROP NUMBER, PROJECT, DESCRIPTION, AMOUNT. Row 1: 11/08/2019, TIF #7, 407-4410-44890.000, TIF DIST #7/ TIF DIST DECERTIFIED, 218,562.91

CITY OF SHOREVIEW
Favor Of
RAMSEY COUNTY
Total Amount of Voucher Deductions \$
Total Amount of Warrant \$
Month of

VOUCHER RECORD table with columns: VOUCHER RECORD, ACCT #, and an empty column for recording details.

I hereby certify that the attached invoice(s), or bill(s), is (are) true and correct and that the materials or services itemized thereon for which charge is made were ordered and received except

Mo. Day Yr. Signature Officer/Title

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Mo. Day Yr. Signature Officer/Title

Board/Council Members

ACCOUNTS PAYABLE VOUCHER

VOUCHER NO. _____ WARRANT NO. _____ DATE ALLOWED 11 06 2019 IN THE SUM OF \$ 23609.13
 Mo. Day Yr.

CITY OF SHOREVIEW

V #	W #

Payee **EUREKA RECYCLI**

VENDOR # 20942 EUREKA RECYCLING 2828 KENNEDY ST NE MINNEAPOLIS, MN 55413	Purchase Order No. Terms Due Date 11/06/2019
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INVOICE DATE	INVOICE NUMBER	APPROP NUMBER	PROJECT	DESCRIPTION	AMOUNT
10/31/2019	18628	210-4275-43190.000		CONTRACTUAL FEES	23,609.13

CITY OF SHOREVIEW	
Favor Of	
EUREKA RECYCLING	
Total Amount of Voucher	\$ _____
Deductions	_____
_____	_____
_____	_____
_____	_____
Total Amount of Warrant	\$ _____
Month of _____, _____	

VOUCHER RECORD	ACCT #	
Total		

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_____ Mo. Day Yr. _____ Signature _____ Officer/Title

I hereby certify that the attached invoice(s), or bill(s), is (are) true and correct and I have audited same in accordance with IC 5-11-10-1.6.

_____ Mo. Day Yr. _____ Signature _____ Officer/Title

 _____ Board/Council Members

ACCOUNTS PAYABLE VOUCHER

VOUCHER NO. _____ WARRANT NO. _____ DATE ALLOWED 12 01 2019 IN THE SUM OF \$ 182166.50
 Mo. Day Yr.

CITY OF SHOREVIEW

V #	W #
--------	--------

Payee METROPOLITAN C

VENDOR # 00416 METROPOLITAN COUNCIL PO BOX 856513 MINNEAPOLIS, MN 55485-6513	Purchase Order No. Terms Due Date 12/01/2019
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INVOICE DATE	INVOICE NUMBER	APPROP NUMBER	PROJECT	DESCRIPTION	AMOUNT
11/06/2019	0001102559	602-4555-43670.000		MCES-DISPOSAL	182,166.50

CITY OF SHOREVIEW	
Favor Of	
METROPOLITAN COUNCIL	
Total Amount of Voucher	\$ _____
Deductions	_____
_____	_____
_____	_____
_____	_____
Total Amount of Warrant	\$ _____
Month of _____, _____	

VOUCHER RECORD	ACCT #	
Total		

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 Mo. Day Yr. _____ Signature _____ Officer/Title _____

I hereby certify that the attached invoice(s), or bill(s), is (are) true and correct and I have audited same in accordance with IC 5-11-10-1.6.
 Mo. Day Yr. _____ Signature _____ Officer/Title _____

Board/Council Members

CHECK DISBURSEMENT REPORT FOR CITY OF SHOREVIEW
 CHECK NUMBER 1643 - 1787

Check Date	Bank	Check #	Payee	Description	GL #	Amount
10/28/2019	USBNK	1643 (A)	ALLEN, DEANNE	EDA - 10/7/19	240-4440-43190.118	200.00
10/28/2019	USBNK	1644 (A)	MALONEY, MARK J.	SEPTEMBER 2019 TRAVEL EXPENSES	101-4205-43270.000	926.22
10/30/2019	USBNK	1645 (A)	ALLEN, DEANNE	CITY COUNCIL 10/14/19 AND 10/21/2019	101-4020-43190.001	400.00
10/01/2019	USBNK	1646 (E)	DELTA DENTAL	DENTAL INSURANCE SEPT 2019	101-0000-20411.000	235.05
		1646 (E)		DENTAL INSURANCE SEPT 2019	101-0000-20415.000	6,864.20
						7,099.25
10/18/2019	USBNK	1647 (E)	MINNESOTA DEPARTMENT OF REVENUE	SALES USE TAX: SEPTEMBER 2019	220-0000-21810.000	10,648.60
		1647 (E)		-TAX		
		1647 (E)		SALES USE TAX: SEPTEMBER 2019	220-4380-42140.000	0.53
		1647 (E)		SALES USE TAX: SEPTEMBER 2019	220-4380-43610.000	19.15
		1647 (E)		SALES USE TAX: SEPTEMBER 2019	601-0000-21810.000	5,032.29
		1647 (E)		SALES USE TAX: SEPTEMBER 2019	701-4650-42120.003	111.43
						15,812.00
10/17/2019	USBNK	1648 (E)	MINNESOTA DEPARTMENT OF REVENUE	ON ROAD DIESEL FUEL TAX: SEPTEMBER	701-4650-42120.002	153.33
				-TAX	2019	
09/20/2019	USBNK	1649 (E)	GAS PLUS INC.	NON-OXYGENATED FUEL FOR PARKS	701-4650-42120.001	47.88
09/20/2019	USBNK	1650 (E)	HOLIDAY STATIONSTORES	NON OXYGENATED FUEL	701-4650-42120.001	97.00
09/20/2019	USBNK	1651 (E)	US BANK	REFUND OF TEST BIRTHDAY BOOKED	220-4380-42180.000	(175.00)
			SHOREVIEW COMMUNITY CENTER	ONLINE		
		1651 (E)	GOT PRINT.COM	1000 MEMBERSHIP FOLDERS	220-4380-42201.000	780.98
		1651 (E)	SHOREVIEW COMMUNITY CENTER	REFUND FOR TEST	225-4351-42170.019	(30.00)
		1651 (E)	ST PAUL PARKS & REC - COMO POOL	SD TRIP REFUND	225-4354-43190.101	(48.81)
		1651 (E)	COBURNS DELIVERS, LLC	CREDIT ON ACCOUNT	225-4355-42170.032	(66.66)
						460.51
09/20/2019	USBNK	1652 (E)	US BANK	PREMIUM IMAGE PURCHASE FITNESS	220-4380-42201.000	1.00
			CANVA.COM			
09/20/2019	USBNK	1653 (E)	US BANK	ISSUU ANNUAL SUBSCRIPTION 8/2019-	220-4380-42180.000	228.00
			ISSUU, INC	8/2020		
09/20/2019	USBNK	1654 (E)	US BANK	TEST BOOKING BIRTHDAY PARTY ONLINE	220-4380-42180.000	175.00
			SHOREVIEW COMMUNITY CENTER			

Check Date	Bank	Check #	Payee	Description	GL #	Amount
09/20/2019	USBK	1655 (E)	US BANK UNIVERSITY OF MINNESOTA	CENTER FOR TRANSPORTATION CONF - MMALONEY	101-4205-44500.000	75.00
09/20/2019	USBK	1656 (E)	US BANK TARGET.COM	2019 SUMMER EMPLOYEE RECOGNITION LUNCH - ELLIOTT	101-4021-44890.010	49.41
09/20/2019	USBK	1657 (E)	US BANK DELTA.COM	AIRLINE TICKETS FOR ICMA - REISENBEISZ	101-4020-44500.006	486.60
09/20/2019	USBK	1658 (E)	US BANK DOLLAR TREE STORES INC.	2019 SUMMER EMPLOYEE RECOGNITION - ELLIOTT	101-4021-44890.010	16.00
09/20/2019	USBK	1659 (E)	US BANK ICMA 2	2019 ICMA CONFERENCE - EISENBEISZ	101-4020-44500.006	420.00
09/20/2019	USBK	1660 (E)	US BANK COMCAST	JUL 6 DUE DATE: MONTHLY INTERNET SERVICE FOR STAFF	230-4090-43190.037	289.85
09/20/2019	USBK	1661 (E)	US BANK COMCAST	AUG 28 DUE DATE: MONTHLY INTERNET/PHONE SERVICE FOR THE	230-4090-43190.037	144.74
09/20/2019	USBK	1662 (E)	US BANK SPRINT	PHONE BILL FOR PERIOD 6/15/19 - 7/14/19	101-4020-43210.002	34.44
09/20/2019	USBK	1663 (E)	US BANK AMAZON.COM	NEW CRADLEPOINT CELLULAR ROUTER - RICE CREEK FIELDS STORMSTATION	422-4055-45800.007	494.99
09/20/2019	USBK	1664 (E)	US BANK AMAZON.COM	HANDSFREE BLUETOOTH DEVICE - RODNEY'S TRUCK	101-4055-42010.018	29.99
09/20/2019	USBK	1665 (E)	US BANK AMAZON.COM	LAPTOP - CHROMEBOOK FOR REMOTE ACCESS - ALISHA	422-4055-45800.001	619.99
09/20/2019	USBK	1666 (E)	US BANK AMAZON.COM	HANDSFREE BLUETOOTH DEVICE - BRENT'S TRUCK, KEYBOARD/MOUSE COMBO FOR	101-4055-42010.018	54.98
09/20/2019	USBK	1667 (E)	US BANK NEWEGG.COM	REPLACEMENT MONITOR MOUNT - DENISE	422-4055-45800.011	34.99
09/20/2019	USBK	1668 (E)	US BANK NEWEGG.COM	REPLACEMENT MONITOR MOUNT - TERESA	422-4055-45800.011	34.99
09/20/2019	USBK	1669 (E)	US BANK NEWEGG.COM	REPLACEMENT MONITORS - DENISE	422-4055-45800.011	308.10
09/20/2019	USBK	1670 (E)	US BANK NEWEGG.COM	(3) PORTABLE USB OPTICAL DRIVES	101-4055-42010.016	95.122
09/20/2019	USBK	1671 (E)	US BANK NEWEGG.COM	REPLACEMENT CAROUSEL PLAYER - COUNCIL CHAMBERS	422-4055-45800.011	295.98

Check Date	Bank	Check #	Payee	Description	GL #	Amount
09/20/2019	USBNK	1672 (E)	US BANK NEWEGG.COM	REPLACEMENT MONITORS - NIKI	422-4055-45800.011	315.18
09/20/2019	USBNK	1673 (E)	US BANK JEFATECH WIRELESS TECH SOLUTIONS	NEW EXTERNAL ANTENNA/CABLE FOR RICE CREEK FIELDS STORMSTATION CRADLEPOINT	422-4055-45800.007	228.55
09/20/2019	USBNK	1674 (E)	US BANK DIGITALINSPIRATION.COM	GOOGLE ADDON FORMS APPLICATION FOR BUILDING INSPECTION FORM	101-4055-42180.017	49.00
09/20/2019	USBNK	1675 (E)	US BANK MANLEY SOLUTIONS	NEW CELLULAR SIGNAL BOOSTER FOR FIRE ALARM PANEL IN MAINT CTR (CENTRAL	422-4055-45800.010	414.99
09/20/2019	USBNK	1676 (E)	US BANK VOYANT COMMUNICATIONS, LLC	MONTHLY TELEPHONE SERVICES	101-4055-43860.012	1,566.69
09/20/2019	USBNK	1677 (E)	US BANK LAKESHORE LEARNING MATERIALS	PRESCHOOL SUPPLIES	225-4355-42170.028	39.92
09/20/2019	USBNK	1678 (E)	US BANK LAKESHORE LEARNING MATERIALS	PRESCHOOL SUPPLIES	225-4355-42170.028	36.94
09/20/2019	USBNK	1679 (E)	US BANK CASCADE BAY - CITY OF EAGAN	SD TRIP	225-4354-43190.101	1,494.00
09/20/2019	USBNK	1680 (E)	US BANK FLAHERTY'S ARDEN BOWL	AQUATICS MEETING	220-4380-42200.002	25.00
		1680 (E)	FLAHERTY'S ARDEN BOWL	AQUATICS MEETING	225-4352-42170.022	25.00
						50.00
09/20/2019	USBNK	1681 (E)	US BANK MINNESOTA HISTORICAL SOCIETY	SD TRIP	225-4354-43190.101	120.00
09/20/2019	USBNK	1682 (E)	US BANK ZERO GRAVITY TRAMPOLINE PARK	SD TRIP	225-4354-43190.101	225.00
09/20/2019	USBNK	1683 (E)	US BANK SAINTS NORTH FAMILY SKATE CENTER	SD TRIP	225-4354-43190.101	756.00
09/20/2019	USBNK	1684 (E)	US BANK TARGET.COM	PROGRAM SUPPLIES	225-4354-42170.028	10.12
09/20/2019	USBNK	1685 (E)	US BANK TARGET.COM	PROGRAM SUPPLIES	225-4354-42170.028	28.123
09/20/2019	USBNK	1686 (E)	US BANK TARGET.COM	PROGRAM SUPPLIES	225-4354-42170.028	20.55

Check Date	Bank	Check #	Payee	Description	GL #	Amount
09/20/2019	USBK	1687 (E)	US BANK TARGET.COM	PRESCHOOL SUPPLIES	225-4355-42170.028	25.57
09/20/2019	USBK	1688 (E)	US BANK TARGET.COM	PRESCHOOL SUPPLIES	225-4355-42170.028	228.95
09/20/2019	USBK	1689 (E)	US BANK CUB FOODS	FIELD TRIP - STATE FAIR TICKETS	225-4354-43190.101	24.00
09/20/2019	USBK	1690 (E)	US BANK CUB FOODS	SD TRIP - STATE FAIR TICKETS	225-4354-43190.101	288.00
09/20/2019	USBK	1691 (E)	US BANK TENNIS WAREHOUSE.COM	TENNIS SUPPLIES	225-4351-42170.011	75.94
09/20/2019	USBK	1692 (E)	US BANK HANDWRITING WITHOUT TEARS.COM	SELLS WORKSHOP	225-4355-42170.028	400.00
09/20/2019	USBK	1693 (E)	US BANK HANDWRITING WITHOUT TEARS.COM	CLASSROOM SUPPLIES	225-4355-42170.028	1,886.72
09/20/2019	USBK	1694 (E)	US BANK HANDWRITING WITHOUT TEARS.COM	PRESCHOOL TRAINING	225-4355-42170.028	400.00
09/20/2019	USBK	1695 (E)	US BANK MINNESOTA TRANSPORTATION MUSEUM	SD TRIP	225-4354-43190.101	200.00
09/20/2019	USBK	1696 (E)	US BANK INDEED.COM	AUGUST ADVERTISING	220-4380-42201.000	362.09
09/20/2019	USBK	1697 (E)	US BANK INDEED.COM	AUGUST ADVERTISING	220-4380-42200.002	402.01
		1697 (E)	INDEED.COM	AUGUST ADVERTISING	220-4380-42201.000	100.00
						502.01
09/20/2019	USBK	1698 (E)	US BANK FLY OVER AMERICA	SD TRIP	225-4354-43190.101	308.45
09/20/2019	USBK	1699 (E)	US BANK SEAQUEST	SD TRIP	225-4354-43190.101	1,508.15
09/20/2019	USBK	1700 (E)	US BANK SHOREVIEW COMMUNITY CENTER	TEST	225-4351-42170.019	30.00
09/20/2019	USBK	1701 (E)	US BANK QUALITY LOGO PRODUCTS	PRESCHOOL BAGS	225-4355-42170.028	460.99

Check Date	Bank	Check #	Payee	Description	GL #	Amount
09/20/2019	USBK	1702 (E)	US BANK DICK BLICK.COM	PROGRAM SUPPLIES	225-4355-42170.028	360.00
09/20/2019	USBK	1703 (E)	US BANK DOMINOS.COM	SD ROOM PARTY	225-4354-42170.031	63.48
09/20/2019	USBK	1704 (E)	US BANK DOMINOS.COM	SD ROOM PARTY	225-4354-42170.031	59.81
09/20/2019	USBK	1705 (E)	US BANK DOMINOS.COM	SD ROOM PARTY	225-4354-42170.031	70.92
09/20/2019	USBK	1706 (E)	US BANK DOMINOS.COM	SD ROOM PARTY	225-4354-42170.031	48.69
09/20/2019	USBK	1707 (E)	US BANK DOMINOS.COM	SD ROOM PARTY FOOD	225-4354-42170.031	67.79
09/20/2019	USBK	1708 (E)	US BANK DOMINOS.COM	ROOM PARTY FOOD	225-4354-42170.031	39.50
09/20/2019	USBK	1709 (E)	US BANK DOMINOS.COM	ROOM PARTY FOOD	225-4354-42170.031	39.50
09/20/2019	USBK	1710 (E)	US BANK DOMINOS.COM	ROOM PARTY FOOD	225-4354-42170.031	46.57
09/20/2019	USBK	1711 (E)	US BANK DOMINOS.COM	ROOM PARTY FOOD	225-4354-42170.031	46.57
09/20/2019	USBK	1712 (E)	US BANK DOMINOS.COM	ROOM PARTY FOOD	225-4354-42170.031	39.50
09/20/2019	USBK	1713 (E)	US BANK DOMINOS.COM	ROOM PARTY FOOD	225-4354-42170.031	52.01
09/20/2019	USBK	1714 (E)	US BANK WILD MOUNTAIN	SD TRIP	225-4354-43190.101	379.81
09/20/2019	USBK	1715 (E)	US BANK ST PAUL PARKS & REC - COMO POOL	SD FT	225-4354-43190.101	143.00
09/20/2019	USBK	1716 (E)	US BANK NICKELODEON UNIVERSE	SD TRIP	225-4354-43190.101	435.00
09/20/2019	USBK	1717 (E)	US BANK EMAGINE WHITE BEAR THEATER	SD TRIP	225-4354-43190.101	150.125
09/20/2019	USBK	1718 (E)	US BANK ALLSEATED, INC.	YEARLY SUBSCRIPTION	220-4380-43390.007	1,428.00

Check Date	Bank	Check #	Payee	Description	GL #	Amount
09/20/2019	USBK	1719 (E)	US BANK NFL FLAG EQUIPMENT	FLAG FOOTBALL SUPPLIES	225-4351-43190.081	1,568.31
09/20/2019	USBK	1720 (E)	US BANK NFL FLAG EQUIPMENT	FLAG FOOTBALL SUPPLIES	225-4351-43190.081	44.22
09/20/2019	USBK	1721 (E)	US BANK AMERICAN PLANNING ASSOCIATION	2019 APA CONFERENCE - ASEDEY	101-4410-44500.000	320.00
09/20/2019	USBK	1722 (E)	US BANK GOVERNMENT FINANCE OFFICERS ASSOC.	2019 MNGFOA ANNUAL CONFERENCE - FESPE	101-4050-44500.023	210.00
09/20/2019	USBK	1723 (E)	US BANK GOVERNMENT FINANCE OFFICERS ASSOC.	2018 MNGFOA ANNUAL CONFERENCE - RFALK	101-4050-44500.023	210.00
09/20/2019	USBK	1724 (E)	US BANK MINNESOTA DEPT LABOR AND INDUSTRY	2019 LICENSE RENEWAL - DSCHERBEL	101-4430-44330.000	65.00
09/20/2019	USBK	1725 (E)	US BANK INTERNATIONAL CODE COUNCIL INC	MEMBERSHIP RENEWAL - DSCHERBEL	101-4430-44330.000	100.00
09/20/2019	USBK	1726 (E)	US BANK INTERNATIONAL CODE COUNCIL INC	2019 ICC RENEWAL - DSCHERBEL	101-4430-44330.000	135.00
09/20/2019	USBK	1727 (E)	US BANK GREEN MILL PIZZA	EDA MEETING SUPPLIES	240-4440-42180.000	148.67
09/20/2019	USBK	1728 (E)	US BANK BALDWIN SUPPLY CO	BELTS - BLEVASSEUR	701-4650-42220.002	203.19
09/20/2019	USBK	1729 (E)	US BANK FAIRFIELD INN & SUITES	2019 GFOA CONFERENCE - RFALK	101-4050-44500.023	358.70
09/20/2019	USBK	1730 (E)	US BANK CONTROL SYSTEMS LABS	ARROW BOARD CONTROLLER - BLEVASSEUR	701-4650-42220.002	480.66
09/20/2019	USBK	1731 (E)	US BANK ICMA 2	2019 ICMA CONFERENCE - SCHWERM	101-4020-44500.006	755.00
09/20/2019	USBK	1732 (E)	US BANK AIR COMPRESSORS PLUS, LLC	PRESSURE SWITCH - BLEVASSEUR	701-4650-42220.002	46.24
09/20/2019	USBK	1733 (E)	US BANK TARGET.COM	TOYS FOR KIDS CARE	225-4356-42170.000	392.19

Check Date	Bank	Check #	Payee	Description	GL #	Amount
09/20/2019	USBK	1734 (E)	US BANK LAKESHORE LEARNING MATERIALS	KIDS CARE NEW TABLES AND CHAIRS	225-4356-42170.000	1,655.84
10/21/2019	USBK	1735 (E)	US BANK INDEED.COM	CREDIT REFUND	220-4380-42201.000	(43.70)
		1735 (E)	HANES BRANDS	SERVICE DESK SOCKS ORDER - ANN	220-4380-42591.003	799.44
						<hr/> 755.74
10/21/2019	USBK	1736 (E)	US BANK TASTE OF SCANDINAVIA	EDA MEETING SUPPLIES - HILL	240-4440-42180.000	35.79
10/21/2019	USBK	1737 (E)	US BANK COMCAST	AUG 6 DUE DATE: MONTHLY INTERNET SERVICE FOR STAFF	230-4090-43190.037	289.85
10/21/2019	USBK	1738 (E)	US BANK COMCAST	SEP 28 DUE DATE: MONTHLY INTERNET/PHONE SERVICE FOR THE	230-4090-43190.037	144.76
10/21/2019	USBK	1739 (E)	US BANK SPRINT	PHONE BILL FOR PERIOD 7/15/19 - 8/14/19	101-4020-43210.002	39.49
10/21/2019	USBK	1740 (E)	US BANK AMAZON.COM	IPAD PENCIL CASES FOR COUNCIL/PC/STAFF IPADS	230-4090-45800.000	224.75
10/21/2019	USBK	1741 (E)	US BANK NEWEGG.COM	REPLACEMENT MONITOR MOUNT - NIKI	422-4055-45800.011	34.99
10/21/2019	USBK	1742 (E)	US BANK NEWEGG.COM	REPLACEMENT MONITORS - DAVID	422-4055-45800.011	283.80
10/21/2019	USBK	1743 (E)	US BANK NEWEGG.COM	REPLACEMENT MONITOR MOUNT - DAVID	422-4055-45800.011	34.99
10/21/2019	USBK	1744 (E)	US BANK NEWEGG.COM	REPLACEMENT PROJECTOR FOR CC MOBILE AV CARTS	422-4055-45800.020	854.00
10/21/2019	USBK	1745 (E)	US BANK NEWEGG.COM	REPLACEMENT TV DISPLAYS FOR CC MOBILE AV CARTS	422-4055-45800.020	899.97
10/21/2019	USBK	1746 (E)	US BANK NEWEGG.COM	REPLACEMENT LASER POINTERS FOR CC MOBILE AV CARTS	422-4055-45800.020	149.77
10/21/2019	USBK	1747 (E)	US BANK NEWEGG.COM	LAPTOP CASE FOR ALISHA	101-4055-42010.018	20.33
10/21/2019	USBK	1748 (E)	US BANK NEWEGG.COM	REPLACEMENT BLU-RAY PLAYERS FOR CC MOBILE AV CARTS	422-4055-45800.020	509.127
10/21/2019	USBK	1749 (E)	US BANK NEWEGG.COM	NEW PROJECTOR CART FOR CC MOBILE AV	422-4055-45800.010	185.10

Check Date	Bank	Check #	Payee	Description	GL #	Amount
10/21/2019	USBNK	1750 (E)	US BANK B & H PHOTO.COM	(4) NEW SHURE FITNESS HEADSETS FOR FITNESS STUDIOS	225-4353-42170.000	396.00
10/21/2019	USBNK	1751 (E)	US BANK VOYANT COMMUNICATIONS, LLC	MONTHLY TELEPHONE SERVICES	101-4055-43860.012	1,574.86
10/21/2019	USBNK	1752 (E)	US BANK MRPA	SEMINAR - TP	101-4340-44500.000	59.00
10/21/2019	USBNK	1753 (E)	US BANK TARGET.COM	AQUATIC SUPPLIES	220-4380-42200.002	17.85
		1753 (E)	TARGET.COM	AQUATIC SUPPLIES	225-4352-42170.022	8.94
						<u>26.79</u>
10/21/2019	USBNK	1754 (E)	US BANK WALMART	PRESCHOOL SUPPLIES	225-4355-42170.028	137.99
10/21/2019	USBNK	1755 (E)	US BANK WALMART	PRESCHOOL SNACK	225-4355-42170.032	257.05
10/21/2019	USBNK	1756 (E)	US BANK WALMART	PRESCHOOL SNACK	225-4355-42170.032	96.59
10/21/2019	USBNK	1757 (E)	US BANK WALMART	PRESCHOOL SNACK	225-4355-42170.028	10.45
10/21/2019	USBNK	1758 (E)	US BANK DOLLAR TREE STORES INC.	AQUATIC SUPPLIES	220-4380-42240.003	8.00
10/21/2019	USBNK	1759 (E)	US BANK INDEED.COM	SEPTEMBER ADVERTISING	220-4380-42201.000	500.49
10/21/2019	USBNK	1760 (E)	US BANK INSTACART	PRESCHOOL SUPPLIES	225-4355-42170.028	37.69
10/21/2019	USBNK	1761 (E)	US BANK INSTACART	PRESCHOOL SNACK	225-4355-42170.032	198.53
10/21/2019	USBNK	1762 (E)	US BANK FRED PRYOR SEMINARS	FACILITIES MANAGMENT MARMON	220-4380-44500.000	399.00
10/21/2019	USBNK	1763 (E)	US BANK FRATTALLONES HARDWARE STORES	AQUATIC SUPPLIES	220-4380-42200.002	21.97
10/21/2019	USBNK	1764 (E)	US BANK CANDLEWOODE SUITES BEMIDJI	LODGING FOR NRPA CONFERENCE	101-4340-44500.000	506.60

Check Date	Bank	Check #	Payee	Description	GL #	Amount
10/21/2019	USBK	1765 (E)	US BANK MINNESOTA DEPT LABOR AND INDUSTRY	TRAINING - DSCHERBEL	101-4430-44500.000	85.00
10/21/2019	USBK	1766 (E)	US BANK MINNESOTA DEPT LABOR AND INDUSTRY	TRAINING - BMARSHALL	101-4430-44500.000	85.00
10/21/2019	USBK	1767 (E)	US BANK RECYCLING ASSOCIATION OF MINNESOTA	2019 RECYCLING ASSOC OF MN CONFERENCE - EBRENNA	101-4205-44500.000	135.00
10/21/2019	USBK	1768 (E)	US BANK GTS EDUCATIONAL EVENTS	2019 LAND USE WORKSHOP - FCUPERY	241-4450-44500.000	150.00
10/21/2019	USBK	1769 (E)	US BANK UNIVERSITY OF MINNESOTA	MN FALL MAINTENANCE EXPO - JKEDING	101-4220-44500.000	480.00
10/21/2019	USBK	1770 (E)	US BANK 10,000 Lakes Chapter of ICC	MIXED OCCUPANCIES FALL SEMINAR - BMARSALL	101-4430-44500.000	250.00
10/21/2019	USBK	1771 (E)	US BANK 10,000 Lakes Chapter of ICC	MIXED OCCUPANCIES FALL SEMINAR - DSCHERBEL	101-4430-44500.000	250.00
10/21/2019	USBK	1772 (E)	US BANK NATIONAL STUDENT CLEARING HOUSE	DEGREE VERIFICATION - FCUPERY	101-4021-44890.014	21.95
10/21/2019	USBK	1773 (E)	US BANK NATIONAL STUDENT CLEARING HOUSE	DEGREE VERIFICATION - FCUPERY	101-4021-44890.014	14.95
10/21/2019	USBK	1774 (E)	US BANK COMFORT SUITES CANAL PARK	HOTEL FOR CONFERENCE ROOM 158 - KCHMIELEWSKI	601-4505-44500.000	1,173.21
10/21/2019	USBK	1775 (E)	US BANK COMFORT SUITES CANAL PARK	HOTEL FOR CONFERENCE ROOM 258 - KCHMIELEWSKI	601-4505-44500.000	1,173.21
10/21/2019	USBK	1776 (E)	US BANK AMERICAN ASSOC OF CODE ENFORCEMENT	MEMBERSHIP DUES - KCASTLE	241-4450-44330.000	250.00
10/21/2019	USBK	1777 (E)	US BANK COURTYARD ST CLOUD	JHAAS - ST CLOUD CONFERENCE	101-4205-44500.000	462.15
10/21/2019	USBK	1778 (E)	US BANK CCAPS REGISTRATION	2019 MN WATER RESOURCES CONFERENCE - EBRENNA	101-4205-44500.000	275.00
10/21/2019	USBK	1779 (E)	US BANK UNIVERSITY OF MN EXTENSION PROGRAM	BUSINESS RETENTION/EXPANSION COURSE - NHILL	240-4440-44500.000	500.00

Check Date	Bank	Check #	Payee	Description	GL #	Amount
10/21/2019	USBNK	1780 (E)	US BANK	NEW YEARS EVE PARTY INFLATABLE	225-4358-43172.002	465.10
			FROGGY HOPS			
10/21/2019	USBNK	1781 (E)	US BANK	PICKLEBALL MEMBERSHIP DUES	225-4351-43190.082	20.00
			USA PICKBALL ASSOCIATION			
10/21/2019	USBNK	1782 (E)	US BANK	AQUATICS MERMAID CLASSES	225-4352-42170.025	644.80
			FIN FUN MERMAID			
10/21/2019	USBNK	1783 (E)	US BANK	NEW YEARS EVE FACE PAINTER	225-4358-43172.002	514.00
			PHANCY LITTLE SHOP			
10/21/2019	USBNK	1784 (E)	ALERUS RETIREMENT AND BENEFITS	COBRA ADMIN FEES SEPTEMBER 2019	101-4021-43190.007	20.00
09/16/2019	USBNK	1785 (E)	COMMUNITY REINVESTMENT FUND	CRF ADMIN FEES/6 @ \$11	305-4410-44890.000	11.00
		1785 (E)		CRF ADMIN FEES/6 @ \$11	307-4410-44890.000	55.00
						66.00
11/01/2019	USBNK	1786 (E)	DELTA DENTAL	DENTAL INSURANCE NOVEMBER 2019	101-0000-20411.000	235.05
		1786 (E)		DENTAL INSURANCE NOVEMBER 2019	101-0000-20415.000	6,953.30
						7,188.35
11/14/2019	USBNK	1787 (A)	ALLEN, DEANNE	CITY COUNCIL 11/4/19	101-4020-43190.001	200.00
		1787 (A)		EDA MINUTES 11/4/19	240-4440-43190.118	200.00
						400.00
			TOTAL - ALL FUNDS	TOTAL OF 145 CHECKS		74,623.24

--- GL TOTALS ---

101-0000-20411.000	MED,LIF,DENT/COBRA	470.10
101-0000-20415.000	DENTAL INS. WITHHOLD	13,817.50
101-4020-43190.001	MINUTES	600.00
101-4020-43210.002	CELL PHONE	73.93
101-4020-44500.006	ICMA	1,661.60
101-4021-43190.007	COBRA ADMINISTRATION	20.00
101-4021-44890.010	EE EVENT-SUMMER	65.41
101-4021-44890.014	PRE-EMPL EDUC VERIF	36.90
101-4050-44500.023	MNGFOA ANNUAL CONFER	778.70
101-4055-42010.016	MISCELLANEOUS HARDWARE SUPPLIES	95.85
101-4055-42010.018	SUPPLIES	105.30
101-4055-42180.017	MISC SOFTWARE	49.00
101-4055-43860.012	PHONE SYSTEM/WLAN DEVICES/LIFE SAFETY	3,141.55
101-4205-43270.000	TRAVEL EXPENSE	926.22
101-4205-44500.000	TRAINING & PROF DEV	947.15
101-4220-44500.000	TRAINING & PROF DEV	480.00

Check Date	Bank	Check #	Payee	Description	GL #	Amount
101-4340-44500.000				TRAINING & PROF DEV		565.60
101-4410-44500.000				TRAINING & PROF DEV		320.00
101-4430-44330.000				DUES & SUBSCRIPTIONS		300.00
101-4430-44500.000				TRAINING & PROF DEV		670.00
220-0000-21810.000				SALES TAX PAYABLE	10,648.60	
220-4380-42140.000				SUPPLIES-HEATING		0.53
220-4380-42180.000				SUPPLIES-GENERAL		228.00
220-4380-42200.002				GENERAL		466.83
220-4380-42201.000				MARKETING SUPPLIES	1,700.86	
220-4380-42240.003				POOL		8.00
220-4380-42591.003				COFFEE SERVICE/CONT.		799.44
220-4380-43390.007				GENERAL	1,428.00	
220-4380-43610.000				ELECTRIC UTILITIES		19.15
220-4380-44500.000				TRAINING & PROF DEV		399.00
225-4351-42170.011				TENNIS		75.94
225-4351-42170.019				PICKLEBALL (DROP-IN)		0.00
225-4351-43190.081				YOUTH FLAG FOOTBALL	1,612.53	
225-4351-43190.082				PICKLEBALL (DROP-IN)		20.00
225-4352-42170.022				LESSONS		33.94
225-4352-42170.025				SPECIAL AQUATICS		644.80
225-4353-42170.000				SUPPLIES-RECREATION		396.00
225-4354-42170.028				GENERAL		58.84
225-4354-42170.031				ROOM SUPPLIES		574.34
225-4354-43190.101				FIELD TRIPS	5,982.60	
225-4355-42170.028				GENERAL	4,025.22	
225-4355-42170.032				SNACK		485.51
225-4356-42170.000				SUPPLIES-RECREATION	2,048.03	
225-4358-43172.002				NEW YEAR'S EVE		979.10
230-4090-43190.037				INTERNET		869.20
230-4090-45800.000				OTHER EQUIPMENT		224.75
240-4440-42180.000				SUPPLIES-GENERAL		184.46
240-4440-43190.118				EDA MINUTES		400.00
240-4440-44500.000				TRAINING & PROF DEV		500.00
241-4450-44330.000				DUES & SUBSCRIPTIONS		250.00
241-4450-44500.000				TRAINING & PROF DEV		150.00
305-4410-44890.000				TIF #4 - SR HOUS/SCAN-OTHER		11.00
307-4410-44890.000				OTHER		55.00
422-4055-45800.001				INFO TECHNOLOGY FUND-COMPUTERS/PC-		619.99
422-4055-45800.007				INFO TECHNOLOGY FUND-LAN/NETWORK-		723.54
422-4055-45800.010				INFO TECHNOLOGY FUND-OTHER-ADDITIONS		600.09
422-4055-45800.011				INFO TECHNOLOGY FUND-COMPUTERS/PC-	1,343.02	
422-4055-45800.020				INFO TECHNOLOGY FUND-OTHER-	2,413.68	
601-0000-21810.000				SALES TAX PAYABLE	5,032.29	
601-4505-44500.000				TRAINING & PROF DEV	2,346.42	
701-4650-42120.001				UNLEADED		144.88
701-4650-42120.002				DIESEL FUEL		153.33
701-4650-42120.003				ON AND OFF ROAD DIES		111.43
701-4650-42220.002				EQUIPMENT		730.09

11/14/2019 04:45 PM
User: rfalk
DB: City Of Shorevie

CHECK DISBURSEMENT REPORT FOR CITY OF SHOREVIEW
CHECK NUMBER 1643 - 1787

Check Date	Bank	Check #	Payee	Description	GL #	Amount
			TOTAL			74,623.24

Memorandum

TO: City Council

FROM: Tom Simonson, Assistant City Manager and Community Development Director

DATE: November 18, 2019

SUBJECT: Business Assistance Request, Shoreview Ridge LLC
Renovations/Redevelopment of 4100 (West and East) Lexington Avenue -
Shoreview Corporate Center
Consideration of Tax Increment Financing Plan for District No. 13 and
Development Agreement

ITEM NUMBER: 9.a

SECTION: PUBLIC HEARINGS

REQUESTED MOTION

Motion 1

To close the public hearing in consideration of establishing Tax Increment District No. 13.

Motion 2

To adopt Resolution No. 19-108, approving the modification to the development program for Municipal Development District No. 2, establishing Tax Increment Financing District No. 13, and adopting the Tax Increment Plan.

Motion 3

To approve tax increment financing assistance in support of the proposed building renovations/redevelopment to 4100 (West and East) Lexington Avenue in the Shoreview Corporate Center by Shoreview Ridge LLC, including a Development Agreement to be executed stipulating the terms, conditions, and obligations.

INTRODUCTION

The City Council is being asked to consider actions relating to providing business assistance in support of major renovations/redevelopment of 4100 (West and East) Lexington Avenue buildings in the Shoreview Corporate Center by Shoreview Ridge LLC. These actions include a modification to Municipal Development District No. 2 and approval of a Tax Increment Financing (TIF) Plan for the establishment of new TIF District No. 13, and a Development Agreement setting forth the terms and conditions of the City's financial assistance for the project. A public hearing is scheduled for November 18, 2019.

DISCUSSION

Overview

The City has been working closely with Eagle Ridge Partners, representing the ownership of the Shoreview Corporate Center, in attracting businesses to fill the two buildings that were

vacated when Land O' Lakes moved employees back to their expanded headquarters campus in Arden Hills. The 4100 West and East buildings (previously 1080 and 1050 County Road F addresses) were built in 1972 and 1973, respectively, by Deluxe Check (now Deluxe Corporation). The buildings have been empty for the past 1 1/2 years, and after considerable efforts to market the properties without success, the ownership has concluded that significant reinvestment needs to be undertaken to modernize the buildings to attract quality corporate tenants. They have indicated to the City that there are several corporate tenants interested and close to executing leases to relocate to the 4100 West building if the owners undertake the large-scale improvements to modernize the property. Eagle Ridge indicates that the tenants targeted for the 4100 West building would bring approximately 600 employees to the property.

Eagle Ridge is first focusing efforts on undertaking major renovations to the 4100 West building, which is larger (122,609 square feet) and more conducive to converting to multi-tenant spaces. The plans include a complete renovation of the interior finishes, installation of sprinklers, upgrades to elevators and restrooms, removal of asbestos, the addition of large window areas along the Lexington Avenue frontage, and relocation and upgrades of the main building entrance/lobby. The smaller 4100 East building (66, 729 square feet) is more problematic to transition to multi-tenant use as it originally served as the computer center for Deluxe and was not designed for flexible spaces. The owners will continue to explore options for this building, including possible full demolition, but a complicating factor is the larger west building is served by the mechanical systems located in the east building.

Financial Assistance

Eagle Ridge Partners had previously entered into a preliminary agreement with the City to initiate that start of the qualifying review for tax increment financing, including providing an escrow to cover legal and consulting services. The City engaged the services of LHB, Inc., to conduct a comprehensive report on the conditions of the two buildings. LHB is a well respected engineering firm that specializes in inspections/evaluations of buildings for the purpose of tax increment financing (TIF) qualification for projects. The final LHB report has been submitted as an exhibit to the TIF Plan, and the analysis finds that the properties meet the qualifying standards for eligibility as a Redevelopment TIF District.

Eagle Ridge is seeking the City's support and assistance of tax increment financing in order to fill the projected financial gap in their costs in undertaking the acquisition and improvements (Shoreview Ridge LLC will also be acquiring both buildings from the CarVal investment group) necessary to compete in the market. Financial information including a detailed proforma has been submitted by the applicant and was reviewed by staff and our tax increment consultant. Ramsey County has reviewed the building renovation plans to determine the future fair market value, and has confirmed that the present value of the property at \$5.6 million would increase to \$21 million after project completion.

A TIF Plan for the establishment of a new TIF District No. 13 (a Redevelopment District) has been drafted by EDA consultant Kirstin Barsness and reviewed by the City's development attorney Mary Ippel from the Briggs/Taft law firm. Proposed TIF District No. 13 would encompass the two subject buildings (4100 West and East), which are located on a single parcel. Pursuant to State law, the TIF Plan was distributed to the county and school district for the required comment period. No comments have been received. A copy of the TIF Plan is included for Council review.

As part of the TIF review process, the Planning Commission is required to review the TIF Plan for conformance with the Comprehensive Plan. Minnesota Statutes, Section 469.175, subdivision 3 states “Before or at time of approval of the tax increment financing plan, the municipality shall make the following findings, and shall set forth in writing the reasons and supporting facts for each determination...that the tax increment financing plan conforms to the general plans conform to the general plan for development or redevelopment of the municipality as a whole.”

Chapter 6 is the Economic Development component of the City of Shoreview’s Comprehensive Plan. The proposed TIF Plan clearly fits within the economic development strategies outlined in the chapter, with the goal of retaining the Shoreview Corporate Center as a major employment area for the community.

At their meeting on October 22nd, the Planning Commission adopted Resolution No. 19-96, finding that the modification to Development District No. 2 and TIF Plan for the proposed Tax Increment Financing District No. 13 conforms to the general development and redevelopment plans of the City.

Included for consideration is a draft TIF Development Agreement between Shoreview Ridge LLC and the City of Shoreview that outlines the terms and conditions of the tax increment assistance including the future execution of a TIF Note from the City. Consistent with the City’s longstanding policy, the financial assistance is structured as “pay-as-you-go”, meaning the building project must be completed and value created to generate the tax increment that is then reimbursed for eligible expenses over the duration of the district according to the agreed-upon level of support. The developer/owner will consent to a minimum assessment agreement with Ramsey County to establish the value for the property. The minimum assessment will be stepped over several years as improvements are undertaken to the building(s), and the County has given their approval to this valuation structure.

The cash flow projections are based on the estimated value of the building upgrades in consultation with the Ramsey County Assessor and reflects the Fiscal Disparities election from outside the district, other fees and charges such as the Office of the State Auditor and retention administration by the City. Eagle Ridge Partners has identified a funding gap of \$3.4 million and is requesting financial assistance from the City to support the proposed improvements. While a Redevelopment District may have a life of up to 25 years, the cash flow analysis projects the City’s reimbursement of increment to meet the funding request should be complete around year 17 of the district, meaning the district could be de-certified before the maximum term allowed.

RECOMMENDATION

The Economic Development Authority has reviewed the redevelopment project and proposed financial assistance over the course of several meetings. At their most recent meeting on November 4th, the EDA voted unanimously to recommend approval to the City Council of the establishment of a new tax increment district and development agreement for financial assistance in support of the project.

Staff is recommending the City Council take the following actions:

- Hold the formal public hearing, as required.
- Adopt Resolution No. 19-108, approving a modification to the development program for

Municipal Development District No. 2, establishing Tax Increment Financing District No. 13, and adopting the Tax Increment Plan.

- Approve tax increment financing assistance in support of the proposed building renovations/redevelopment to 4100 (West and East) Lexington Avenue in the Shoreview Corporate Center by Shoreview Ridge LLC, including a Development Agreement to be executed stipulating the terms, conditions, and obligations.

ATTACHMENTS

[Aerial Location Map - Shoreview Corporate Center 4100 West & East.pdf](#)

[Resolution No. 19-108 Establishing TIF District 13.pdf](#)

[Shoreview TIF Plan No 13 Final.pdf](#)

[CC Approval Draft-Shoreview TIF 13 Development Agreement \(Shoreview Ridge LLC\).pdf](#)



County Road F

4100
West

4100
East

Hill-Rom

Lexington Avenue

Chatsworth Street

Loden SV
Phase II

Ally
Financial
& Aerotek

Loden SV
Phase I

Gramsie Road

**CITY OF SHOREVIEW
RAMSEY COUNTY
STATE OF MINNESOTA**

Council member _____ introduced the following resolution and moved its adoption:

RESOLUTION NO. 19 – 108

RESOLUTION ADOPTING A MODIFICATION TO THE DEVELOPMENT PROGRAM FOR MUNICIPAL DEVELOPMENT DISTRICT NO. 2; AND ESTABLISHING TAX INCREMENT FINANCING DISTRICT NO. 13 THEREIN AND ADOPTING A TAX INCREMENT FINANCING PLAN THEREFOR.

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

Section 1. Recitals.

1.01. The City Council (the "Council") of the City of Shoreview (the "City") has heretofore established Municipal Development District No. 2 and adopted the Development Program therefor. It has been proposed that the City adopt a Modification to the Development Program (the "Development Program Modification") for Municipal Development District No. 2 (the "Development District") and establish Tax Increment Financing District No. 13 (the "District") therein and adopt a Tax Increment Financing Plan (the "TIF Plan") therefor (the Development Program Modification and the TIF Plan are referred to collectively herein as the "Program Modification and TIF Plan"); all pursuant to and in conformity with applicable law, including Minnesota Statutes, Sections 469.134 to 469.133 and Sections 469.174 to 469.1794 all inclusive, as amended, (the "Act") all as reflected in the Program Modification and TIF Plan, and presented for the Council's consideration.

1.02. The City has investigated the facts relating to the Program Modification and TIF Plan and has caused the Program Modification and TIF Plan to be prepared.

1.03. The City has performed all actions required by law to be performed prior to the establishment of the District and the adoption and approval of the proposed Program Modification and TIF Plan, including, but not limited to, notification of Ramsey County and Independent School District No. 621 having taxing jurisdiction over the property to be included in the District, a review of and written comment on the Program Modification and TIF Plan by the City Planning Commission, and the holding of a public hearing upon published notice as required by law.

1.04. Certain written reports (the "Reports") relating to the Program Modification and TIF Plan and to the activities contemplated therein have heretofore been prepared by staff and consultants and submitted to the Council and/or made a part of the City files and proceedings on the Program Modification and TIF Plan. The Reports include data, information and/or substantiation constituting or relating to the basis for the other findings and determinations made in this resolution. The Council hereby confirms, ratifies and adopts the Reports, which are hereby incorporated into and made as fully a part of this resolution to the same extent as if set forth in full herein.

1.05. The City is not modifying the boundaries of the Project Area, but is however, modifying the Development Program.

Section 2. Findings for the Adoption and Approval of the Development Program Modification.

2.01. The Council approves the Development Program Modification, and specifically finds that: (a) the land within Development District 2 area would not be available for development or redevelopment without financial aid to be sought under this Development Program; (b) the Development Program will afford maximum opportunity, consistent with the needs of the City as a whole, for the development of Development District No. 2 by private enterprise; and (c) that the Development Program conforms to the general plan for the development of the City as a whole.

Section 3. Findings for the Establishment of Tax Increment Financing District No. 13.

3.01. The Council finds that the proposed development would not occur solely through private investment within the reasonably foreseeable future and that the increased market value of the site that could reasonably be expected to occur without the use of tax increment financing would be less than the increase in the market value estimated to result from the proposed development after subtracting the present value of the projected tax increments for the maximum duration of the District permitted by the Tax Increment Financing Plan, that the Program Modification and TIF Plan conform to the general plan for the development or redevelopment of the City as a whole; and that the Program Modification and TIF Plan will afford maximum opportunity consistent with the sound needs of the City as a whole, for the redevelopment or development of the District by private enterprise.

3.02. The Council further finds, declares and determines that the City made the above findings stated in this Section and has set forth the reasons and supporting facts for each determination in writing, attached hereto as Exhibit A.

Section 4. Public Purpose.

4.01. The adoption of the Program Modification and TIF Plan conforms in all respects to the requirements of the Act and will help facilitate the expansion and investment by private companies through tax increment assistance provided under the TIF Plan. A private developer will receive only the assistance needed to make this development financially feasible. As such, any private benefits received by a developer are incidental and do not outweigh the primary public benefits.

Section 5. Approval and Adoption of the Program Modification and TIF Plan.

5.01. The Program Modification and TIF Plan, as presented to the Council on this date, including without limitation the findings and statements of objectives contained therein, are hereby approved, ratified, established, and adopted and shall be placed on file in the office of the City Manager.

5.02. The staff of the City, the City's advisors and legal counsel are authorized and directed to proceed with the implementation of the Program Modification and TIF Plan and to negotiate, draft, prepare and present to this Council for its consideration all further plans, resolutions, documents and contracts necessary for this purpose.

5.03. The Auditor of Ramsey County is requested to certify the original net tax capacity of the District, as described in the Program Modification and TIF Plan, and to certify in each year thereafter the amount by which the original net tax capacity has increased or decreased; and the City is authorized and directed to forthwith transmit this request to the County Auditor in such form and content as the Auditor may specify, together with a list of all properties within the District, for which building permits have been issued during the 18 months immediately preceding the adoption of this resolution.

5.04. The City Manager is further authorized and directed to file a copy of the Program Modification and TIF Plan with the Commissioner of Revenue and the Office of the State Auditor pursuant to Minnesota Statutes 469.175, Subd. 4a.

Section 6. Development Agreement.

6.01. The Council hereby approves the Development Agreement in substantially the form submitted, and the Mayor and the City Manager are hereby authorized and directed to execute the Development Agreement on behalf of the Council.

6.02. The approval hereby given to the Development Agreement includes approval of such additional details therein as may be necessary and appropriate and such

modifications thereof, deletions therefrom and additions thereto as may be necessary and appropriate and approved by the City officials authorized by this resolution to execute the Development Agreement. The execution of the Development Agreement by the appropriate officer or officers of the City shall be conclusive evidence of the approval of the Development Agreement in accordance with the terms hereof.

The motion for the adoption of the foregoing resolution was duly seconded by Council member _____, and upon a vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

Dated: November 18, 2019

ATTEST:

Sandy Martin, Mayor

Terry Schwerm, City Manager

(Seal)

EXHIBIT A

RESOLUTION NO. 19 – 108

The reasons and facts supporting the findings for the adoption of the Tax Increment Financing Plan for Tax Increment Financing District No. 13 as required pursuant to M.S., Section 469.175, Subd. 3 are as follows:

1. *Finding that the Tax Increment Financing District No. 13 is a redevelopment district as defined in M.S., Section 469.174, Subd. 10. Tax Increment Financing District No. 13 is a contiguous geographic area within the City's Municipal Development District No. 2, delineated in the TIF Plan, for the purpose of financing redevelopment in the City through the use of tax increment.*

The District was inspected to determine to qualify as a redevelopment district because:

- The proposed TIF District has a coverage calculation which is above the 70 percent requirement.
- 100 percent of the buildings are structurally substandard which is above the 50 percent requirement.
- The substandard buildings are reasonably distributed.

2. *Finding that the proposed development, in the opinion of the City Council, would not reasonably be expected to occur solely through private investment within the reasonably foreseeable future and that the increased market value of the site that could reasonably be expected to occur without the use of tax increment financing would be less than the increase in the market value estimated to result from the proposed development after subtracting the present value of the projected tax increments for the maximum duration of Tax Increment Financing District No. 13 permitted by the TIF Plan.*

The proposed development, in the opinion of the City, would not reasonably be expected to occur solely through private investment within the reasonably foreseeable future: It is the City's finding that the blighted conditions, significant code deficiencies, and prolonged vacancy of the existing building create a redevelopment site that is only successful through extensive renovation and remediation. The age of the building and current layout requires wide ranging improvements that will make the structure viable in the marketplace, however the level of investment exceeds market rents, which creates the need for the tax increment assistance.

The increased market value of the site that could reasonably be expected to occur without the use of tax increment financing would be less than the increase in market

value estimated to result from the proposed development after subtracting the present value of the projected tax increments for the maximum duration of the TIF District permitted by the TIF Plan: The City supported this finding on the grounds that the cost of remediation and correction of code deficiencies add substantially to the cost of the development. The City reasonably determines that no other development of similar scope is anticipated on this site without similar assistance being provided to the development given the site configuration, demolition of the functionally obsolete structure, remediation needs, and parking considerations.

- a. The City's estimate of the amount by which the market value of the entire District will increase without the use of tax increment financing is \$0.
- b. If the proposed development occurs, the total increase in market value will be \$ 15,400,000 (see Appendix D and E of the TIF Plan)
- c. The present value of tax increments from the District for the maximum duration of the district permitted by the TIF Plan is estimated to be \$ 7,109,143 (see Appendix D of the TIF Plan).
- d. Even if some development other than the proposed development were to occur, the Council finds that no alternative would occur that would produce a market value increase greater than \$8,290,857 (the amount in clause b less the amount in clause c) without tax increment assistance.

But-For Analysis	
Current Market Value	5,600,000
New Market Value - Estimate	21,000,000
Difference	15,400,000
Present Value of Tax Increment	7,109,143
Difference	8,290,857
Value Likely to Occur without TIF is less than	\$ 8,290,857

- 3. *Finding that the TIF Plan for Tax Increment Financing District No. 13 conforms to the general plan for the development or redevelopment of the municipality as a whole.* The Planning Commission reviewed the TIF Plan and found that the TIF Plan conforms to the general development plan of the City.
- 4. *Finding that the Tax Increment Financing Plan for Tax Increment Financing District No. 13 will afford maximum opportunity, consistent with the sound needs of the City as a whole, for the development of Municipal Development District No. 2 by private enterprise.* The project to be assisted by the District will result in increased employment in the City through the addition of approximately 600 new jobs created by four new tenants. It will remediate a blighted, vacant, and significantly code deficient building within the City, stabilize the Shoreview Corporate Center, and add a high quality development to the City.

**Development Program
for Municipal Development District No. 2**

and the

**Tax Increment Financing Plan
for the establishment of**

**Tax Increment Financing District No. 13
(a redevelopment tax increment financing district)**

within

Municipal Development District No. 2



City of Shoreview
Ramsey County
State of Minnesota

Public Hearing: November 18, 2019

Adopted:

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Section 1 - Development Program for Municipal Development District No. 2

Foreword

The following text represents a Modification to the Development Program for Municipal Development District No. 2. This modification represents a continuation of the goals and objectives set forth in the Development Program for Municipal Development District No. 2. Generally, the substantive changes include the establishment of Tax Increment Financing District No. 13. (As Modified November 18, 2019)

Tax Increment District No. 13 will provide gap financing assistance to a two building complex at 4100 Lexington Avenue (formerly 1050 and 1080 County Road F West) which were vacated by Land O'Lakes Fall of 2018. The structures share a mechanical system and have many code deficiencies (sprinkler systems, elevators, remediation of asbestos, and others) needed to make them viable for market ready condition. The developer expects to invest just over \$20,000,000 to bring the building up to code and renovate it for market conditions. The improvements will stimulate the creation of up to 600 new jobs in Shoreview.

Tax Increment will be used to assist with remediation, code deficiencies and other TIF eligible activities.

Definitions

The terms defined below shall, for purposes of the Development Program, have the meanings herein specified, unless the context otherwise specifically required:

"City" means the City of Shoreview, a municipal corporation and political subdivision of the State of Minnesota.

"Comprehensive Plan" means the documents which contain the objectives, policies, standards and programs to guide public and private land use, development, redevelopment and preservation for all lands and water within the City.

"Council" means the City Council of the City of Shoreview, also referred to as the governing body. (See "Governing Body" below).

"County" means the County of Ramsey, Minnesota.

"County Board" means the Board of Commissioners for Ramsey County.

"Development District Act" means the statutory provisions of Minnesota Statutes, Sections 469.124 to 469.133 as amended and supplemented.

"Development District" means Municipal Development District No. 2 in the City, which was created and established pursuant to and in accordance with the Development District Act, and is geographically described in Section 1, Subsection 10 of the Development Program.

"Development Program" means this Development Program for Municipal Development District No. 2, initially adopted by the Council on February 14, 1984, and as it shall be modified. As defined in Minnesota Statutes, Section 469.125, Subdivision 9, a development program is a statement of objectives of the City for improvement of a development district which contains a complete statement as to the public facilities to be constructed within the district, the open space to be created, the environmental controls to be applied, the

proposed reuse of private property and the proposed operations of the district after the capital improvements within the district have been completed.

"Governing Body" means the duly elected Council.

"Municipal Industrial Development Act" means the statutory provisions of Minnesota Statutes, Sections 469.152 to 469.1655, as amended.

"Municipality" means any city, however organized as defined in Minnesota Statutes, Section 469.125, Subdivision 2.

"Project Area" means the Development District as geographically described in Subsection 1, Subsection 10 of the Development Program.

"State" means the State of Minnesota.

"Tax Increment Bonds" means any general obligation or revenue tax increment bonds issued and to be issued by the City to finance the public costs associated with Municipal Development District No. 2, as stated in the Development Program and in the Tax Increment Financing Plans for the Tax Increment Financing Districts within Municipal Development District No. 2. The term "Tax Increment Bonds" shall also include any obligations issued to refund the Tax Increment Bonds.

"Tax Increment Financing District" means any tax increment financing district presently established or to be established in the future in Municipal Development District No. 2.

"Tax Increment Financing Act" means the statutory provisions of Minnesota Statutes, Sections 469.174 to 469.1794, inclusive, as amended.

SUBSECTION 1.1.

STATEMENT AND FINDING OF PUBLIC PURPOSE

The City Council (the "Council") of the City of Shoreview (the "City") determines that there is a need for development and redevelopment within the corporate limits of the City in the Development District to provide employment opportunities, to improve the tax base, maintain and renovate housing stock and to improve the general economy of the State. It is found that the area within the Development District is potentially more useful and valuable than is being realized under existing development, is less productive than is possible under this program and, therefore, is not contributing to the tax base to its full potential.

Therefore, the City has determined to exercise its authority to develop a modified program for improving Development District No. 2 of the City to provide impetus for private development, to maintain and increase employment, maintain and renovate housing stock, to utilize existing potential and to provide other facilities as are outlined in the Development Program adopted by the City.

The Council finds that the welfare of the City as well as the State of Minnesota requires active promotion, attraction, encouragement and development of economically sound industry, commerce and housing activities to carry out its stated public purpose objectives.

SUBSECTION 1.2.

STATUTORY AUTHORITY

The Council determines that it is desirable and in the public interest to modify, develop and administer a Development Program for Development District No. 2 (the "Development District") in the City to implement its Development District Plan, pursuant to the provisions of Sections 469.124 to 469.133, as amended, of Minnesota Statutes (the "Development District Act").

Funding of the necessary activities and improvements in the Development District shall be accomplished through tax increment financing in accordance with Minnesota Statutes, Sections 469.174 through 469.1794, inclusive (the "Tax Increment Act") and through the use of industrial revenue bonds pursuant to the provisions of Chapter 469.152 to 469.1655, as amended, of Minnesota Statutes (the "Municipal Industrial Development Act").

The City has designated the corporate limits (Modification No.4, 4/19/2010) of the City as Development District No. 2 as authorized by Minnesota Statutes, Section 469.126 of the Development District Act. Within the Development District, the City plans to undertake tax increment financing pursuant to Minnesota Statutes, Section 469.174, Subd. 10, 10(A), 11 and 12 of the Tax Increment Financing Act.

SUBSECTION 1.3.

STATEMENT OF OBJECTIVES

The Council determines that the modification of the Development District will provide the City with the ability to achieve certain public purpose goals not otherwise obtainable in the foreseeable future without City intervention in the normal development process. The public purpose goals include: restore and improve the tax base and tax revenue generating capacity of the Development District; increase employment opportunities; realize comprehensive planning goals; remove blighted conditions; revitalize the property within the Development District to create an attractive, comfortable, convenient, and efficient area for industrial, residential, commercial, governmental, convention, and related uses.

The City and Council seek to achieve the following Development District program objectives:

1. Promote and secure the prompt development of certain property in the Development District, which property is not now in productive use or in its highest and best use, in a manner consistent with the City's Comprehensive Plan and with a minimum adverse impact on the environment, and thereby promote and secure the development of other land in the City.
2. Promote and secure additional employment opportunities within the Development District and the City for residents of the City and the surrounding area, thereby improving living standards, reducing unemployment and the loss of skilled and unskilled labor and other human resources in the City.

3. Secure the increase of commercial property subject to taxation by the City, Independent School Districts, Ramsey County, and other taxing jurisdictions in order to better enable such entities to pay for governmental services and programs required to be provided by them.
4. Provide for the financing and construction of public improvements in and adjacent to the Development District, necessary for the orderly and beneficial development of the Development District and adjacent areas of the City.
5. Promote the concentration of commercial, office, and other appropriate development in the Development District so as to maintain the area in a manner compatible with its accessibility and prominence in the City.
6. Encourage local business expansion, improvement, and development, whenever possible.
7. Create a desirable and unique character within the Development District through quality land use alternatives and design quality in new and redeveloped buildings.
8. Encourage and provide maximum opportunity for private redevelopment of existing areas and structures which are compatible with the Development Program.
9. Specific objectives include:
 - a. Acquire land or space which is vacant, unused, underused or inappropriately used for new or expanding uses as well as supportive parking.
 - b. Encourage the renovation and expansion of existing businesses.
 - c. Acquire property containing structurally substandard buildings and remove structurally substandard buildings for which rehabilitation is not feasible.
 - d. Provide park improvements to compliment private development.
 - e. Eliminate blighting influences which impede potential development.
 - f. Acquisition of property to support park improvements and proposed development.
 - g. Provide opportunities for market rate and affordable housing development.
 - h. Fund and operate loan programs for housing improvement activities.

(Modification No.4, 4/19/2010)

SUBSECTION 1.4.

ESTIMATED PUBLIC COSTS AND SUPPORTIVE DATA

The estimated costs of the public improvements to be made within the Development District and financed by tax increments will be derived from the tax increment financing districts within Development District No. 2. (See Appendix "D" of Tax Increment Plan)

SUBSECTION 1.5.

ENVIRONMENTAL CONTROLS

The proposed development activities in the Development District do not present significant environmental concerns. All municipal actions, public improvements and private development shall be carried out in a manner consistent with existing environmental standards.

SUBSECTION 1.6.

PROPOSED REUSE OF PROPERTY

The public improvements needed to bring about the redevelopment of property may include acquisition of buildings, demolition and removal, site improvements, and general improvements. The estimated public improvement costs will be summarized in each of the applicable tax increment financing plans.

The Development Program does contemplate the acquisition of private property at such time as a private developer presents an economically feasible program for the reuse of that property. Proposals, in order to be considered, must be within the framework of the above cited goals and objectives, and must clearly demonstrate feasibility as a public program. Prior to formal consideration of the acquisition of any property, the City Council will require a binding contract, performance bond, and/or other evidence or guarantees that a supporting tax increment or other funds will be available to repay the public cost associated with the proposed acquisition. It shall be the intent of the City to negotiate the acquisition of property whenever necessary. Appropriate restrictions regarding the reuse and redevelopment of property shall be incorporated into any land sale contract or development agreement to which the City is a part.

SUBSECTION 1.7.

ADMINISTRATION AND MAINTENANCE OF DEVELOPMENT DISTRICT

Maintenance and operation of the public improvements will be the responsibility of the Manager of the City who shall serve as Administrator of the Development District. Each year the Administrator will submit to the Council the maintenance and operation budget for the following year.

The Administrator will administer the Development District pursuant to the provisions of Minnesota Statutes, Section 469.131 of the Development District Act; provided, however, that such powers may only be exercised at the direction of the Council. No action taken by the Administrator pursuant to the above mentioned powers shall be effective without authorization by the Council.

SUBSECTION 1.8.

REHABILITATION

Owners of properties within the Development District will be encouraged to rehabilitate their properties to conform with the applicable state and local codes and ordinances, as well as any

design standards. Owners of properties who purchase property or receive assistance within the Development District from the City may be required to rehabilitate their properties as a condition of sale of land. The City will provide such rehabilitation assistance as may be available from federal, state or local sources.

SUBSECTION 1.9.

RELOCATION

The City accepts its responsibility for providing for relocation pursuant to Minnesota Statutes, Section 469.133 of the Development District Act, if applicable.

SUBSECTION 1.10.

BOUNDARY OF DEVELOPMENT DISTRICT

(Modification No. 4, 4/19/2010)

MDD #1 (Removed 5/9 /95)

MDD#2 (Modification No.4, 4/19/2010)

The boundary of MDD #2 will include **all** of the following **Sections**:

Sections 2, 3, 4, 11, 14, 23, 24, 25, 26, 35, 36

The boundary of MDD#2 will include **partial** of the following **Sections**:

Section 1: Includes the portion containing the corporate limits of the City of Shoreview and excluding the portion of the Section residing in the corporate limits of the City of North Oaks.

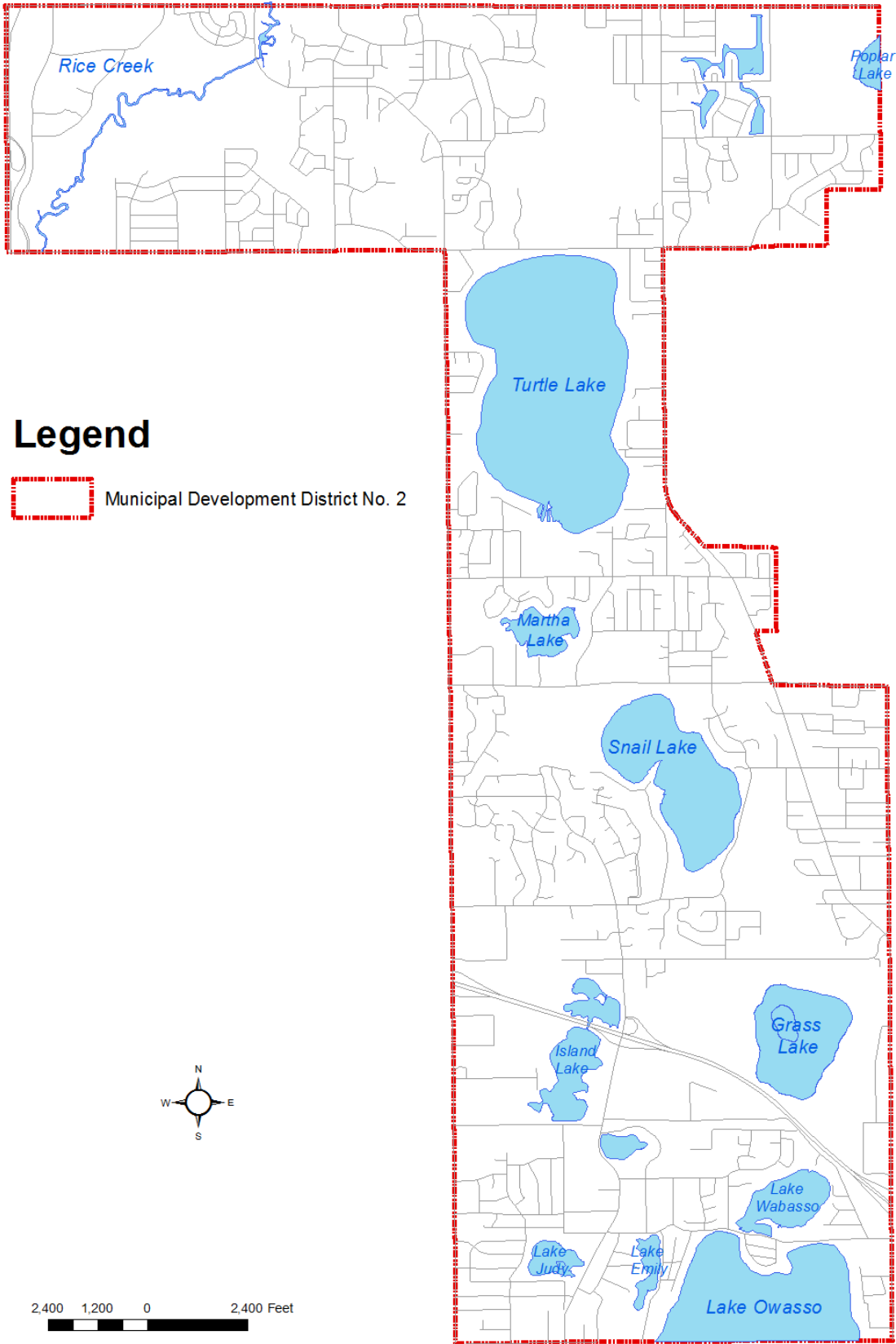
Section 13: Includes the portion containing the corporate limits of the City of Shoreview and excluding the portion of the Section residing in the corporate limits of the City of North Oaks.

(AS MODIFIED November 18, 2019)

The boundaries of Municipal Development District No. 2 are not being changed as part of the modification to Municipal Development District No. 2

SEE MAP ON FOLLOWING PAGE

Municipal Development District No. 2



Section 2 - Tax Increment Financing Plan for Tax Increment Financing District No. 13

SUBSECTION 2-1.

FOREWARD

The City of Shoreview (the "City"), staff and consultants have prepared the following information to expedite the establishment of Tax Increment Financing District No. 13 (the "District"), a redevelopment tax increment financing district, located in Municipal Development District No. 2.

SUBSECTION 2-2.

STATUTORY AUTHORITY

Within the City, there exist areas where public involvement is necessary to cause development or redevelopment to occur. To this end, the City has certain statutory powers pursuant to *Minnesota Statutes ("M.S.")*, Sections 469.124 to 469.133, inclusive, as amended, and *M.S.*, Sections 469.174 to 469.1794, inclusive, as amended (the "Tax Increment Financing Act" or "TIF Act"), to assist in financing public costs related to this project.

This plan constitutes the Tax Increment Financing Plan (the "TIF Plan") for the District. Other relevant information is contained in the Modification to the Development Program for Municipal Development District No. 2.

SUBSECTION 2-3.

STATEMENT OF OBJECTIVES

The District currently consists of one parcel of land, adjacent and internal rights-of-way and the external road system immediately serving the development site. Tax Increment District No. 13 will provide gap financing assistance to a two building complex at 4100 Lexington Avenue (formerly 1050 and 1080 County Road F West) which were vacated by Land O'Lakes Fall of 2018. The structures share a mechanical system and have many code deficiencies (sprinkler systems, elevators, remediation of asbestos, and others) needed to make them viable for market ready condition. The developer expects to invest just over \$20,000,000 to bring the building up to code and renovate it for market conditions. The improvements will result in the creation of approximately 600 new jobs.

Please see Appendix A for further District information. The City has not entered into an agreement at the time of preparation of this TIF Plan, but development is likely to occur the end of 2019 and early 2020. This TIF Plan is expected to achieve many of the objectives outlined in the Development Program for Municipal Development District No. 2.

The activities, contemplated in the Modification to the Development Program and the TIF Plan, do not preclude the undertaking of other qualified development or redevelopment activities. These activities are anticipated to occur over the life of Municipal Development District No. 2 and the District.

SUBSECTION 2-4.

DEVELOPMENT PROGRAM OVERVIEW

1. Property to be Acquired - Selected property located within the District may be acquired by the City and is further described in this TIF Plan.
2. Relocation - Relocation services, to the extent required by law, are available pursuant to *M.S., Chapter 117* and other relevant state and federal laws.
3. Upon approval of a developer's plan relating to the project and completion of the necessary legal requirements, the City may sell to a developer selected properties that it may acquire within the District or may lease land or facilities to a developer.
4. The City may perform or provide for some or all necessary acquisition, construction, relocation, demolition, and required utilities and public street work within the District.

SUBSECTION 2-5.

DESCRIPTION OF PROPERTY IN THE DISTRICT AND PROPERTY TO BE ACQUIRED

The District encompasses all property, adjacent and internal rights-of-way, and the external road system immediately serving the development site identified by the parcel listed in Appendix C of this TIF Plan. Please also see the map in Appendix B for further information on the location of the District.

SUBSECTION 2-6.

CLASSIFICATION OF THE DISTRICT

The City, in determining the need to create a tax increment financing district in accordance with *M.S., Sections 469.174 to 469.1794*, as amended, inclusive, finds that the District, to be established, is a redevelopment district pursuant to *M.S., Section 469.174, Subd. 10(a)(1)*.

In meeting the statutory criteria, the City relies on the following facts and findings:

- The District is a redevelopment district consisting of 1 parcel
- An inventory shows that the parcel consists of more than 70 percent of the area in the District occupied by buildings, streets, utilities, paved or gravel parking lots or other similar structures.
- An inspection of the building located within the District finds that more than 50% of the buildings are structurally substandard as defined in the TIF Act (See Appendix G)

Pursuant to *M.S., Section 469.176, Subd. 7*, the District does not contain any parcel or part of a parcel that qualified under the provisions of *M.S., Sections 273.111, 273.112, or 273.114 or Chapter 473H* for taxes payable in any of the five calendar years before the filing of the request for certification of the District.

SUBSECTION 2-7.

DURATION AND FIRST YEAR OF TAX INCREMENT OF THE DISTRICT

Pursuant to *M.S., Section 469.175, Subd. 1, and M.S., Section 469.176, Subd. 1*, the duration of the District must be indicated within the TIF Plan. Pursuant to *M.S., Section 469.176, Subd. 1b.*, the duration of the District will be 25 years after receipt of the first increment by the City (a total of 26 years of tax increment). The City elects to receive the first increment in 2022, which is no later than four years following the year of approval of the District. Thus, it is estimated that the District, including any modifications of the TIF Plan for subsequent phases or other changes, would terminate after 2047, or when the TIF Plan is satisfied. The City reserves the right to decertify the District prior to the legally required date.

SUBSECTION 2-8.

ORIGINAL TAX CAPACITY, TAX RATE, AND ESTIMATED CAPTURED NET TAX CAPACITY VALUE/INCREMENT AND NOTIFICATION OF PRIOR PLANNED IMPROVEMENTS

Pursuant to *M.S., Section 469.174, Subd. 7 and M.S., Section 469.177, Subd. 1*, the Original Net Tax Capacity (ONTC) as certified for the District will be based on the market values placed on the property by the assessor in 2019 for taxes payable 2020.

Pursuant to *M.S., Section 469.177, Subds. 1 and 2*, the County Auditor shall certify in each year (beginning in the payment year 2021) the amount by which the original value has increased or decreased as a result of:

1. Change in tax exempt status of property;
2. Reduction or enlargement of the geographic boundaries of the district;
3. Change due to adjustments, negotiated or court-ordered abatements;
4. Change in the use of the property and classification;
5. Change in state law governing class rates; or
6. Change in previously issued building permits.

In any year in which the current Net Tax Capacity (NTC) value of the District declines below the ONTC, no value will be captured, and no tax increment will be payable to the City.

The original local tax rate for the District will be the local tax rate for taxes payable 2019, assuming request for certification is made before June 30, 2020. The ONTC and the Original Local Tax Rate for the District appear in the table below.

Pursuant to *M.S., Section 469.174 Subd., and M.S., Section 469.177, Subd. 1, 2, and 4*, the estimated Captured Net Tax Capacity (CTC) of the District, within Municipal Development District No. 2, upon completion of the projects within the District, will annually approximate tax increment revenues as shown in the table below. The City requests 100 percent of the available increase in tax capacity for repayment of its obligations and current expenditures, beginning in the tax year payable 2022. The Project Tax Capacity (PTC) listed is an estimate of values when the projects within the District are completed (in 2021).

Project Estimated Tax Capacity upon Completion (PTC)	\$420,000	
Original Estimated Net Tax Capacity (ONTC)	\$112,000	
Estimated Captured Tax Capacity (CTC)	\$308,000	
Fiscal Disparities Rate	36.7565	
Fiscal Disparities Reduction	Outside Election	
Original Local Tax Rate	121.0060%	Pay 2019
Estimated Annual Tax Increment (CTC x Local Tax Rate)	\$372,698	
Percent Retained by the City	100%	

Pursuant to *M.S., Section 469.177, Subd. 4*, the City shall, after a due and diligent search, accompany its request for certification to the County Auditor or its notice of the District enlargement pursuant to *M.S., Section 469.175, Subd. 4*, with a listing of all properties within the District or area of enlargement for which building permits have been issued during the eighteen (18) months immediately preceding approval of the TIF Plan by the municipality pursuant to *M.S., Section 469.175, Subd. 3*. The County Auditor shall increase the original net tax capacity of the District by the net tax capacity of improvements for which a building permit was issued.

The City has reviewed the area to be included in the District and has determined that District and found that some building permits have been issued in the past 18 months, but none that should increase the original taxcapacity. Please see Appendix F for the building permits that were issued.

SUBSECTION 2-9.

SOURCES OF REVENUE/BONDS TO BE ISSUED

The costs outlined in the Uses of Funds will be financed primarily through annual collection of tax increments. The City reserves the right to incur bonded indebtedness or other indebtedness as a result of the TIF Plan. As presently proposed, the project within the District will be financed by a pay-as-you-go note. Any refunding amounts will be deemed a budgeted cost without a formal TIF plan Modification. This provision does not obligate the City to incur debt. The City will issue bonds or incur other debt only upon the determination that such action is in the best interest of the City. The City will issue bonds or incur other debt only upon determination that such action is in the best interest of the City.

The total estimated tax increment revenues for the District are expected to be approximately as shown in the table below:

SOURCES OF FUNDS	TOTAL
Tax Increment	\$ 12,400,000
Interest	<u>\$ 1,240,000</u>
TOTAL	\$ 13,640,000

The City may issue bonds (as defined in the TIF Act) secured in whole or in part with tax increments from the District in a maximum principal amount of \$7,050,000. Such bonds may be in the form of pay-as-you-go notes, revenue bonds or notes, general obligation bonds, or inter fund loans. This estimate of total bonded indebtedness is a cumulative statement of authority under this TIF Plan as of the date of approval.

SUBSECTION 2-10.

USES OF FUNDS

Tax Increment District No. 13 will provide gap financing assistance to a two building complex at 4100 Lexington Avenue (formerly 1050 and 1080 County Road F West) which were vacated by Land O'Lakes in the Fall of 2018. The structures share a mechanical system and have many code deficiencies (sprinkler systems, elevators, remediation of asbestos, and others) needed to make them viable for market ready condition. The developer expects to invest just over \$20,000,000 to bring the building up to code and renovate it for market conditions.

The City has determined that it will be necessary to provide assistance to the project(s) for certain District costs, as described. The City has studied the feasibility of the development or redevelopment of property in and around the District. To facilitate the establishment and development or redevelopment of the District, this TIF Plan authorizes the use of tax increment financing to pay for the cost of certain eligible expenses. The estimate of public costs and uses of funds associated with the District is outlined in the following table.

<u>USES OF TAX INCREMENT FUNDS</u>	<u>TOTAL</u>
Site Improvements	\$ 2,300,000
Land Acquisition	\$3,700,000
<u>City Administration</u>	<u>\$ 1,050,000</u>
Project Cost Total	\$ 7,050,000
Interest	\$ 6,590,000
PROJECT AND INTEREST COSTS TOTAL	\$ 13,640,000

The total project cost, including financing costs (interest) listed in the table on the previous page does not exceed the total projected tax increments for the District as shown in Appendix D.

Estimated costs associated with the District are subject to change among the categories without a modification to this TIF Plan. The cost of all the activities to be considered of the tax increment financing will not exceed without formal modification, the budget above pursuant to the applicable statutory requirements. Pursuant to M.S., Section 469.1763, Subd. 2, no more than 25 percent of the tax increment paid by the property within the District will be spent on activities related to development or redevelopment outside of the District but within the boundaries of Development District No. 2 (including administrative costs, which are considered to be spent outside of the District) subject to the limitations as described in the TIF Plan.

SUBSECTION 2-11.

FISCAL DISPARITIES ELECTION

For communities affected by the fiscal disparity provisions of Minnesota Statutes, Chapter 473F and Chapter 276A, the original net tax capacity of the TIF District shall be determined before the application of fiscal disparity. In subsequent years, the current net tax capacity shall either (a) be determined before the application of fiscal disparity or (b) exclude the product of any fiscal disparity increase in the TIF District (since the original net tax capacity was certified) times the appropriate fiscal disparity ratio. The method the City elects shall remain the same for the life of the TIF District, except that a single change may be made at any time from method (a) to method (b) above. ***The City elects for the fiscal disparities election to come from outside the district.***

SUBSECTION 2-12.

BUSINESS SUBSIDIES

Pursuant to M.S., *Section 116J.993, Subd. 3*, the following forms of financial assistance are not considered a business subsidy:

- (1) A business subsidy of less than \$150,000;
- (2) Assistance that is generally available to all businesses or to a general class of similar businesses, such as a line of business, size, location, or similar general criteria;
- (3) Public improvements to buildings or lands owned by the state or local government that serve a public purpose and do not principally benefit a single business or defined group of businesses at the time the improvements are made;
- (4) Redevelopment property polluted by contaminants as defined in *M.S., Section 116J.552, Subd. 3*;
- (5) Assistance provided for the sole purpose of renovating old or decaying building stock or bringing it up to code and assistance provided for designated historic preservation districts, provided that the assistance is equal to or less than 50% of the total cost;
- (6) Assistance to provide job readiness and training services if the sole purpose of the assistance is to provide those services;
- (7) Assistance for housing;
- (8) Assistance for pollution control or abatement, including assistance for a tax increment financing hazardous substance sub-district as defined under *M.S., Section 469.174, Subd. 23*;
- (9) Assistance for energy conservation;
- (10) Tax reductions resulting from conformity with federal tax law;
- (11) Workers' compensation and unemployment compensation;
- (12) Benefits derived from regulation;
- (13) Indirect benefits derived from assistance to educational institutions;
- (14) Funds from bonds allocated under chapter 474A, bonds issued to refund outstanding bonds, and bonds issued for the benefit of an organization described in

section 501 (c) (3) of the Internal Revenue Code of 1986, as amended through December 31, 1999;

- (15) Assistance for a collaboration between a Minnesota higher education institution and a business;
- (16) Assistance for a tax increment financing soils condition district as defined under *M.S., Section 469.174, Subd. 19*;
- (17) Redevelopment when the recipient's investment in the purchase of the site and in site preparation is 70 percent or more of the assessor's current year's estimated market value;
- (18) General changes in tax increment financing law and other general tax law changes of a principally technical nature.
- (19) Federal assistance until the assistance has been repaid to, and reinvested by, the state or local government agency;
- (20) Funds from dock and wharf bonds issued by a seaway port authority;
- (21) Business loans and loan guarantees of \$150,000 or less; and
- (22) Federal loan funds provided through the United States Department of Commerce, Economic Development Administration.

The City will comply with *M.S., Sections 116J.993 to 116J.995* to the extent the tax increment assistance under this TIF Plan does not fall under any of the above exemptions.

SUBSECTION 2-13.

COUNTY ROAD COSTS

Pursuant to *M.S., Section 469.175, Subd. 1a*, the county board may require the City to pay for all or part of the cost of county road improvements if the proposed development to be assisted by tax increment will, in the judgment of the county, substantially increase the use of county roads requiring construction of road improvements or other road costs and if the road improvements are not scheduled within the next five years under a capital improvement plan or within five years under another county plan.

If the county elects to use increments to improve county roads, it must notify the City within forty-five days of receipt of this TIF Plan. In the opinion of the City and consultants, the proposed development outlined in this TIF Plan will have little or no impact upon county roads, therefore the TIF Plan was not forwarded to the county 45 days prior to the public hearing. The City is aware that the county could claim that tax increment should be used for county roads, even after the public hearing.

SUBSECTION 2-14.

ESTIMATED IMPACT ON OTHER TAXING JURISDICTIONS

The estimated impact on other taxing jurisdictions assumes that the development contemplated by the TIF Plan would occur without the creation of the District. However, the City has determined that such development or redevelopment would not occur "but for" tax increment

financing and that, therefore, the fiscal impact on other taxing jurisdictions is \$0. The estimated fiscal impact of the District would be as follows if the "but for" test was not met:

IMPACT ON TAX BASE			
	Pay 2019 Total Net Tax Capacity	Estimated Capturer Tax Capacity (CTC) Upon Completion	Percent of CTC to Entity Total
Ramsey County	639,498,449	308,000	0.000482%
City of Shoreview	37,112,504	308,000	0.008299%
Mounds View ISD No. 621	121,209,890	308,000	0.002541%

IMPACT ON TAX RATES				
	Pay 2019 Extension Rates	Percent of Total	CTC	Potential Taxes
Ramsey County	.52652	43.51%	308,000	134,010
City of Shoreview	.33193	27.43%	308,000	84,484
Mounds View ISD No. 621	.26332	21.76%	308,000	67,020
Other (HRA, EDA, et.al)	<u>.08828</u>	<u>7.30%</u>	308,000	<u>22,484</u>
Total	1.21006	100%		\$307,998

The estimates listed display the captured tax capacity when all construction is completed. The tax rate used for calculations is the Pay 2019 rate. The total net capacity for the entities listed is based on proposed Pay 2019 figures.

Pursuant to M.S. Section 469.175 Subd. 2(b):

- (1) Estimate of total tax increment. It is estimated that the total amount of tax increment that will be generated over the life of the District is \$13,640,000
- (2) Probable impact of the District on city provided services and ability to issue debt. An impact of the District on police protection is not expected. The City does not expect that the proposed development, in and of itself, will necessitate new capital investment in vehicles or require that the City expand its police force.

The probable impact of the District on fire protection is not expected to be significant. Typically new buildings generate few calls, if any, and are of superior construction and include fire protection equipment.

The impact of the District on public infrastructure is expected to be minimal. The development is not expected to significantly impact traffic movements in the area. The current infrastructure for sanitary sewer, storm sewer and water will be able to handle the additional volume generated from the proposed development. Based on the development plans, there are no additional costs associated with street maintenance, sweeping, plowing, lighting and sidewalks. The development in the District is expected to contribute and to have a credit with the Metropolitan Council for sanitary sewer (SAC) and water (WAC) connection fees.

The probable impact of any District general obligation tax increment bonds on the ability to issue debt for general fund purposes is expected to be minimal. There may be some general obligation debt issued in relation to this project, however, the amount will be such that there will be no impact on the City's ability to issue future debt or on the City's debt limit.

- (3) Estimated amount of tax increment attributable to school district levies. It is estimated that the amount of tax increments over the life of the District that would be attributable to school district levies, assuming the school district's share of the total local tax rate for all taxing jurisdictions remained the same, is \$1,742,520;
- (4) Estimated amount of tax increment attributable to county levies. It is estimated that the amount of tax increments over the life of the District that would be attributable to county levies, assuming the county's share of the total local tax rate for all taxing jurisdictions remained the same, is \$3,484,260;
- (5) Additional information requested by the county or school district. The City is not aware of any standard questions in a county or school district written policy regarding tax increment districts and impact on county or school district services. The county or school district must request additional information pursuant to *M.S. Section 469.175 Subd. 2(b)* within 15 days after receipt of the TIF Plan.

No requests for additional information from the county or school district regarding the proposed development for the District have been received.

SUBSECTION 2-15.

SUPPORTING DOCUMENTATION

Pursuant to *M.S. Section 469.175, Subd. 1 (a), clause 7* the TIF Plan must contain identification and description of studies and analyses used to make the determination set forth in *M.S. Section 469.175, Subd. 3, clause (b)(2)* and the findings are required in the resolution approving the District. Following is a list of reports and studies on file at the City that support the City's findings:

- **Planning Commission reports/workshops:** 10/22/2019
- **EDA Staff Reports:** 10/7/2019
- **2040 Comprehensive Plan - Chapter 6**
- **TIF Applications - District No. 13**

SUBSECTION 2-16.

DEFINITION OF TAX INCREMENT REVENUES

Pursuant to *M.S., Section 469.174, Subd. 25*, tax increment revenues derived from a tax increment financing district include all of the following potential revenue sources:

1. Taxes paid by the captured net tax capacity, but excluding any excess taxes, as computed under *M.S., Section 469.177*;
2. The proceeds from the sale or lease of property, tangible or intangible, to the extent the property was purchased by the Authority with tax increments;

3. Principal and interest received on loans or other advances made by the Authority with tax increments;
4. Interest or other investment earnings on or from tax increments;
5. Repayments or return of tax increments made to the Authority under agreements for districts for which the request for certification was made after August 1, 1993; and
6. The market value homestead credit paid to the Authority under M.S., Section 273.1384.

SUBSECTION 2-17.

MODIFICATIONS TO THE DISTRICT

In accordance with *M.S., Section 469.175, Subd. 4*, any:

1. Reduction or enlargement of the geographic area of the District, if the reduction does not meet the requirements of *M.S., Section 469.175, Subd. 4(e)*;
2. Increase in amount of bonded indebtedness to be incurred;
3. A determination to capitalize interest on debt if that determination was not a part of the original TIF Plan;
4. Increase in the portion of the captured net tax capacity to be retained by the City;
5. Increase in the estimate of the cost of the District, including administrative expenses, that will be paid or financed with tax increment from the District; or
6. Designation of additional property to be acquired by the City, shall be approved upon the notice and after the discussion, public hearing and findings required for approval of the original TIF Plan.

Pursuant to *M.S., Section 469.175 Subd. 4(f)*, the geographic area of the District may be reduced following the date of certification of the original net tax capacity by the county auditor but shall not be enlarged after five years following the date of certification of the original net tax capacity by the county auditor. If an economic development district is enlarged, the reasons and supporting facts for the determination that the addition to the District meets the criteria of *M.S., Section 469.174, Subd. 12*, must be documented in writing and retained. The requirements of this paragraph do not apply if (1) the only modification is elimination of parcel(s) from the District and (2) (A) the current net tax capacity of the parcel(s) eliminated from the District equals or exceeds the net tax capacity of those parcel(s) in the District's original net tax capacity or (B) the City agrees that, notwithstanding *M.S., Section 469.177, Subd. 1*, the original net tax capacity will be reduced by no more than the current net tax capacity of the parcel(s) eliminated from the District.

The City must notify the County Auditor of any modification to the District. Modifications to the District in the form of a budget modification or an expansion of the boundaries will be recorded in the TIF Plan.

SUBSECTION 2-18.

ADMINISTRATIVE EXPENSES

In accordance with *M.S., Section 469.174, Subd. 14*, administrative expenses means all expenditures of the City, other than:

1. Amounts paid for the purchase of land;
2. Amounts paid to contractors or others providing materials and services, including architectural and engineering services, directly connected with the physical development of the real property in the District;
3. Relocation benefits paid to or services provided for persons residing or businesses located in the District; or
4. Amounts used to pay principal or interest on, fund a reserve for, or sell at a discount bonds issued pursuant to *M.S., Section 469.178*; or
5. Amounts used to pay other financial obligations to the extent those obligations were used to finance costs described in clauses (1) to (3).

For districts for which the request for certification were made before August 1, 1979, or after June 30, 1982, and before August 1, 2001, administrative expenses also include amounts paid for services provided by bond counsel, fiscal consultants, and planning or economic development consultants. Pursuant to *M.S., Section 469.176, Subd. 3*, tax increment may be used to pay any authorized and documented administrative expenses for the District up to but not to exceed 10 percent of the total estimated tax increment expenditures authorized by the TIF Plan or the total tax increments, as defined by *M.S., Section 469.174, Subd. 25, clause (1)*, from the District, whichever is less.

For districts for which certification was requested after July 31, 2001, no tax increment may be used to pay any administrative expenses for District costs which exceed ten percent of total estimated tax increment expenditures authorized by the TIF Plan or the total tax increments, as defined in *M.S., Section 469.174, Subd. 25, clause (1)*, from the District, whichever is less.

Pursuant to *M.S., Section 469.176, Subd. 4h*, tax increments may be used to pay for the County's actual administrative expenses incurred in connection with the District and are not subject to the percentage limits of *M.S., Section 469.176, Subd. 3*. The county may require payment of those expenses by February 15 of the year following the year the expenses were incurred.

Pursuant to *M.S., Section 469.177, Subd. 11*, the County Treasurer shall deduct an amount (currently .36 percent) of any increment distributed to the City and the County Treasurer shall pay the amount deducted to the State Treasurer for deposit in the state general fund to be appropriated to the State Auditor for the cost of financial reporting of tax increment financing information and the cost of examining and auditing authorities' use of tax increment financing. This amount may be adjusted annually by the Commissioner of Revenue.

SUBSECTION 2-19.

LIMITATION OF INCREMENT

The tax increment pledged to the payment of bonds and interest thereon may be discharged and the District may be terminated if sufficient funds have been irrevocably deposited in the debt service fund or other escrow account held in trust for all outstanding bonds to provide for the payment of the bonds at maturity or redemption date.

Pursuant to *M.S., Section 469.176, Subd. 6*:

if, after four years from the date of certification of the original net tax capacity of the tax increment financing district pursuant to M.S., Section 469.177, no demolition, rehabilitation or renovation of property or other site preparation, including qualified improvement of a street adjacent to a parcel but not installation of utility service including sewer or water systems, has been commenced on a parcel located within a tax increment financing district by the authority or by the owner of the parcel in accordance with the tax increment financing plan, no additional tax increment may be taken from that parcel and the original net tax capacity of that parcel shall be excluded from the original net tax capacity of the tax increment financing district. If the authority or the owner of the parcel subsequently commences demolition, rehabilitation or renovation or other site preparation on that parcel including qualified improvement of a street adjacent to that parcel, in accordance with the tax increment financing plan, the authority shall certify to the county auditor that the activity has commenced and the county auditor shall certify the net tax capacity thereof as most recently certified by the commissioner of revenue and add it to the original net tax capacity of the tax increment financing district. The county auditor must enforce the provisions of this subdivision. The authority must submit to the county auditor evidence that the required activity has taken place for each parcel in the district. The evidence for a parcel must be submitted by February 1 of the fifth year following the year in which the parcel was certified as included in the district. For purposes of this subdivision, qualified improvements of a street are limited to (1) construction or opening of a new street, (2) relocation of a street, and (3) substantial reconstruction or rebuilding of an existing street.

The City or a property owner must improve parcels within the District by approximately July 2023 and report such actions to the County Auditor.

SUBSECTION 2-20.

USE OF TAX INCREMENT

The City hereby determines that it will use 100 percent of the captured net tax capacity of taxable property located in the District for the following purposes:

1. To pay the principal of and interest on bonds issued to finance a project;
2. To finance, or otherwise pay the capital and administration costs of Municipal Development District No. 2 pursuant to M.S., Sections 469.124 to 469.133;
3. To pay for project costs as identified in the budget set forth in the TIF Plan;
4. To finance, or otherwise pay for other purposes as provided in M.S., Section 469.176, Subd. 4;
5. To pay principal and interest on any loans, advances or other payments made to or on behalf of the City or for the benefit of Municipal Development District No. 2 by a developer;
6. To finance or otherwise pay premiums and other costs for insurance or other security guaranteeing the payment when due of principal of and interest on bonds pursuant to the TIF Plan or pursuant to M.S., Chapter 462C. M.S., Sections 469.152 through 469.165, and/or M.S., Sections 469.178; and

7. To accumulate or maintain a reserve securing the payment when due of the principal and interest on the tax increment bonds or bonds issued pursuant to *M.S., Chapter 462C, M.S., Sections 469.152 through 469.165, and/or M.S., Sections 469.178.*

These revenues shall not be used to circumvent any levy limitations applicable to the City nor for other purposes prohibited by *M.S., Section 469.176, Subd. 4.*

Tax increments generated in the District will be paid by Ramsey County to the City for the Tax Increment Fund of said District. The City will pay to the developer(s) annually an amount not to exceed an amount as specified in a developer's agreement to reimburse the costs of land acquisition, public improvements, demolition and relocation, site preparation, and administration. Remaining increment funds will be used for City administration, pooling option, the Business Retention and Expansion Fund (up to 20%), and the costs of public improvement activities outside the District.

SUBSECTION 2-21.

EXCESS INCREMENTS

Excess increments, as defined in *M.S., Section 469.176, Subd. 2,* shall be used only to do one or more of the following:

1. Prepay any outstanding bonds;
2. Discharge the pledge of tax increment for any outstanding bonds;
3. Pay into an escrow account dedicated to the payment of any outstanding bonds; or
4. Return the excess to the County Auditor for redistribution to the respective taxing jurisdictions in proportion to their local tax rates. The City must spend or return the excess increments under paragraph (c) within nine months after the end of the year. In addition, the City may, subject to the limitations set forth herein, choose to modify the TIF Plan in order to finance additional public costs in Municipal Development District No. 2 or the District.

SUBSECTION 2-22.

REQUIREMENTS OF AGREEMENTS WITH THE DEVELOPER

The City will review any proposal for private development to determine its conformance with the Development Program and with applicable municipal ordinances and codes. To facilitate this effort, the following documents may be requested for review and approval: site plan, construction, mechanical, and electrical system drawings, landscaping plan, grading and storm drainage plan, signage system plan, and any other drawings or narrative deemed necessary by the City to demonstrate the conformance of the development with City plans and ordinances. The City may also use the Agreements to address other issues related to the development.

Pursuant to *M.S., Section 469.176, Subd. 5,* no more than 25 percent, by acreage, of the property to be acquired in the District as set forth in the TIF Plan shall at any time be owned by the City as a result of acquisition with the proceeds of bonds issued pursuant to *M.S., Section 469.178* to which

tax increments from property acquired is pledged, unless prior to acquisition in excess of 25 percent of the acreage, the City concluded an agreement for the development of the property acquired and which provides recourse for the City should the development not be completed.

SUBSECTION 2-23.

ASSESSMENT AGREEMENTS

Pursuant to *M.S., Section 469.177, Subd. 8*, the City may enter into a written assessment agreement in recordable form with the developer of property within the District which establishes a minimum market value of the land and completed improvements for the duration of the District. The assessment agreement shall be presented to the County Assessor who shall review the plans and specifications for the improvements to be constructed, review the market value previously assigned to the land upon which the improvements are to be constructed and, so long as the minimum market value contained in the assessment agreement appears, in the judgment of the assessor, to be a reasonable estimate, the County Assessor shall also certify the minimum market value agreement.

SUBSECTION 2-24.

ADMINISTRATION OF DISTRICT

Administration of the District will be handled by the City Manager.

SUBSECTION 2-25.

ANNUAL DISCLOSURE REQUIREMENTS

Pursuant to *M.S., Section 469.175, Subds. 5, 6, and 6b* the City must undertake financial reporting for all tax increment financing districts to the Office of the State Auditor, County Board and County Auditor on or before August 1 of each year. *M.S., Section 469.175, Subd. 5* also provides that an annual statement shall be published in a newspaper of general circulation in the City on or before August 15.

If the City fails to make a disclosure or submit a report containing the information required by *M.S., Section 469.175 Subd. 5 and Subd. 6*, the OSA will direct the County Auditor to withhold the distribution of tax increment from the District.

SUBSECTION 2-26.

REASONABLE EXPECTATIONS

As required by the TIF Act, in establishing the District, the determination has been made that the anticipated development would not reasonably be expected to occur solely through private investment within the reasonably foreseeable future and that the increased market value of the site that could reasonably be expected to occur without the use of tax increment financing would be less than the increase in the market value estimated to result from the proposed development after subtracting the present value of the projected tax increments for the maximum duration of the District permitted by the TIF Plan. In making said determination, reliance has been placed

upon written representation made by the developer to such effects and upon City staff awareness of the feasibility of developing the project site(s) within the District. A comparative analysis of estimated market values both with and without establishment of the District and the use of tax increments has been performed as described above. Such analysis is included with the cash flow in Appendix D, and indicates that the increase in estimated market value of the proposed development (less the indicated subtractions) exceeds the estimated market value of the site absent the establishment of the District and the use of tax increments.

SUBSECTION 2-27.

OTHER LIMITATIONS ON THE USE OF TAX INCREMENT

1. General Limitations. All revenue derived from tax increment shall be used in accordance with the TIF Plan. The revenues shall be used to finance, or otherwise pay the capital and administration costs of Municipal Development District No. 2 pursuant to *M.S., Sections 469.124 to 469.133*. Tax increments may not be used to circumvent existing levy limit law. No tax increment may be used for the acquisition, construction, renovation, operation, or maintenance of a building to be used primarily and regularly for conducting the business of a municipality, county, school district, or any other local unit of government or the state or federal government. This provision does not prohibit the use of revenues derived from tax increments for the construction or renovation of a parking structure.
2. Pooling Limitations. At least 80 percent of tax increments from the District must be expended on activities in the District or to pay bonds, to the extent that the proceeds of the bonds were used to finance activities within said district or to pay, or secure payment of, debt service on credit enhanced bonds. Not more than 20 percent of said tax increments may be expended, through a development fund or otherwise, on activities outside of the District except to pay, or secure payment of, debt service on credit enhanced bonds. For purposes of applying this restriction, all administrative expenses must be treated as if they were solely for activities outside of the District.
3. Five Year Limitation on Commitment of Tax Increments. Tax increments derived from the District shall be deemed to have satisfied the 75 percent test set forth in paragraph (2) above only if the five year rule set forth in *M.S., Section 469.1763, Subd. 3*, has been satisfied; and beginning with the sixth year following certification of the District, 75 percent of said tax increments that remain after expenditures permitted under said five year rule must be used only to pay previously committed expenditures or credit enhanced bonds as more fully set forth in *M.S., Section 469.1763, Subd. 5*.

SUBSECTION 2-28.

SUMMARY

Tax Increment District No. 13 will provide gap financing assistance to a two building complex at 4100 Lexington Avenue (formerly 1050 and 1080 County Road F West) which were vacated by Land O'Lakes in the Fall of 2018. The structures share a mechanical system and have many structural upgrades (sprinkler systems, elevators, remediation of asbestos, and others) needed to

make then viable for market ready condition. The tax increment assistance will be focused solely on the former 1080 building. The developer expects to invest just over \$20,000,000 to bring the building up to code and renovate it for market conditions.

The TIF Plan for the District was prepared by Kirstin Barsness, Development Consultant, 29770 Broadway Street Lindstrom, telephone 651-408-1032. Reviewed by Mary Ippel, Briggs/Taft, 2200 IDS Center, 80 South 8th Street, Minneapolis, MN 55402, 612-977-8122.

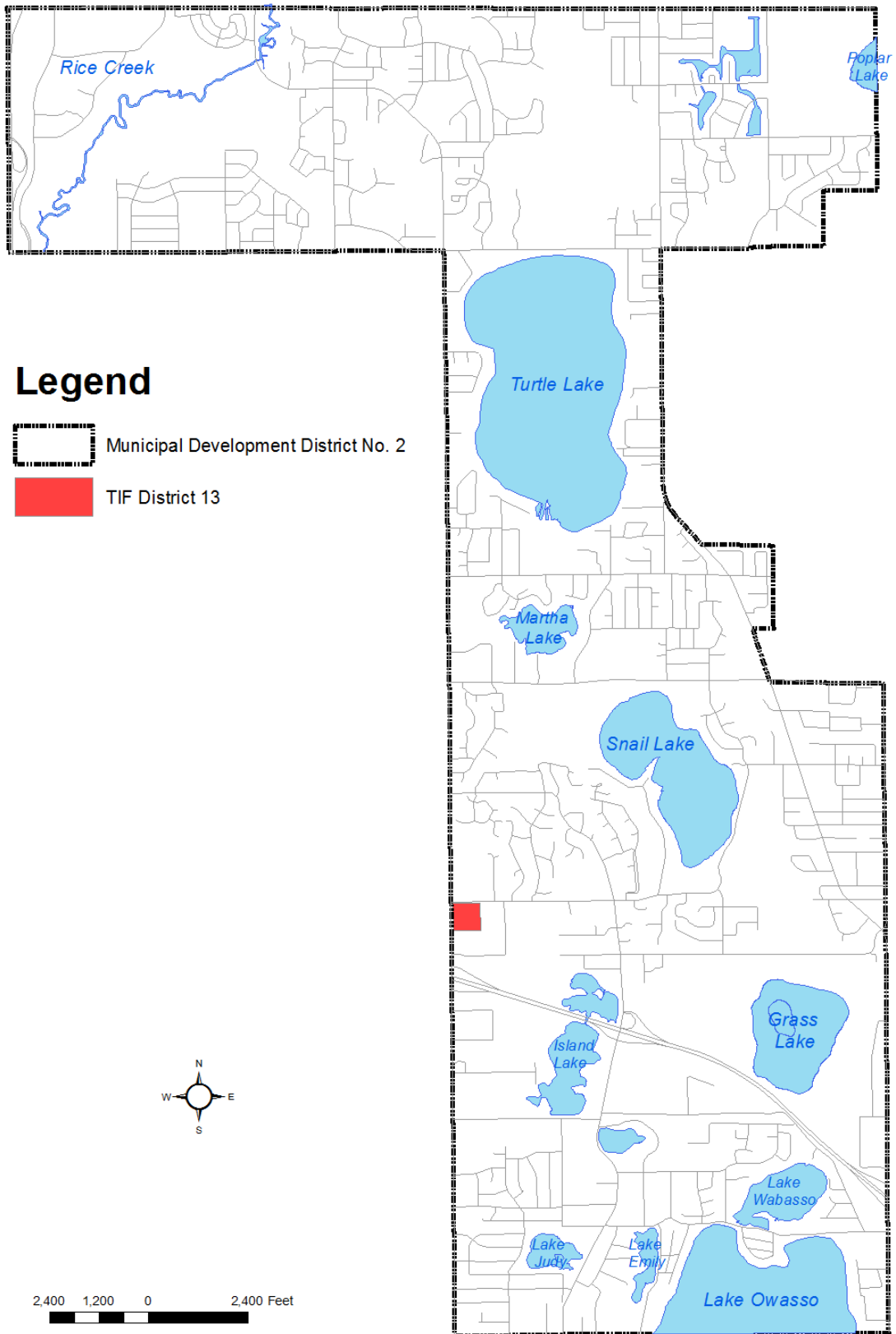
Appendix A

Project Description

Tax Increment District No. 13 will provide gap financing assistance to a two building complex at 4100 Lexington Avenue (formerly 1050 and 1080 County Road F West) which were vacated by Land O'Lakes in the fall of 2018. The structures share a mechanical system and have many code deficiencies (sprinkler systems, elevators, remediation of asbestos, and others) needed to make them viable for market ready condition. The developer expects to invest just over \$20,000,000 to bring the building up to code and renovate it for market conditions. The improvements will stimulate the creation of up to 600 new jobs in Shoreview.

Appendix B

Proposed TIF District 13



Appendix C

Description of Property to be Included in the District

The District encompasses the following portions of property and adjacent rights-of-way and abutting roadways identified by the parcel listed below.

PARCEL NUMBERS	Legal Description
26.30.23.22.0009	Lot 2 Block 1 of SHOREVIEW CORPORATE CENTER SECOND ADDITION

Appendix D

Assumptions and Rates		
District Type		Redevelopment
Inflation Rate - Every _ Years		1.50%
Interest Rate:		4.75%
Note Issued Date (Present Value Date):		01-Aug-21
Local Tax Rate - Frozen		121.0060%
Fiscal Disparities Election (A - outside or B inside)		A
Year District was certified		Pay 2019
Assumes First Tax Increment For District		2022
Years of Tax Increment		26
Assumes Last Year of Tax Increment		2047
Fiscal Disparities Ratio		36.7565%
Fiscal Disparities Metro Wide Tax Rate		143.99%
Local Tax Rate - Current		121.0060%
State Wide Property Tax Rate (Used for total taxes)		41.00%
Market Value Tax Rate (used for total taxes)		0.18744%
Commercial Industrial Class Rate(preferred)		1.5%-2.0%
First 150,000		1.50%
Over 150,000		2.00%
Commercial Industrial Class Rate (C/I)		2.00%
Rental Class Rate		1.25%
Residential Class Rate - Under \$500,000		1.00%
Over \$500,000		1.25%

Base Value Information (original tax capacity)						
PID	Market Value	Percentage of value used for District	Total Original Market Value	Tax Year Original Market Value	Property Tax Class Rate	Original Tax Capacity
26.30.23.22.0009	4100 Lexington 5,600,000	100%	5,600,000	2019	Comm/Ind	112,000
	5,600,000		5,600,000			112,000

PROJECT INFORMATION								
Use	Land Value	Building Value	Total Estimated Market Value	Property Tax Class Rate	Project Tax Capacity	Percent Completed 2020	Percent Complete 2021	First Year Full Taxes Payable
4100 Renovation	2,593,200	18,406,800	21,000,000	Comm/Ind	420,000	-	100%	2021
TOTAL	2,593,200	18,406,800	21,000,000		420,000			

Note:

1. Market values are based upon estimates from Ramsey County 10-11-2019

TAX CALCULATIONS								
New Use	Total Tax Capacity	Fiscal Disparities Tax Capacity	Local Tax Capacity	Local Property Taxes	Fiscal Disparities Taxes	Statewide Property Taxes	Market Value Taxes	Total Taxes
4100 Renovation	420,000	-	420,000	508,225	-	172,200	39,362	719,788
TOTAL	420,000	0	420,000	508,225	0	172,200	39,362	719,788

Note:

1. Taxes and tax increment will vary significantly from year to year depending upon value, rates, state laws and other factors.
2. Development Program is located in School District #621
3. Fiscal Disparities Election is being taken from inside the TIF District

TAX INCREMENT CASH FLOW											
Project Tax Capacity	Original Tax Capacity	Captured Tax Capacity	Annual Gross Tax Increment	Semi-Annual Gross Tax Increment	State Auditor 0.36%	Admin. at 10.00%	Semi-Annual Net Tax Increment	Semi-Annual Present Value	PERIOD ENDING Yrs.	Tax Year	Payment Date
											8/2/2020
											2/1/2021
											8/1/2021
											2/1/2022
420,000	112,000	308,000	372,698	186,349	671	18,568	167,111	163,234	0.5	2022	8/1/2022
				186,349	671	18,568	167,111	322,681	1.0	2022	2/1/2023
426,300	112,000	314,300	380,322	190,161	685	18,948	170,529	481,614	1.5	2023	8/1/2023
				190,161	685	18,948	170,529	636,861	2.0	2023	2/1/2024
432,695	112,000	320,695	388,060	194,030	699	19,333	173,998	791,591	2.5	2024	8/1/2024
				194,030	699	19,333	173,998	942,732	3.0	2024	2/1/2025
439,185	112,000	327,185	395,913	197,957	713	19,724	177,520	1,093,354	3.5	2025	8/1/2025
				197,957	713	19,724	177,520	1,240,482	4.0	2025	2/1/2026
445,773	112,000	333,773	403,885	201,942	727	20,122	181,094	1,387,090	4.5	2026	8/1/2026
				201,942	727	20,122	181,094	1,530,297	5.0	2026	2/1/2027
452,459	112,000	340,459	411,976	205,988	742	20,525	184,722	1,672,984	5.5	2027	8/1/2027
				205,988	742	20,525	184,722	1,812,362	6.0	2027	2/1/2028
459,246	112,000	347,246	420,189	210,094	756	20,934	188,404	1,951,219	6.5	2028	8/1/2028
				210,094	756	20,934	188,404	2,086,855	7.0	2028	2/1/2029
466,135	112,000	354,135	428,524	214,262	771	21,349	192,142	2,221,973	7.5	2029	8/1/2029
				214,262	771	21,349	192,142	2,353,957	8.0	2029	2/1/2030
473,127	112,000	361,127	436,985	218,493	787	21,771	195,935	2,485,424	8.5	2030	8/1/2030
				218,493	787	21,771	195,935	2,613,841	9.0	2030	2/1/2031
480,224	112,000	368,224	445,573	222,786	802	22,198	199,786	2,741,744	9.5	2031	8/1/2031
				222,786	802	22,198	199,786	2,866,679	10.0	2031	2/1/2032
487,427	112,000	375,427	454,289	227,145	671	22,647	203,826	2,991,185	10.5	2032	8/1/2032
				227,145	671	22,647	203,826	3,112,802	11.0	2032	2/1/2033
494,739	112,000	382,739	463,137	231,568	685	23,088	207,795	3,233,910	11.5	2033	8/1/2033
				231,568	685	23,088	207,795	3,352,210	12.0	2033	2/1/2034
502,160	112,000	390,160	472,117	236,058	699	23,536	211,824	3,470,005	12.5	2034	8/1/2034
				236,058	699	23,536	211,824	3,585,067	13.0	2034	2/1/2035
509,692	112,000	397,692	481,231	240,616	713	23,990	215,913	3,699,629	13.5	2035	8/1/2035
				240,616	713	23,990	215,913	3,811,534	14.0	2035	2/1/2036
517,337	112,000	405,337	490,483	245,241	727	24,451	220,063	3,922,944	14.5	2036	8/1/2036
				245,241	727	24,451	220,063	4,031,769	15.0	2036	2/1/2037
525,097	112,000	413,097	499,873	249,936	742	24,919	224,275	4,140,104	15.5	2037	8/1/2037
				249,936	742	24,919	224,275	4,245,926	16.0	2037	2/1/2038
532,974	112,000	420,974	509,404	254,702	756	25,395	228,551	4,351,264	16.5	2038	8/1/2038
				254,702	756	25,395	228,551	4,454,158	17.0	2038	2/1/2039
540,969	112,000	428,969	519,078	259,539	771	25,877	232,891	4,556,574	17.5	2039	8/1/2039
				259,539	771	25,877	232,891	4,656,613	18.0	2039	2/1/2040
549,083	112,000	437,083	528,897	264,448	787	26,366	237,296	4,756,180	18.5	2040	8/1/2040
				264,448	787	26,366	237,296	4,853,437	19.0	2040	2/1/2041
557,319	112,000	445,319	538,863	269,432	802	26,863	241,767	4,950,228	19.5	2041	8/1/2041
				269,432	802	26,863	241,767	5,044,773	20.0	2041	2/1/2042
565,679	112,000	453,679	548,979	274,489	671	27,382	246,437	5,138,909	20.5	2042	8/1/2042
				274,489	671	27,382	246,437	5,230,861	21.0	2042	2/1/2043
574,164	112,000	462,164	559,247	279,623	685	27,894	251,045	5,322,359	21.5	2043	8/1/2043
				274,489	685	27,380	246,424	5,410,090	22.0	2043	2/1/2044
582,777	112,000	470,777	569,668	284,834	699	28,414	255,722	5,499,018	22.5	2044	8/1/2044
				284,834	699	28,414	255,722	5,585,884	23.0	2044	2/1/2045
591,518	112,000	479,518	580,246	290,123	713	28,941	260,469	5,672,310	23.5	2045	8/1/2045
				290,123	713	28,941	260,469	5,756,730	24.0	2045	2/1/2046
600,391	112,000	488,391	590,983	295,491	727	29,476	265,288	5,840,718	24.5	2046	8/1/2046
				295,491	727	29,476	265,288	5,922,757	25.0	2046	2/1/2047
609,397	112,000	497,397	601,880	300,940	742	30,020	270,179	6,004,370	25.5	2047	8/1/2047
				300,940	742	30,020	270,179	6,084,091	26.0	2047	2/1/2048
Totals				12,487,365	37,876	1,244,948	11,204,539				
Present Value Date 8-1-20 Present Value Rate 4.5%				6,781,651	30,889	1,051,559	6,084,091				

NOTES:

1. Amount of increment will vary depending upon market value, tax rates, class rates, construction schedule and inflation on Market Value.

Appendix E

Findings Including But/For Qualifications

The reasons and facts supporting the findings for the adoption of the Tax Increment Financing Plan for Tax Increment Financing District No. 13 as required pursuant to *M.S., Section 469.175, Subd. 3* are as follows:

1. *Finding that the Tax Increment Financing District No. 13 is a redevelopment district as defined in M.S., Section 469.174, Subd. 10. Tax Increment Financing District No. 13 is a contiguous geographic area within the City's Municipal Development District No. 2, delineated in the TIF Plan, for the purpose of financing redevelopment in the City through the use of tax increment.*

The District was inspected to determine to qualify as a redevelopment district because:

- The proposed TIF District has a coverage calculation which is above the 70 percent requirement.
 - 100 percent of the buildings are structurally substandard which is above the 50 percent requirement.
 - The substandard buildings are reasonably distributed.
2. *Finding that the proposed development, in the opinion of the City Council, would not reasonably be expected to occur solely through private investment within the reasonably foreseeable future and that the increased market value of the site that could reasonably be expected to occur without the use of tax increment financing would be less than the increase in the market value estimated to result from the proposed development after subtracting the present value of the projected tax increments for the maximum duration of Tax Increment Financing District No. 13 permitted by the TIF Plan.*

The proposed development, in the opinion of the City, would not reasonably be expected to occur solely through private investment within the reasonably foreseeable future: It is the City's finding that the blighted conditions, significant code deficiencies, and prolonged vacancy of the existing building create a redevelopment site that is only successful through extensive renovation and remediation. The age of the building and current layout requires wide ranging improvements that will make the structure viable in the market place, however the level of investment exceeds market rents, which creates the need for the tax increment assistance.

The increased market value of the site that could reasonably be expected to occur without the use of tax increment financing would be less than the increase in market value estimated to result from the proposed development after subtracting the present value of the projected tax increments for the maximum duration of the TIF District permitted by the TIF Plan: The City supported this finding on the grounds that the cost of remediation and correction of code deficiencies add substantially to the cost of the development. The City reasonably determines that no other development of similar scope is anticipated on this site without similar assistance being provided to the development given the site

configuration, demolition of the functionally obsolete structure, remediation needs, and parking considerations.

- a. The City's estimate of the amount by which the market value of the entire District will increase without the use of tax increment financing is \$0.
- b. If the proposed development occurs, the total increase in market value will be \$ 15,400,000 (see Appendix D and E of the TIF Plan)
- c. The present value of tax increments from the District for the maximum duration of the district permitted by the TIF Plan is estimated to be \$ 7,109,143 (see Appendix D of the TIF Plan).
- d. Even if some development other than the proposed development were to occur, the Council finds that no alternative would occur that would produce a market value increase greater than \$8,290,857 (the amount in clause b less the amount in clause c) without tax increment assistance.

But-For Analysis	
Current Market Value	5,600,000
New Market Value - Estimate	21,000,000
Difference	15,400,000
Present Value of Tax Increment	7,109,143
Difference	8,290,857
Value Likely to Occur without TIF is less than	\$ 8,290,857

- 3. *Finding that the TIF Plan for Tax Increment Financing District No. 13 conforms to the general plan for the development or redevelopment of the municipality as a whole.*

The Planning Commission reviewed the TIF Plan and found that the TIF Plan conforms to the general development plan of the City.

- 4. *Finding that the Tax Increment Financing Plan for Tax Increment Financing District No. 13 will afford maximum opportunity, consistent with the sound needs of the City as a whole, for the development of Municipal Development District No. 2 by private enterprise.*

The project to be assisted by the District will result in increased employment in the City through the addition of approximately 600 new jobs created by four new tenants. It will remediate a blighted, vacant, and significantly code deficient building within the City, stabilize the Shoreview Corporate Center, and add a high quality development to the City.

Appendix F

Building Permit Data



CITY OF SHOREVIEW
4600 VICTORIA STREET NORTH
SHOREVIEW, MN 55126
(651) 490-4600 FAX: (651) 490-4696

Permit Number:

PB19-0100

Issued: 03/18/2019
Expires: 09/14/2019

Building

APPLICANT:
OLIVER CONSTRUCTION SERVICE
9700 4TH AVE S
BLOOMINGTON MN 55420-

LOCATION:
1050 COUNTY ROAD F W
Shoreview MN 55126-2910
PIN:
263023220009

Work Description: Com - Demo

Stipulations:

Permit Item	Fee Type	Item Total
Building Permits Fee	Standard Item	35.40
State Surcharge	State Surcharge	0.35
License Check Fee	Standard Item	5.00

AGREEMENT AND SWORN STATEMENT

The work for which this permit is issued shall be performed according to: 1) the conditions of this permit; (2) the approval plans and specifications; (3) the applicable city approvals, Ordinances, and Codes; and, (4) the State Building Code. This permit will expire and become null and void if work is not started within 180 days, or if work is suspended or abandoned for a period of 180 days any time after work has commenced. The applicant is responsible for assuring all required inspections are requested in conformance with the State Building Code.
Building Inspection Request Line: 651-490-4685
Tokle Inspections (Electric): 763-754-2983
Sewer & Water Inspections: 651-490-4650
Erosion Control Inspections may be needed at the beginning & end of construction.
Please call 651-490-4665 to verify if an Erosion Control Inspection is needed.
email pictures to: buildinginspector@shoreviewmn.gov

Fee Total: \$40.75
Amount Paid: \$40.75
Balance Due: \$0.00

CONSTRUCTION HOURS:

Weekdays: 7:00 AM - 9:00 PM
Weekends: 8:00 AM - 9:00 PM
Holidays: 8:00 AM - 9:00 PM

SEPARATE PERMITS REQUIRED FOR WORK OTHER THAN DESCRIBED ABOVE.



CITY OF SHOREVIEW
4600 VICTORIA STREET NORTH
SHOREVIEW, MN 55126
(651) 490-4600 FAX: (651) 490-4696

Permit Number:

PB19-0739

Issued: 08/16/2019
 Expires: 03/21/2020

Building

APPLICANT:
 STEINER CONSTRUCTION SERVICES
 6497 City West Parkway
 Eden Prairie MN 55344

LOCATION:
 4100 LEXINGTON N AVE
 SHOREVIEW MN 55126

PIN:
 263023220009

Work Description: Com - Remodel

Stipulations:

Permit Item	Fee Type	Item Total
Building Permits Fee (Plan Review)	Standard Item	1,449.90
State Surcharge	State Surcharge	69.50
Plan Review Fee	Standard Item	942.44

AGREEMENT AND SWORN STATEMENT

The work for which this permit is issued shall be performed according to: 1) the conditions of this permit; (2) the approval plans and specifications; (3) the applicable city approvals, Ordinances, and Codes; and, (4) the State Building Code. This permit will expire and become null and void if work is not started within 180 days, or if work is suspended or abandoned for a period of 180 days any time after work has commenced. The applicant is responsible for assuring all required inspections are requested in conformance with the State Building Code.

Building Inspection Request Line: 651-490-4685

Tokle Inspections (Electric): 763-754-2983

Sewer & Water Inspections: 651-490-4650

Erosion Control Inspections may be needed at the beginning & end of construction.

Please call 651-490-4665 to verify if an Erosion Control Inspection is needed.

email pictures to: buildinginspector@shoreviewmn.gov

Fee Total: \$2,461.84

Amount Paid: \$2,461.84

Balance Due: \$0.00

CONSTRUCTION HOURS:

Weekdays: 7:00 AM - 9:00 PM

Weekends: 8:00 AM - 9:00 PM

Holidays: 8:00 AM - 9:00 PM

SEPARATE PERMITS REQUIRED FOR WORK OTHER THAN DESCRIBED ABOVE.

Appendix G
TIF Blight Inspection Report

Report of Inspection Procedures and Results for
Determining Qualifications of a
Tax Increment Financing District as a Redevelopment District

**4100 East and West Redevelopment TIF District
Shoreview, Minnesota**



November 5, 2019

Prepared For the
City of Shoreview

Prepared by:



LHB, Inc.
701 Washington Avenue North, Suite 200
Minneapolis, Minnesota 55401

LHB Project No. 190729

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PART 1 – EXECUTIVE SUMMARY

PURPOSE OF EVALUATION

LHB was hired by the City of Shoreview to inspect and evaluate the properties within a Tax Increment Financing Redevelopment District (“TIF District”) proposed to be established by the City. The proposed TIF District is located at the southeast corner of Lexington Avenue North and County Road F West (Diagram 1). The purpose of LHB’s work is to determine whether the proposed TIF District meets the statutory requirements for coverage, and whether two (2) buildings on one (1) parcel, located within the proposed TIF District, meet the qualifications required for a Redevelopment District.



Diagram 1 – Proposed TIF District

SCOPE OF WORK

The proposed TIF District consists of one (1) parcel with two (2) buildings. Two (2) buildings were inspected on September 25, 2019. Building Code and Condition Deficiency reports for the buildings that were inspected are located in Appendix B.

CONCLUSION

After inspecting and evaluating the properties within the proposed TIF District and applying current statutory criteria for a Redevelopment District under *Minnesota Statutes, Section 469.174, Subdivision 10*, it is our professional opinion that the proposed TIF District qualifies as a Redevelopment District because:

- The proposed TIF District has a coverage calculation of 100 percent which is above the 70 percent requirement.
- 100 percent of the buildings are structurally substandard which is above the 50 percent requirement.
- The substandard buildings are reasonably distributed.

The remainder of this report describes our process and findings in detail.

PART 2 – MINNESOTA STATUTE 469.174, SUBDIVISION 10 REQUIREMENTS

The properties were inspected in accordance with the following requirements under *Minnesota Statutes, Section 469.174, Subdivision 10(c)*, which states:

INTERIOR INSPECTION

“The municipality may not make such determination [that the building is structurally substandard] without an interior inspection of the property...”

EXTERIOR INSPECTION AND OTHER MEANS

“An interior inspection of the property is not required, if the municipality finds that

- (1) the municipality or authority is unable to gain access to the property after using its best efforts to obtain permission from the party that owns or controls the property; and
- (2) the evidence otherwise supports a reasonable conclusion that the building is structurally substandard.”

DOCUMENTATION

“Written documentation of the findings and reasons why an interior inspection was not conducted must be made and retained under section 469.175, subdivision 3(1).”

QUALIFICATION REQUIREMENTS

Minnesota Statutes, Section 469.174, Subdivision 10 (a) (1) requires three tests for occupied parcels:

A. COVERAGE TEST

...“parcels consisting of 70 percent of the area of the district are occupied by buildings, streets, utilities, or paved or gravel parking lots...”

The coverage required by the parcel to be considered occupied is defined under *Minnesota Statutes, Section 469.174, Subdivision 10(e)*, which states: “For purposes of this subdivision, a parcel is not occupied by buildings, streets, utilities, paved or gravel parking lots, or other similar structures unless 15 percent of the area of the parcel contains buildings, streets, utilities, paved or gravel parking lots, or other similar structures.”

B. CONDITION OF BUILDINGS TEST

Minnesota Statutes, Section 469.174, Subdivision 10(a) states, “...and more than 50 percent of the buildings, not including outbuildings, are structurally substandard to a degree requiring substantial renovation or clearance;”

1. Structurally substandard is defined under *Minnesota Statutes, Section 469.174, Subdivision 10(b)*, which states: “For purposes of this subdivision, ‘structurally substandard’ shall mean containing defects in structural elements or a combination of deficiencies in essential utilities and facilities, light and ventilation, fire protection including adequate egress, layout and condition of interior partitions, or similar factors, which defects or deficiencies are of sufficient total significance to justify substantial renovation or clearance.”
 - a. We do not count energy code deficiencies toward the thresholds required by *Minnesota Statutes, Section 469.174, Subdivision 10(b)* defined as “structurally substandard”, due to concerns expressed by the State of Minnesota Court of Appeals in the *Walser Auto Sales, Inc. vs. City of Richfield* case filed November 13, 2001.
2. Buildings are not eligible to be considered structurally substandard unless they meet certain additional criteria, as set forth in Subdivision 10(c) which states:

“A building is not structurally substandard if it is in compliance with the building code applicable to new buildings or could be modified to satisfy the building code at a cost of less than 15 percent of the cost of constructing a new structure of the same square footage and type on the site. The municipality may find that a building is not disqualified as structurally substandard under the preceding sentence on the basis of reasonably available evidence, such as the size, type, and age of the building, the average cost of plumbing, electrical, or structural repairs, or other similar reliable evidence.”

“Items of evidence that support such a conclusion [that the building is not disqualified] include recent fire or police inspections, on-site property tax appraisals or housing inspections, exterior evidence of deterioration, or other similar reliable evidence.”

LHB counts energy code deficiencies toward the 15 percent code threshold required by *Minnesota Statutes, Section 469.174, Subdivision 10(c)* for the following reasons:

- The Minnesota energy code is one of ten building code areas highlighted by the Minnesota Department of Labor and Industry website where minimum construction standards are required by law.
- Chapter 13 of the 2015 *Minnesota Building Code* states, “Buildings shall be designed and constructed in accordance with the *International Energy Conservation Code*.” Furthermore, Minnesota Rules, Chapter 1305.0021 Subpart 9 states, “References

to the *International Energy Conservation Code* in this code mean the *Minnesota Energy Code...*”

- The Senior Building Code Representative for the Construction Codes and Licensing Division of the Minnesota Department of Labor and Industry confirmed that the Minnesota Energy Code is being enforced throughout the State of Minnesota.
- In a January 2002 report to the Minnesota Legislature, the Management Analysis Division of the Minnesota Department of Administration confirmed that the construction cost of new buildings complying with the Minnesota Energy Code is higher than buildings built prior to the enactment of the code.
- Proper TIF analysis requires a comparison between the replacement value of a new building built under current code standards with the repairs that would be necessary to bring the existing building up to current code standards. In order for an equal comparison to be made, all applicable code chapters should be applied to both scenarios. Since current construction estimating software automatically applies the construction cost of complying with the Minnesota Energy Code, energy code deficiencies should also be identified in the existing structures.

C. DISTRIBUTION OF SUBSTANDARD BUILDINGS

Minnesota Statutes, Section 469.174, Subdivision 10, defines a Redevelopment District and requires one or more of the following conditions, “reasonably distributed throughout the district.”

- (1) “Parcels consisting of 70 percent of the area of the district are occupied by buildings, streets, utilities, paved or gravel parking lots, or other similar structures and more than 50 percent of the buildings, not including outbuildings, are structurally substandard to a degree requiring substantial renovation or clearance;
- (2) the property consists of vacant, unused, underused, inappropriately used, or infrequently used rail yards, rail storage facilities, or excessive or vacated railroad rights-of-way;
- (3) tank facilities, or property whose immediately previous use was for tank facilities...”

Our interpretation of the distribution requirement is that the substandard buildings must be reasonably distributed throughout the district as compared to the location of all buildings in the district. For example, if all of the buildings in a district are located on one half of the area of the district, with the other half occupied by parking lots (meeting the required 70 percent coverage for the district), we would evaluate the distribution of the substandard buildings compared with only the half of the district where the buildings are located. If all of the buildings in a district are located evenly throughout the entire area of the district, the substandard buildings must be reasonably distributed throughout the entire area of the district. We believe this is consistent with the opinion expressed by the State of Minnesota Court of Appeals in the *Walser Auto Sales, Inc. vs. City of Richfield* case filed November 13, 2001.

PART 3 – PROCEDURES FOLLOWED

LHB inspected two (2) of the two (2) buildings during the day of September 25, 2019.

PART 4 – FINDINGS

A. COVERAGE TEST

1. The total square foot area of the parcel in the proposed TIF District was obtained from City records, GIS mapping and site verification.
2. The total square foot area of buildings and site improvements on the parcels in the proposed TIF District was obtained from City records, GIS mapping and site verification.
3. The percentage of coverage for each parcel in the proposed TIF District was computed to determine if the 15 percent minimum requirement was met. The total square footage of parcels meeting the 15 percent requirement was divided into the total square footage of the entire district to determine if the 70 percent requirement was met.

FINDING:

The proposed TIF District met the coverage test under *Minnesota Statutes, Section 469.174, Subdivision 10(e)*, which resulted in parcels consisting of 100 percent of the area of the proposed TIF District being occupied by buildings, streets, utilities, paved or gravel parking lots, or other similar structures (Diagram 2). This exceeds the 70 percent area coverage requirement for the proposed TIF District under *Minnesota Statutes, Section 469.174, Subdivision (a) (1)*.

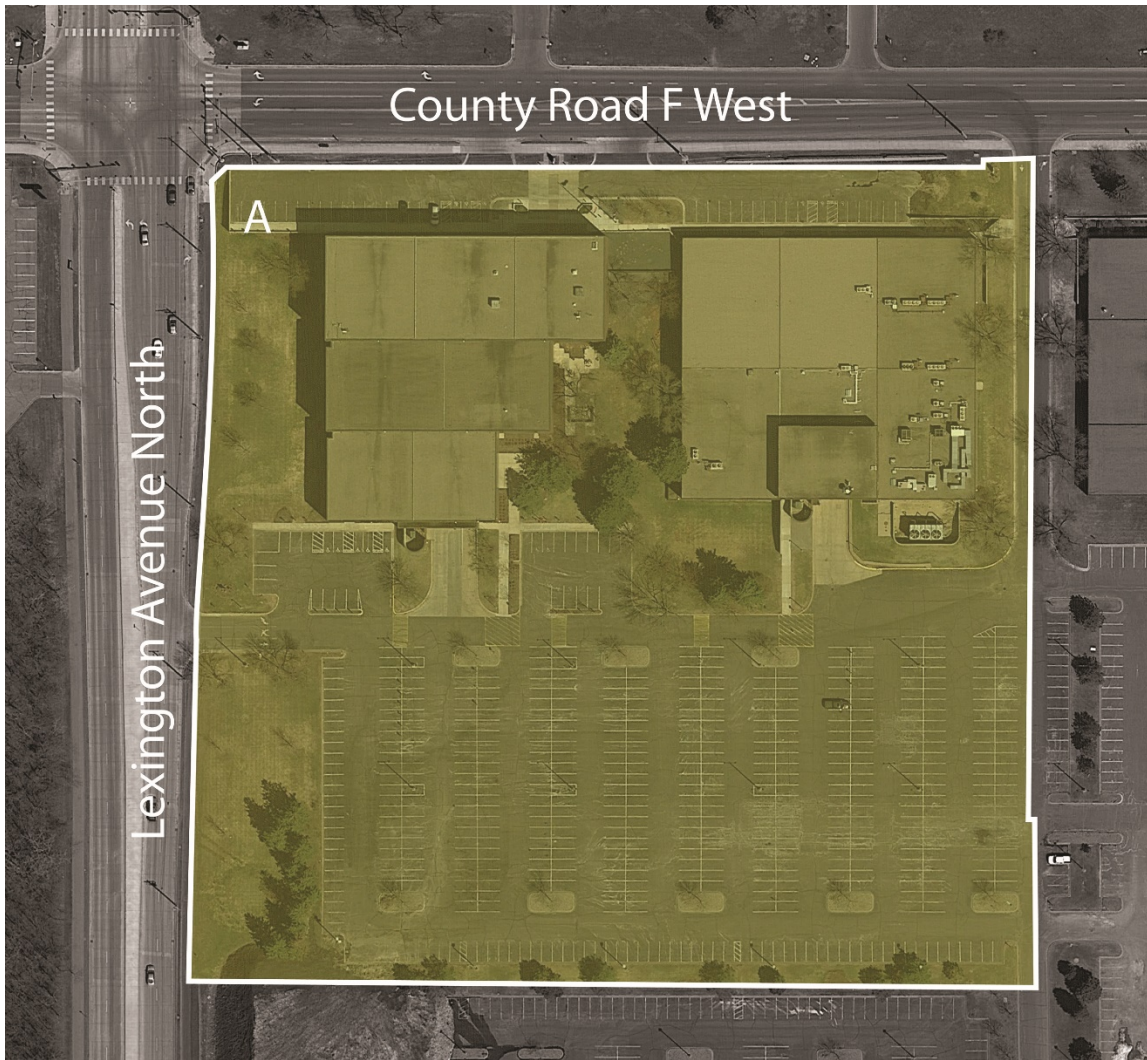


Diagram 2 – Coverage Diagram

Shaded area depicts a parcel more than 15 percent occupied by buildings, streets, utilities, paved or gravel parking lots or other similar structures

B. CONDITION OF BUILDING TEST

1. BUILDING INSPECTION

The first step in the evaluation process is the building inspection. After an initial walk-thru, the inspector makes a judgment whether or not a building “appears” to have enough defects or deficiencies of sufficient total significance to justify substantial renovation or clearance. If it does, the inspector documents with notes and photographs code and non-code deficiencies in the building.

2. REPLACEMENT COST

The second step in evaluating a building to determine if it is substandard to a degree requiring substantial renovation or clearance is to determine its replacement cost. This is the cost of constructing a new structure of the same square footage and type on site.

Replacement costs were researched using R.S. Means Cost Works square foot models for 2019.

A replacement cost was calculated by first establishing building use (office, retail, residential, etc.), building construction type (wood, concrete, masonry, etc.), and building size to obtain the appropriate median replacement cost, which factors in the costs of construction in Shoreview, Minnesota.

Replacement cost includes labor, materials, and the contractor's overhead and profit. Replacement costs do not include architectural fees, legal fees or other "soft" costs not directly related to construction activities. Replacement cost for each building is tabulated in Appendix A.

3. CODE DEFICIENCIES

The next step in evaluating a building is to determine what code deficiencies exist with respect to such building. Code deficiencies are those conditions for a building which are not in compliance with current building codes applicable to new buildings in the State of Minnesota.

Minnesota Statutes, Section 469.174, Subdivision 10(c), specifically provides that a building cannot be considered structurally substandard if its code deficiencies are not at least 15 percent of the replacement cost of the building. As a result, it was necessary to determine the extent of code deficiencies for each building in the proposed TIF District.

The evaluation was made by reviewing all available information with respect to such buildings contained in City Building Inspection records and making interior and exterior inspections of the buildings. LHB utilizes the current Minnesota State Building Code as the official code for our evaluations. The Minnesota State Building Code is actually a series of provisional codes written specifically for Minnesota only requirements, adoption of several international codes, and amendments to the adopted international codes.

After identifying the code deficiencies in each building, we used R.S. Means Cost Works 2019; Unit and Assembly Costs to determine the cost of correcting the identified deficiencies. We were then able to compare the correction costs with the replacement cost of each building to determine if the costs for correcting code deficiencies meet the required 15 percent threshold.

FINDING:

Two (2) out of two (2) buildings (100 percent) in the proposed TIF District contained code deficiencies exceeding the 15 percent threshold required by *Minnesota Statutes, Section 469.174, Subdivision 10(c)*. Building Code, Condition Deficiency and Context Analysis reports for the buildings in the proposed TIF District can be found in Appendix B of this report.

4. SYSTEM CONDITION DEFICIENCIES

If a building meets the minimum code deficiency threshold under *Minnesota Statutes, Section 469.174, Subdivision 10(c)*, then in order for such building to be “structurally substandard” under *Minnesota Statutes, Section 469.174, Subdivision 10(b)*, the building’s defects or deficiencies should be of sufficient total significance to justify “substantial renovation or clearance.” Based on this definition, LHB re-evaluated each of the buildings that met the code deficiency threshold under *Minnesota Statutes, Section 469.174, Subdivision 10(c)*, to determine if the total deficiencies warranted “substantial renovation or clearance” based on the criteria we outlined above.

System condition deficiencies are a measurement of defects or substantial deterioration in site elements, structure, exterior envelope, mechanical and electrical components, fire protection and emergency systems, interior partitions, ceilings, floors and doors.

The evaluation of system condition deficiencies was made by reviewing all available information contained in City records, and making interior and exterior inspections of the buildings. LHB only identified system condition deficiencies that were visible upon our inspection of the building or contained in City records. We did not consider the amount of “service life” used up for a particular component unless it was an obvious part of that component’s deficiencies.

After identifying the system condition deficiencies in each building, we used our professional judgment to determine if the list of defects or deficiencies is of sufficient total significance to justify “substantial renovation or clearance.”

FINDING:

In our professional opinion, two (2) out of two (2) buildings (100 percent) in the proposed TIF District are structurally substandard to a degree requiring substantial renovation or clearance, because of defects in structural elements or a combination of deficiencies in essential utilities and facilities, light and ventilation, fire protection including adequate egress, layout and condition of interior partitions, or similar factors which defects or deficiencies are of sufficient total significance to justify substantial renovation or clearance. This exceeds the 50 percent requirement of Subdivision 10a(1).

C. DISTRIBUTION OF SUBSTANDARD STRUCTURES

Much of this report has focused on the condition of individual buildings as they relate to requirements identified by *Minnesota Statutes, Section 469.174, Subdivision 10*. It is also important to look at the distribution of substandard buildings throughout the geographic area of the proposed TIF District (Diagram 3).

FINDING:

The parcels with substandard buildings are reasonably distributed compared to all parcels that contain buildings.

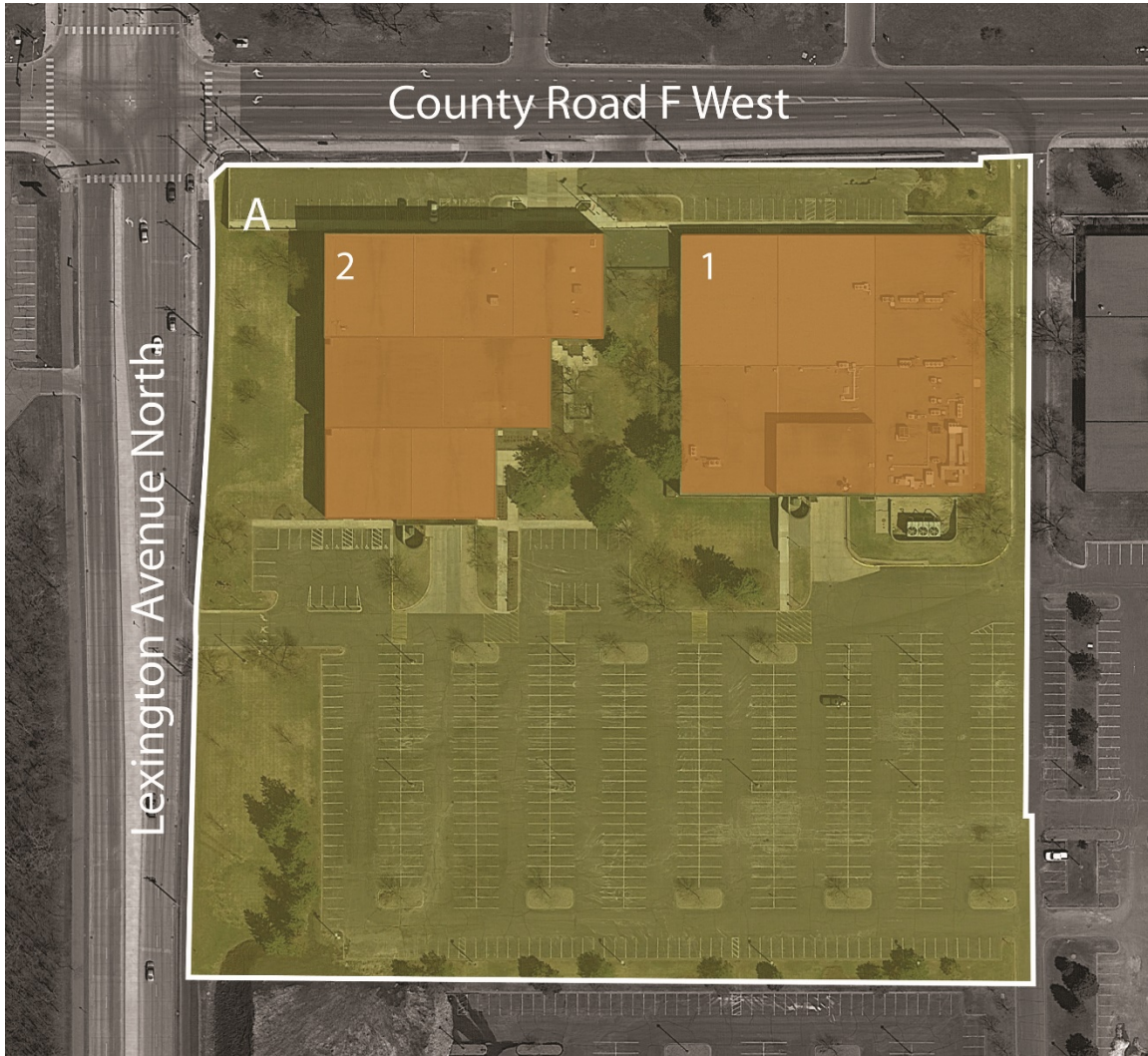


Diagram 3 – Substandard Buildings

Shaded green area depicts parcels with buildings.
Shaded orange area depicts substandard buildings.

PART 5 - TEAM CREDENTIALS

Michael A. Fischer, AIA, LEED AP - Project Principal/TIF Analyst

Michael has 31 years of experience as project principal, project manager, project designer and project architect on planning, urban design, educational, commercial and governmental projects. He has become an expert on Tax Increment Finance District analysis assisting over 100 cities with strategic planning for TIF Districts. He is an Architectural Principal at LHB and currently leads the Minneapolis office.

Michael completed a two-year Bush Fellowship, studying at MIT and Harvard in 1999, earning Masters degrees in City Planning and Real Estate Development from MIT. He has served on more than 50 committees, boards and community task forces, including a term as a City Council President and as Chair of a Metropolitan Planning Organization. Most recently, he served as Chair of the Edina, Minnesota planning commission and is currently a member of the Edina city council. Michael has also managed and designed several award-winning architectural projects, and was one of four architects in the Country to receive the AIA Young Architects Citation in 1997.

Philip Waugh – Project Manager/TIF Analyst

Philip is a project manager with 13 years of experience in historic preservation, building investigations, material research, and construction methods. He previously worked as a historic preservationist and also served as the preservation specialist at the St. Paul Heritage Preservation Commission. Currently, Phil sits on the Board of Directors for the Preservation Alliance of Minnesota. His current responsibilities include project management of historic preservation projects, performing building condition surveys and analysis, TIF analysis, writing preservation specifications, historic design reviews, writing Historic Preservation Tax Credit applications, preservation planning, and grant writing.

Jonathan Pettigrew, AIA – Inspector

Jonathan Pettigrew has worked in architecture and construction for the last twenty years in Minnesota, California and Washington. His experience includes a variety of commercial and residential project types and scales, from single-family homes to a 300,000 square foot multi-building office complex. He has significant experience in code reviews and building systems inspections and analysis. Jonathan received his Minnesota architect's license in 2004. He brings a strong interest in sustainability and an eye for detail to his work. He enjoys working with clients, consultants and contractors to bring projects together successfully.

Phil Fisher – Inspector

For 35 years, Phil Fisher worked in the field of Building Operations in Minnesota including White Bear Lake Area Schools. At the University of Minnesota he earned his Bachelor of Science in Industrial Technology. He is a Certified Playground Safety Inspector, Certified Plant Engineer, and is trained in Minnesota Enterprise Real Properties (MERP) Facility Condition Assessment (FCA). His FCA training was recently applied to the Minnesota Department of Natural Resources Facilities Condition Assessment project involving over 2,000 buildings.

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APPENDICES

APPENDIX A	Property Condition Assessment Summary Sheet
APPENDIX B	Building Code and Condition Deficiencies Reports
APPENDIX C	Building Replacement Cost Reports Code Deficiency Cost Reports Photographs

APPENDIX A

Property Condition Assessment Summary Sheet

4100 East and West Redevelopment TIF District

Shoreview, Minnesota

Property Condition Assessment Summary Sheet

TIF Map No.	PID #	Property Address	Improved or Vacant	Survey Method Used	Site Area (S.F.)	Coverage Area of Improvements (S.F.)	Coverage Percent of Improvements	Coverage Quantity (S.F.)	No. of Buildings	Building Replacement Cost	15% of Replacement Cost	Building Code Deficiencies	No. of Buildings Exceeding 15% Criteria	No. of buildings determined substandard	
A	263023220009	4100 Lexington Ave N	Improved	Exterior	432,202	344,840	79.8%	432,202	2		\$0		0		
1		4100 East	Improved	Interior/Exterior						\$9,859,672	\$1,478,951	\$2,452,809	1	1	
2		4100 West	Improved	Interior/Exterior						\$18,586,850	\$2,788,028	\$4,895,160	1	1	
TOTALS					432,202			432,202	2				2	2	
								Total Coverage Percent:	100.0%						
												Percent of buildings exceeding 15 percent code deficiency threshold:	100.0%		
												Percent of buildings determined substandard:	100.0%		

M:\19Proj\190729\300 Design\Reports\Final Report\190729 4100 East and West Redevelopment TIF Summary Sheet.xlsx]Property Info

APPENDIX B

Building Code, Condition Deficiency and Context Analysis Reports

4100 East and West TIF Analysis

Building Code, Condition Deficiency and Context Analysis Report

Parcel No. & Building Name: Parcel A 4100 East
Address: 4100 Lexington Ave N, Shoreview, MN 55126
Parcel ID: 263023220009
Inspection Date(s) & Time(s): September 25, 2019 2:30 PM
Inspection Type: Interior and Exterior
Summary of Deficiencies: It is our professional opinion that this building is Substandard because:
- Substantial renovation is required to correct Conditions found.
- Building Code deficiencies total more than 15% of replacement cost, NOT including energy code deficiencies.

Estimated Replacement Cost: \$9,859,672
Estimated Cost to Correct Building Code Deficiencies: \$2,452,809
Percentage of Replacement Cost for Building Code Deficiencies: 24.88%

Defects in Structural Elements

1. Interior walls are showing signs of efflorescence.

Combination of Deficiencies

1. Essential Utilities and Facilities
 - a. None observed.
2. Light and Ventilation
 - a. Lighting does not comply with code.
 - b. The HVAC system does not comply with code.
3. Fire Protection/Adequate Egress
 - a. Thresholds do not comply with code for maximum height.
 - b. Sidewalks are damaged, creating an impediment for emergency egress, which is contrary to code.
 - c. Carpeting is damaged/wrinkled, creating an impediment to emergency egress, contrary to code.
 - d. Stairways are not code-compliant.
 - e. Glass doors do not have code-required 10-inch kick plates.
 - f. The stairway landing in the boiler room does not comply with code.
 - g. The building does not have code-required smoke detectors.
 - h. The building emergency notification system is not code-compliant.

4. Layout and Condition of Interior Partitions/Materials
 - a. Walls should be patched/repaired and repainted.
 - b. Ceiling tile is water stained from roof leaks and should be replaced.
5. Exterior Construction
 - a. Caulking has failed, allowing for water intrusion, contrary to code.
 - b. Windows have failed, allowing for water intrusion, contrary to code.
 - c. Roofing material has failed, allowing for water intrusion, contrary to code.
 - d. Steel lintels are rusting and should be protected per code.

Description of Code Deficiencies

1. The lighting system does not comply with code.
2. The HVAC system does not comply with code.
3. Thresholds do not comply with code for maximum height.
4. Sidewalks are damaged, creating an impediment for emergency egress, which is contrary to code.
5. Carpeting is damaged/wrinkled, creating an impediment for emergency egress, which is contrary to code.
6. Stairways are not ADA code-compliant.
7. Glass doors do not have code-required 10-inch kick plates.
8. The stairway landing in the boiler room is not code-compliant.
9. Code-required smoke detectors should be installed.
10. A code-compliant emergency notification system should be installed.
11. Caulking should be removed/replaced to prevent water intrusion per code.
12. Failed windows should be replaced to prevent water intrusion per code.
13. Failed roofing material should be replaced to prevent water intrusion per code.
14. Steel lintels should be protected from rusting per code.

Overview of Deficiencies

Damaged sidewalks should be replaced. The lighting and HVAC systems do not comply with code. Roofing and window systems have failed, allowing for water intrusion, contrary to code. Interior walls should be repaired/repainted. Carpeting should be replaced. Stairways should be modified to comply with code. Rusting steel lintels should be protected per code. The stairway landing in the boiler room does not comply with code. Caulking should be replaced to prevent water intrusion per code.

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4100 East and West TIF Analysis

Building Code, Condition Deficiency and Context Analysis Report

Parcel No. & Building Name: Parcel A 4100 West
Address: 4100 Lexington Ave N, Shoreview, MN 55126
Parcel ID: 263023220009
Inspection Date(s) & Time(s): September 25, 2019 2:00 PM
Inspection Type: Interior and Exterior
Summary of Deficiencies: It is our professional opinion that this building is Substandard because:
- Substantial renovation is required to correct Conditions found.
- Building Code deficiencies total more than 15% of replacement cost, NOT including energy code deficiencies.

Estimated Replacement Cost: \$18,586,850
Estimated Cost to Correct Building Code Deficiencies: \$4,895,160
Percentage of Replacement Cost for Building Code Deficiencies: 26.34%

Defects in Structural Elements

1. None observed.

Combination of Deficiencies

1. Essential Utilities and Facilities
 - a. Access to restrooms does not comply with code.
 - b. Drinking fountains do not comply with ADA code.
 - c. The reception desk is not ADA code-compliant.
2. Light and Ventilation
 - a. Lighting does not comply with code.
 - b. The HVAC system does not comply with code.
 - c. Electrical junction boxes are not covered per code.
3. Fire Protection/Adequate Egress
 - a. Glass doors do not have code-required 10-inch kick plates.
 - b. Sidewalks are damaged, creating an impediment for emergency egress, which is contrary to code.
 - c. Thresholds do not comply with code for maximum height.
 - d. Carpeting is torn/wrinkled, creating an impediment for emergency egress, which is contrary to code.
 - e. Stairways do not comply with ADA code.
 - f. There are no code-required smoke detectors present in the building.
 - g. The emergency notification system is not code-compliant.
 - h. The building sprinkler system does not fully comply with code.
 - i. Secondary egress from boiler room does not comply with code.
 - j. Stairs exiting from boiler room do not comply with code for proper rise.

4. Layout and Condition of Interior Partitions/Materials
 - a. Ceiling tile is missing and should be replaced.
 - b. Walls should be patched/repainted/repainted.
 - c. Basement tunnel walls have failed, allowing for water intrusion, contrary to code.

5. Exterior Construction
 - a. Steel lintels should be protected from rusting per code.
 - b. Windows have failed, allowing for water intrusion, contrary to code.
 - c. Roofing material has failed, allowing for water intrusion, contrary to code.
 - d. Exterior door frames are rotting and should be replaced.

Description of Code Deficiencies

1. Access to restrooms should be modified to comply with code.
2. Drinking fountains are not ADA code-compliant.
3. The reception desk should be modified to comply with ADA code.
4. Lighting does not comply with code.
5. The HVAC system does not comply with code.
6. Electrical junction boxes should be protected per code.
7. Code-required 10-inch kick plates should be installed on glass doors.
8. Sidewalks should be repaired to create an unimpeded means for emergency egress per code.
9. Thresholds should be modified to comply with code for maximum height.
10. Damaged/wrinkled carpeting should be replaced to create an unimpeded means for emergency egress per code.
11. Stairways should be modified to comply with code.
12. Code-required smoke detectors should be installed.
13. The emergency notification system is not code-compliant.
14. The building sprinkler system is not code-compliant.
15. The secondary egress from the boiler room is not code-compliant.
16. Stairs leading from the boiler room do not comply with code.
17. Basement tunnel walls are allowing for water intrusion, contrary to code.
18. Steel lintels are rusting and should be protected per code.
19. Replace failed windows to prevent water intrusion per code.
20. Roofing material has failed, allowing for water intrusion, contrary to code.

Overview of Deficiencies

Roofing material and windows have failed, allowing for water intrusion, contrary to code. Steel lintels are rusting and should be protected per code. Sidewalks are damaged and should be repaired/replaced. Ceiling tile is missing and should be replaced. The lighting and HVAC systems do not comply with code. Carpeting is damaged/wrinkled and should be replaced. Walls should be repaired/repainted. Restrooms, drinking fountains and stairways do not comply with ADA code. The secondary egress from boiler room does not comply with code. Electrical junction boxes should be protected per code.

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APPENDIX C

Building Replacement Cost Reports
Code Deficiency Cost Reports
Photographs


4100 East and West TIF Analysis

Replacement Cost Report

RSMeans data
from GORDIAN

Square Foot Cost Estimate Report

Date: 9/26/2019

Estimate Name:	4100 East	
Building Type:	Office, 2-4 Story with E.I.F.S. / Rigid Steel	
Location:	SHOREVIEW, MN	 <p>Costs are derived from a building model with basic components. Scope differences and market conditions can cause costs to vary significantly.</p>
Story Count:	2	
Story Height (L.F.):	17	
Floor Area (S.F.):	66729	
Labor Type:	OPN	
Basement Included:	No	
Data Release:	Year 2019	
Cost Per Square Foot:	\$147.76	
Building Cost:	\$9,859,672.03	

		% of Total	Cost Per S.F.	Cost
A	Substructure	4.01%	\$5.15	\$343,757.35
A1010	Standard Foundations		\$2.40	\$159,945.64
A10101051560	Foundation wall, CIP, 4' wall height, direct chute, .148 CY/LF, 7.2 PLF, 12" thick		\$1.02	\$67,749.84
A10101103100	Strip footing, concrete, reinforced, load 14.8 KLF, soil bearing capacity 6 KSF, 12" deep x 32" wide		\$0.58	\$39,018.79
A10102107700	Spread footings, 3000 PSI concrete, load 200K, soil bearing capacity 6 KSF, 6' - 0" square x 20" deep		\$0.80	\$53,177.01
A1030	Slab on Grade		\$2.61	\$174,488.33
A10301202240	Slab on grade, 4" thick, non industrial, reinforced		\$2.61	\$174,488.33
A2010	Basement Excavation		\$0.14	\$9,323.38
A20101104560	Excavate and fill, 10,000 SF, 4' deep, sand, gravel, or common earth, on site storage		\$0.14	\$9,323.38
B	Shell	36.59%	\$47.01	\$3,136,951.96
B1010	Floor Construction		\$8.69	\$580,023.92
B10102482440	Floor, concrete, slab form, steel joists, joist girder, 1.5" 22 ga metal deck, on columns, 50'x50' bay, 32" deep, 40 PSF superimposed load, 84 PSF total load		\$6.70	\$446,847.41
B10102482450	Floor, concrete, slab form, steel joists, joist girder, 1.5" 22 ga metal deck, on columns, 50'x50" bay, 40 PSF superimposed load, 84 PSF total load. for columns add		\$0.50	\$33,551.34
B10107203700	Fireproofing, gypsum board, fire rated, 2 layer, 1" thick, 14" steel column, 3 hour rating, 22 PLF		\$1.49	\$99,625.17
B1020	Roof Construction		\$5.70	\$380,231.85
B10201245800	Roof, steel joists, joist girder, 1.5" 22 ga metal deck, on columns, 50'x50' bay, 40 PSF superimposed load, 59" deep, 64 PSF total load		\$5.20	\$346,680.51
B10201245850	Roof, steel joists, joist girder, 1.5" 22 ga metal deck, on columns, 50'x50' bay, 40 PSF superimposed load, 59" deep, 64 PSF total load, add for columns		\$0.50	\$33,551.34
B2010	Exterior Walls		\$24.59	\$1,640,866.11
* B20101264350	Brick wall, double, solid, double wythe, 8" thick, 3/4" thick collar joint		\$24.59	\$1,640,866.11
B2020	Exterior Windows		\$2.61	\$174,071.52
B20201066550	Windows, aluminum, awning, insulated glass, 4'-5" x 5'-3"		\$2.61	\$174,071.52

B2030	Exterior Doors		\$1.27	\$85,026.26
B20301106950	Door, aluminum & glass, with transom, narrow stile, double door, hardware, 6'-0" x 10'-0" opening		\$0.67	\$44,413.66
B20301107300	Door, aluminum & glass, with transom, bronze finish, hardware, 3'-0" x 10'-0" opening		\$0.34	\$22,968.12
B20302203450	Door, steel 18 gauge, hollow metal, 1 door with frame, no label, 3'-0" x 7'-0" opening		\$0.26	\$17,644.48
B3010	Roof Coverings		\$3.62	\$241,679.29
B30101203400	Roofing, single ply membrane, EPDM, 60 mils, loosely laid, stone ballast		\$0.87	\$58,141.65
B30103202700	Insulation, rigid, roof deck, extruded polystyrene, 40 PSI compressive strength, 4" thick, R20		\$2.15	\$143,720.92
B30104201400	Roof edges, aluminum, duranodic, .050" thick, 6" face		\$0.36	\$24,055.31
B30104300040	Flashing, aluminum, no backing sides, .019"		\$0.07	\$4,450.29
B30106305200	Gravel stop, aluminum, extruded, 4", duranodic, .050" thick		\$0.17	\$11,311.12
B3020	Roof Openings		\$0.53	\$35,050.00
B30202100300	Roof hatch, with curb, 1" fiberglass insulation, 2'-6" x 3'-0", galvanized steel, 165 lbs		\$0.24	\$15,938.49
B30202102100	Smoke hatch, unlabeled, galvanized, 2'-6" x 3', not incl hand winch operator		\$0.29	\$19,111.51
C	Interiors	17.62%	\$22.64	\$1,510,434.55
C1010	Partitions		\$2.28	\$151,811.02
C10101265400	Metal partition, 5/8" fire rated gypsum board face, no base, 3'-5/8" @ 24" OC framing, same opposite face, no insulation		\$1.12	\$74,428.57
C10101265425	Metal partition, 5/8" fire rated gypsum board face, no base, 3'-5/8" @ 24" OC framing, same opposite face, sound attenuation insulation		\$0.63	\$41,880.40
C10101280700	Gypsum board, 1 face only, exterior sheathing, fire resistant, 5/8"		\$0.33	\$21,879.09
C10101280960	Add for the following: taping and finishing		\$0.20	\$13,622.96
C1020	Interior Doors		\$3.83	\$255,756.86
C10201022600	Door, single leaf, kd steel frame, hollow metal, commercial quality, flush, 3'-0" x 7'-0" x 1-3/8"		\$3.83	\$255,756.86
C1030	Fittings		\$0.22	\$14,447.56
C10301100420	Toilet partitions, cubicles, ceiling hung, plastic laminate		\$0.22	\$14,447.56
C2010	Stair Construction		\$4.31	\$287,301.04
C20101100720	Stairs, steel, pan tread for conc in-fill, picket rail, 12 risers w/ landing		\$4.31	\$287,301.04
C3010	Wall Finishes		\$0.93	\$61,882.59
C30102300140	Painting, interior on plaster and drywall, walls & ceilings, roller work, primer & 2 coats		\$0.29	\$19,097.02
C30102300140	Painting, interior on plaster and drywall, walls & ceilings, roller work, primer & 2 coats		\$0.64	\$42,785.57
C3020	Floor Finishes		\$4.99	\$332,697.05
C30204100080	Carpet tile, nylon, fusion bonded, 18" x 18" or 24" x 24", 35 oz		\$3.03	\$202,227.31
C30204101600	Vinyl, composition tile, maximum		\$0.85	\$56,917.57
C30204101720	Tile, ceramic natural clay		\$1.10	\$73,552.17
C3030	Ceiling Finishes		\$6.09	\$406,538.43
C30302106000	Acoustic ceilings, 3/4" fiberglass board, 24" x 48" tile, tee grid, suspended support		\$6.09	\$406,538.43
D	Services	41.78%	\$53.69	\$3,582,483.99
D1010	Elevators and Lifts		\$11.64	\$776,901.73
D10101108900	Hydraulic passenger elevator, 3000 lb, 3 floors, 12' story height, 2 car group, 125 FPM		\$11.64	\$776,901.73

D2010	Plumbing Fixtures	\$2.02	\$134,820.70
D20101102080	Water closet, vitreous china, bowl only with flush valve, wall hung	\$0.83	\$55,549.39
D20102102000	Urinal, vitreous china, wall hung	\$0.13	\$8,503.28
D20103101560	Lavatory w/trim, vanity top, PE on CI, 20" x 18"	\$0.24	\$16,040.65
D20104404340	Service sink w/trim, PE on CI, wall hung w/rim guard, 24" x 20"	\$0.55	\$36,372.23
D20108201920	Water cooler, electric, wall hung, wheelchair type, 7.5 GPH	\$0.28	\$18,355.15
D2020	Domestic Water Distribution	\$0.58	\$38,943.21
D20202501860	Gas fired water heater, commercial, 100< F rise, 100 MBH input, 91 GPH	\$0.58	\$38,943.21
D2040	Rain Water Drainage	\$0.66	\$43,882.04
D20402104200	Roof drain, CI, soil, single hub, 4" diam, 10' high	\$0.44	\$29,164.91
D20402104240	Roof drain, CI, soil, single hub, 4" diam, for each additional foot add	\$0.22	\$14,717.13
D3050	Terminal & Package Units	\$16.38	\$1,092,960.96
D30501553960	Rooftop, multizone, air conditioner, offices, 25,000 SF, 79.16 ton	\$16.38	\$1,092,960.96
D4010	Sprinklers	\$3.49	\$232,730.84
D40104100600	Wet pipe sprinkler systems, steel, light hazard, 1 floor, 5000 SF	\$1.56	\$104,054.01
D40104100720	Wet pipe sprinkler systems, steel, light hazard, each additional floor, 5000 SF	\$1.67	\$111,454.91
D40104108930	Standard High Rise Accessory Package 3 story	\$0.26	\$17,221.92
D4020	Standpipes	\$0.98	\$65,116.63
D40203101540	Wet standpipe risers, class III, steel, black, sch 40, 4" diam pipe, 1 floor	\$0.53	\$35,375.35
D40203101560	Wet standpipe risers, class III, steel, black, sch 40, 4" diam pipe, additional floors	\$0.45	\$29,741.28
D5010	Electrical Service/Distribution	\$1.01	\$67,617.11
D50101200440	Overhead service installation, includes breakers, metering, 20' conduit & wire, 3 phase, 4 wire, 120/208 V, 1000 A	\$0.26	\$17,589.25
D50102300440	Feeder installation 600 V, including RGS conduit and XHHW wire, 1000 A	\$0.34	\$22,492.00
D50102400320	Switchgear installation, incl switchboard, panels & circuit breaker, 120/208 V, 3 phase, 1200 A	\$0.41	\$27,535.86
D5020	Lighting and Branch Wiring	\$11.22	\$748,803.21
D50201100640	Receptacles incl plate, box, conduit, wire, 16.5 per 1000 SF, 2.0 W per SF, with transformer	\$4.52	\$301,839.29
D50201350320	Miscellaneous power, 1.2 watts	\$0.31	\$20,852.81
D50201400280	Central air conditioning power, 4 watts	\$0.56	\$37,571.10
D50201452080	Motor installation, three phase, 460 V, 15 HP motor size	\$0.07	\$4,737.76
D50202100520	Fluorescent fixtures recess mounted in ceiling, 1.6 watt per SF, 40 FC, 10 fixtures @32watt per 1000 SF	\$5.75	\$383,802.25
D5030	Communications and Security	\$5.71	\$380,699.46
D50303101020	Telephone wiring for offices & laboratories, 8 jacks/MSF	\$1.53	\$102,055.33
D50309100454	Communication and alarm systems, fire detection, addressable, 50 detectors, includes outlets, boxes, conduit and wire	\$1.92	\$127,856.77
D50309100462	Fire alarm command center, addressable with voice, excl. wire & conduit	\$0.60	\$40,291.14
D50309200110	Internet wiring, 8 data/voice outlets per 1000 S.F.	\$1.66	\$110,496.22
D5090	Other Electrical Systems	\$0.00	\$8.10
D50902200300	Uninterruptible power supply with standard battery pack, 15 kVA/12.75 kW	\$0.00	\$8.10

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E	Equipment & Furnishings	0.00%	\$0.00	\$0.00
E1090	Other Equipment		\$0.00	\$0.00
F	Special Construction	0.00%	\$0.00	\$0.00
G	Building Sitework	0.00%	\$0.00	\$0.00

SubTotal		100%	\$128.48	\$8,573,627.85
Contractor Fees (General Conditions,Overhead,Profit)		15.0 %	\$19.27	\$1,286,044.18
Architectural Fees		0.0 %	\$0.00	\$0.00
User Fees		0.0 %	\$0.00	\$0.00
Total Building Cost			\$147.76	\$9,859,672.03

4100 East and West TIF Analysis

Code Deficiency Cost Report

Parcel A - 4100 Lexington Ave N, Shoreview, MN 55126 - PID 263023220009

4100 East Building

Code	Related Cost Items	Unit Cost	Units	Unit Quantity	Total
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Accessibility Items

\$ -

Structural Elements

Steel Lintels

Protect steel lintels from rusting per code \$ 3,500.00 Lump 1 \$ 3,500.00

Exiting

Thresholds

Modify thresholds to comply with code for maximum height \$ 100.00 EA 6 \$ 600.00

Sidewalks

Repair/replace damaged sidewalks to comply with code for unimpeded means for emergency egress \$ 5.00 SF 1,000 \$ 5,000.00

Carpeting

Replace damaged carpeting to comply with code for unimpeded means for emergency egress \$ 3.03 SF 66,729 \$ 202,188.87

Stairways

Modify stairways to comply with code \$ 1.31 SF 66,729 \$ 87,414.99

Glass Doors

Install code required 10-inch kick plates on glass doors \$ 100.00 EA 6 \$ 600.00

Boiler Room Stairway Landing

Modify boiler room stairway landing to comply with code \$ 5,000.00 Lump 1 \$ 5,000.00

Fire Protection

Smoke Detectors

Install code required smoke detectors \$ 1.92 SF 66,729 \$ 128,119.68

Building Emergency Notification System

Install code compliant building emergency notification system \$ 0.60 SF 66,729 \$ 40,037.40

Exterior Construction

Caulking

Remove/replace failed caulking to prevent water intrusion per code \$ 2,500.00 Lump 1 \$ 2,500.00

Windows

Replace failed windows to prevent water intrusion per code \$ 2.61 SF 66,729 \$ 174,162.69

Roof Construction

Roofing Material

205

Code	Related Cost Items	Unit Cost	Units	Unit Quantity	Total
	Remove failed roofing material	\$ 0.75	SF	66,729	\$ 50,046.75
	Install roofing material to prevent water intrusion per code	\$ 4.15	SF	66,729	\$ 276,925.35
Mechanical- Electrical					
	Mechanical				
	Install code compliant HVAC system	\$ 16.38	SF	66,729	\$ 1,093,021.02
	Electrical				
	Install code compliant lighting system	\$ 5.75	SF	66,729	\$ 383,691.75
Total Code Improvements					\$ 2,452,809

4100 East and West TIF Analysis

Photos: Parcel A - 4100 East Building



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4100 East and West TIF Analysis

Photos: Parcel A - 4100 East Building



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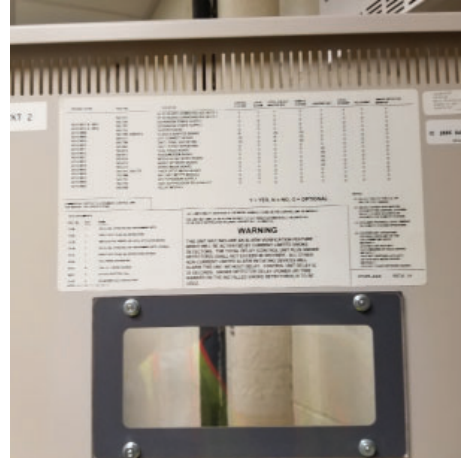
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4100 East and West TIF Analysis

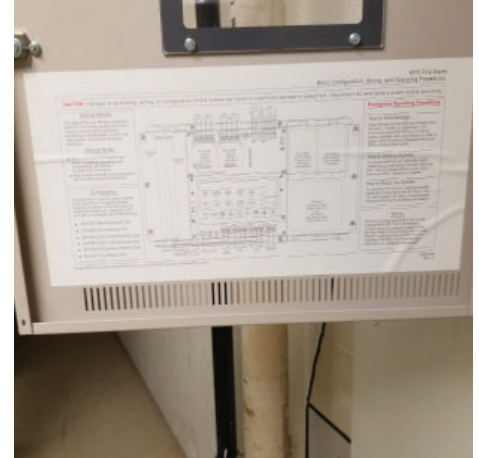
Photos: Parcel A - 4100 East Building



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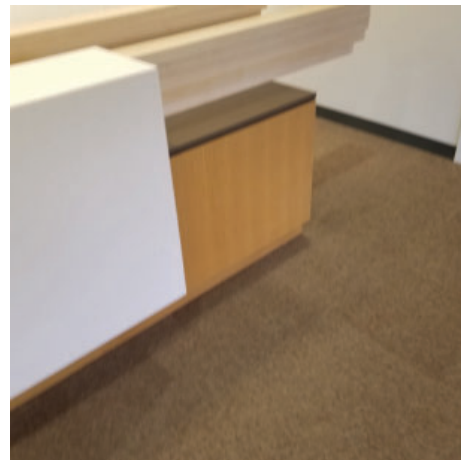
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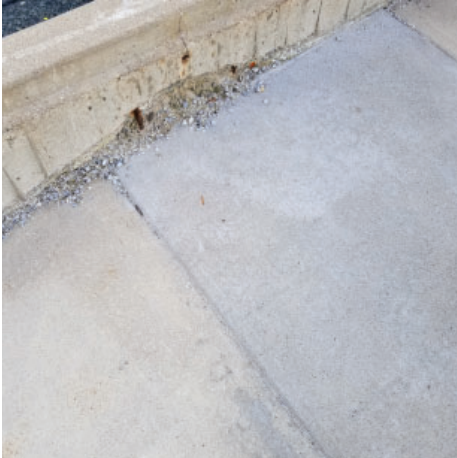


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4100 East and West TIF Analysis

Photos: Parcel A - 4100 East Building



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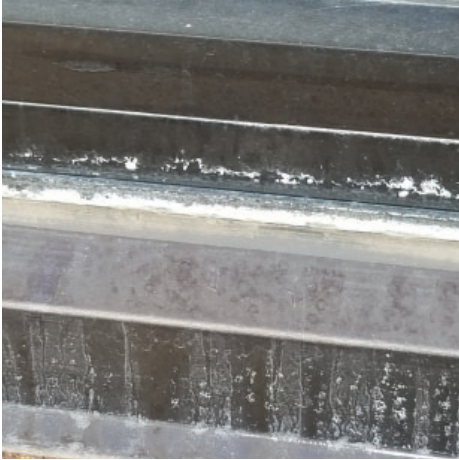


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4100 East and West TIF Analysis

Photos: Parcel A - 4100 East Building



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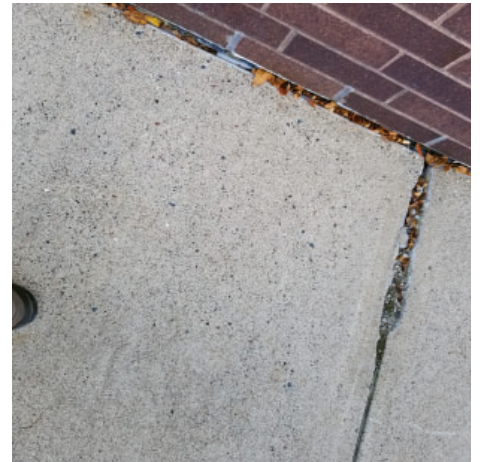
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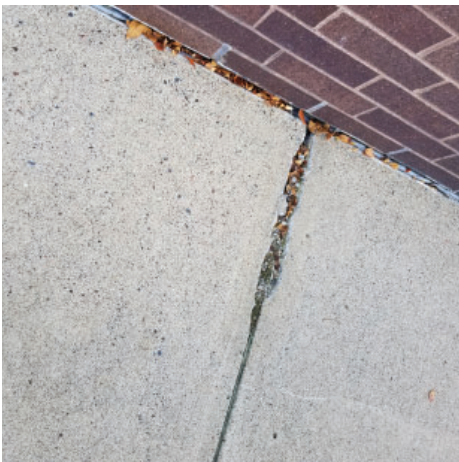
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4100 East and West TIF Analysis

Replacement Cost Report

RSMeans data
from GORDIAN

Square Foot Cost Estimate Report

Date: 9/26/2019

Estimate Name:	4100 West	
Building Type:	Office, 2-4 Story with E.I.F.S. / Rigid Steel	
Location:	SHOREVIEW, MN	 <p>Costs are derived from a building model with basic components. Scope differences and market conditions can cause costs to vary significantly.</p>
Story Count:	4	
Story Height (L.F.):	17	
Floor Area (S.F.):	122609	
Labor Type:	OPN	
Basement Included:	No	
Data Release:	Year 2019	
Cost Per Square Foot:	\$151.59	
Building Cost:	\$18,586,850.47	

		% of Total	Cost Per S.F.	Cost
A	Substructure	2.53%	\$3.34	\$409,092.01
A1010	Standard Foundations		\$1.85	\$227,094.89
A10101051560	Foundation wall, CIP, 4' wall height, direct chute, .148 CY/LF, 7.2 PLF, 12" thick		\$0.64	\$78,051.74
A10101103100	Strip footing, concrete, reinforced, load 14.8 KLF, soil bearing capacity 6 KSF, 12" deep x 32" wide		\$0.36	\$44,413.53
A10102107700	Spread footings, 3000 PSI concrete, load 200K, soil bearing capacity 6 KSF, 6' - 0" square x 20" deep		\$0.85	\$104,629.62
A1030	Slab on Grade		\$1.41	\$172,307.33
A10301202240	Slab on grade, 4" thick, non industrial, reinforced		\$1.41	\$172,307.33
A2010	Basement Excavation		\$0.08	\$9,689.79
A20101104560	Excavate and fill, 10,000 SF, 4' deep, sand, gravel, or common earth, on site storage		\$0.08	\$9,689.79
B	Shell	36.85%	\$48.57	\$5,955,368.35
B1010	Floor Construction		\$12.08	\$1,481,328.24
B10102482440	Floor, concrete, slab form, steel joists, joist girder, 1.5" 22 ga metal deck, on columns, 50'x50' bay, 32" deep, 40 PSF superimposed load, 84 PSF total load		\$10.38	\$1,272,511.30
B10102482450	Floor, concrete, slab form, steel joists, joist girder, 1.5" 22 ga metal deck, on columns, 50'x50" bay, 40 PSF superimposed load, 84 PSF total load. for columns add		\$0.77	\$94,194.06
B10107203700	Fireproofing, gypsum board, fire rated, 2 layer, 1" thick, 14" steel column, 3 hour rating, 22 PLF		\$0.93	\$114,622.88
B1020	Roof Construction		\$2.92	\$358,512.70
B10201245800	Roof, steel joists, joist girder, 1.5" 22 ga metal deck, on columns, 50'x50' bay, 40 PSF superimposed load, 59" deep, 64 PSF total load		\$2.67	\$327,114.68
B10201245850	Roof, steel joists, joist girder, 1.5" 22 ga metal deck, on columns, 50'x50' bay, 40 PSF superimposed load, 59" deep, 64 PSF total load, add for columns		\$0.26	\$31,398.02
B2010	Exterior Walls		\$26.61	\$3,262,625.49
* B20101264350	Brick wall, double, solid, double wythe, 8" thick, 3/4" thick collar joint		\$26.61	\$3,262,625.49
B2020	Exterior Windows		\$3.19	\$390,571.96
B20201066550	Windows, aluminum, awning, insulated glass, 4'-5" x 5'-3"		\$3.19	\$390,572.12

B2030	Exterior Doors		\$1.34	\$164,392.62
B20301106950	Door, aluminum & glass, with transom, narrow stile, double door, hardware, 6'-0" x 10'-0" opening		\$0.70	\$86,132.52
B20301107300	Door, aluminum & glass, with transom, bronze finish, hardware, 3'-0" x 10'-0" opening		\$0.36	\$44,572.30
B20302203450	Door, steel 18 gauge, hollow metal, 1 door with frame, no label, 3'-0" x 7'-0" opening		\$0.27	\$33,687.80
B3010	Roof Coverings		\$1.90	\$232,621.14
B30101203400	Roofing, single ply membrane, EPDM, 60 mils, loosely laid, stone ballast		\$0.45	\$55,215.43
B30103202700	Insulation, rigid, roof deck, extruded polystyrene, 40 PSI compressive strength, 4" thick, R20		\$1.08	\$132,855.13
B30104201400	Roof edges, aluminum, duranodic, .050" thick, 6" face		\$0.22	\$26,798.73
B30104300040	Flashing, aluminum, no backing sides, .019"		\$0.04	\$5,229.90
B30106305200	Gravel stop, aluminum, extruded, 4", duranodic, .050" thick		\$0.10	\$12,521.95
B3020	Roof Openings		\$0.53	\$65,316.20
B30202100300	Roof hatch, with curb, 1" fiberglass insulation, 2'-6" x 3'-0", galvanized steel, 165 lbs		\$0.24	\$29,697.13
B30202102100	Smoke hatch, unlabeled, galvanized, 2'-6" x 3', not incl hand winch operator		\$0.29	\$35,619.07
C	Interiors	17.65%	\$23.26	\$2,852,463.92
C1010	Partitions		\$2.61	\$319,965.28
C10101265400	Metal partition, 5/8" fire rated gypsum board face, no base, 3 -5/8" @ 24" OC framing, same opposite face, no insulation		\$1.24	\$151,715.84
C10101265425	Metal partition, 5/8" fire rated gypsum board face, no base, 3 -5/8" @ 24" OC framing, same opposite face, sound attenuation insulation		\$0.69	\$84,454.70
C10101280700	Gypsum board, 1 face only, exterior sheathing, fire resistant, 5/8"		\$0.41	\$50,370.74
C10101280960	Add for the following: taping and finishing		\$0.27	\$33,424.00
C1020	Interior Doors		\$3.83	\$470,000.77
C10201022600	Door, single leaf, kd steel frame, hollow metal, commercial quality, flush, 3'-0" x 7'-0" x 1-3/8"		\$3.83	\$470,000.77
C1030	Fittings		\$0.22	\$27,264.99
C10301100420	Toilet partitions, cubicles, ceiling hung, plastic laminate		\$0.22	\$27,264.99
C2010	Stair Construction		\$4.26	\$522,597.41
C20101100720	Stairs, steel, pan tread for conc in-fill, picket rail, 12 risers w/ landing		\$4.26	\$522,597.41
C3010	Wall Finishes		\$1.08	\$132,946.55
C30102300140	Painting, interior on plaster and drywall, walls & ceilings, roller work, primer & 2 coats		\$0.37	\$45,302.69
C30102300140	Painting, interior on plaster and drywall, walls & ceilings, roller work, primer & 2 coats		\$0.71	\$87,643.86
C3020	Floor Finishes		\$5.04	\$618,461.13
C30204100080	Carpet tile, nylon, fusion bonded, 18" x 18" or 24" x 24", 35 oz		\$3.00	\$368,383.15
C30204101600	Vinyl, composition tile, maximum		\$0.88	\$108,108.77
C30204101720	Tile, ceramic natural clay		\$1.16	\$141,969.21
C3030	Ceiling Finishes		\$6.21	\$761,227.79
C30302106000	Acoustic ceilings, 3/4" fiberglass board, 24" x 48" tile, tee grid, suspended support		\$6.21	\$761,227.79
D	Services	42.97%	\$56.65	\$6,945,554.39
D1010	Elevators and Lifts		\$11.94	\$1,464,265.34
D10101108900	Hydraulic passenger elevator, 3000 lb, 3 floors, 12' story height, 2 car group, 125 FPM		\$11.94	\$1,464,265.34

D2010	Plumbing Fixtures		\$2.12	\$259,930.05
D20101102080	Water closet, vitreous china, bowl only with flush valve, wall hung		\$0.86	\$105,674.25
D20102102000	Urinal, vitreous china, wall hung		\$0.14	\$17,021.81
D20103101560	Lavatory w/trim, vanity top, PE on CI, 20" x 18"		\$0.26	\$31,970.91
D20104404340	Service sink w/trim, PE on CI, wall hung w/rim guard, 24" x 20"		\$0.57	\$69,933.57
D20108201920	Water cooler, electric, wall hung, wheelchair type, 7.5 GPH		\$0.29	\$35,329.51
D2020	Domestic Water Distribution		\$0.60	\$73,255.51
D20202501860	Gas fired water heater, commercial, 100< F rise, 100 MBH input, 91 GPH		\$0.60	\$73,255.51
D2040	Rain Water Drainage		\$0.60	\$73,203.02
D20402104200	Roof drain, CI, soil, single hub, 4" diam, 10' high		\$0.46	\$56,662.65
D20402104240	Roof drain, CI, soil, single hub, 4" diam, for each additional foot add		\$0.13	\$16,540.37
D3050	Terminal & Package Units		\$17.55	\$2,152,394.87
D30501553960	Rooftop, multizone, air conditioner, offices, 25,000 SF, 79.16 ton		\$17.55	\$2,152,394.87
D4010	Sprinklers		\$3.79	\$464,092.99
D40104100600	Wet pipe sprinkler systems, steel, light hazard, 1 floor, 5000 SF		\$1.67	\$204,472.53
D40104100720	Wet pipe sprinkler systems, steel, light hazard, each additional floor, 5000 SF		\$1.85	\$226,365.37
D40104108930	Standard High Rise Accessory Package 3 story		\$0.27	\$33,255.09
D4020	Standpipes		\$1.03	\$126,607.62
D40203101540	Wet standpipe risers, class III, steel, black, sch 40, 4" diam pipe, 1 floor		\$0.56	\$68,529.48
D40203101560	Wet standpipe risers, class III, steel, black, sch 40, 4" diam pipe, additional floors		\$0.47	\$58,078.14
D5010	Electrical Service/Distribution		\$0.59	\$72,389.54
D50101200440	Overhead service installation, includes breakers, metering, 20' conduit & wire, 3 phase, 4 wire, 120/208 V, 1000 A		\$0.15	\$18,954.78
D50102300440	Feeder installation 600 V, including RGS conduit and XHHW wire, 1000 A		\$0.20	\$24,262.70
D50102400320	Switchgear installation, incl switchboard, panels & circuit breaker, 120/208 V, 3 phase, 1200 A		\$0.24	\$29,172.06
D5020	Lighting and Branch Wiring		\$12.22	\$1,498,205.18
D50201100640	Receptacles incl plate, box, conduit, wire, 16.5 per 1000 SF, 2.0 W per SF, with transformer		\$4.94	\$605,959.43
D50201350320	Miscellaneous power, 1.2 watts		\$0.34	\$42,014.43
D50201400280	Central air conditioning power, 4 watts		\$0.62	\$75,448.67
D50201452080	Motor installation, three phase, 460 V, 15 HP motor size		\$0.04	\$5,139.29
D50202100520	Fluorescent fixtures recess mounted in ceiling, 1.6 watt per SF, 40 FC, 10 fixtures @32watt per 1000 SF		\$6.28	\$769,643.36
D5030	Communications and Security		\$6.21	\$761,194.38
D50303101020	Telephone wiring for offices & laboratories, 8 jacks/MSF		\$1.68	\$205,991.40
D50309100454	Communication and alarm systems, fire detection, addressable, 50 detectors, includes outlets, boxes, conduit and wire		\$2.07	\$254,318.65
D50309100462	Fire alarm command center, addressable with voice, excl. wire & conduit		\$0.64	\$78,230.37
D50309200110	Internet wiring, 8 data/voice outlets per 1000 S.F.		\$1.82	\$222,653.96
E	Equipment & Furnishings	0.00%	\$0.00	\$0.00
E1090	Other Equipment		\$0.00	\$0.00
F	Special Construction	0.00%	\$0.00	\$214

G	Building Sitework	0.00%	\$0.00	\$0.00
SubTotal		100%	\$131.82	\$16,162,478.67
Contractor Fees (General Conditions,Overhead,Profit)		15.0 %	\$19.77	\$2,424,371.80
Architectural Fees		0.0 %	\$0.00	\$0.00
User Fees		0.0 %	\$0.00	\$0.00
Total Building Cost			\$151.59	\$18,586,850.47

4100 East and West TIF Analysis

Code Deficiency Cost Report

Parcel A - 4100 Lexington Ave N, Shoreview, MN 55126 - PID 263023220009

4100 West Building

Code	Related Cost Items	Unit Cost	Units	Unit Quantity	Total
Accessibility Items					
	Restrooms				
	Modify access to restrooms to comply with code	\$ 5,000.00	Lump	1	\$ 5,000.00
	Drinking Fountains				
	Modify drinking fountains to comply with code for accessibility	\$ 0.29	SF	122,609	\$ 35,556.61
	Reception Desk				
	Modify reception desk to comply with code	\$ 500.00	Lump	1	\$ 500.00
Structural Elements					
	Basement Tunnel Walls				
	Protect basement tunnel walls from water intrusion per code	\$ 3.50	SF	1,000	\$ 3,500.00
	Steel Lintels				
	Protect steel lintels from rusting per code	\$ 5,000.00	Lump	1	\$ 5,000.00
Exiting					
	Glass Doors				
	Install code required 10-inch kick plates on glass doors	\$ 100.00	EA	12	\$ 1,200.00
	Sidewalks				
	Repair/replace damaged sidewalks to provide for code required unimpeded means for emergency egress	\$ 10.00	SF	1,000	\$ 10,000.00
	Thresholds				
	Modify thresholds to comply with code for maximum height	\$ 1,000.00	Lump	1	\$ 1,000.00
	Carpeting				
	Replace damaged/wrinkled carpeting to provide for code required unimpeded means for emergency egress	\$ 3.00	SF	122,609	\$ 367,827.00
	Stairways				
	Modify stairways to comply with code	\$ 1.00	SF	122,609	\$ 122,609.00
	Boiler Stairs				
	Modify boiler room stairway to comply with code	\$ 5,000.00	Lump	1	\$ 5,000.00
	Boiler Room Secondary Egress				
	Modify boiler room secondary egress to comply with code	\$ 3.00	Lump	5,000	\$ 15,000.00
Fire Protection					
	Smoke Detectors				
	Install code required smoke detectors	\$ 2.07	SF	122,609	\$ 253,800.63
	Emergency Notification System				
	Install code compliant emergency notification system	\$ 0.64	SF	122,609	\$ 78,469.76
	Building Sprinkler System				
	Install code compliant building sprinkler system	\$ 2.59	SF	122,609	\$ 317,557.216

Code	Related Cost Items	Unit Cost	Units	Unit Quantity	Total
Exterior Construction					
	Windows				
	Replace failed windows to prevent water intrusion per code	\$ 3.19	SF	122,609	\$ 391,122.71
Roof Construction					
	Roofing Material				
	Remove failed roofing material	\$ 0.50	SF	122,609	\$ 61,304.50
	Install new roofing material to prevent water intrusion per code	\$ 2.43	SF	122,609	\$ 297,939.87
Mechanical- Electrical					
	Mechanical				
	Install code compliant HVAC system	\$ 17.55	SF	122,609	\$ 2,151,787.95
	Electrical				
	Install code compliant lighting system	\$ 6.28	SF	122,609	\$ 769,984.52
	Junction Boxes				
	Protect electrical junction boxes per code	\$ 1,000.00	Lump	1	\$ 1,000.00
Total Code Improvements \$					4,895,160

4100 East and West TIF Analysis

Photos: Parcel A - 4100 West Building



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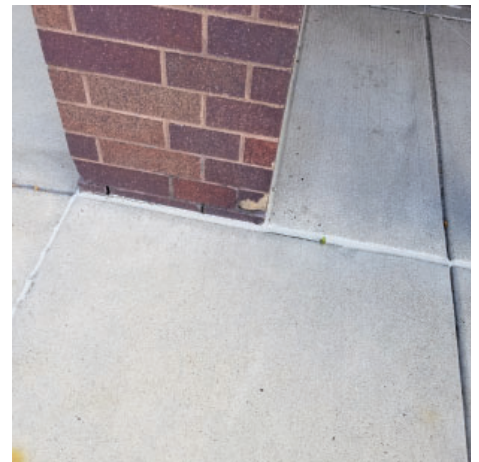
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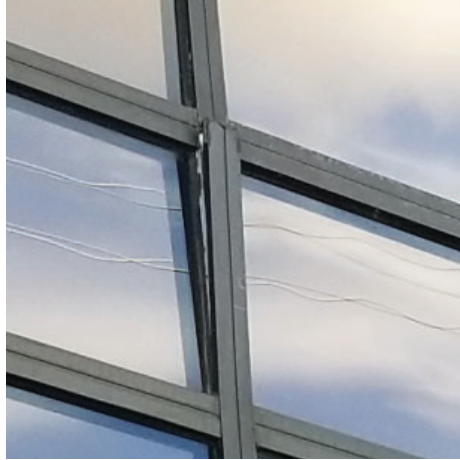
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4100 East and West TIF Analysis

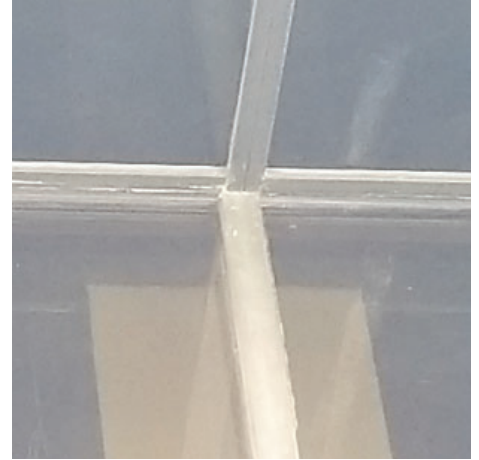
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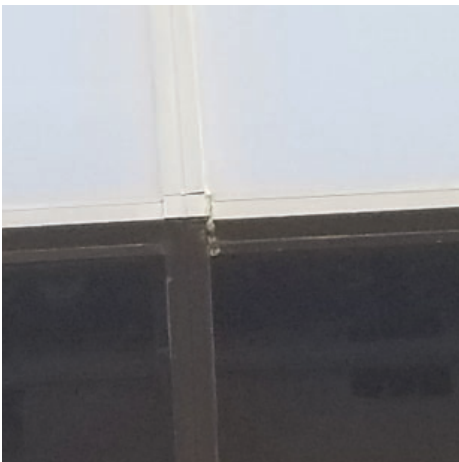
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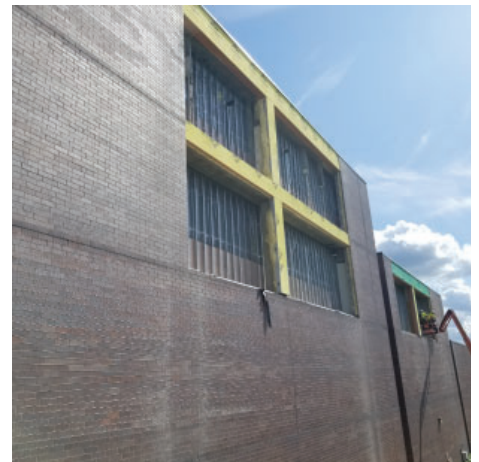
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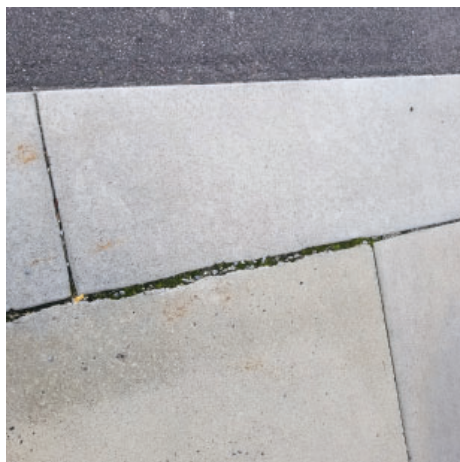
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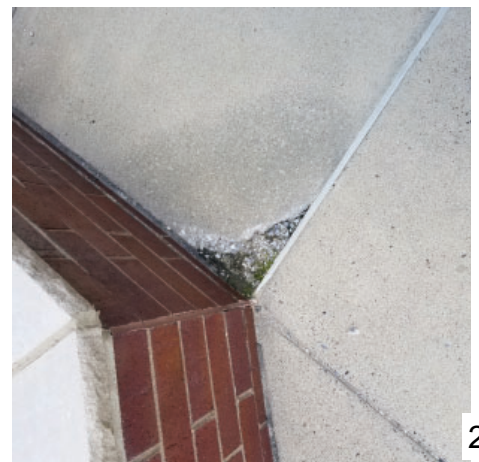
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4100 East and West TIF Analysis

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4100 East and West TIF Analysis

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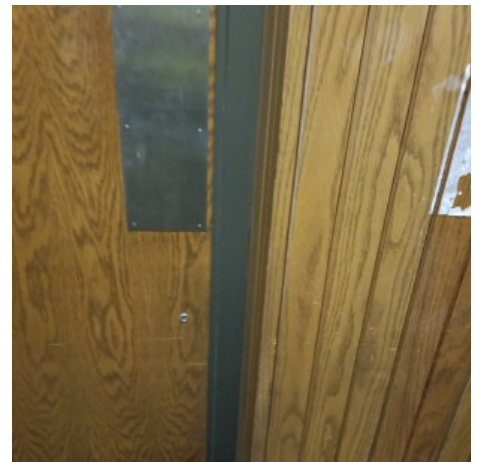
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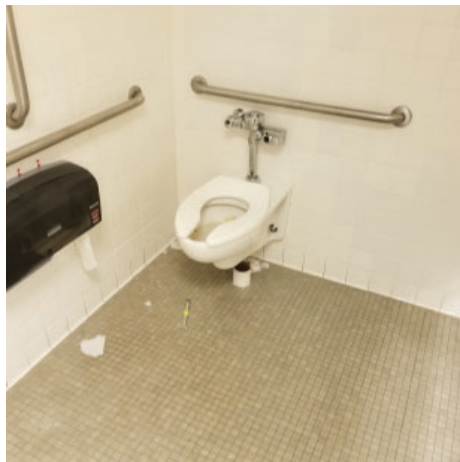
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4100 East and West TIF Analysis

Photos: Parcel A - 4100 West Building



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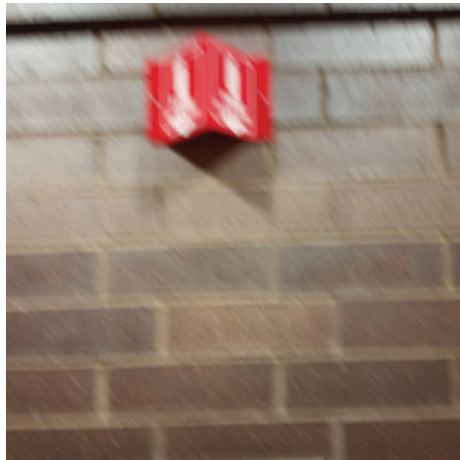
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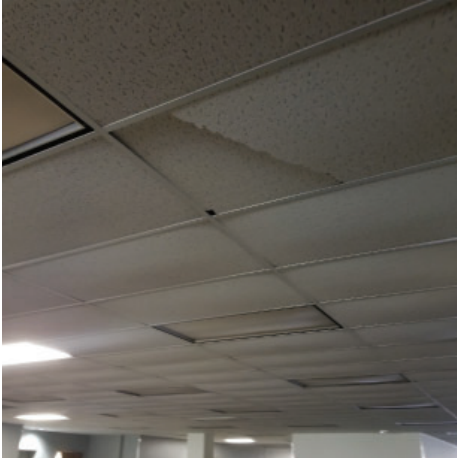
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4100 East and West TIF Analysis

Photos: Parcel A - 4100 West Building



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4100 East and West TIF Analysis

Photos: Parcel A - 4100 West Building



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4100 East and West TIF Analysis

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4100 East and West TIF Analysis

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4100 East and West TIF Analysis

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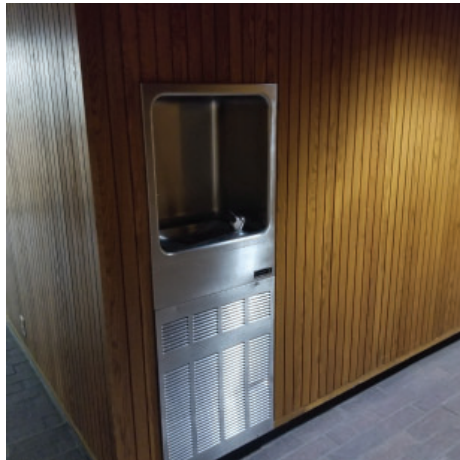
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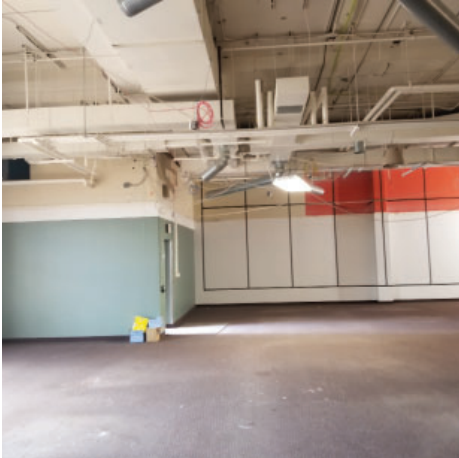
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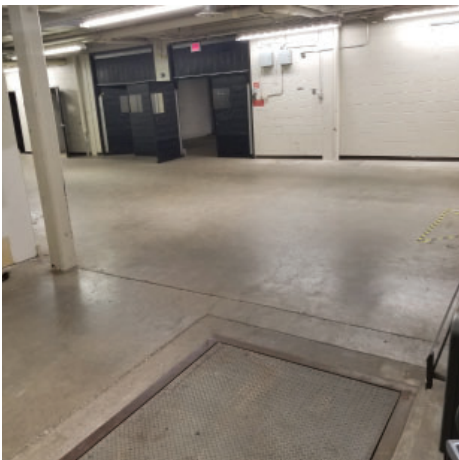
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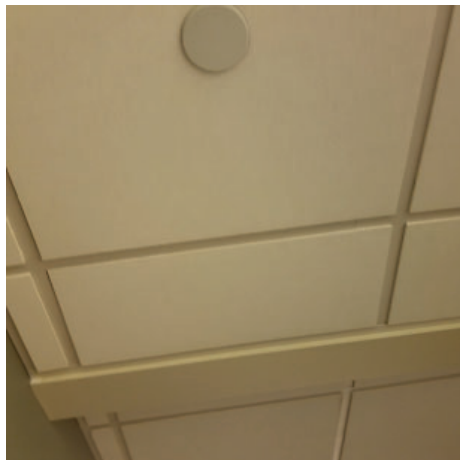
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4100 East and West TIF Analysis

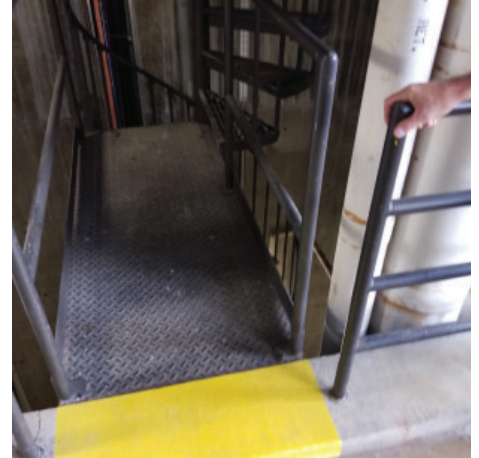
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DEVELOPMENT AGREEMENT
BY AND BETWEEN

CITY OF SHOREVIEW, MINNESOTA
AND
SHOREVIEW RIDGE LLC

This document drafted by:

BRIGGS AND MORGAN (MLI)
Professional Association
2200 IDS Center
80 South 8th Street
Minneapolis, MN 55402

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DEVELOPMENT AGREEMENT

THIS AGREEMENT, made as of the ____ day of _____, 2019, by and between the City of Shoreview, Minnesota (the "City"), a municipal corporation existing under the laws of the State of Minnesota and Shoreview Ridge LLC, a Delaware limited liability company (the "Developer").

WITNESSETH:

WHEREAS, pursuant to Minnesota Statutes, Section 469.124 to 469.133, the City has heretofore established Municipal Development District No. 2 (the "Development District") and has adopted a development program therefor (the "Development Program"); and

WHEREAS, pursuant to the provisions of Minnesota Statutes, Section 469.174 through 469.1794, as amended (hereinafter, the "Tax Increment Act"), the City has heretofore established, within the Development District, Tax Increment Financing District No. 13 (the "Tax Increment District") and has adopted a tax increment financing plan therefor (the "Tax Increment Plan") which provides for the use of tax increment financing in connection with certain development within the Development District; and

WHEREAS, in order to achieve the objectives of the Development Program and particularly to make the land in the Development District available for development by private enterprise in conformance with the Development Program, the City has determined to assist the Developer with the financing of certain costs of a Project (as hereinafter defined) to be constructed within the Tax Increment District as more particularly set forth in this Agreement; and

WHEREAS, the City believes that the redevelopment and construction of the Project, and fulfillment of this Agreement are vital and are in the best interests of the City, the health, safety, morals and welfare of residents of the City, and in accordance with the public purpose and provisions of the applicable state and local laws and requirements under which the Project has been undertaken and is being assisted; and

WHEREAS, the requirements of the Business Subsidy Law, Minnesota Statutes, Section 116J.993 through 116J.995, apply to this Agreement; and

WHEREAS, the City has adopted criteria for awarding business subsidies that comply with the Business Subsidy Law, after a public hearing for which notice was published; and

WHEREAS, the Council has approved this Agreement as a subsidy agreement under the Business Subsidy Law;

NOW, THEREFORE, in consideration of the premises and the mutual obligations of the parties hereto, each of them does hereby covenant and agree with the other as follows:

ARTICLE I

DEFINITIONS

Section 1.1. Definitions. All capitalized terms used and not otherwise defined herein shall have the following meanings unless a different meaning clearly appears from the context:

Agreement means this Agreement, as the same may be from time to time modified, amended or supplemented;

Assessment Agreement means the agreement, in substantially the form of the agreement contained in Exhibit C attached hereto and hereby made a part of this Agreement, among the Developer, the City and the Assessor for the County, entered into pursuant to Article III of this Agreement;

Assessor's Minimum Market Value means the agreed minimum market value of the Development Property and Project and for calculation of real property taxes as determined by the Assessor for the County pursuant to the Assessment Agreement;

Business Day means any day except a Saturday, Sunday or a legal holiday or a day on which banking institutions in the City are authorized by law or executive order to close;

City means the City of Shoreview, Minnesota, its successors and assigns;

County means Ramsey County, Minnesota;

Developer means Shoreview Ridge LLC, a Delaware limited liability company, its successors and assigns;

Development District means the real property included in Municipal Development District No. 2 heretofore established;

Development Program means the Development Program approved in connection with the Development District;

Development Property means the real property described in Exhibit A attached to this Agreement;

Event of Default means any of the events described in Section 4.1 hereof;

Legal and Administrative Expenses means the fees and expenses incurred by the City in connection with the preparation of this Agreement and the issuance of the TIF Note;

Note Payment Date means August 1, 2022, and each February 1 and August 1 of each year thereafter to and including February 1, 2047; provided, that if any such Note Payment Date should not be a Business Day, the Note Payment Date shall be the next succeeding Business Day;

Prime Rate means the rate of interest from time to time publicly announced by U.S. Bank National Association in St. Paul, Minnesota, as its "prime rate" or "reference rate" or any successor rate, which rate shall change as and when that rate or successor rate changes;

Project means the (i) renovation of two former Land O'Lakes buildings on the Development Property located in the City and (ii) correction of the code deficiencies contained in the report of LHB, dated November 5, 2019, incorporated herein by reference;

State means the State of Minnesota;

Tax Increments means 90% of the tax increments derived from the Development Property as calculated by the City in its sole discretion and which have been received by the City in accordance with the provisions of Minnesota Statutes, Section 469.177;

Tax Increment Act means Minnesota Statutes, Sections 469.174 through 469.1794, as amended;

Tax Increment District means Tax Increment Financing District No. 13 located within the Development District, a description of which is set forth in the Tax Increment Financing Plan, which was qualified as redevelopment district under the Tax Increment Act;

Tax Increment Financing Plan means the tax increment financing plan approved for the Tax Increment District by the City Council on November 18, 2019, and any future amendments thereto;

Termination Date means the earlier of (i) February 1, 2047, (ii) the date the Reimbursement Amount as defined in Section 3.1(1) is paid in full, (iii) the date on which the Tax Increment District expires or is otherwise terminated, or (iv) the date this Agreement is terminated or rescinded in accordance with its terms; and

TIF Note means the Tax Increment Revenue Note (Shoreview Ridge LLC Project) to be executed by the City and delivered to the Developer pursuant to Article III hereof, the form of which is attached hereto as Exhibit B; and

Unavoidable Delays means delays, outside the control of the party claiming its occurrence, which are the direct result of strikes, other labor

troubles, unusually severe or prolonged bad weather, acts of God, fire or other casualty to the Project, litigation commenced by third parties which, by injunction or other similar judicial action or by the exercise of reasonable discretion, directly results in delays, or acts of any federal, state or local governmental unit (other than the City) which directly result in delays.

ARTICLE II

REPRESENTATIONS AND WARRANTIES

Section 2.1. Representations and Warranties of the City. The City makes the following representations and warranties:

(1) The City is a municipal corporation and has the power to enter into this Agreement and carry out its obligations hereunder.

(2) The Tax Increment District is a "redevelopment district" within the meaning of Minnesota Statutes, Section 469.174, Subdivision 12, and was created, adopted and approved in accordance with the terms of the Tax Increment Act.

(3) The development contemplated by this Agreement is in conformance with the development objectives set forth in the Development Program.

(4) To finance certain costs within the Tax Increment District, the City proposes, subject to the further provisions of this Agreement, to apply Tax Increments to reimburse the Developer for a portion of the costs of the acquisition of the Development Property in connection with the Project as further provided in this Agreement.

(5) The City makes no representation or warranty, either express or implied, as to the Development Property or its condition or the soil conditions thereon, or that the Development Property shall be suitable for the Developer's purposes or needs.

Section 2.2. Representations and Warranties of the Developer. The Developer makes the following representations and warranties:

(1) The Developer is a Delaware limited liability company and has the power and authority to enter into this Agreement and to perform its obligations hereunder and doing so will not violate its articles of organization, member control agreement or operating agreement, or the laws of the State and by proper action has authorized the execution and delivery of this Agreement.

(2) The Developer shall cause the Project to be constructed in accordance with the terms of this Agreement, the Development Program, and all local, state and federal laws and regulations (including, but not limited to, environmental, zoning, energy conservation, building code and public health laws and regulations).

(3) The construction of the Project would not be undertaken by the Developer, and in the opinion of the Developer would not be economically feasible within the reasonably foreseeable future, without the assistance and benefit to the Developer provided for in this Agreement.

(4) The Developer will use its best efforts to obtain, or cause to be obtained, in a timely manner, all required permits, licenses and approvals, and will meet, in a timely manner, all requirements of all applicable local, state, and federal laws and regulations which must be obtained or met before the Project may be lawfully constructed.

(5) Neither the execution and delivery of this Agreement, the consummation of the transactions contemplated hereby, nor the fulfillment of or compliance with the terms and conditions of this Agreement is prevented, limited by or conflicts with or results in a breach of, the terms, conditions or provision of any contractual restriction, evidence of indebtedness, agreement or instrument of whatever nature to which the Developer is now a party or by which it is bound, or constitutes a default under any of the foregoing.

(6) The Developer will cooperate fully with the City with respect to any litigation commenced with respect to the Project.

(7) The Developer will cooperate fully with the City in resolution of any traffic, parking, trash removal or public safety problems which may arise in connection with the construction and operation of the Project.

(8) Construction shall begin by November 30, 2019 and the construction of the Project will be substantially completed by June 30, 2020, subject to Unavoidable Delays.

(9) The Developer acknowledges that Tax Increment projections contained in the Tax Increment Financing Plan are estimates only and the Developer acknowledges that it shall place no reliance on the amount of projected Tax Increments and the sufficiency of such Tax Increments to reimburse the Developer for a portion of the costs of the acquisition of the Development Property as provided in Article III.

(10) Upon substantial completion of the Project, the Developer shall provide the City with a report in form and substance acceptable to the City that the code deficiencies contained in the LHB report dated November 5, 2019, have been corrected.

ARTICLE III

UNDERTAKINGS BY DEVELOPER AND CITY

Section 3.1. Project, Development Property and Legal and Administrative Expenses.

(1) The parties agree that the acquisition of the Development Property is essential to the successful completion of the Project. The costs of the Development Property and Project shall be paid by the Developer. The City shall reimburse the Developer for the lesser of (a) \$3,400,000, or (b) the costs of acquiring the Development Property incurred and paid by the Developer (the "Reimbursement Amount") as further provided in Section 3.3 hereof.

(2) The Developer shall pay the Legal and Administrative Expenses incurred by the City.

Section 3.2. Limitations on Undertaking of the City. Notwithstanding the provisions of Sections 3.1(1), the City shall have no obligation to the Developer under this Agreement to reimburse the Developer for the costs identified in Section 3.1(1), if the City, at the time or times such payment is to be made, is entitled under Section 4.2 to exercise any of the remedies set forth therein as a result of an Event of Default which has not been cured.

Section 3.3. Reimbursement: Tax Increment Revenue Note. The City shall reimburse the payments made by the Developer under Section 3.1(1) for costs of the acquisition of the Development Property through the issuance of the City's TIF Note in substantially the form attached to this Agreement as Exhibit B, subject to the following conditions:

(1) The TIF Note shall be dated, issued and delivered when the Developer shall have demonstrated in writing to the reasonable satisfaction of the City and that the Developer has incurred and paid the costs of the acquisition of the Development Property, as described in and limited by Section 3.1(1) and shall have submitted a settlement statement or other evidence of payment of the costs of the Development Property in an amount not less than the Reimbursement Amount.

(2) The unpaid principal of the TIF Note shall bear simple non-compounding interest from the date of issuance of the TIF Note, at 4.75% per annum. Interest shall be computed on the basis of a 360 day year consisting of twelve (12) 30-day months.

(3) The principal amount of the TIF Note and the interest thereon shall be payable solely from the Tax Increments.

(4) On each Note Payment Date and subject to the provisions of the TIF Note, the City shall pay, against the principal and interest outstanding on the TIF Note, any Tax Increments received by the City during the preceding 6 months. All such payments shall be applied first to accrued interest and then to reduce the principal of the TIF Note.

(5) The TIF Note shall be a special and limited obligation of the City and not a general obligation of the City, and only Tax Increments shall be used to pay the principal and interest on the TIF Note. If, on any TIF Note Payment Date, the Tax Increments for the payment of the accrued and unpaid interest on the TIF Note are insufficient for such purposes, the difference shall be carried forward, without interest accruing thereon, and shall be paid if and to the extent that on a future TIF Note Payment Date there are Tax Increments in excess of the amounts needed to pay the accrued interest then due on the TIF Note.

(6) The City's obligation to make payments on the TIF Note on any Note Payment Date or any date thereafter shall be conditioned upon the requirements that: (A) there shall not at that time be an Event of Default that has occurred and is continuing under this Agreement and (B) this Agreement shall not have been rescinded pursuant to Section 4.2(2).

(7) The TIF Note shall be governed by and payable pursuant to the additional terms thereof, as set forth in Exhibit B. In the event of any conflict between the terms of the TIF Note and the terms of this Section 3.3, the terms of the TIF Note shall govern. The issuance of the TIF Note pursuant and subject to the terms of this Agreement, and the taking by the City of such additional actions as bond counsel for the TIF Note may require in connection therewith, are hereby authorized and approved by the City.

Section 3.4. Business Subsidies Act.

(1) In order to satisfy the provisions of Minnesota Statutes, Sections 116J.993 to 116J.995 (the "Business Subsidies Act"), the Developer acknowledges and agrees that the amount of the "Business Subsidy" granted to the Developer under this Agreement is \$3,400,000 which is the Reimbursement Amount for the acquisition of the Development Property and that the Business Subsidy is needed because the Project is not sufficiently feasible for the Developer to undertake without the Business Subsidy.

(2) The creation of jobs has been determined not to be a goal of the City for the Project pursuant to Minnesota Statutes, Sections 116J.993 to 116J.995 and the City has held a public hearing and set the wage and job goals at zero.

(3) The Developer shall provide the City with information about the Project as requested by the City so that the City can satisfy the reporting requirements of Minnesota Statutes, Section 116J.994, Subd. 8.

(4) The Developer agrees to continue operations within the City for at least five (5) years after the benefit date, which is the date the Developer completes construction of the Project (the "Benefit Date").

(5) There are no other state or local government agencies providing financial assistance for the Project other than the City.

(6) There is no parent corporation of the Developer.

(7) The Developer certifies that it does not appear on the Minnesota Department of Employment and Economic Development's list of recipients that have failed to meet the terms of a business subsidy agreement.

Section 3.5. Execution of Assessment Agreement. Simultaneously with the execution of this Agreement, the Developer and the City shall execute an Assessment Agreement pursuant to the provisions of Minnesota Statutes, Section 469.177, Subdivision 8, specifying the Assessor's Minimum Market Value for the Development Property and the Minimum Improvements for calculation of real property taxes. Specifically, the Developer shall agree to a market value for the Development Property and the Minimum Improvements which will result in a market value as of (1) January 2, 2021 of not less than \$6,300,000; (2) January 2, 2022 of not less than \$14,700,000; and (3) January 2, 2023 of not less than \$21,000,000 until the Termination Date (such minimum market value at the time applicable is herein referred to as the "Assessor's Minimum Market Value"). Nothing in the Assessment Agreement shall limit the discretion of the Assessor to assign a market value to the property in excess of such Assessor's Minimum Market Value. The Assessment Agreement shall remain in effect until the earlier of (1) termination of the Development Agreement or (2) December 31, 2047. The Assessment Agreement shall be certified by the Assessor for the County as provided in Minnesota Statutes, Section 469.177, Subdivision 8, upon a finding by the Assessor that the Assessor's Minimum Market Value represents a reasonable estimate based upon the plans and specifications for the Minimum Improvements to be constructed on the Development Property and the market value previously assigned to the Development Property. Pursuant to Minnesota Statutes, Section 469.177, Subdivision 8, the Assessment Agreement shall be filed for record in the office of the county recorder or registrar of titles of Ramsey County, and such filing shall constitute notice to any subsequent encumbrancer or purchaser of the Development Property (or part thereof), whether voluntary or involuntary, and such Assessment Agreement shall be binding and enforceable in its entirety against any such subsequent purchaser

or encumbrancer, including the holder of any mortgage recorded against the Development Property.

Section 3.6. Real Property Taxes. The Developer acknowledges that it is obligated under law to pay all real property taxes payable with respect to the Development Property and pursuant to the provisions of the Agreement until the Developer's obligations have been assumed by any other person with the written consent of the Authority and pursuant to the provisions of this Agreement.

The Developer agrees that prior to the Termination Date:

(1) It will not seek administrative review or judicial review of the applicability of any tax statute relating to the taxation of real property contained on the Development Property determined by any tax official to be applicable to the Project or the Developer or raise the inapplicability of any such tax statute as a defense in any proceedings, including delinquent tax proceedings; provided, however, "tax statute" does not include any local ordinance or resolution levying a tax;

(2) It will not seek administrative review or judicial review of the constitutionality of any tax statute relating to the taxation of real property contained on the Development Property determined by any tax official to be applicable to the Project or the Developer or raise the unconstitutionality of any such tax statute as a defense in any proceedings, including delinquent tax proceedings; provided, however, "tax statute" does not include any local ordinance or resolution levying a tax;

(3) It will not seek any tax deferral or abatement, either presently or prospectively authorized under any other State or federal law, of the taxation of real property contained in the Development Property between the date of execution of this Agreement and the Termination Date.

(4) The Developer will not seek a reduction in the market value as determined by the Ramsey County Assessor of the Project or other facilities, if any, that it constructs on the Development Property, pursuant to the provisions of this Agreement, for so long as the TIF Note remains outstanding.

ARTICLE IV

EVENTS OF DEFAULT

Section 4.1. Events of Default Defined. The following shall be "Events of Default" under this Agreement and the term "Event of Default" shall mean whenever it is used in this Agreement any one or more of the following events:

(1) Failure by the Developer to timely pay any ad valorem real property taxes and special assessments levied against the Development Property and all public utility or other City payments due and owing with respect to the Development Property.

(2) Failure of the Developer to observe or perform any covenant, condition, obligation or agreement on its part to be observed or performed under this Agreement.

(3) The holder of any mortgage on the Development Property or any improvements thereon, or any portion thereof, commences foreclosure proceedings as a result of any default under the applicable mortgage documents.

(4) If the Developer shall:

(a) file any petition in bankruptcy or for any reorganization, arrangement, composition, readjustment, liquidation, dissolution, or similar relief under the United States Bankruptcy Act of 1978, as amended or under any similar federal or state law; or

(b) make an assignment for the benefit of its creditors; or

(c) admit in writing its inability to pay its debts generally as they become due; or

(d) be adjudicated a bankrupt or insolvent; or if a petition or answer proposing the adjudication of the Developer as bankrupt or its reorganization under any present or future federal bankruptcy act or any similar federal or state law shall be filed in any court and such petition or answer shall not be discharged or denied within sixty (60) days after the filing thereof; or a receiver, liquidator or trustee of the Developer, or of the Project, or part thereof, shall be appointed in any proceeding brought against the Developer, and shall not be discharged within sixty (60) days after such appointment, or if the Developer, shall consent to or acquiesce in such appointment.

Section 4.2. Remedies on Default. Whenever any Event of Default referred to in Section 4.1 occurs and is continuing, the City, as specified below, may take any one or more of the following actions after the giving of thirty (30) days' written notice to the Developer, but only if the Event of Default has not been cured within said thirty (30) days:

(1) The City may suspend its performance under this Agreement and the TIF Note until it receives assurances from the Developer, deemed adequate by the City, that the Developer will cure its default and continue its performance under this Agreement.

(2) The City may cancel and rescind the Agreement and the TIF Note.

(3) The City may take any action, including legal or administrative action, in law or equity, which may appear necessary or desirable to enforce performance and observance of any obligation, agreement, or covenant of the Developer under this Agreement.

Section 4.3. No Remedy Exclusive. No remedy herein conferred upon or reserved to the City is intended to be exclusive of any other available remedy or remedies, but each and every such remedy shall be cumulative and shall be in addition to every other remedy given under this Agreement or now or hereafter existing at law or in equity or by statute. No delay or omission to exercise any right or power accruing upon any default shall impair any such right or power or shall be construed to be a waiver thereof, but any such right and power may be exercised from time to time and as often as may be deemed expedient.

Section 4.4. No Implied Waiver. In the event any agreement contained in this Agreement should be breached by any party and thereafter waived by any other party, such waiver shall be limited to the particular breach so waived and shall not be deemed to waive any other concurrent, previous or subsequent breach hereunder.

Section 4.5. Agreement to Pay Attorney's Fees and Expenses. Whenever any Event of Default occurs and the City shall employ attorneys or incur other expenses for the collection of payments due or to become due or for the enforcement or performance or observance of any obligation or agreement on the part of the Developer herein contained, the Developer agrees that it shall, on demand therefor, pay to the City the reasonable fees of such attorneys and such other expenses so incurred by the City.

Section 4.6. Indemnification of City.

(1) The Developer (a) releases the City and its governing body members, officers, agents, including the independent contractors, consultants and legal counsel, servants and employees (collectively, the "Indemnified Parties") from, (b) covenants and agrees that the Indemnified Parties shall not be liable for, and (c) agrees to indemnify and hold harmless the Indemnified Parties against, any claim, cause of action, suit or liability for loss or damage to property or any injury to or death of any person occurring at or about or resulting from any defect in the Project or on the Development Property.

(2) Except for any willful misrepresentation or any willful or wanton misconduct of the Indemnified Parties, the Developer agrees to protect and defend the Indemnified Parties, now and forever, and further agrees to hold the aforesaid harmless from any claim, demand, suit, action or other proceeding whatsoever by any person or entity whatsoever arising or purportedly arising from the actions or inactions of the Developer (or if other persons acting on its behalf or under its direction or control) under this Agreement, or the transactions contemplated hereby or the acquisition, construction, installation, ownership, and operation of the Project; provided, that this indemnification shall not apply to the warranties made or obligations undertaken by the City in this Agreement or to any actions undertaken by the City which are not contemplated by this Agreement but shall, in any event and without regard to any fault on the part of the City, apply to any pecuniary loss or penalty (including interest thereon from the date the loss is incurred or penalty is paid by the City at a rate equal to the Prime Rate) as a result of the Project causing the Tax Increment District to not qualify or cease to qualify as a "redevelopment district" under Section 469.174, Subdivision 10, of the Act and Section 469.176, Subdivision 4(j), or to violate limitations as to the use of Tax Increments as set forth in Section 469.176, Subdivision 4(j).

(3) All covenants, stipulations, promises, agreements and obligations of the City contained herein shall be deemed to be the covenants, stipulations, promises, agreements and obligations of the City and not of any governing body member, officer, agent, servant or employee of the City.

ARTICLE V

DEVELOPER'S OPTION TO TERMINATE AGREEMENT

Section 5.1. The Developer's Option to Terminate. This Agreement may be terminated by the Developer, if (i) the Developer is in compliance with all material terms of this Agreement, including satisfaction of the requirements of Section 3.3 and no Event of Default has occurred; and (ii) the City fails to comply with any material term of this Agreement, and, after written notice by the Developer of such failure, the City has failed to cure such noncompliance within ninety (90) days of receipt of such notice, or, if such noncompliance cannot reasonably be cured by the City within ninety (90) days, of receipt of such notice, the City has not provided assurances, reasonably satisfactory to the Developer, that such noncompliance will be cured as soon as reasonably possible.

Section 5.2. Action to Terminate. Termination of this Agreement pursuant to Section 5.1 must be accomplished by written notification by the Developer to the City within sixty (60) days after the date when such option to terminate may first be exercised. A failure by the Developer to terminate this Agreement within such period constitutes a waiver by the Developer of its rights to terminate this Agreement due to such occurrence or event.

Section 5.3. Effect of Termination. If this Agreement is terminated pursuant to this Article V, this Agreement shall be from such date forward null and void and of no further effect; provided, however, the termination of this Agreement shall not affect the rights of either party to institute any action, claim or demand for damages suffered as a result of breach or default of the terms of this Agreement by the other party, or to recover amounts which had accrued and become due and payable as of the date of such termination. Upon termination of this Agreement pursuant to this Article V, the Developer shall be free to proceed with the Project at its own expense and without regard to the provisions of this Agreement; provided, however, that the City shall have no further obligations to the Developer with respect to reimbursement of the expenses set forth in Section 3.2.

ARTICLE VI

ADDITIONAL PROVISIONS

Section 6.1. Restrictions on Use. Until termination of this Agreement, the Developer agrees for itself, its successors and assigns and every successor in interest to the Development Property, or any part thereof, that the Developer and such successors and assigns shall operate, or cause to be operated, the Project as commercial facilities and shall devote the Development Property to, and in accordance with, the uses specified in this Agreement.

Section 6.2. Conflicts of Interest. No member of the governing body or other official of the City shall have any financial interest, direct or indirect, in this Agreement, the Development Property or the Project, or any contract, agreement or other transaction contemplated to occur or be undertaken thereunder or with respect thereto, nor shall any such member of the governing body or other official participate in any decision relating to the Agreement which affects his or her personal interests or the interests of any corporation, partnership or association in which he or she is directly or indirectly interested. No member, official or employee of the City shall be personally liable to the City in the event of any default or breach by the Developer or successor or on any obligations under the terms of this Agreement.

Section 6.3. Titles of Articles and Sections. Any titles of the several parts, articles and sections of the Agreement are inserted for convenience of reference only and shall be disregarded in construing or interpreting any of its provisions.

Section 6.4. Notices and Demands. Except as otherwise expressly provided in this Agreement, a notice, demand or other communication under this Agreement by any party to any other shall be sufficiently given or delivered if it is dispatched by registered or certified mail, postage prepaid, return receipt requested, or delivered personally, and

(1) in the case of the Developer is addressed to or delivered personally to:

Shoreview Ridge LLC
275 Market Street, Suite 184
Minneapolis, MN 55405
Attention: _____

(2) in the case of the City is addressed to or delivered personally to the City at:

City of Shoreview, Minnesota
4600 Victoria Street North
Shoreview, MN 55126-5817
Attention: City Manager

with a copy to:

Briggs and Morgan, P.A.
Attention: Mary Ippel
2200 IDS Center
80 South 8th Street
Minneapolis, MN 55402

or at such other address with respect to any such party as that party may, from time to time, designate in writing and forward to the other, as provided in this Section.

Section 6.5. Counterparts. This Agreement may be executed in any number of counterparts, each of which shall constitute one and the same instrument.

Section 6.6. Law Governing. This Agreement will be governed and construed in accordance with the laws of the State.

Section 6.7. Expiration. This Agreement shall expire on the Termination Date.

Section 6.8. Provisions Surviving Rescission or Expiration. Sections 4.5 and 4.6 shall survive any rescission, termination or expiration of this Agreement with respect to or arising out of any event, occurrence or circumstance existing prior to the date thereof.

Section 6.9. Assignability of Agreement and TIF Note. This Agreement may be assigned only with the consent of the City, which shall not be unreasonably withheld or conditioned. The TIF Note may only be assigned pursuant to the terms of the TIF Note.

IN WITNESS WHEREOF, the City has caused this Agreement to be duly executed in its name and on its behalf and the Developer has caused this Agreement to be duly executed in its name and on its behalf, on or as of the date first above written.

CITY OF SHOREVIEW, MINNESOTA

By _____
Its Mayor

By _____
Its City Manager

This is a signature page to the Development Agreement by and between the City of Shoreview, Minnesota and Shoreview Ridge LLC.

SHOREVIEW RIDGE LLC

By _____

Its _____

This is a signature page to the Development Agreement by and between the City of Shoreview, Minnesota and Shoreview Ridge LLC.

EXHIBIT A

DESCRIPTION OF DEVELOPMENT PROPERTY

Property located in the City of Shoreview, Ramsey County, Minnesota with the following description:

Lot 2, Block 1, Shoreview Corporate Center Second Addition.

EXHIBIT B

FORM OF TIF NOTE

No. R-1

\$_____

UNITED STATES OF AMERICA
STATE OF MINNESOTA
COUNTY OF RAMSEY
CITY OF SHOREVIEW

TAX INCREMENT REVENUE NOTE
(SHOREVIEW RIDGE LLC PROJECT)

The City of Shoreview, Minnesota (the "City"), hereby acknowledges itself to be indebted and, for value received, hereby promises to pay the amounts hereinafter described (the "Payment Amounts") to Shoreview Ridge LLC (the "Developer") or its registered assigns (the "Registered Owner"), but only in the manner, at the times, from the sources of revenue, and to the extent hereinafter provided.

The principal amount of this Note shall equal from time to time the principal amount stated above, as reduced to the extent that such principal installments shall have been paid in whole or in part pursuant to the terms hereof; provided that the sum of the principal amount listed above shall in no event exceed \$3,400,000 as provided in that certain Development Agreement, dated as of _____, 2019, as the same may be amended from time to time (the "Development Agreement"), by and between the City and the Developer. The unpaid principal amount hereof shall bear interest from the date of this Note at the simple non-compounded rate of five and zero hundredths percent (4.75%) per annum. Interest shall be computed on the basis of a 360 day year consisting of twelve (12) 30-day months.

The amounts due under this Note shall be payable on August 1, 2022, and on each February 1 and August 1 thereafter to and including February 1, 2047, or, if the first should not be a Business Day (as defined in the Development Agreement), the next succeeding Business Day (the "Payment Dates"). On each Payment Date the City shall pay by check or draft mailed to the person that was the Registered Owner of this Note at the close of the last business day of the City preceding such Payment Date an amount equal to the sum of the Tax Increments (hereinafter defined) received by the City during the six month period preceding such Payment Date. All payments made by the City under this Note shall first be applied to accrued interest and then to principal. This Note is prepayable by the City, in whole or in part, on any date.

The Payment Amounts due hereon shall be payable solely from 90% of tax increments (the "Tax Increments") from the Development Property (as defined in the Development Agreement) within the City's Tax Increment Financing District No. 13 (the "Tax Increment District") within its Municipal Development District No. 2 which are paid to the City and which the City is entitled to retain pursuant to the provisions of Minnesota Statutes, Sections 469.174 through 469.1794, as the same may be amended or supplemented from time to time (the "Tax Increment Act"). This Note shall terminate and be of no further force and effect following the last Payment Date defined above, on any date upon which the City shall have terminated the Development Agreement under Section 4.2(2) thereof or the Developer shall have terminated the Development Agreement under Article V thereof, on the date the Tax Increment District is terminated, or on the date that all principal payable hereunder shall have been paid in full, whichever occurs earliest.

The Tax Increment District includes properties other than the Development Property and Ramsey County remits Tax Increment to the City on the basis of the Captured Tax Capacity of the entire Tax Increment District. For purposes of this Tax Increment Revenue Note, the City will determine Tax Increment generated from the Development Property and improvements thereon in its sole discretion.

The City makes no representation or covenant, express or implied, that the Tax Increments will be sufficient to pay, in whole or in part, the amounts which are or may become due and payable hereunder.

The City's payment obligations hereunder shall be further conditioned on the fact that no Event of Default under the Development Agreement shall have occurred and be continuing at the time payment is otherwise due hereunder, but such unpaid amounts shall become payable if said Event of Default shall thereafter have been cured; and, further, if pursuant to the occurrence of an Event of Default under the Development Agreement the City elects to cancel and rescind the Development Agreement, the City shall have no further debt or obligation under this Note whatsoever. Reference is hereby made to all of the provisions of the Development Agreement, including without limitation Section 3.2 thereof, for a fuller statement of the rights and obligations of the City to pay the principal of this Note, and said provisions are hereby incorporated into this Note as though set out in full herein.

This Note is a special, limited revenue obligation and not a general obligation of the City and is payable by the City only from the sources and subject to the qualifications stated or referenced herein. This Note is not a general obligation of the City and neither the full faith and credit nor the taxing powers of the City are pledged to the payment of the principal of this Note and no property or other asset of the City, save and except the above-referenced

Tax Increments, is or shall be a source of payment of the City's obligations hereunder.

This Note is issued by the City in aid of financing a project pursuant to and in full conformity with the Constitution and laws of the State of Minnesota, including the Tax Increment Act.

This Note may be assigned only with the consent of the City which consent shall not be unreasonably withheld. In order to assign the Note, the assignee shall surrender the same to the City either in exchange for a new fully registered note or for transfer of this Note on the registration records for the Note maintained by the City. Each permitted assignee shall take this Note subject to the foregoing conditions and subject to all provisions stated or referenced herein.

IT IS HEREBY CERTIFIED AND RECITED that all acts, conditions, and things required by the Constitution and laws of the State of Minnesota to be done, to have happened, and to be performed precedent to and in the issuance of this Note have been done, have happened, and have been performed in regular and due form, time, and manner as required by law; and that this Note, together with all other indebtedness of the City outstanding on the date hereof and on the date of its actual issuance and delivery, does not cause the indebtedness of the City to exceed any constitutional or statutory limitation thereon.

IN WITNESS WHEREOF, City of Shoreview, Minnesota, by its City Council, has caused this Note to be executed by the manual signatures of its Mayor and City Manager and has caused this Note to be dated as of _____, 20_____.

City Manager

Mayor

DO NOT EXECUTE UNTIL A SETTLEMENT STATEMENT OR OTHER EVIDENCE OF PAYMENT FOR LAND ACQUISITION IS GIVEN TO THE CITY - REFER TO SECTION 3.3(1).

CERTIFICATION OF REGISTRATION

It is hereby certified that the foregoing Note was registered in the name of Shoreview Ridge LLC, and that, at the request of the Registered Owner of this Note, the undersigned has this day registered the Note in the name of such Registered Owner, as indicated in the registration blank below, on the books kept by the undersigned for such purposes.

<u>NAME AND ADDRESS OF REGISTERED OWNER</u>	<u>DATE OF REGISTRATION</u>	<u>SIGNATURE OF CITY CITY MANAGER</u>
Shoreview Ridge LLC Attention: _____ 275 Market Street, Suite 184 Minneapolis, MN 55405	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

EXHIBIT C

FORM OF ASSESSMENT AGREEMENT

THIS AGREEMENT, dated as of this __ day of _____, 2019, is by and among the City of Shoreview, Minnesota (the "City"), and Shoreview Ridge LLC, a Delaware limited liability company (the "Developer"), and the Ramsey County Assessor (the "Assessor").

WITNESSETH

WHEREAS, the City and the Developer have entered into a Development Agreement dated as of _____, 2019 (the "Development Agreement") regarding certain real property located in the City (the "Development Property") which property is legally described on Exhibit A attached hereto and made a part hereof.

WHEREAS, it is contemplated that pursuant to said Agreement, the Developer will construct a Project on the Development Property as described in the Development Agreement.

WHEREAS, the City and Developer desire to establish a minimum market value for the Development Property and the improvements constructed or to be constructed thereon, pursuant to Minnesota Statutes, Section 469.177, Subdivision 8.

WHEREAS, the Developer has acquired the Development Property.

WHEREAS, the Assessor has reviewed the plans and specifications for the improvements and the market value previously assigned to the land upon which the improvements are to be constructed, and that the "minimum market value" as set forth below is reasonable.

NOW, THEREFORE, the parties to this Agreement, in consideration of the promises, covenants and agreements made by each to the other, do hereby agree as follows:

1. As of January 2, 2021 the minimum market value which shall be assessed for the Project shall be not less than \$6,300,000.
2. As of January 2, 2022 the minimum market value which shall be assessed for the Project shall be not less than \$14,700,000.
3. As of January 2, 2023 through and thereafter until December 31, 2047 the minimum market value which shall be assessed for the Project shall be not less than \$21,000,000.

SHOREVIEW RIDGE LLC

By _____
Its General Manager

STATE OF)
) ss.
COUNTY OF)

The foregoing instrument was acknowledged before me this ____ day of _____, 2019, by _____, the _____ of Shoreview Ridge LLC, a Delaware limited liability company, on behalf of said corporation.

Notary Public

CONSENT TO ASSESSMENT AGREEMENT

_____, _____, of _____, _____, _____ (the "Bank"), does hereby consent to all terms, conditions and provisions of the foregoing Assessment Agreement and agrees that, in the event it purchases the Development Property at a foreclosure sale or acquires the Development Property through a deed in lieu of foreclosure or otherwise in satisfaction of the indebtedness owed by the Developer, it and its respective successors and assigns, shall be bound by all terms and conditions of the Assessment Agreement, including but not limited to the provision which requires that the minimum market value of the Development Property and the Project shall be not less than the amounts set forth in the Assessment Agreement.

IN WITNESS WHEREOF, we have caused this Consent to Assessment Agreement to be executed in its name and on its behalf as of this ____ day of _____, 2019.

By _____

Its _____

STATE OF _____)
) ss.
COUNTY OF _____)

The foregoing instrument was acknowledged before me this ____ day of _____, 2019, by _____, the _____ of _____, a _____ banking corporation on behalf of the corporation.

Notary Public

EXHIBIT A TO ASSESSMENT AGREEMENT
LEGAL DESCRIPTION OF DEVELOPMENT PROPERTY

Lot 2, Block 1, Shoreview Corporate Center Second Addition.

Memorandum

TO: City Council
FROM: Ellen Brenna, Natural Resources Coordinator
DATE: November 18, 2019
SUBJECT: City recycling budget, recycling fee, and SCORE grant approval
ITEM NUMBER: 10.a
SECTION: GENERAL BUSINESS

REQUESTED MOTION

To adopt resolution No. 19-99 approving the 2020 curbside recycling budget, city recycling fee, and authorizing acceptance of SCORE funding allocation.

INTRODUCTION

In accordance with the Joint powers agreement between the City of Shoreview and Ramsey County, it is necessary to prepare the annual curbside recycling budget and submit it to the County in early December. This budget is needed in order to determine the city recycling fee, which will be included as part of the 2020 Ramsey County Property Tax statements.

In addition to approving the budget and establishing the city recycling fee, the application for SCORE grant allocations must be completed and approved in the fall. SCORE grant monies are used in conjunction with city recycling fee revenues to fund the city's recycling program.

DISCUSSION

BACKGROUND

Pursuant to Minnesota Statutes, Sections 473.811 and 400.08, the County has authority to collect charges for solid waste management services. Beginning in 1988, municipalities entered into an agreement with the County for the collection of monies to fund residential curbside recycling programs. A Joint powers agreement with the Ramsey County Department of Public Health provides the city access to the County's waste management service charge, which is the primary source of funding for the city's curbside recycling program.

The following procedures are followed under the Joint powers agreement:

1. The city determines the residential count for single family, condominium, and apartment units, and provides the information to the Ramsey County Department of Property Taxation.
2. The city then determines its curbside recycling budget, calculates the per parcel charge, and reports the charge to the Department of Property Taxation.
3. Ramsey County places the charge on the property tax statements mailed to property

owners. Funds are collected and distributed to the city on tax settlement dates.

BUDGET CONSIDERATIONS

The recycling budget for 2020 is proposed in the amount of \$824,153. This relatively large increase over previous years reflects initiating weekly curbside recycling collection for all residents starting in January 2020, substantially improving the convenience of recycling service. Expenses associated with the recycling budget include contractual fees for curbside recycling, spring and fall cleanup events, and city staff time. Important points of consideration within the overall budget proposal are:

- Reflects SCORE grant allocation of funds, which is used in conjunction with the recycling fee to fund the recycling program. Please note that 2020 SCORE allocation amounts have not yet been finalized.
- Anticipates continuation of the spring and fall community cleanup events
- Ensures continuation of the single-sort curbside recycling opportunities for all community residents and increases those opportunities to weekly for single family residences.

The proposed 2020 recycling fee will increase to \$70.00 a year (less than \$6/month) from the 2019 rate of \$48.00. This increase is primarily due to the fact that curbside recycling collection will be offered weekly instead of every other week starting in 2020. All Shoreview residents will be charged a \$70.00 recycling fee in 2020. The fund balance in the Recycling Fund is sufficient for cash flow purposes and the proposed rate will provide the revenue needed to cover the cost increases associated with the change to weekly recycling collection from the city's current recycling contractor. The city's recycling contractor, Eureka Recycling, is allowed to raise the household rate charge each year by the annual Consumer Price Index (CPI) for the "Midwest Urban" region or 2%, whichever is lower. Rate increases beyond 2% are not expected, but Shoreview's 2018-2023 contract with Eureka Recycling does include revenue share that has resulted in a surcharge of approximately \$6,000 each month.

The city recycling program extends beyond the well-known curbside pickup and cleanup days. In partnership with Ramsey County, the city's recycling program offers many different benefits to residents and businesses, which also includes yard waste collection sites, household hazardous waste collection, direct customer service call line, event recycling containers, organics recycling drop off, Fix-It Clinics, education and outreach materials, and business recycling.

In addition, residents have the option to choose from three recycling container sizes (35-gallon, 65-gallon or 95-gallon) and are allowed multiple carts at no cost. In June 2018, all Shoreview recycling customers were delivered a new recycling cart or dumpster to their home, townhome, or multi-unit complex.

The City and Eureka Recycling are working on a contract amendment to reflect the change to weekly recycling service. It is expected that this amendment will be presented to the City Council at its December 2nd meeting.

RECOMMENDATION

Based on the forgoing information, it is recommended that the City Council approve the proposed 2020 curbside recycling budget in the amount of \$824,153 and a recycling fee of

\$70.00 that will be collected on 2020 residential property tax statements as per the joint powers agreement between the city and Ramsey County.

It is further recommended that the City Council accept 2020 SCORE grant funding from Ramsey County to be used in conjunction with the city recycling fee for program funding.

ATTACHMENTS

[2020ApprovedRecyclingBudget.pdf](#)

[Res 19-99.pdf](#)

Recycling Fund	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
	Actual	Actual	Actual	Actual	Actual	Estimate	Budget	Budget	Projected	Projected	Projected
Revenue											
Intergovernmental											
SCORE Grant	\$ 51,930	\$ 66,350	\$ 62,469	\$ 64,762	\$ 316,083	\$ 63,000	\$ 62,000	\$ 61,000	\$ 60,000	\$ 60,000	\$ 60,000
Other Local Governments	15,598	17,563	17,233	20,781	20,347	30,000	-	-	-	-	-
Charges for Services											
Recycling Charges	494,099	509,500	526,598	527,050	539,503	555,000	826,100	849,700	873,300	897,000	920,500
Cleanup Day Charges	7,301	11,195	17,325	19,424	22,633	16,000	16,000	16,000	17,000	17,000	17,000
Interest Earnings	7,185	2,766	2,095	4,650	4,849	-	-	-	-	-	-
Total Revenue	576,113	607,374	625,720	636,966	903,664	664,250	904,300	926,900	950,500	974,200	997,700
Expense											
Public Works											
Personal Services	22,128	19,667	31,719	40,815	44,912	49,532	59,768	63,133	67,042	69,573	72,213
Supplies	6,177	171	224	155	506,508	500	10,500	500	500	500	500
Contractual Services	486,137	501,428	486,423	508,037	452,808	551,806	753,885	788,108	804,170	820,093	838,252
Total Expense	514,442	521,266	518,366	549,007	1,004,228	601,838	824,153	851,741	871,712	890,166	910,965
Net Change	61,671	86,108	107,354	87,959	(100,564)	62,412	80,147	75,159	78,788	84,034	86,735
Fund Equity, beginning	204,983	266,654	352,762	460,116	548,075	447,511	509,923	590,070	665,229	744,017	828,051
Fund Equity, ending	\$ 266,654	\$ 352,762	\$ 460,116	\$ 548,075	\$ 447,511	\$ 509,923	\$ 590,070	\$ 665,229	\$ 744,017	\$ 828,051	\$ 914,786
Fund equity percent of expense	51.2%	68.1%	83.8%	54.6%	74.4%	61.9%	69.3%	76.3%	83.6%	90.9%	98.3%
Months of operating coverage	6.1	8.2	10.1	6.5	8.9	7.4	8.3	9.2	10.0	10.9	11.8
Expense percent change		1.3%	-0.6%	5.9%	82.9%	-40.1%	36.9%	3.3%	2.3%	2.1%	2.3%
Average annual percent change						12.1%					9.4%
Annual charge per parcel/unit	\$ 45.00	\$ 46.00	\$ 47.00	\$ 47.00	\$ 48.00	\$ 48.00	\$ 70.00	\$ 72.00	\$ 74.00	\$ 76.00	\$ 78.00
Change in rate-dollars	\$	\$ 1.00	\$ 1.00	\$ -	\$ 1.00	\$ -	\$ 22.00	\$ 2.00	\$ 2.00	\$ 2.00	\$ 2.00
Change in rate-percent		2.2%	2.2%	0.0%	2.1%	0.0%	45.8%	2.9%	2.8%	2.7%	2.6%
Average annual percent change						1.1%					11.4%
Cost per collection	\$ 1.73	\$ 1.77	\$ 1.81	\$ 1.81	\$ 1.85	\$ 1.85	\$ 1.35	\$ 1.38	\$ 1.42	\$ 1.46	\$ 1.50
Participation rate	81.0%	81.0%	80.0%	80.0%	90.0%						
Tons recycled	2,762	2,735	2,682	2,421	2,488						
Number of units	10,968	11,089	11,174	11,220	11,233	11,581	11,801	11,801	11,801	11,801	11,801

**EXTRACT OF MINUTES OF MEETING OF THE
CITY COUNCIL OF SHOREVIEW, MINNESOTA
HELD NOVEMBER 18, 2019**

* * * * *

Pursuant to due call and notice thereof, a meeting of the City Council of the City of Shoreview, Minnesota, was duly called and held at the Shoreview City Hall in said City on November 18, at 7:00 p.m. The following members were present:

and the following members were absent:

Member introduced the following resolution and moved its adoption.

RESOLUTION NO. 19-99

**APPROVING 2020 CURBSIDE RECYCLING BUDGET,
CITY RECYCLING FEE
AND
AUTHORIZE REQUEST OF SCORE FUNDING ALLOCATION**

WHEREAS, the City of Shoreview has an established curb-side recycling program, City Staff has prepared a proposed budget for the 2020 curb-side recycling program, and has presented the proposed budget to the City Council for approval, and

WHEREAS, City staff has completed the 2020 SCORE Funding Grant Application.

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

1. The 2020 curbside recycling budget is hereby approved, indicating estimated revenues of \$904,300 and estimated expenses of \$824,153.
2. Revenue required to finance the curbside recycling program be collected through the previously approved joint powers agreement with Ramsey County to include a city recycling fee of \$70.00 on the 2020 residential property tax statement.
3. City staff is authorized to request the SCORE funding allocation from Ramsey County.

The motion for the adoption of the foregoing resolution was duly seconded by Member and upon vote being taken thereon, the following voted in favor thereof: ;

and the following voted against the same:

WHEREUPON, said resolution was declared duly passed and adopted this 18th day of November, 2019.

STATE OF MINNESOTA)
)
COUNTY OF RAMSEY)
)
CITY OF SHOREVIEW)

I, the undersigned, being the duly qualified and acting Manager of the City of Shoreview of Ramsey County, Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a meeting of said City Council held on the 18th day of November 2019, with the original thereof on file in my office and the same is a full, true and complete transcript there from insofar as the same relates to approving the 2020 curb-side recycling budget and fee and authorize request of SCORE funding allocation.

WITNESS MY HAND officially as such Manager and the corporate seal of the City of Shoreview, Minnesota, this 19th day of November.

Terry Schwerm
City Manager

SEAL