

City of South St. Paul

COUNCIL AGENDA

Monday, September 19, 2016

7:15 p.m.

(If you use the hearing assistance PA system, please remove your hearing aid so it does not cause a feedback problem.)

1. CALL TO ORDER:

2. ROLL CALL:

3. INVOCATION:

4. PLEDGE OF ALLEGIANCE:

5. PRESENTATIONS:

6. CITIZEN'S COMMENTS *(Comments are limited to 3 minutes in length.)*

7. AGENDA:

A. Approval of Agenda

Action – Motion to Approve

Action – Motion to Approve as Amended

8. CONSENT AGENDA:

All items listed on the Consent Agenda are items, which are considered to be routine by the City Council and will be approved by one motion. There will be no separate discussion of these items unless a Council member or citizen so requests, in which event the item will be removed from the consent agenda and considered at the end of the Consent Agenda.

A. City Council Meeting Minutes of September 6, 2016

B. Accounts Payable

C. Engineering Services Agreement with WSB for Water Model Update

D. Approval of 2017 Pay Ranges for Seasonal / Variable Hour Positions

E. Approve bid from DNL Builders LLC for dorm room remodel at SMFD

F. Business Licenses

G. BridgePoint Court (Project No. 2015-013) Final Compensating Change Order No. 1

9. PUBLIC HEARINGS:

- A. Declare Costs and Call for Public Hearing on Assessments for Bridgepoint Court Improvements (Project No. 2015-013)
- B. Declare Costs and Call for Public Hearing on Assessments for 2016 Mill & Overlay and Bituminous Removal and Replacement Projects (Project Nos. 2016-005 & 007)
- C. Declare Costs and Call for Public Hearing on Assessments for Oak Park Phase 3 Improvements (Project No. 2016-008)

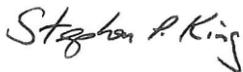
10. GENERAL BUSINESS:

- A. ~~MadFurther IUP~~ - (removed)
- B. ~~TCT Building Addition/Variance~~ - (removed)
- C. ~~Danner PUD/IUP~~ - (removed)
- D. ~~Accessory Buildings 1st Reading~~ - (removed)
- E. NRDD CPA and Zoning Amendment
- F. Ordinance Related to Residency of Sexual Offenders and Sexual Predators
- G. First Reading – Interim Ordinance for New Telecommunication Towers and Antennas

11. MAYOR AND COUNCIL COMMUNICATIONS:

12. ADJOURNMENT:

Respectfully Submitted,



Stephen P. King, City Administrator

**SOUTH ST. PAUL CITY COUNCIL
MINUTES OF SEPTEMBER 6, 2016**

The regular meeting of the City Council was called to order by Mayor Beth Baumann at 7:15 P.M. on Tuesday, September 6, 2016.

ROLL CALL:

Present,	Mayor Baumann Councilmembers Flatley, Hansen, Niederkorn, Rothecker, Seaberg
Absent,	Councilmember Podgorski
Also Present,	City Administrator, Steve King City Attorney, Kori Land City Engineer, Chris Hartzell City Clerk, Christy Wilcox Airport Manager, Phillip Tiedeman

5) Presentations

- There were no presentations

6) Citizens' Comments

- Bernie Beerman discussed the McMorrow Field project and how the City is working with the School District.
- Jimmy Francis requested the City to look into the Southview Boulevard Design and remove the monuments and non-essential landscape items that might not be needed and also discussed grants at Fleming Field.
- Mike Mellas, 9296 9th Avenue South, discussed the number of Level III Offenders in the City and what options are available to the City.

7) Agenda

Moved by Seaberg/Flatley

MOVED: To approve the agenda.

Motion carried 6 ayes/0 nays

8) Consent Agenda

Moved by Hansen/Niederkorn

Resolved, that the South St. Paul City Council does hereby approve the following:

1. City Council meeting minutes of August 15, 2016
2. Resolution No. 2016-155, approving accounts payable

3. Resolution No. 2016-153, concurring with the issuance of a Lawful Gambling Exemption for Church of St. John Vianney
4. City Council meeting minutes of August 11, 2016
5. Resolution No. 2016-154, approving land lease at Fleming Field with Thomas L. Steinmueller
6. Business Licenses
7. Encroachment Agreement for a fence in the right-of-way at 458 8th Avenue South
8. Encroachment Agreement for an access ramp in the right-of-way at 1920 2nd Street North
9. Resolution No. 2016-156, concurring with the issuance of Lawful Gambling Exemption for Holy Trinity Church/School
10. Approve Professional Services Agreement with ARC Document Solutions for document management
11. Approve Joint Powers Agreement to provide recycling services
12. Resolution No. 2016-157, declaring certain City property as surplus and authorizing disposal or sale of surplus property
13. Resolution No. 2016-158, approving land lease at Fleming Field with Lewis Scherff
14. Resolution No, 2016-159, consenting to a 2017 tax levy adopted by the South St. Paul Housing and Redevelopment Authority (HRA)
15. Resolution No, 2016-160, approving a 2017 budget and certifying the preliminary 2017 tax levy adopted by the South St. Paul Economic Development Authority (EDA)
16. Resolution No. 2016-163, adoption of streetscape elements for Southview Boulevard & 3rd Avenue improvements final design (Project No. 2014-011)
17. Resolution No. 2016-77, approving land lease at the Fleming Field Airport with J.M. Mac Holdings, LLC
18. Resolution No. 2016-164, approving sublease at the Fleming Field Airport between J.M. Mac Holdings, LLC and Abtec Helicopters, LLC
19. Settlement agreement with Stacy Maier for replacement of a portion of concrete driveway pavement for the property at 2441 Francis Street

Motion carried 6 ayes/0 nays

9a) Budget – 2017 Tax Supported City Fund Budgets, Property Tax Levies

Moved by Seaberg/Niederkorn

MOVED: To adopt Resolution No, 2016-161, certifying the Preliminary 2017 Property Tax Levy to Dakota County and setting a date for a public hearing on the 2017 Tax Supported Budgets and Property Tax Levy.

Motion carried 6 ayes/0 nays

10a) Fourth Amendment to Sublease Agreement with BRS

Moved by Hansen/Niederkorn

MOVED: To adopt Resolution No. 2016-168, approving the Fourth Amendment to Airport Sublease Agreement between the City and Ballistic Recovery Systems, Inc.

Motion carried 6 ayes/0 nays

10b) Preliminary Approval to Issuance of General Obligation Airport Bonds

Moved by Seaberg/Flatley

MOVED: To adopt Resolution No. 2016-162, giving preliminary approval to the issuance of General Obligation Airport Bonds,

Motion carried 6 ayes/0 nays

11) Adjournment

Moved by Seaberg/Nieder Korn

MOVED: To adjourn the meeting at 8:07 p.m.

Motion carried ayes/0 nays

Approved: September 19, 2016

City Clerk



CITY COUNCIL AGENDA REPORT

DATE: SEPTEMBER 19, 2016

DEPARTMENT: Finance

ADMINISTRATOR: _____

8-B

AGENDA ITEM: Accounts Payable

ACTION TO BE CONSIDERED:

Motion to adopt Resolution 2016-170 approving accounts payable.

OVERVIEW:

The City Council approves all payments of claims. Approval of audited claims is required before issuance of payment.

SOURCE OF FUNDS:

N/A

City of South St. Paul
Dakota County, Minnesota

RESOLUTION NO. 2016-170

RESOLUTION APPROVING ACCOUNTS PAYABLE

WHEREAS, the City Council is required to approve payment of claims;

NOW, THEREFORE, BE IT RESOLVED that the audited claims listed in the check register attachment are hereby approved for payment:

Check and wires:	
124000-124150	\$ 844,800.19
2016294-2016307	<u>\$ 128,344.80</u>
Total	\$ 973,144.99

Adopted this 19th day of September, 2016.

Christy Wilcox, City Clerk

CITY OF SOUTH ST PAUL
 Council Check Register by GL
 Council Check Register and Summary

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
124000	9/9/2016		4156 ABM EQUIPMENT & SUPPLY							
		1,271.96	PARTS FOR BUCKET TRUCK		42189	0148651-IN	60703.6220		REPAIR & MAINTENANCE SUPPLIES	CENTRAL GARAGE FUND
		3,105.00	LABOR		42189	0148651-IN	60703.6371		REPAIRS & MAINT CONTRACTUAL	CENTRAL GARAGE FUND
		<u>4,376.96</u>								
124001	9/9/2016		3739 ACCOUNTEMP							
		1,491.75	ANDERSON WEEKEND 8/26/16		42281	46539466	50677.6302		PROFESSIONAL SERVICES	NAN MCKAY APT BLDG
		1,491.75	ANDERSON WEEKEND 8/26/16		42281	46539466	50678.6302		PROFESSIONAL SERVICES	JOHN CARROLL APT BLDG
		<u>2,983.50</u>								
124002	9/9/2016		1019 ADVANTAGE							
		2,650.00	CLEANING SERVICES - CITY HALL		42238	011009012016	10330.6371		REPAIRS & MAINT CONTRACTUAL	BUILDINGS
		287.55	CLEANING SERVICES-PUBLICWORKS		42239	016309012016	10320.6371		REPAIRS & MAINT CONTRACTUAL	PUBLIC WORKS
		<u>2,937.55</u>								
124003	9/9/2016		4070 AGGREGATE INDUSTRIES-MWR, INC.							
		2,696.20	KAPOSIA LANDING		42190	706357205	40409.6220	201480	REPAIR & MAINTENANCE SUPPLIES	WATER TOWER
		<u>2,696.20</u>								
124004	9/9/2016		5073 ASCAP							
		.67	LIC FEE ADJ		42191	192000299218	10530.6471		DUES & SUBSCRIPTIONS	COMMUNITY AFFAIRS
		112.00	LICENSE FEE 9/16-12/16		42192	100004490741	10530.6471		DUES & SUBSCRIPTIONS	COMMUNITY AFFAIRS
		224.00	LICENSE FEE 1/17-8/17		42193	100004490742	10530.6471		DUES & SUBSCRIPTIONS	COMMUNITY AFFAIRS
		<u>336.67</u>								
124005	9/9/2016		1066 ASTECH							
		78,246.68	SEALCOATING STREETS		42194	16-253	10320.6221	201602	SEAL COATING & TREE MAIN	PUBLIC WORKS
		<u>78,246.68</u>								
124006	9/9/2016		4690 AT & T MOBILITY							
		1,662.21	PHONE/MDC CHARGES		42197	287251759715X08 252016	10210.6390		POSTAGE AND TELEPHONE	POLICE PROTECTION
		<u>1,662.21</u>								
124007	9/9/2016		4590 ATEC, LLC							
		3,587.26	NEW FORD OUTFIT		42195	1165	60703.6371		REPAIRS & MAINT CONTRACTUAL	CENTRAL GARAGE FUND
		90.00	REPAIR K9 AND CSO		42196	1168	10210.6371		REPAIRS & MAINT CONTRACTUAL	POLICE PROTECTION
		<u>3,677.26</u>								
124008	9/9/2016		3867 BARR ENGINEERING COMPANY							
		4,128.45	FCS - C SVCS THRU 8/15/2016		42198	23191151.02-6	40405.6530	201208	IMPR OTHER THAN BUILDING	FLOODWALL CONSTRUCTION

CITY OF SOUTH ST PAUL
 Council Check Register by GL
 Council Check Register and Summary

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
124008	9/9/2016	4,128.45	3867 BARR ENGINEERING COMPANY						Continued...	
124009	9/9/2016	6,840.00	5978 BAUER SERVICES							
		350.00	GRAND AVE POLE REPAIR		42199	110	50615.6371		REPAIRS & MAINT CONTRACTUAL	STREET LIGHT UTILITY
		490.00	REPAIR/NORTH END LIFT STATION		42200	111	50606.6371		REPAIRS & MAINT CONTRACTUAL	SEWER UTILITY
		6,000.00	500 BLOCK OF 3RD AVE SOUTH		42201	112	50606.6371		REPAIRS & MAINT CONTRACTUAL	SEWER UTILITY
124010	9/9/2016	319.50	6733 BESTER BROS TRANSFER & STORAGE CO, INC							
		159.75	MOVING CARTS		42303	3208	10125.6240		MINOR EQUIPMENT AND FURNITURE	HUMAN RESOURCES
		159.75	MOVING CARTS		42303	3208	10150.6240		MINOR EQUIPMENT AND FURNITURE	FINANCE
124011	9/9/2016	192,403.12	1111 BITUMINOUS ROADWAYS, INC.							
		96,201.56	PAY EST 2		42202	2 - PARTIAL	40432.6371	201605	REPAIRS & MAINT CONTRACTUAL	2016 LOCAL IMPROVEMENTS
		96,201.56	PAY EST 2		42202	2 - PARTIAL	40432.6371	201607	REPAIRS & MAINT CONTRACTUAL	2016 LOCAL IMPROVEMENTS
124012	9/9/2016	40,872.72	4235 CARL BOLANDER & SONS CO							
		1,320.00	425 S CONCORD DAK PREM RESTORE		42282	42747	40490.6530		IMPR OTHER THAN BUILDING	CONCORD TIF
		39,552.72	455 HARDMAN BONFE SOIL DISPOSE		42283	42746	40490.6530		IMPR OTHER THAN BUILDING	CONCORD TIF
124013	9/9/2016	100.00	7356 CARLSON, EDDIE							
		100.00	LIFEGUARD CLASS		42311	9/1/2016	20250.4543		CSCC PROGRAMMING	CENTRAL SQUARE
124014	9/9/2016	650.00	1182 CHIEF / LAW ENFORCEMENT SUPPLY							
		650.00	PLASTIC BADGES		42203	202899	10210.6430		MISCELLANEOUS	POLICE PROTECTION
124015	9/9/2016	547.81	1203 COMMERCIAL ASPHALT CO							
		91.45	EXTEND BLEACHERPAD/HARMON PRK		42204	160815	10340.6220		REPAIR & MAINTENANCE SUPPLIES	PARKS FACILITIES AND MTNCE
		456.36	800 BLOCK OF 5TH AVE SOUTH		42204	160815	50605.6220		REPAIR & MAINTENANCE SUPPLIES	WATER UTILITY
124016	9/9/2016	3,129.08	1206 COMMISSIONER OF TRANSPORTATION							
		3,129.08	AIRPORT 20 HANGER UNIT PROJECT		42205	00000023237	20245.6602	200510	OTHER LONG TERM DEBT-PRINCIPAL	AIRPORT

CITY OF SOUTH ST PAUL
 Council Check Register by GL
 Council Check Register and Summary

--

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
124017	9/9/2016		1251 DAKOTA COUNTY PROPERTY TAXATION & RECORD						Continued...	
		1,441.62	2016 TRUTH IN TAXATION COST		42284	TNT2016-29	10150.6430		MISCELLANEOUS	FINANCE
		<u>1,441.62</u>								
124018	9/9/2016		6672 DAKOTA LAWN CARE							
		490.00	200 MARIE		42285	3944	50677.6371.050		MTNCE-LANDSCAPE/GROUNDS	NAN MCKAY APT BLDG
		375.00	300 GRAND AVE		42286	3943	50678.6371.050		MTNCE-LANDSCAPE/GROUNDS	JOHN CARROLL APT BLDG
		<u>865.00</u>								
124019	9/9/2016		1265 DANNER INC.							
		235,281.57	OP3 - PARTIAL 3		42287	3-PARTIAL	40432.6530	201608	IMPR OTHER THAN BUILDING	2016 LOCAL IMPROVEMENTS
		<u>235,281.57</u>								
124020	9/9/2016		6701 DESCHANE, CHESTER							
		21.87	MILEAGE REIMBURSE 8/2-8/31/16		42206	083116	20284.6430		MISCELLANEOUS	DEVELOPMENT
		21.87	MILEAGE REIMBURSE 8/2-8/31/16		42206	083116	20292.6430		MISCELLANEOUS	REDISCOVER HOUSING
		<u>43.74</u>								
124021	9/9/2016		5071 DIDION CONTRACTING							
		64,008.63	ALLEY CATCH BASINS PAY EST 1		42207	1 - PARTIAL	50610.6371	201614	REPAIRS & MAINT CONTRACTUAL	STORM WATER UTILITY
		<u>64,008.63</u>								
124022	9/9/2016		5840 FLAGSHIP RECREATION							
		73.90	STEPS FOR NORTHVIEW POOL		42208	F6312	10340.6220		REPAIR & MAINTENANCE SUPPLIES	PARKS FACILITIES AND MTNCE
		<u>73.90</u>								
124023	9/9/2016		1444 FRONTIER AG & TURF							
		251.00	LIGHT KIT		42226	P93826	60703.6220		REPAIR & MAINTENANCE SUPPLIES	CENTRAL GARAGE FUND
		<u>251.00</u>								
124024	9/9/2016		7352 FUCHS, JESSICA							
		100.00	REIMBURSE CANCELLED CLASS		42307	9/1/2016	20250.4543		CSCC PROGRAMMING	CENTRAL SQUARE
		<u>100.00</u>								
124025	9/9/2016		1472 GERRY'S FIRE & SAFETY INC							
		123.90	FIRE EXTINGUISHER SERVICE		42304	53134	20230.6371		REPAIRS & MAINT CONTRACTUAL	LIBRARY
		<u>123.90</u>								
124026	9/9/2016		1473 GERTEN GREENHOUSES 2							
		95.85	SEEDING SOIL FOR WATER REPAIR		42209	408183/1	50605.6220		REPAIR & MAINTENANCE SUPPLIES	WATER UTILITY
		31.95	SEEDING SOIL/GRAND AVE HILL		42210	405819/1	10320.6220		REPAIR & MAINTENANCE SUPPLIES	PUBLIC WORKS

CITY OF SOUTH ST PAUL
 Council Check Register by GL
 Council Check Register and Summary

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
124026	9/9/2016		1473 GERTEN GREENHOUSES 2						Continued...	
		52.43	MULCH FOR GRAND AVE HILL		42211	406656/1	10320.6220		REPAIR & MAINTENANCE SUPPLIES	PUBLIC WORKS
		26.49	WEED PREVENTER GRAND AVE HILL		42212	406664/1	10320.6220		REPAIR & MAINTENANCE SUPPLIES	PUBLIC WORKS
		69.90	MULCH FOR GRAND AVE HILL		42213	406754/1	10320.6220		REPAIR & MAINTENANCE SUPPLIES	PUBLIC WORKS
		26.49	WEED PREVENTER GRAND AVE HILL		42214	4068071/1	10320.6220		REPAIR & MAINTENANCE SUPPLIES	PUBLIC WORKS
		69.90	MULCH FOR GRAND AVE HILL		42215	406816/1	10320.6220		REPAIR & MAINTENANCE SUPPLIES	PUBLIC WORKS
		69.90	MULCH FOR GRAND AVE HILL		42216	406883/1	10320.6220		REPAIR & MAINTENANCE SUPPLIES	PUBLIC WORKS
		24.95	PULVERIZED LANDSCAPE TOPSOIL		42217	407291/1	10340.6220		REPAIR & MAINTENANCE SUPPLIES	PARKS FACILITIES AND MTNCE
		63.90	GREEN LOON LAWN SEEDING SOIL		42218	407714/1	10340.6220		REPAIR & MAINTENANCE SUPPLIES	PARKS FACILITIES AND MTNCE
		<u>531.76</u>								
124027	9/9/2016		1485 GLOBE PRINTING & OFFICE SUPPLIES INC							
		41.00	BUSINESS CARDS / SALMEY		42219	70492D	10210.6201		OFFICE SUPPLIES	POLICE PROTECTION
		120.65	LETTERHEADS		42220	70445J	10210.6201		OFFICE SUPPLIES	POLICE PROTECTION
		<u>161.65</u>								
124028	9/9/2016		4214 HEALTHPARTNERS GROUP HEALTH-WORKSITE							
		157.50	EAP AUGUST 2016		42221	W813019	10125.6302		PROFESSIONAL SERVICES	HUMAN RESOURCES
		<u>157.50</u>								
124029	9/9/2016		1615 HUEBSCH OF MINNESOTA							
		11.35	BRUSHMATS AUGUST		42222	3708505	20260.6381		OTHER RENTALS	HOUSING GENERAL
		53.21	BRUSHMATS AUGUST		42223	3708495	50678.6371.110		MTNCE-CONTRACTS	JOHN CARROLL APT BLDG
		53.21	BRUSHMATS AUGUST		42224	3715944	50678.6371.110		MTNCE-CONTRACTS	JOHN CARROLL APT BLDG
		<u>117.77</u>								
124030	9/9/2016		7346 J.R. KING ENGINEERING							
		900.00	ENGINEERING EVAL OF RINK 1		42288	7/31/2016	20243.6302		PROFESSIONAL SERVICES	DOUG WOOG ARENA
		<u>900.00</u>								
124031	9/9/2016		6642 JOHNSON CONTROLS, INC							
		735.72	REPAIR CIRCULATING PUMP		42289	1-37682657830	50677.6371.020		MTNCE-HEATING/COOLING	NAN MCKAY APT BLDG
		<u>735.72</u>								
124032	9/9/2016		7347 JOSEPH, JOHN & JAMIE							
		1,450.00	SEWER SETTLEMENT AGREEMENT		42290	9/3/16 SEWER CLAIM	50606.6371		REPAIRS & MAINT CONTRACTUAL	SEWER UTILITY
		<u>1,450.00</u>								
124033	9/9/2016		1719 KAPOSIA TREE SERVICE							
		450.00	600 BLOCK 9TH AVE		42228	08122016	10320.6221	201604	SEAL COATING & TREE MAIN	PUBLIC WORKS

Council Check Register and Summary

-

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
124033	9/9/2016		1719 KAPOSIA TREE SERVICE						Continued...	
		1,450.00	LORRAINE PARK		42229	08192016	10340.6371		REPAIRS & MAINT CONTRACTUAL	PARKS FACILITIES AND MTNCE
		<u>1,900.00</u>								
124034	9/9/2016		1740 KIMLEY-HORN AND ASSOCIATES, INC.							
		1,964.98	ENG SVCS THRU 7/31/2016		42227	8193368	40432.6530	201611	IMPR OTHER THAN BUILDING	2016 LOCAL IMPROVEMENTS
		<u>1,964.98</u>								
124035	9/9/2016		7351 LASKA, LUCAS							
		100.00	LIFEGUARD CLASS		42306	9/1/2016	20250.4543		CSCC PROGRAMMING	CENTRAL SQUARE
		<u>100.00</u>								
124036	9/9/2016		1832 LILLIE SUBURBAN NEWSPAPERS							
		122.00	APRTMENTS AVAIL 8/29-10/10/16		42230	031496-00013 8/29/16	50677.6341		ADVERTISING	NAN MCKAY APT BLDG
		122.00	APRTMENTS AVAIL 8/29-10/10/16		42230	031496-00013 8/29/16	50678.6341		ADVERTISING	JOHN CARROLLAPT BLDG
		<u>244.00</u>								
124037	9/9/2016		4378 LYNCH, MICHAEL W.							
		400.00	STARWATCH PARTY		42231	8/28/2016	20216.6210	227573	OPERATING SUPPLIES	GRANTS/DONATIONS COMM AFFAIRS
		<u>400.00</u>								
124038	9/9/2016		7348 MACH 1 TAPING & PAINTING LLC							
		34,470.00	PAINT & PAINTING OF BUILDING		42313	2528	40402.6371	BLD164	REPAIRS & MAINT CONTRACTUAL	CAPITAL PROGRAMS FUND
		<u>34,470.00</u>								
124039	9/9/2016		7355 MAMER, ALEX							
		100.00	LIFEGUARD CLASS		42310	9/1/2016	20250.4543		CSCC PROGRAMMING	CENTRAL SQUARE
		<u>100.00</u>								
124040	9/9/2016		5582 METRO PRODUCTS INC							
		21.80	SHOP SOLVANT		42232	119706	60703.6220		REPAIR & MAINTENANCE SUPPLIES	CENTRAL GARAGE FUND
		<u>21.80</u>								
124041	9/9/2016		1939 MIDWAY FORD CO.							
		326.76	PARTS FOR POLICE SQUAD		42233	269763	60703.6220		REPAIR & MAINTENANCE SUPPLIES	CENTRAL GARAGE FUND
		217.46	PARTS RETURNED		42234	CM266508	60703.6220		REPAIR & MAINTENANCE SUPPLIES	CENTRAL GARAGE FUND
		<u>109.30</u>								
124042	9/9/2016		6641 MINNESOTA PREMIER PUBLICATIONS							

CITY OF SOUTH ST PAUL
 Council Check Register by GL
 Council Check Register and Summary

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
124059	9/9/2016		2460 SHI						Continued...	
		3,054.00	VM BACKUP SOFTWARE		42297	B05380192	40402.6571	IT-112	COMPUTER HARDWARE	CAPITAL PROGRAMS FUND
		<u>3,054.00</u>								
124060	9/9/2016		6456 SILDA, JAMES							
		175.46	POLO STYLE UNDERARMOUR SHIRTS		42254	148022	10210.6245		CLOTHING ALLOWANCE	POLICE PROTECTION
		<u>175.46</u>								
124061	9/9/2016		7350 SMITH, JOSEPH							
		100.00	LIFEGUARD CLASS		42305	9/1/2016	20250.4543		CSCC PROGRAMMING	CENTRAL SQUARE
		<u>100.00</u>								
124062	9/9/2016		2558 STATE INDUSTRIAL PRODUCTS							
		244.23	DRAIN MAINTENANCE PROGRAM		42255	97925182	50678.6220		REPAIR & MAINTENANCE SUPPLIES	JOHN CARROLL APT BLDG
		<u>244.23</u>								
124063	9/9/2016		2585 STREICHER'S, INC.							
		211.96	BOOTS/PANTS/SOCKS/CLEANINGKIT		42256	I1224173	10210.6245		CLOTHING ALLOWANCE	POLICE PROTECTION
		<u>211.96</u>								
124064	9/9/2016		6504 SUSSEL CORPORATION							
		1,000.00	PERMIT SS020031		42300	SS020031	40410.2205		DEPOSITS	LOCAL IMPROVEMENT CONST
		<u>1,000.00</u>								
124065	9/9/2016		2608 TAHO SPORTSWEAR, INC							
		399.56	FOOTBALL JERSEYS		42257	16TF1793	10529.6210		OPERATING SUPPLIES	RECREATIONAL PROGRAMS
		<u>399.56</u>								
124066	9/9/2016		2696 TWIN CITY SAW CO.							
		32.99	COIL		42258	A22176	60703.6220		REPAIR & MAINTENANCE SUPPLIES	CENTRAL GARAGE FUND
		<u>32.99</u>								
124067	9/9/2016		6710 USA SECURITY							
		300.00	OCT-DEC 2016 SERVICE		42259	12373980	50677.6375.3		OTHER CONTR SVCS-SECURITY	NAN MCKAY APT BLDG
		300.00	OCT-DEC 2016 SERVICE		42260	12373979	50678.6375.3		OTHER CONTR SVCS-SECURITY	JOHN CARROLL APT BLDG
		<u>600.00</u>								
124068	9/9/2016		2751 VERIZON WIRELESS							
		33.76	POLICE 4G MOBILE		42261	9770809591	10210.6390		POSTAGE AND TELEPHONE	POLICE PROTECTION
		73.77	ENG IPADS		42261	9770809591	10315.6390		POSTAGE AND TELEPHONE	ENGINEERING
		93.21	INSP & HOTSPOT		42261	9770809591	10420.6390		POSTAGE AND TELEPHONE	LICENSING & CODE ENFORCEMENT

CITY OF SOUTH ST PAUL
Council Check Register by GL
Council Check Register and Summary

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
124071	9/16/2016		1440 FREEDOM SERVICES INC						Continued...	
		577.55			42404	0914161228553	10101.2179		FLEXIBLE BENEFIT PLAN	GENERAL FUND
		577.55								
124072	9/16/2016		1969 MINNESOTA AFSCME, COUNCIL NO. 5							
		393.52			42405	0914161228554	10101.2170		ACCRUED PAY DED PAYABLE	GENERAL FUND
		393.52								
124073	9/16/2016		2096 NATIONWIDE RETIREMENT SOLUTIONS							
		4,383.66			42397	09141612285510	10101.2175		OTHER RETIREMENT	GENERAL FUND
		4,383.66								
124074	9/16/2016		2008 NCPERS MINNESOTA							
		32.00			42408	0914161228557	10101.2170		ACCRUED PAY DED PAYABLE	GENERAL FUND
		32.00								
124075	9/19/2016		3739 ACCOUNTEMPS							
		1,550.25	WEEKENDED 8/26/2016 ANDERSON		42318	46586475	50677.6302		PROFESSIONAL SERVICES	NAN MCKAY APT BLDG
		1,550.25	WEEKENDED 8/26/2016 ANDERSON		42318	46586475	50678.6302		PROFESSIONAL SERVICES	JOHN CARROLL APT BLDG
		3,100.50								
124076	9/19/2016		1016 ACE HARDWARE & PAINT							
		15.98	TAG PAPER WITH RING		42319	529318/5	50605.6220		REPAIR & MAINTENANCE SUPPLIES	WATER UTILITY
		15.98								
124077	9/19/2016		6677 ADVANCED DISPOSAL							
		376.62	TRASH SERVICE SEPT 2016		42387	G50004859612	50677.6371.010		MTNCE-GARBAGE/TRASH/RECYCLING	NAN MCKAY APT BLDG
		244.92	TRASH SERVICE SEPT 2016		42387	G50004859612	50678.6371.010		MTNCE-GARBAGE/TRASH/RECYCLING	JOHN CARROLL APT BLDG
		621.54								
124078	9/19/2016		1035 AMERICAN HISTORY							
		43.95	1 YR SUBSCRIPTION RENEWAL		42388	9/1/2016	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		43.95								
124079	9/19/2016		7373 ANDERSON, SETH							
		222.48	MILEAGE REIMBURSEMENT		42389	9/12/2016	20243.6331		CONFERENCES, TRAINING, TRAVEL	DOUG WOOG ARENA
		222.48								
124080	9/19/2016		5978 BAUER SERVICES							
		1,881.00	REPAIR STORM ACCESS/MALDEN ST		42320	114	50606.6371		REPAIRS & MAINT CONTRACTUAL	SEWER UTILITY
		3,600.00	9TH AVE N & WARNER ROAD		42321	115	50606.6371		REPAIRS & MAINT CONTRACTUAL	SEWER UTILITY

CITY OF SOUTH ST PAUL
 Council Check Register by GL
 Council Check Register and Summary

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
124080	9/19/2016	5,481.00	5978 BAUER SERVICES						Continued...	
124081	9/19/2016		6676 BDS LAUNDRY MANAGEMENT CO							
		731.62	LAUNDRY EQUIPMENT RENTAL JUNE		42390	V317302	50678.6371.120		MTNCE-MISCELLANEOUS	JOHN CARROLL APT BLDG
		548.71	LAUNDRY EQUIPMENT RENTAL AUG		42391	V320153	50677.6371.120		MTNCE-MISCELLANEOUS	NAN MCKAY APT BLDG
		548.71	LAUNDRY EQUIPMENT RENTAL SEPT		42392	V321748	50677.6371.120		MTNCE-MISCELLANEOUS	NAN MCKAY APT BLDG
		731.62	LAUNDRY EQUIPMENT RENTAL SEPT		42393	V321743	50678.6371.120		MTNCE-MISCELLANEOUS	JOHN CARROLL APT BLDG
		2,560.66								
124082	9/19/2016		1192 CITY OF ST. PAUL							
		1,250.00	PDI TRAINING/CROWD MANAGEMENT		42322	IN00017481	10210.6331		CONFERENCES, TRAINING, TRAVEL	POLICE PROTECTION
		1,250.00								
124083	9/19/2016		2884 COMCAST							
		101.90	FOR WATER COMPUTER		42394	8772 10	50605.6302		PROFESSIONAL SERVICES	WATER UTILITY
						5950171666				
						9/2/16				
		101.90								
124084	9/19/2016		1206 COMMISSIONER OF TRANSPORTATION							
		300.35	005 BIT INSPECTIONS		42323	P00006132	40432.6371	201605	REPAIRS & MAINT CONTRACTUAL	2016 LOCAL IMPROVEMENTS
		300.35								
124085	9/19/2016		7374 CONSTRUCTION ACCESSORIES, INC.							
		550.00	GRD ROD EXTRACTOR HANDLE		42395	5443	10320.6240		MINOR EQUIPMENT AND FURNITURE	PUBLIC WORKS
		550.00								
124086	9/19/2016		1219 CRAWFORD DOOR SALES COMPANY							
		184.50	REPAIR TO SALLYPORT DOOR		42324	23512	10330.6371		REPAIRS & MAINT CONTRACTUAL	BUILDINGS
		184.50								
124087	9/19/2016		1226 CULLIGAN WATER CONDITIONING							
		117.55	SALT FOR WATER SOFTENER		42325	157-98478332-2	10330.6371		REPAIRS & MAINT CONTRACTUAL	BUILDINGS
						8/31/16				
		5.60	WELL #1		42326	157-13870001-6	50605.6302		PROFESSIONAL SERVICES	WATER UTILITY
						8/31/16				
		123.15								
124088	9/19/2016		1265 DANNER INC.							
		120.00	TRUCK DELIVERY OF CLASS 5		42327	77545	10320.6220		REPAIR & MAINTENANCE SUPPLIES	PUBLIC WORKS

CITY OF SOUTH ST PAUL
 Council Check Register by GL
 Council Check Register and Summary

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
124088	9/19/2016		1265 DANNER INC.						Continued...	
		262.50	TRUCK DELIVERY FOR CLASS 5		42328	77546	50605.6220		REPAIR & MAINTENANCE SUPPLIES	WATER UTILITY
		439.38	CLASS 5		42329	77623	10320.6220		REPAIR & MAINTENANCE SUPPLIES	PUBLIC WORKS
		953.00	CLASS 5		42330	77636	50605.6220		REPAIR & MAINTENANCE SUPPLIES	WATER UTILITY
		34.38	9TH AVE NO & WENTWORTH AVE		42331	77759	50605.6220		REPAIR & MAINTENANCE SUPPLIES	WATER UTILITY
		<u>1,809.26</u>								
124089	9/19/2016		1276 DELEGARD TOOL CO							
		246.94	GREASE GUN FOR PARKS		42332	120253	10340.6240		MINOR EQUIPMENT AND FURNITURE	PARKS FACILITIES AND MTNCE
		<u>246.94</u>								
124090	9/19/2016		1279 DEMCO, INC.							
		96.59	BOOK COVERS/LABELS/TAPE		42411	5934123	20230.6201		OFFICE SUPPLIES	LIBRARY
		160.03	BOOK COVERS & MENDING SUPPLIES		42412	5950406	20230.6201		OFFICE SUPPLIES	LIBRARY
		<u>256.62</u>								
124091	9/19/2016		6789 DOODY, STEVE							
		55.00	8/29/2016		42413	082916	20260.6375		OTHER CONTRACTED SERVICES	HOUSING GENERAL
		55.00	HRA COMMISSIONERS MEETING		42414	091216	20260.6375		OTHER CONTRACTED SERVICES	HOUSING GENERAL
		<u>110.00</u>								
124092	9/19/2016		2909 EMERSON, GEORGE, JR.							
		208.44	MILEAGE REIMBURSEMENT		42417	09122016	20243.6331		CONFERENCES, TRAINING, TRAVEL	DOUG WOOG ARENA
		<u>208.44</u>								
124093	9/19/2016		1359 ENTERTAINMENT WEEKLY							
		67.50	1 YR SUBSCRIPTION RENEWAL		42418	9/1/2016	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		<u>67.50</u>								
124094	9/19/2016		1380 FACTORY MOTOR PARTS CO							
		122.48	PART FOR FORKLIFT		42333	1-5051825	60703.6220		REPAIR & MAINTENANCE SUPPLIES	CENTRAL GARAGE FUND
		50.34	DEGREASER		42334	1-5054983	60703.6220		REPAIR & MAINTENANCE SUPPLIES	CENTRAL GARAGE FUND
		<u>172.82</u>								
124095	9/19/2016		1400 FERGUSON WATERWORKS #2516							
		460.01	METER		42335	0205974	50605.6220		REPAIR & MAINTENANCE SUPPLIES	WATER UTILITY
		<u>460.01</u>								
124096	9/19/2016		4725 FIRST SUPPLY LLC - TWIN CITIES							
		60.75	REPAIR KIT & SAFETY GLASSES		42336	1404140-00	10340.6220		REPAIR & MAINTENANCE SUPPLIES	PARKS FACILITIES AND MTNCE
		95.15	HACKZALL		42337	1404268-00	60703.6220		REPAIR & MAINTENANCE SUPPLIES	CENTRAL GARAGE FUND

CITY OF SOUTH ST PAUL
 Council Check Register by GL
 Council Check Register and Summary

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
124105	9/19/2016		6659 HAB INC						Continued...	
		125.00	DATA BASE ENGINE UPGRADE		42343	0070129-IN	50677.6375.2		OTHER CONTR SVCS-SOFTWARE SUP	NAN MCKAY APT BLDG
		125.00	DATA BASE ENGINE UPGRADE		42343	0070129-IN	50678.6375.2		OTHER CONTR SVCS-SOFTWARE SUP	BOHN CARROLL APT BLDG
		<u>250.00</u>								
124106	9/19/2016		1556 HAWKINS, INC.							
		1,567.30	HYDROFLUOSILICIC ACID		42344	3940781 RI	50605.6220		REPAIR & MAINTENANCE SUPPLIES	WATER UTILITY
		<u>1,567.30</u>								
124107	9/19/2016		6678 HD SUPPLY FACILITIES MAINTENANCE , LTD							
		334.00	DEHUMIDIFIER		42345	9148355560	50678.6220		REPAIR & MAINTENANCE SUPPLIES	JOHN CARROLL APT BLDG
		131.38	VERTICAL BLINDS		42346	9148573942	50677.6220		REPAIR & MAINTENANCE SUPPLIES	NAN MCKAY APT BLDG
		131.38	VERTICAL BLINDS		42346	9148573942	50678.6220		REPAIR & MAINTENANCE SUPPLIES	JOHN CARROLL APT BLDG
		<u>596.76</u>								
124108	9/19/2016		1582 HIGHLIGHTS HIGH FIVE							
		34.44	1 YR SUBSCRIPTION RENEWAL		42424	9/1/2016	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		<u>34.44</u>								
124109	9/19/2016		7375 HIGHTLIGHTS HELLO							
		34.44	1 YR SUBSCRIPTION RENEWAL		42423	9/1/2016	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		<u>34.44</u>								
124110	9/19/2016		6671 IMAGE BUILDERS GENERAL CONTRACTOR, INC							
		472.50	UNIT TURNAROUND #313		42347	082216A	50678.6371.060		MTNCE-UNIT TURNAROUND	JOHN CARROLL APT BLDG
		478.60	UNIT TURNAROUND #813		42348	082216B	50677.6371.060		MTNCE-UNIT TURNAROUND	NAN MCKAY APT BLDG
		<u>951.10</u>								
124111	9/19/2016		1650 INGRAM LIBRARY SERVICES							
		17.39	AF-ADULT FICTION BOOKS		42465	94569797	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		260.46	AF-ADULT FICTION BOOKS		42466	94035111	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		47.03	AF-ADULT FICTION BOOKS		42467	94064260	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		91.61	AF-ADULT FICTION BOOKS		42468	94091463	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		127.84	AF-ADULT FICTION BOOKS		42469	94148719	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		14.39	AF-ADULT FICTION BOOKS		42470	94170258	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		45.56	AF-ADULT FICTION BOOKS		42471	94202136	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		175.46	AF-ADULT FICTION BOOKS		42472	94268055	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		20.39	AF-ADULT FICTION BOOKS		42473	94327516	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		9.58	AF-ADULT FICTION BOOKS		42474	94419161	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		204.09	AF-ADULT FICTION BOOKS		42475	94430500	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		63.96	AF-ADULT FICTION BOOKS		42476	94457623	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY

CITY OF SOUTH ST PAUL
Council Check Register by GL
Council Check Register and Summary

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
124111	9/19/2016		1650 INGRAM LIBRARY SERVICES						Continued...	
		348.35	AF-ADULT FICTION BOOKS		42477	94530483	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		28.89	ANF-ADULT NONFICTION BOOKS		42478	94091470	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		65.60	ANF-ADULT NONFICTION BOOKS		42479	94202142	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		153.34	ANF-ADULT NONFICTION BOOKS		42480	94356422	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		29.16	ANF-ADULT NONFICTION BOOKS		42481	94457632	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		28.59	C-CHILDRENS BOOKS		42482	94091464	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		140.75	C-CHILDRENS BOOKS		42483	94091465	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		5.99	C-CHILDRENS BOOKS		42484	94091466	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		7.62	C-CHILDRENS BOOKS		42485	94091467	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		14.28	C-CHILDRENS BOOKS		42486	94091468	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		45.51	ANF-ADULT NONFICTION BOOK		42487	94091469	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		198.17	C-CHILDRENS BOOKS		42488	94091469	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		3.57	C-CHILDRENS BOOKS		42489	94202137	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		4.17	C-CHILDRENS BOOKS		42490	94202138	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		2.99	C-CHILDRENS BOOKS		42491	94202139	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		2.39	C-CHILDRENS BOOKS		42492	94202140	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		116.97	C-CHILDRENS BOOKS		42493	94202141	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		113.53	C-CHILDRENS BOOKS		42494	94244830	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		86.54	ANF-ADULT NONFICTION BOOKS		42495	94294597	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		195.53	C-CHILDRENS BOOKS		42496	94294597	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		75.23	C-CHILDRENS BOOKS		42497	94343834	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		4.19	C-CHILDRENS BOOKS		42498	94356419	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		2.39	C-CHILDRENS BOOKS		42499	94356420	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		2.99	C-CHILDRENS BOOKS		42500	94356421	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		254.70	C-CHILDRENS BOOKS		42501	94393266	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		4.78	C-CHILDRENS BOOKS		42502	94457624	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		11.99	C-CHILDRENS BOOKS		42503	94457625	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		5.98	C-CHILDRENS BOOKS		42504	94457626	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		9.80	C-CHILDRENS BOOKS		42505	94457627	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		18.94	C-CHILDRENS BOOKS		42506	94457628	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		2.99	C-CHILDRENS BOOKS		42507	94457629	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		2.99	C-CHILDRENS BOOKS		42508	94457630	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		52.40	C-CHILDRENS BOOKS		42509	94457631	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		17.87	C-CHILDRENS BOOKS		42510	94475499	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		4.77	300 BOOKS - SPANISH TITLE		42511	94367787	20217.6230	227637	BOOKS, MATERIALS & PERIODICALS	GRANTS/DONATIONS LIBRARY
		3,141.71								
124112	9/19/2016		6642 JOHNSON CONTROLS, INC							
		1,241.25	SERVICE SEPT-NOV 2016		42416	1-37754484654	50677.6371.020		MTNCE-HEATING/COOLING	NAN MCKAY APT BLDG
		1,241.25	SERVICE SEPT-NOV 2016		42416	1-37754484654	50678.6371.020		MTNCE-HEATING/COOLING	JOHN CARROLL APT BLDG

CITY OF SOUTH ST PAUL
 Council Check Register by GL
 Council Check Register and Summary

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
124112	9/19/2016	<u>2,482.50</u>	6642 JOHNSON CONTROLS, INC						Continued...	
124113	9/19/2016		1757 KNOWLANS SUPER MARKETS INC.							
		52.82	SUMMER PROGRAM		42349	9333	10529.6210		OPERATING SUPPLIES	RECREATIONAL PROGRAMS
		26.58	SUMMER PROGRAM		42350	9768	10529.6210		OPERATING SUPPLIES	RECREATIONAL PROGRAMS
		<u>8.99</u>	SUMMER PROGRAM		42351	8792	10529.6210		OPERATING SUPPLIES	RECREATIONAL PROGRAMS
		88.39								
124114	9/19/2016		1832 LILLIE SUBURBAN NEWSPAPERS							
		55.13	ORD 1307 & 1308		42352	001509 8/31/16	10140.6341		ADVERTISING	CITY CLERK
		551.25	SUM FIN REPORT		42352	001509 8/31/16	10150.6341		ADVERTISING	FINANCE
		77.18	9-7 PC & TEMP HOUSING		42352	001509 8/31/16	10410.6341		ADVERTISING	PLANNING & ZONING
		102.90	TRANSFER PROJ & MIDWEST BANK		42352	001509 8/31/16	20280.6341		ADVERTISING	ECON DEV GENERAL
		95.56	DISPOSE 2 PROP-IGLESIAS & 930		42352	001509 8/31/16	20292.6341		ADVERTISING	REDISCOVER HOUSING
		28.18	2015 TAX INCREM STMNT		42352	001509 8/31/16	40490.6341		ADVERTISING	CONCORD TIF
		28.18	2015 TAX INCREM STMNT		42352	001509 8/31/16	40491.6341		ADVERTISING	STOCKYARDS TIF
		28.17	2015 TAX INCREM STMNT		42352	001509 8/31/16	40492.6341		ADVERTISING	4TH AVE VILLAGE TIF
		16.54	REV AGENCY PLAN		42352	001509 8/31/16	50677.6341		ADVERTISING	NAN MCKAY APT BLDG
		<u>16.54</u>	REV AGENCY PLAN		42352	001509 8/31/16	50678.6341		ADVERTISING	JOHN CARROLL APT BLDG
		999.63								
124115	9/19/2016		1864 MACQUEEN EQUIPMENT INC.							
		<u>201.39</u>	VACTOR TRUCK #315		42354	PO1165	60703.6220		REPAIR & MAINTENANCE SUPPLIES	CENTRAL GARAGE FUND
		201.39								
124116	9/19/2016		1911 MENARDS, INC-WEST ST PAUL							
		81.17	FOR KAPOZIA LANDING		42426	19044	10340.6220		REPAIR & MAINTENANCE SUPPLIES	PARKS FACILITIES AND MTNCE
		10.14	SPRAY BOTTLES		42427	19452	10320.6220		REPAIR & MAINTENANCE SUPPLIES	PUBLIC WORKS
		20.39	SPACKLING/WALL ANCHOR/SPONGE		42428	19613	10330.6220		REPAIR & MAINTENANCE SUPPLIES	BUILDINGS
		<u>29.97</u>	PRO TANK SPRAYER		42429	19635	60703.6220		REPAIR & MAINTENANCE SUPPLIES	CENTRAL GARAGE FUND
		141.67								
124117	9/19/2016		1949 MIDWEST TAPE							
		74.99	BOOK ON CD		42433	94244902	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		12.99	MUSIC ON CDs		42434	94258928	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		36.97	MUSIC ON CDs		42434	94258928	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		17.99	MUSIC ON CDs		42435	94278742	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		94.98	BOOKS ON CD		42436	94244779	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		39.99	BOOKS ON CD		42437	94244901	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		79.98	BOOKS ON CD		42438	94269545	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY

CITY OF SOUTH ST PAUL
 Council Check Register by GL
 Council Check Register and Summary

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
124141	9/19/2016		2562 STATE SUPPLY COMPANY						Continued...	
124142	9/19/2016		2592 SUNSET							
		29.00	1 YR SUBSCRIPTION RENEWAL		42456	9/1/2016	20230.6230		BOOKS, MATERIALS & PERIODICALS	LIBRARY
		29.00								
124143	9/19/2016		2620 TEAM SPORTING GOODS							
		204.64	FOOTBALL EQUIPMENT		42377	AAH070435	10529.6210		OPERATING SUPPLIES	RECREATIONAL PROGRAMS
		204.64								
124144	9/19/2016		4872 UNITED RENTALS (NORTH AMERICA), INC							
		2,079.57	PUMP FOR ROLLER		42378	139951002-001	60703.6220		REPAIR & MAINTENANCE SUPPLIES	CENTRAL GARAGE FUND
		2,079.57								
124145	9/19/2016		6710 USA SECURITY							
		193.75	CAMERA REPAIR/PARKING LOTS		42457	12373887	50678.6375.3		OTHER CONTR SVCS-SECURITY	JOHN CARROLL APT BLDG
		193.75								
124146	9/19/2016		2751 VERIZON WIRELESS							
		26.02	AIR CARD		42379	9771145601	50605.6390		POSTAGE AND TELEPHONE	WATER UTILITY
		205.13	CONNECTION PH3/17TH TANK/IPADS		42458	9771187782	50605.6390		POSTAGE AND TELEPHONE	WATER UTILITY
		231.15								
124147	9/19/2016		2810 WESTON WOODS							
		18.95	SPANISH BOOK/CD		42459	13672372	20217.6230	227637	BOOKS, MATERIALS & PERIODICALS	GRANTS/DONATIONS LIBRARY
		18.95								
124148	9/19/2016		6639 WHEELCO BREAK & SUPPLY, INC.							
		10.20	STUDS FOR NORTHVIEW POOL		42380	5262090050	10340.6220		REPAIR & MAINTENANCE SUPPLIES	PARKS FACILITIES AND MTNCE
		44.18	PARTS FOR TRUCK #315		42381	5262420025	60703.6220		REPAIR & MAINTENANCE SUPPLIES	CENTRAL GARAGE FUND
		54.38								
124149	9/19/2016		2844 WSB & ASSOC INC							
		3,053.01	MCMORROW PLANS & SPECS #9		42382	9	40429.6302	201490	PROFESSIONAL SERVICES	PARK REFERENDUM PROJS
		5,710.05	KAPOSIALANDING PLANS&SPECS #27		42383	27	40429.6302	201480	PROFESSIONAL SERVICES	PARK REFERENDUM PROJS
		8,763.06								
124150	9/19/2016		2849 XCEL ENERGY							
		15,606.29	WATER AUGUST		42384	515253703	50605.6385		UTILITY SERVICE	WATER UTILITY
		31.23	STREET LIGHT UTILITY FUND		42384	515253703	50615.6385		UTILITY SERVICE	STREET LIGHT UTILITY
		317.08	PARKS AUGUST		42385	515251731	10340.6385		UTILITY SERVICE	PARKS FACILITIES AND MTNCE

CITY OF SOUTH ST PAUL
 Council Check Register by GL
 Council Check Register and Summary

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
2016301	9/16/2016		2018 MINNESOTA STATE RETIREMENT SYSTEM (EFT)						Continued...	
2016302	9/2/2016		1559 HEALTHPARTNERS							
		221.11	HRA REIMBURSEMENT		42314	08/24-08/30/2016	70805.6131		EMPLOYEE HRA REIMBURSEMENT	EMPLOYEE HEALTH REIMBUR
		<u>221.11</u>								
2016303	9/6/2016		6037 HEALTHPARTNERS-DENTAL							
		482.83	DENTAL CLAIMS PAID		42315	08/25-08/31/2016	60709.6132		DENTAL CLAIMS PAID	SELF-INSURED DENTAL
		<u>482.83</u>								
2016304	9/12/2016		6037 HEALTHPARTNERS-DENTAL							
		119.45	DENTAL CLAIMS PAID		42316	09/01-09/07/2016	60709.6132		DENTAL CLAIMS PAID	SELF-INSURED DENTAL
		<u>119.45</u>								
2016305	9/9/2016		1559 HEALTHPARTNERS							
		47.00	HRA REIMBURSEMENT		42317	08/31-09/07/2016	70805.6131		EMPLOYEE HRA REIMBURSEMENT	EMPLOYEE HEALTH REIMBUR
		<u>47.00</u>								
2016306	9/16/2016		1559 HEALTHPARTNERS							
		57.33	HRA REIMBURSEMENT		42513	09/08-09/13/2016	70805.6131		EMPLOYEE HRA REIMBURSEMENT	EMPLOYEE HEALTH REIMBUR
		<u>57.33</u>								
2016307	9/7/2016		6537 FDGL LEASE PAYMENT							
		30.00	CC MACHINE LEASE		42514	160907	10315.6412		CREDIT CARD/ACH/BANK FEE	ENGINEERING
		20.00	CC MACHINE LEASE		42514	160907	10520.6412		CREDIT CARD/ACH/BANK FEE	PARKS ADMINISTRATION
		60.00	CC MACHINE LEASE		42514	160907	20243.6412		CREDIT CARD/ACH/BANK FEE	DOUG WOOG ARENA
		10.00	CC MACHINE LEASE		42514	160907	20250.6412		CREDIT CARD/ACH/BANK FEE	CENTRAL SQUARE
		<u>30.00</u>	CC MACHINE LEASE		42514	160907	50600.6412		CREDIT CARD/ACH/BANK FEE	UTILITY ADMINISTRATION
		<u>150.00</u>								
		<u>973,144.99</u>	Grand Total							

<u>Payment Instrument Totals</u>	
Checks	844,800.19
EFT Payments	<u>128,344.80</u>
Total Payments	973,144.99



CITY COUNCIL AGENDA REPORT

DATE: September 19, 2016

DEPARTMENT: Engineering

ADMINISTRATOR: SRK

8-C

AGENDA ITEM: Engineering Services Agreement with WSB for Water Model Update

ACTION TO BE CONSIDERED:

Adopt Resolution 2016-169 APPROVING AN ENGINEERING SERVICES AGREEMENT BETWEEN THE CITY AND WSB & ASSOCIATES, INC. FOR WATER SYSTEM MODEL UPDATE.

OVERVIEW:

In January 2015, the City's consulting engineering firm, WSB & Associates, Inc., completed a drinking water distribution system model (water model) to confirm the adequacy of the existing water distribution system, meet short-term and long-term water demands, and plan for improving and maintaining the drinking water system. The recommended water model improvements included construction of several larger diameter water main pipes throughout the City in order to provide capacity, reduce head loss and pressure fluctuations.

The Public Works Department has made a number of changes to how water is distributed throughout the City since the completion of the study including, modification of the pressure and installations of variable frequency drives (VFDs) at the well houses, adjustment of valves, and modification of the booster stations. This work has significantly reduced the pressure fluctuations in the water main distribution system.

The Engineering Department is currently planning and designing several projects that have recommended system improvements to upsize the watermain including the Southview Boulevard and 5th Avenue Improvement projects. An update to the drinking water distribution system model is needed to confirm the results of the January 2015 water model and the associated recommended watermain pipe sizes. A potential reduction in the sizing of the watermain could lead to significant construction cost savings. The updates to the water model is best facilitated by a consulting engineering firm due to the required specialized knowledge of the modeling software. Staff believes that authorizing a contract with WSB & Associates is the most cost effective approach (Attachment A: Engineering Services Agreement).

RECOMMENDATION:

Staff recommends awarding the contract to WSB & Associates, Inc., for engineering consulting services to update the City's water system model in an amount not to exceed \$10,000.

SOURCE OF FUNDS:

Sufficient funds are available in the Watermain Enterprise Funds.

AGREEMENT FOR PROFESSIONAL SERVICES

THIS AGREEMENT (“Agreement”) is made and executed this ____ day of September, 2016, by and between the City of South St. Paul, 125 – 3rd Avenue North, South St. Paul, Minnesota 55075, (“City”) and WSB, 477 Temperance Street, Saint Paul, MN 55101. (“Consultant”).

WHEREAS, the City has accepted the proposal of the Consultant for certain professional Services; and

WHEREAS, Consultant desires to perform the Services for the City under the terms and conditions set forth in this Agreement.

NOW THEREFORE, in consideration of the mutual consideration contained herein, it is hereby agreed as follows:

1. SERVICES.

- a. City agrees to engage Consultant as an independent contractor for the purpose of performing certain professional Services (“Services”), at a cost not to exceed \$10,000.00 at the rates and for the services as defined in the following document:
 - i. WSB Proposal to Provide Professional Engineering Services for Water System Model/Report Update and Distribution System Evaluation dated August 24, 2016, incorporated herein as Exhibit 1;

(Hereinafter “Exhibit.”)

2. PAYMENT.

- a. City agrees to pay and Consultant agrees to receive and accept payment for Services as set forth in the Exhibits.
- b. Any changes in the scope of the work of the Services that may result in an increase to the compensation due the Consultant shall require prior written approval by the authorized representative of the City or by the City Council. The City will not pay additional compensation for Services that do not have prior written authorization.
- c. Consultant shall submit itemized bills for Services provided to City on a monthly basis. Bills submitted shall be paid in the same manner as other claims made to City.

- 3. TERM. The term of this Agreement shall be from contract execution for approximately 90 days or until all work is completed. This Agreement may be extended upon the

written mutual consent of the parties for such additional period as they deem appropriate, and upon the same terms and conditions as herein stated.

4. TERMINATION.

- a. Termination by Either Party. This Agreement may be terminated by either party upon 30 days' written notice delivered to the other party to the addresses listed in Section 13 of this Agreement. Upon termination under this provision, if there is no default by the Consultant, Consultant shall be paid for Services rendered and reimbursable expenses until the effective date of termination.
- b. Termination Due to Default. This Agreement may be terminated by either party upon written notice in the event of substantial failure by the other party to perform in accordance with the terms of this Agreement. The non-performing party shall have fifteen (15) calendar days from the date of the termination notice to cure or to submit a plan for cure that is acceptable to the other party.

5. SUBCONTRACTORS. Consultant shall not enter into subcontracts for any of the Services provided for in this Agreement without the express written consent of the City, unless specifically provided for in the Exhibits. The Consultant shall pay any subcontractor involved in the performance of this Agreement within the ten (10) days of the Consultant's receipt of payment by the City for undisputed services provided by the subcontractor.

6. STANDARD OF CARE. In performing its Services, Consultant will use that degree of care and skill ordinarily exercised, under similar circumstances, by reputable members of its profession in the same locality at the time the Services are provided. No warranty, express or implied, is made or intended by Consultant's undertaking herein or its performance of Services.

7. DELAY IN PERFORMANCE. Neither City nor Consultant shall be considered in default of this Agreement for delays in performance caused by circumstances beyond the reasonable control of the nonperforming party. For purposes of this Agreement, such circumstances include, but are not limited to, abnormal weather conditions; floods; earthquakes; fire; epidemics; war, riots, and other civil disturbances; strikes, lockouts, work slowdowns, and other labor disturbances; sabotage; judicial restraint; and inability to procure permits, licenses or authorizations from any local, state, or federal agency for any of the supplies, materials, accesses, or services required to be provided by either City or Consultant under this Agreement. If such circumstances occur, the nonperforming party shall, within a reasonable time of being prevented from performing, give written notice to the other party describing the circumstances preventing continued performance and the efforts being made to resume performance of this Agreement. Consultant will be entitled to payment for its reasonable additional charges, if any, due to the delay.

8. CITY'S REPRESENTATIVE. The City has designated Chris Hartzell, City Engineer, to act as the City's representative with respect to the Services to be performed under this Agreement. He or she shall have complete authority to transmit instructions, receive information, interpret, and define the City's policy and decisions with respect to the Services covered by this Agreement.

9. PROJECT MANAGER AND STAFFING. The Consultant has designated:
Greg Johnson
Water/Wastewater Group Manager
d: 751.286.8466

to be the primary contact for the City in the performance of the Services. They shall be assisted by other staff members as necessary to facilitate the completion of the Services in accordance with the terms established herein. Consultant may not remove or replace these designated staff without the approval of the City.

10. INDEMNIFICATION.

- a. Consultant and City each agree to defend, indemnify, and hold harmless each other, its agents and employees, from and against legal liability for all claims, losses, damages, and expenses to the extent such claims, losses, damages, or expenses are caused by its negligent acts, errors, or omissions. In the event claims, losses, damages, or expenses are caused by the joint or concurrent negligence of Consultant and City, they shall be borne by each party in proportion to its own negligence.
- b. Consultant shall indemnify City against legal liability for damages arising out of claims by Consultant's employees. City shall indemnify Consultant against legal liability for damages arising out of claims by City's employees.

11. INSURANCE. During the performance of the Services under this Agreement, Consultant shall maintain the following insurance:

- a. General Liability Insurance, with a limit of \$2,000,000 for any number of claims arising out of a single occurrence, pursuant to Minnesota Statutes, Section 466.04, or as may be amended;
- b. Professional Liability Insurance, with a limit of \$2,000,000 for any number of claims arising out of a single occurrence.
- c. Workers' Compensation Insurance in accordance with statutory requirements.
- d. Automobile Liability Insurance, with a combined single limit of \$1,000,000 for each person and \$1,000,000 for each accident.

Consultant shall furnish the City with certificates of insurance, which shall include a provision that such insurance shall not be canceled without written notice to the City. The City shall be named as an additional insured on the General Liability Insurance policy and the Professional Liability Insurance policy.

12. OWNERSHIP OF DOCUMENTS. Professional documents, drawings, and specifications prepared by the Consultant as part of the Services shall become the property of the City when Consultant has been compensated for all Services rendered, provided, however, that Consultant shall have the unrestricted right to their use. Consultant shall retain its rights in its standard drawing details, specifications, databases, computer software, and other proprietary property. Rights to proprietary intellectual property developed, utilized, or modified in the performance of the Services shall remain the property of the Consultant.

13. NOTICES. Notices shall be communicated to the following addresses:

If to City: City of South St. Paul
125 – 3rd Ave. N.
South St. Paul, MN 55075
Attention: Chris Hartzell, City Engineer

Or e-mailed: chartzell@southstpaul.org

If to Consultant:
WSB
477 Temperance Street
Saint Paul, MN 55101
Greg Johnson

Or emailed: gjohnson@wsbeng.com

14. INDEPENDENT CONTRACTOR STATUS. All services provided by Consultant, its officers, agents and employees pursuant to this Agreement shall be provided as employees of Consultant or as independent contractors of Consultant and not as employees of the City for any purpose.

15. GENERAL PROVISIONS.

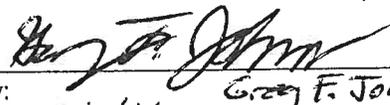
- a. Assignment. This Agreement is not assignable without the mutual written agreement of the parties.
- b. Waiver. A waiver by either City or Consultant of any breach of this Agreement shall be in writing. Such a waiver shall not affect the waiving party's rights with respect to any other or further breach.

- c. Governing Law. This Agreement shall be construed in accordance with the laws of the State of Minnesota and any action must be venued in Dakota County District Court.
- d. Severability. If any term of this Agreement is found be void or invalid, such invalidity shall not affect the remaining terms of this Agreement, which shall continue in full force and effect.
- e. Data Practices Compliance. All data collected by the City pursuant to this Agreement shall be subject to the Minnesota Government Data Practices Act, Minnesota Statutes, Chapter 13.
- f. Entire Agreement. This Agreement constitutes the entire agreement of the parties and supersedes all prior communications, understandings and agreements relating to the subject matter hereof, whether oral or written.

CITY OF SOUTH ST. PAUL

WSB & ASSOCIATES, INC.

 By: Beth Baumann, Mayor
 Date: _____

 By:  Greg F. Johnson
 Date: 9/1/16 _____

 By: Christy Wilcox, City Clerk
 Date: _____



Exhibit 1

477 Temperance Street | St. Paul, MN 55101 | (651) 286-8450

August 24, 2016

Mr. Chris Hartzell, PE
City Engineer
City of South St. Paul
400 E. Richmond
South St. Paul, MN 55075

Re: Proposal to Provide Professional Engineering Services for Water System Model/Report Update and Distribution System Evaluation

Dear Mr. Hartzell:

WSB & Associates, Inc. (WSB) is pleased to present this proposal to the City of South St. Paul (City) to provide professional engineering services to update the water system model, update the Drinking Water Distribution System Model report dated January 2015, and evaluate the water distribution system issues identified by the City.

PROJECT APPROACH/SCOPE OF SERVICES

WSB's project scope and proposed work plan is based on our understanding of the project and experience on similar projects. Several water system issues were identified by the City and the following major tasks will be performed in updating the City's WaterCAD model, updating the Drinking Water Distribution System Model report, and evaluating the water system issues.

Available Information

WSB currently has the following information:

- GIS data for existing ground elevations and parcel data.
- 2008 Water Supply and Distribution Plan
- WaterCAD model including trunk water mains, some distribution mains, towers, and treatment.
- Drinking Water Distribution System Model report dated January 2015

This information will be used to update the WaterCAD model and report for evaluation of the water system issues. Additional information will be required to complete the model which is listed below.

City Tasks

In order to complete our tasks, we request the City to provide the following:

- A designated project contact person

- 2010 to 2015 water system pumping records and water sales data (billing records per customer category)
- A comprehensive list of all infrastructure and operating improvements the City has made since January 1, 2015

Project management is included in each project undertaken by WSB and is included in the tasks below. This consists of project management and communication with the City during the project. Proper project management will help keep all affected parties routinely updated and informed regarding project issues as well as keeping the project on schedule and within budget.

Task 1: Update model with system improvements

Task 2: Analyze consumption trends

Task 3: Update average demands per type of land use

Task 4: Update maximum daily and peak hourly demands

Task 5: Update computer model of distribution system

Task 6: Hydrant Field Testing

Task 8: Evaluate current deficiencies in water system model (existing model only)

Task 9: Make recommendations for improvements

Task 10: Update water system report and figures

FEES

The proposed work plan as proposed herein will be completed on an hourly basis with a not-to-exceed fee of \$10,000.00. We have attached a spreadsheet with our estimated hours for each task. The estimated maximum fee will not be exceeded without prior authorization from the City. Any additional services requested which are beyond the scope of work can be provided and charged at the hourly rates in effect for the individuals performing the work, after authorization by the City.

SCHEDULE

WSB will complete all tasks within 90 days of receipt of a written authorization. Task deliverables will be provided to the City as they are completed.

This represents our total understanding of the project and proposed scope of services. Should the City request additional services outside of the above scope of services, we will work with you to establish a revised scope and fee. Please contact me at your convenience at 651-286-8466 if you have any questions or concerns relating to this proposal as presented. We appreciate the opportunity to assist you and your staff with the completion of this project.

Mr. Hartzell
August 24, 2016
Page 3

Sincerely,

WSB & Associates, Inc.

A handwritten signature in black ink, appearing to read "Greg F. Johnson". The signature is fluid and cursive, with a long horizontal stroke at the end.

Greg F. Johnson, PE
Water/Wastewater Group Manager

Attachments

cc: Erin Heydinger, WSB & Associates, Inc.
Ray Theiler, WSB & Associates, Inc.
Justin Messner, PE, WSB & Associates, Inc.



**Water Distribution WaterCAD Model Update
Proposed Estimate of Hours and Fees for
Design Phase Services
City of South St. Paul, MN**



Task	Project Manager (Greg Johnson)	Project Engineer (Erin Heydinger)	Project Engineer (Ray Theiler)	GIS Technician	Office Technician	Total Hours
1	2	4				6 \$ 684
2		2				2 \$ 184
3		4				4 \$ 368
4		4				4 \$ 368
5		30				30 \$ 2,760
6		8	8			16 \$ 1,416
7	2	10				12 \$ 1,236
8	4	4				8 \$ 1,000
9	2	12		4	2	20 \$ 1,926
Total WSB Staff Estimated Hours and Total Phase Fee	10	78	8	4	2	102
Hourly Billing Rate	\$ 158.00	\$ 92.00	\$ 85.00	\$ 89.00	\$ 75.00	
Total Fee by Labor Classification	\$ 1,580.00	\$ 7,176.00	\$ 680.00	\$ 356.00	\$ 150.00	
Total Proposed Fee (Hourly + Subconsultants)						\$ 9,950



City Council Agenda Report

Date: September 19, 2016

Department: Human Resources

Administrator: 

8 - D

Agenda Item: Approve 2017 Pay Ranges for Seasonal/Variable Hour Positions

Action to be considered:

Motion to approve the 2017 Pay Range for seasonal/variable positions.

Overview:

Staff reviews the pay range structure for all seasonal/variable hour positions on an annual basis. When reviewing pay ranges, staff compares pay of same/similar jobs in cities of comparable size and infrastructure and cities located in Dakota County. In addition to reviewing pay rates of comparable cities, the minimum wage for the State of Minnesota increased to \$9.50 per hour, effective August 1, 2016.

Staff has reviewed the pay ranges and is recommending approval of the *attached 2017 Seasonal/Variable Pay Range* structure. The major changes to the 2017 pay range structure include compliance with minimum wage requirements and adjusting the pay steps to be a percentage derivative of the top step. Prior years pay steps were separated by a set amount that typically ranged between 25 to 50 cents per step. Setting the steps to a percentage derivative of the top step allows for step equality across all jobs. Pay steps for regular fulltime personnel are also set as a percentage derivative of the top step.

Staff recommends approval of the Seasonal/Variable Hour Pay Range for calendar year 2017. Thereafter, increases to the seasonal/variable hour pay ranges occur after annual review of pay ranges and only if the market deems adjustments are necessary.

Source of Funds:

Each department budgets for seasonal/variable hour positions.

2017 Seasonal/Variable Hour Pay Grid
Effective January 1 - December 31, 2017

Position	Job Number	Step 1 (91%)	Step 2 (94%)	Step 3 (97%)	Step 4 (100%)
Concession Worker	46000	9.56	9.88	10.19	10.51
Ice Arena Attendant	46001	9.56	9.88	10.19	10.51
Outdoor Warming House Attendant	46002	9.56	9.88	10.19	10.51
Gymnastics Assistant	46003	9.56	9.88	10.19	10.51
Playground/Preschool Assistant	46004	9.56	9.88	10.19	10.51
Youth Sports Assistant	46005	9.56	9.88	10.19	10.51
Child Watch	46006	10.26	10.60	10.94	11.28
Summer Playhouse Actor	46007	10.26	10.60	10.94	11.28
Compost Site Worker	46008	10.26	10.60	10.94	11.28
Meter Reader	46009	10.26	10.60	10.94	11.28
Building/Office Attendant	46010	10.73	11.08	11.43	11.79
Playground/Preschool Leader	46011	10.73	11.08	11.43	11.79
Summer Playhouse - Director	46012	10.73	11.08	11.43	11.79
Lifeguard	46013	10.73	11.08	11.43	11.79
WSI Assistant	46014	10.73	11.08	11.43	11.79
Maintenance Worker Aide	46015	11.83	12.22	12.61	13.00
Zamboni Driver/Ice Arena Operations	46016	12.29	12.69	13.10	13.50
Playground/Preschool Supervisor	46017	11.89	12.28	12.68	13.07
Gymnastics Instructor	46018	12.97	13.40	13.82	14.25
WSI Instructor	46019	13.29	13.73	14.17	14.61
Youth Sports Instructor	46020	12.97	13.40	13.82	14.25
Park Patrol	46021	12.83	13.25	13.67	14.09
Ice Technician	46022	12.97	13.40	13.82	14.25
Swimming Pool Asst. Manager	46023	12.97	13.40	13.82	14.25
Intern	46024	13.65	14.10	14.55	15.00
Swimming Pool Coordinator	46025	14.22	14.69	15.16	15.63
Youth Sports Coordinator	46026	14.22	14.69	15.16	15.63
Gymnastics Lead Instructor	46027	18.20	18.80	19.40	20.00
Exercise/Fitness Instructor	46028	20.52	21.20	21.87	22.55
Personal Trainer - CSCC	46029	40.00	50.00	60.00	
Youth Sports Referee	46030	\$17.00 per game			
Hockey Game Attendant	46031	\$25.00 per game			
Groundskeeper	45801	14.00			



CITY COUNCIL AGENDA REPORT

DATE: Sept 19, 2016

DEPARTMENT: Public Works

ADMINISTRATOR: _____

SPT

8-E

AGENDA ITEM: Approve bid from DNL Builders LLC for dorm room remodel at SMFD

ACTION TO BE CONSIDERED:

Motion to approve the bid form DNL Builders, LLC for the dorm room remodel at SMFD in the amount of \$15,450.

OVERVIEW:

The 2016 capital improvement program has \$25,000 ear marked for improvements to the South Metro Fire Department dorm rooms. The existing dorm rooms are in need of upgrades such as replacing curtain covered entrances with doors for privacy in a male and female shared facility.

- DNL Builders, LLC – \$15,450
- Steenberg Specialties, LLC – \$16,662

Staff is recommending the bid be awarded to the low bidder DNL Builders, LLC in the amount of \$15,450 for SMFD dorm room remodels.

SOURCE OF FUNDS:

2016 Capital Improvement Plan (CIP)

DNL Builders LLC

8080 Dana Path
Inver Grove Heights, Mn 55076

Estimate

Date	Estimate #
12/18/2015	2133

Name / Address
City of SSP Fire Dept. 125 3rd Ave. N So St Paul, Mn 55075

Project

Description	Total
Demo any drywall and carpet base for new walls	300.00
Frame 64' new interior 9'-4" steel stud walls	2,100.00
Install new 5/8" drywall both sides of new walls	1,400.00
Tape mud and sand 3 coats on new walls	1,300.00
Paint new walls and blend into existing walls	1,450.00
Install 6 new 3-0x7-0 Hollow Metal door frames and 6 new prefinished wood doors with hinges, passage lever and kick plate	6,700.00
Paint 6 new door frames	850.00
Install carpet base on hallway side of walls	300.00
Install new vinyl base on inside of 6 new rooms	1,050.00
ESTIMATE	Total
	\$15,450.00

Signature _____

Steenberg Specialties, LLC
 7257 Bester Avenue
 Inver Grove Heights, MN 55076

Proposal

Date	Estimate #
4/21/2015	2199

Name / Address
South Metro Fire Department Attn: Jeff Blomseth 310 Marie Avenue South St. Paul, MN 55075

Ship To
South Metro Fire Department Attn: Jeff Blomseth 310 Marie Avenue South St. Paul, MN 55075

Description	Cost	Terms
		Due on receipt
		Total
Install Dividing Walls for 6 dorm rooms Materials, Labor & Permit to enclose 6 rooms Each wall enclosure will consist of steel stud construction, floor to ceiling tile grid 5/8 drywall on both sides Electrical outlets installed per code Each dorm room will have a 2-6 solid core oak veneer door with oak frame and casing Door handles will be ADA handles with bedroom lock, no key Paint all new walls with 2 coats of paint Paint living room and hallway area Install carpet base to match as close as possible to existing Add heat and cool supply to two interior dorm rooms and return air tile in all 6 dorm rooms *If any obstructions are found during construction, additional fees may apply, will be discussed before proceeding. OPTION - Insulate new walls for sound (Additional \$935) OPTION - ALLOWANCE for installing horn strobe in all 6 dorm rooms (Additional \$1,170) 50% deposit to start, Balance due upon completion	16,662.00	16,662.00
Total		

If work is not started within 60 days the proposal may be withdrawn.

Phone #	Fax #	E-mail
651-248-9584		steenbergspecialties@hotmail.com



CITY COUNCIL AGENDA REPORT
DATE: SEPTEMBER 19, 2016
DEPARTMENT: Licensing & Code Enforcement Division
ADMINISTRATOR: SPK

8-F

AGENDA ITEM: Business Licenses

ACTION TO BE CONSIDERED:

Motion to adopt attached list, approving Business Licenses.

OVERVIEW:

Municipal code requires that a license be obtained prior to engaging in any trade, profession or business in the city. All City licenses are annual running April 1st to May 31st. Municipal Code requires that all licenses be approved by the City Council and subject to filing of insurance certificates, background investigations, and submittal of all required forms and documents prior to issuance.

The following new applications are also listed on the attachment:

<u>License Type</u>	<u>Applicant</u>	<u>Property Address</u>
Rental Housing	Marcus Magdy Gabrawy	423 1 st Ave S
Rental Housing	Jenna and Andrew Held	840 3 rd Ave S
Rental Housing	Salvador Gonzalez-Gutierrez	404 Chestnut St
Restaurant	Wishfull, LLC; Steve Raab	229 13 th Ave S

SOURCE OF FUNDS:

N/A

**CITY OF SOUTH ST. PAUL
CITY COUNCIL REPORT, SEPTEMBER 19, 2016**

Acct. No.	Company/Applicant	License No.	License Type	Status	Expires	Address	Detail
14492	Fairfield Investments	00004560	Rental Housing	A	05/31/2017	252 1st Ave S	
14931	Marcus Magdy Gabrawy	00005525	Rental Housing	A	05/31/2017	423 1st Ave S	
14935	Jenna and Andrew Held	00005536	Rental Housing	P	05/31/2017	840 3rd Ave S	Pending Background Investigation
14920	Salvador Gonzalez-Gutierrez	00005474	Rental Housing	A	05/31/2017	404 Chestnut St	
14936	Wishfull, LLC; Steve Raab	00005539	Restaurant	A	05/31/2017	229 13th Ave S	
14837	Argument of The Month	00005537	Temp Intoxicating Liquor License	A	10/12/2016	408 3rd St N	1 Day Event
14837	Argument of The Month	00005531	Temp Intoxicating Liquor License	A	11/09/2016	408 3rd St N	1 Day Event
14837	Argument of The Month	00005532	Temp Intoxicating Liquor License	A	01/11/2017	408 3rd St N	1 Day Event
14837	Argument of The Month	00005533	Temp Intoxicating Liquor License	A	03/15/2017	408 3rd St N	1 Day Event
14837	Argument of The Month	00005534	Temp Intoxicating Liquor License	A	04/12/2017	408 3rd St N	1 Day Event
14837	Argument of The Month	00005535	Temp Intoxicating Liquor License	A	05/10/2017	408 3rd St N	1 Day Event
14660	South St. Paul Lions Club (On The Road Again)	00005529	Temp 3.2 Liquor License	A	10/02/2016	835 Southview Blvd	1 Day Event



CITY COUNCIL AGENDA REPORT

DATE: SEPTEMBER 19, 2016

DEPARTMENT: Engineering

ADMINISTRATOR: SPK

8-G

AGENDA ITEM: BridgePoint Court (Project No. 2015-013) Final Compensating Change Order No. 1

ACTION TO BE CONSIDERED:

Motion to approve Final Compensating Change Order No. 1 for an increase of \$10,537.72 to the original contract amount of \$259,337.50 with Ryan Contracting, Co. for BridgePoint Court Improvements (Project No. 2015-013) project, resulting in a final contract amount of \$269,875.22.

OVERVIEW:

On March 7, 2016, the City Council awarded the BridgePoint Court Improvements project to Ryan Contracting, Co. for a contract amount of \$259,337.50. After the award of contract, but before the start of construction, staff notified Ryan Contracting, Inc. that the scope of the improvements will need to be modified to provide for a future connection of sidewalk along BridgePoint Way and to increase pedestrian safety at the intersection of BridgePoint Court and BridgePoint Way. These changes consisted of necessary modifications to the concrete curb and gutter radii at the intersection, the addition of pedestrian ramps and truncated domes to provide for Americans with Disabilities Act (ADA) accessibility, and minor relocation of storm sewer catch basins. The contract quantities were modified from the original as-bid quantities to complete the necessary work.

The lowest responsibility bidder's proposal form in the construction contract was awarded based on the Engineer's estimate of the materials needed to complete the improvement. The final compensating change order adjusts the final contract price to align with the unit price quantities constructed in the field (Attachment A – Final Compensating Change Order No. 1).

RECOMMENDATION:

Staff recommends the City Council consider approving Final Compensating Change Order No. 1 in the amount of \$10,537.72 for a total contract amount of \$269,875.22 to Ryan Contracting, Co.

SOURCE OF FUNDS:

Sufficient funds are available from a combination of sewer, water, and storm sewer enterprise funds and assessments in the amount of \$269,875.22.

FINAL COMPENSATING CHANGE ORDER NO. 1

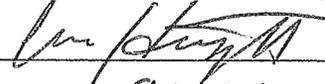
City Project No. 2015-013 Date: 09/09/16
Name of Project: Bridgepoint Court Improvements Original Agmnt. Date: 03/21/16
Owner: City of South St. Paul
Contractor: Ryan Contracting, Co.

The following changes are hereby made to the CONTRACT DOCUMENTS:

Original CONTRACT PRICE: \$259,337.50
Current CONTRACT PRICE adjusted by previous CHANGE ORDER: N/A
The CONTRACT PRICE due to this CHANGE ORDER will be ~~de~~creased by: \$10,537.72
The new CONTRACT PRICE including this CHANGE ORDER will be: \$269,875.22

The CONTRACT TIME will be increased/decreased by 0 calendar days.
The date for completion of all work will be 08/01/16

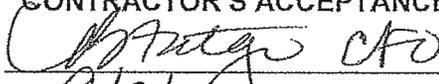
CITY ENGINEER'S RECOMMENDATION:

By: 
Date: 9/9/16

OWNER'S ORDER:

By: _____
Date: _____

CONTRACTOR'S ACCEPTANCE:

By:  CFO
Date: 9/9/16

The Justification for this CHANGE ORDER is attached.

2015-013 Final Compensating Change Order #1 Justification

Change Order #1 is a final compensating change order for the Bridgepoint Court Improvements (2015-013) Project. The project has been completed. The compensating change order adds and subtracts the used portion of the as bid quantities to calculate the project quantities.

The attached table shows the AS-BID and AS-BUILT quantities for each of the bid items and an explanation for each line item.

The scope of work was modified to include a change in the radii at the intersection of Bridgepoint Court and Bridgepoint Way to provide for the approved future sidewalk along Bridgepoint Way. The change order reflects actual as constructed quantities resulting in additional \$10,537.72 cost to the project.

CITY OF SOUTH ST. PAUL
125 THIRD AVENUE NORTH, SOUTH ST. PAUL, MINNESOTA 55075

EST. VOUCHER NO.
 FUND NUMBERS:

3 - Final

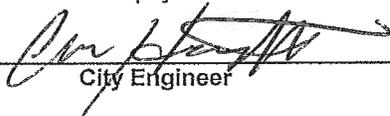
FOR PERIOD ENDING:
 CLASS OF WORK:
 LOCATION OF WORK:
 THE CITY OF SOUTH ST. PAUL TO:
 ADDRESS:

9/9/2016
 Streets and Utilities
 Bridgepoint Court Improvements
 Ryan Contracting, Co.
 PO Box 246
 26480 France Ave.
 Elko, MN 55020
 3/21/2016

DATE OF CONTRACT:

A	Original Contract Amount	\$259,337.50	
B	Total Additions-		
C	Total Deductions-	\$0.00	
D	Total Funds Encumbered		\$259,337.50
E	Total Value of Work Certified to Date	\$269,875.22	
F	Less Retained Percentage:	\$0.00	
G	Less Total Previous Payments	\$202,962.75	
H	Approved for Payment, This Report	\$66,912.47	
I	Total Payments Including this Voucher		\$269,875.22
J	Balance Carried Forward		-\$10,537.72

This is to certify that the items of work shown in the Statement of Work Certified herein have been actually furnished for and that the total work is **104.06** % completed as of **9/9/2016** . I hereby recommend payment of this voucher.



 City Engineer

This is to certify that to the best of my knowledge, information and belief, the quantities and values of work certified herein

Date: 9/9/16

Contractor: Ryan Contracting, Co.

Signed by: 

Voucher Checked By: _____

Payment Mailed by: _____

Mark Hodel

Date: _____

Date: _____

CONSTRUCTION REPORT AND MONTHLY ESTIMATE

PROJECT NO.: 2015-013
 CONTRACTOR: Ryan Contracting, Co.
 DATE OF CONTRACT: 3/21/2016

DATE: 9/9/2016
 ESTIMATE: 3 - Final
 % PERFORMED: 104.06%

STATEMENT OF WORK PERFORMED

Sheet 1 of 2

ITEM #	SPEC #	CONTRACT ITEM	UNIT	QTY	UNIT PRICE	TOTAL	QUANTITY	AMOUNT
SCHEDULE A - ROADWAY IMPROVEMENTS								
1	2021.501	MOBILIZATION	LUMP SUM	1	\$12,000.00	\$ 12,000.00	1.00	\$ 12,000.00
2	2104.501	REMOVE CURB AND GUTTER	LIN FT	130	\$4.00	\$ 520.00	305.00	\$ 1,220.00
3	2104.503	REMOVE CONCRETE WALK	SQ FT	150	\$2.00	\$ 300.00	395.00	\$ 790.00
4	2104.505	REMOVE BITUMINOUS PAVEMENT	SQ YD	2515	\$5.00	\$ 12,575.00	2555.00	\$ 12,775.00
5	2104.513	SAWING BIT PAVEMENT (FULL DEPTH)	LIN FT	280	\$4.00	\$ 1,120.00	260.00	\$ 1,040.00
6	2104.609	REMOVE MISC. DEBRIS (DEMOLITION WASTE) (LV)	CU YD	200	\$15.00	\$ 3,000.00	0.00	\$ -
7	2104.609	REMOVE MISC. DEBRIS (LANDFILL WASTE) (LV)	CU YD	100	\$90.00	\$ 9,000.00	0.00	\$ -
8	2105.507	IMPACTED SOIL REMOVAL AND DISPOSAL	CU YD	40	\$60.00	\$ 2,400.00	0.00	\$ -
9	2105.507	SUBGRADE EXCAVATION	CU YD	150	\$8.00	\$ 1,200.00	28.00	\$ 224.00
10	2105.604	GEOTEXTILE FABRIC (TYPE V)	SQ YD	2705	\$1.50	\$ 4,057.50	2733.00	\$ 4,099.50
11	2106.607	EXCAVATION - COMMON	CU YD	875	\$25.00	\$ 21,875.00	875.00	\$ 21,875.00
12	2106.607	SELECT GRANULAR EMBANKMENT (CV)	CU YD	600	\$10.00	\$ 6,000.00	500.00	\$ 5,000.00
13	2211.501	AGGREGATE BASE CLASS 7	TON	1900	\$14.00	\$ 26,600.00	2081.00	\$ 29,134.00
14	2301.504	CONCRETE PAVEMENT 7.0"	SQ YD	95	\$85.00	\$ 8,075.00	79.00	\$ 6,715.00
15	2360.501	TYPE SP 12.5 WEARING COURSE MIX (4,C)	TON	305	\$68.00	\$ 20,740.00	276.54	\$ 18,804.72
16	2360.502	TYPE SP 12.5 NON WEAR COURSE MIX (4,C)	TON	305	\$67.00	\$ 20,435.00	392.00	\$ 26,264.00
17	2504.601	UNDERGROUND IRRIGATION SYSTEM REPAIR	LUMP SUM	1	\$800.00	\$ 800.00	1.00	\$ 800.00
18	2521.501	4" CONCRETE WALK	SQ FT	185	\$6.00	\$ 1,110.00	586.00	\$ 3,516.00
19	2531.501	CONCRETE CURB & GUTTER DESIGN B618	LIN FT	1035	\$15.00	\$ 15,525.00	1428.00	\$ 21,390.00
20	2545.523	1.5" NON-METAL CONDUIT	LIN FT	255.0	\$8.00	\$ 2,040.00	255.00	\$ 2,040.00
21	2545.553	HANDHOLE	EACH	2	\$3,000.00	\$ 6,000.00	2.00	\$ 6,000.00
22	2563.601	TRAFFIC CONTROL	LUMP SUM	1	\$3,000.00	\$ 3,000.00	1.00	\$ 3,000.00
23	2573.502	SILT FENCE, TYPE MS	LIN FT	340	\$1.00	\$ 340.00	283.00	\$ 283.00
24	2573.530	STORM DRAIN INLET PROTECTION	EACH	6	\$100.00	\$ 600.00	6.00	\$ 600.00
25	2573.535	STABILIZED CONSTRUCTION EXIT	LUMP SUM	1	\$500.00	\$ 500.00	0.00	\$ -
26	2573.550	EROSION CONTROL SUPERVISOR	LUMP SUM	1	\$1.00	\$ 1.00	1.00	\$ 1.00
27	2575.501	SEEDING	ACRE	0	\$2,000.00	\$ 800.00	0.03	\$ 60.00
28	2575.502	SEED MIXTURE 25-141	POUND	24	\$5.00	\$ 120.00	2.00	\$ 10.00
29	2575.505	SODDING TYPE LAWN	SQ YD	105	\$8.00	\$ 840.00	247.00	\$ 1,976.00
30	2575.508	FERTILIZER TYPE 4	POUND	80	\$1.00	\$ 80.00	20.00	\$ 20.00
31	2575.511	MULCH MATERIAL TYPE 1	TON	1	\$1,000.00	\$ 800.00	0.34	\$ 340.00
32	2575.570	RAPID STABILIZATION METHOD 1	ACRE	0	\$2,000.00	\$ 800.00	0.00	\$ -
SCHEDULE B - STORM SEWER IMPROVEMENTS								
1	2503.542	12" RC PIPE SEWER DESIGN 3006	LIN FT	113	\$45.00	\$ 5,085.00	112.00	\$ 5,040.00
2	2506.502	CONST DRAINAGE STRUCTURE DESIGN SPECIAL	EACH	1	\$3,000.00	\$ 3,000.00	3.00	\$ 9,000.00
3	2506.502	CONST DRAINAGE STRUCTURE DESIGN 48-4020	EACH	1	\$3,000.00	\$ 3,000.00	2.00	\$ 6,000.00
4	2506.516	CASTING ASSEMBLY	EACH	2	\$600.00	\$ 1,200.00	6.00	\$ 3,600.00
5	2506.522	ADJUST FRAME & RING CASTING	EACH	1	\$300.00	\$ 300.00	0.00	\$ -

CONSTRUCTION REPORT AND MONTHLY ESTIMATE

PROJECT NO.: 2015-013
 CONTRACTOR: Ryan Contracting, Co.
 DATE OF CONTRACT: 3/21/2016

DATE: 9/9/2016
 ESTIMATE: 3 - Final
 % PERFORMED: 104.06%

STATEMENT OF WORK PERFORMED

Sheet 1 of 2

ITEM #	SPEC #	CONTRACT ITEM	UNIT	QTY	UNIT PRICE	TOTAL	QUANTITY	AMOUNT
6	2506.602	CONNECT TO EXISTING STRUCTURE	EACH	1	\$1,500.00	\$ 1,500.00	3.00	\$ 4,500.00
SCHEDULE C - WATERMAIN IMPROVEMENTS								
1	2504.602	HYDRANT w/ 6" GATE VALVE	EACH	1	\$6,000.00	\$ 6,000.00	1.00	\$ 6,000.00
2	2504.602	CONNECT TO EXISTING WATER MAIN	EACH	1	\$5,000.00	\$ 5,000.00	1.00	\$ 5,000.00
3	2504.602	6" GATE VALVE & BOX	EACH	1	\$2,000.00	\$ 2,000.00	1.00	\$ 2,000.00
4	2504.603	WET TAP EX 8" MAIN WITH 8" GATE	EACH	1	\$2,500.00	\$ 2,500.00	1.00	\$ 2,500.00
5	2504.603	6" WATERMAIN, PVC, CLASS C900	LIN FT	36	\$39.00	\$ 1,404.00	37.00	\$ 1,443.00
6	2504.603	8" WATERMAIN, PVC, CLASS C900	LIN FT	280	\$40.00	\$ 11,200.00	276.00	\$ 11,040.00
7	2504.605	WATERMAIN FITTINGS (COMPACT)	POUND	170	\$4.00	\$ 680.00	140.00	\$ 560.00
SCHEDULE D - SANITARY SEWER IMPROVEMENTS								
1	2503.511	6" PVC PIPE SEWER	LIN FT	35	\$39.00	\$ 1,365.00	35.00	\$ 1,365.00
2	2503.511	8" PVC PIPE SEWER	LIN FT	310	\$40.00	\$ 12,400.00	310.00	\$ 12,400.00
3	2503.602	CONNECT TO EXISTING SANITARY SEWER	EACH	1	\$10,000.00	\$ 10,000.00	1.00	\$ 10,000.00
4	2504.602	6" PIPE PLUG	EACH	1	\$250.00	\$ 250.00	1.00	\$ 250.00
5	2506.502	CONSTRUCT SANITARY SEWER STANDARD MANHOLE	EACH	2	\$4,000.00	\$ 8,000.00	2.00	\$ 8,000.00
6	2506.516	CASTING ASSEMBLY	EACH	2	\$600.00	\$ 1,200.00	2.00	\$ 1,200.00
TOTAL CONSTRUCTION COST						\$ 259,337.50		\$ 269,875.22



CITY COUNCIL AGENDA REPORT

DATE: SEPTEMBER 19, 2016

DEPARTMENT: Engineering

ADMINISTRATOR: SPK

9-A

AGENDA ITEM: Declare Costs and Call for Public Hearing on Assessments for Bridgepoint Court Improvements (Project No. 2015-013)

ACTION TO BE CONSIDERED:

Adopt Resolution 2016-165 RESOLUTION DECLARING THE COSTS TO BE ASSESSED AND CALLING FOR A PUBLIC HEARING FOR BRIDGPOINT COURT IMPROVEMENTS (PROJECT NO. 2015-013). The hearing will be held on October 17, 2016.

OVERVIEW:

The City has completed and calculated the estimated final costs for the Bridgepoint Court Improvements (Project No. 2015-013). The City will need to hold a public hearing to review and confirm the proposed assessments for local improvements (per Minnesota Statutes Chapter 429).

The proposed assessments to the abutting properties for the Bridgepoint Court Improvements project is \$240,023.33 to the City's Housing Redevelopment Authority (HRA), \$0 to the Schadegg parcel per the purchase agreement with the HRA, and \$0 for each owner of the Office Condominium parcel in lieu of the permanent easement rights to construct storm and roadway improvements for the BridgePoint Court project (per City Council Motion on February 16, 2016).

SOURCE OF FUNDS:

Funding for this project will come from assessments to the benefitted properties and sanitary sewer, watermain, and storm sewer enterprise funds.

City of South St. Paul
Dakota County, Minnesota

RESOLUTION NO. 2016-165

**RESOLUTION DECLARING THE COSTS TO BE ASSESSED
AND CALLING FOR A PUBLIC HEARING FOR
PROJECT 2015-013 BRIDGEPOINT COURT**

WHEREAS, a contract has been let for the improvement of Project 2015-013 BridgePoint Court, and the City share of the contract price for such improvements is \$285,375.22 and the expenses incurred or to be incurred in the making of said improvements amount to \$74,538.93 so that the total cost of the improvements will be \$359,914.15.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of South St. Paul, Minnesota, as follows:

1. The portion of the cost of such improvement to be paid by the City is hereby declared to be \$119,890.82 and the portion of the cost to be assessed against benefited property owners is declared to be \$240,023.33.
2. The City Clerk, with the assistance of the City Engineer, has calculated the proper amount to be specially assessed for such improvements against every assessable lot, piece or parcel of land with regard to cash valuation, as provided by law, and she has filed a copy of such proposed assessment in her office for public inspection.
3. A hearing shall be held on the 17th day of October, 2016 in the Council Chambers at City Hall at 7:15 PM to pass upon such proposed assessments and at such time and place all persons owning property affected by such improvements will be given an opportunity to be heard with reference to such assessments.
4. The City Clerk is hereby directed to cause a notice of the hearing on the proposed assessment to be published once in the official newspaper at least two weeks prior to hearing, and she shall state in the notice the total cost of the improvements.

Adopted this 19th day of September, 2016.

City Clerk



CITY COUNCIL AGENDA REPORT

DATE: September 19, 2016

DEPARTMENT: Engineering

ADMINISTRATOR: SPK

9-B

**AGENDA ITEM: Declare Costs and Call for Public Hearing on Assessments -
2016-005 & 007 Street Improvement Projects**

ACTION TO BE CONSIDERED:

Adopt Resolution 2016-166 RESOLUTION DECLARING THE COSTS TO BE ASSESSED AND CALLING FOR A PUBLIC HEARING FOR PROJECT 2016-005 MILL & OVERLAY AND 2016-007 BITUMINOUS REMOVAL & REPLACEMENT PROJECTS. The hearing will be held on October 17, 2016.

OVERVIEW:

The City has completed and calculated the estimated final costs for the project known as 2016-005 (Mill & Overlay) and 2016-007 (Bituminous Removal & Replacement):

2016 Street Mill & Overlay

- A. 21st Ave. So. – 3rd St. S. to 2nd St. S.
- B. 22nd Ave. So. – Marie Ave. to 3rd St. S.
- C. 2nd Street So. – 21st Ave. So. to 23rd Ave. So.
- D. 3rd Street No. – 21st Ave. N. to Reid Ln. (MSA 168-105-023)
- E. Burma Lane – 21st Ave. N. to Reid Ln.
- F. Reid Lane – 4th St. No. to 2nd St. N.
- G. Eva Lane – 21st Ave. No. to Reid Ln
- H. 2nd Street No. – 20th Ave. No. to 21st Ave. No
- I. 20th Ave. No. – Wentworth Ave. to the north
- M. 7th Avenue North Parking Bay – Marie Ave. to 2nd St. No.

2016 Bituminous Removal & Replacement

- A. 23rd Ave. So. – Marie Ave. to 3rd St. S.
- B. Anthony St. – 23rd Ave. So. to Francis St.
- C. Francis St. – 23rd Ave. S. to Anthony St.
- D. Heimel St. – 23rd Ave. So. to Kraft St.
- E. Kraft St. – Heimel St. to 23rd Ave. So.
- F. Wilde Ave. – Butler Ave. to Kaposia Park
- G. 2nd St. No. – 7th Ave. to 9th Ave.

The City will need to hold a public hearing to review and confirm the proposed assessments for local improvements (per Minnesota Statutes Chapter 429).

The proposed assessment rate for the Mill & Overlay projects is \$17.30 per front foot and for the Bituminous Removal & Replacement projects is \$45.00 per front foot.

SOURCE OF FUNDS:

CIP Fund, Water & Sewer Funds, and Assessments.

City of South St. Paul
Dakota County, Minnesota

RESOLUTION NO. 2016-166

**RESOLUTION DECLARING COSTS TO BE ASSESSED
AND CALLING FOR HEARING ON
PROJECT 2016-005 MILL & OVERLAY AND
2016-007 BITUMINOUS REMOVAL & REPLACEMENT PROJECTS**

WHEREAS, a contract has been let for the improvement of Project 2016-005 and 2016-007 Street Improvement Projects, and the City share of the contract price for such improvements is \$925,004.83 and the expenses incurred or to be incurred in the making of said improvements amount to \$191,716.31 so that the total cost of the improvements will be \$1,116,721.14.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of South St. Paul, Minnesota, as follows:

1. The portion of the cost of such improvement to be paid by the City is hereby declared to be \$675,150.64 and the portion of the cost to be assessed against benefited property owners is declared to be \$441,570.50.
2. The City Clerk, with the assistance of the City Engineer, has calculated the proper amount to be specially assessed for such improvements against every assessable lot, piece or parcel of land with regard to cash valuation, as provided by law, and she has filed a copy of such proposed assessment in her office for public inspection.
3. A hearing shall be held on the 17th day of October, 2016 in the Council Chambers at City Hall at 7:15 PM to pass upon such proposed assessments and at such time and place all persons owning property affected by such improvements will be given an opportunity to be heard with reference to such assessments.
4. The City Clerk is hereby directed to cause a notice of the hearing on the proposed assessment to be published once in the official newspaper at least two weeks prior to hearing, and she shall state in the notice the total cost of the improvements.

Adopted this 19th day of September, 2016.

City Clerk



CITY COUNCIL AGENDA REPORT

DATE: September 19, 2016

DEPARTMENT: Engineering

ADMINISTRATOR: SPK

9-C

AGENDA ITEM: Oak Park Phase 3 - Declare Costs and Call for Public Hearing on Assessments

ACTION TO BE CONSIDERED:

Adopt Resolution 2016-167 RESOLUTION DECLARING THE COSTS TO BE ASSESSED AND CALLING FOR A PUBLIC HEARING FOR PROJECT 2016-008 OAK PARK STREET PROJECTS PHASE 3. The hearing will be held on October 17, 2016.

OVERVIEW:

The City has completed and calculated the estimated final costs for the project known as 2016-008 Oak Park Street Projects Phase 3:

Oak Park Street Projects – Phase 3 (2016)

- A Jewell Lane – Waterloo Ave. to Wentworth Ave.
- B Acorn Lane – Jewell Ln. to 21st Ave. No.
- C Burma Lane – Wentworth Ave. to 21st Ave. No.
- D Caroline Lane – Jewell Ln to 21st Ave. No.

The City will need to hold a public hearing to review and confirm the proposed assessments for local improvements (per Minnesota Statutes Chapter 429).

The proposed assessment for Oak Park, all phases, is on a per lot basis of \$4,500/lot.

SOURCE OF FUNDS:

CIP Fund, Water & Sewer Funds, and Assessments.

City of South St. Paul
Dakota County, Minnesota

RESOLUTION NO. 2016-167

**RESOLUTION DECLARING THE COSTS TO BE ASSESSED
AND CALLING FOR A PUBLIC HEARING FOR
PROJECT 2016-008 OAK PARK STREET PROJECTS PHASE 3**

WHEREAS, a contract has been let for the improvement of Project 2016-008 Oak Park Street Project Phase 3, and the City share of the contract price for such improvements is \$742,168.41 and the expenses incurred or to be incurred in the making of said improvements amount to \$208,922.37 so that the total cost of the improvements will be \$951,090.78.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of South St. Paul, Minnesota, as follows:

1. The portion of the cost of such improvement to be paid by the City is hereby declared to be \$699,818.68 and the portion of the cost to be assessed against benefited property owners is declared to be \$251,272.10.
2. The City Clerk, with the assistance of the City Engineer, has calculated the proper amount to be specially assessed for such improvements against every assessable lot, piece or parcel of land with regard to cash valuation, as provided by law, and she has filed a copy of such proposed assessment in her office for public inspection.
3. A hearing shall be held on the 17th day of October, 2016 in the Council Chambers at City Hall at 7:15 PM to pass upon such proposed assessments and at such time and place all persons owning property affected by such improvements will be given an opportunity to be heard with reference to such assessments.
4. The City Clerk is hereby directed to cause a notice of the hearing on the proposed assessment to be published once in the official newspaper at least two weeks prior to hearing, and she shall state in the notice the total cost of the improvements.

Adopted this 19th day of September, 2016.

City Clerk



CITY COUNCIL AGENDA REPORT

DATE: SEPTEMBER 19, 2016

DEPARTMENT: COMMUNITY DEVELOPMENT-PLANNING

ADMINISTRATOR: SPK

10-E

AGENDA ITEM: Comprehensive Plan Amendment and Zoning Ordinance Amendment for the North Riverfront Development District (NRDD) area

ACTIONS TO BE CONSIDERED:

1. Consider a Comprehensive Plan Amendment to change the planned future land use (FLU) from Open Space to Industrial
2. Consider a Zoning Amendment to allow exterior storage as an Interim Use in the North Riverfront Development District.

OVERVIEW:

The City owns a 7-acre piece of property in the northeastern corner of the community known as the North Riverfront Development District (NRDD). After having some interest in the property from the adjacent property to the north and more recently the Union Pacific Railroad (UPRR), the City began discussing the leasing the property to the UPRR on an interim basis for exterior storage. If the City was to move forward with this proposed use it would require an amendment to the Comprehensive Plan to change the planned future land use from open space to industrial. In addition, the change would also require an amendment to the Zoning as exterior storage is currently not a permitted, conditional, interim or accessory use in the NRDD zoning district. A copy of the staff report to the Planning Commission has been attached for the Council's reference.

PUBLIC CORRESPONDENCE:

A public hearing notice was placed in the City's official newspaper and mailed notice was sent in advance of the August 3rd public hearing to properties within 1,000' of the subject property. In addition, as part of the Comprehensive Plan Amendment process cities are required to notify affected agencies including adjacent communities, school districts, etcetera and those agencies are asked to provide comments or if they choose not to comment to provide a waiver of comments. Letters were received from Dakota County, MnDNR, Friends of the Mississippi River (FMR) and the City of Saint Paul as well as one email from a resident, all of these are attached. Finally, there were several residents that attended either the August 3rd or September 7th Planning Commission meetings so excerpts from those minutes have been provided.

PLANNING COMMISSION RECOMMENDATION:

The Planning Commission reviewed the item at the last few meetings and held the public hearing open so that those attending the meetings could be heard. At the September 7th meeting the Planning Commission recommended denial of the Comprehensive Plan Amendment and Zoning Amendment (5-1) through PC Resolutions 2016-07 and 2016-08. Those recommending for the motion stated that they did not feel persuaded that the action was in the best interest of the City and those voting against the motion noted that the site was similar material to what is under

Kaposia Landing and that it did merit discussion on changing the planned future land use however, they questioned whether the property is developable.

STAFF RECOMMENDATION:

In light of the fact that this is a City application so there is no 60-day review period, the amount of public correspondence to consider, and since we have not yet heard from a few of the agencies in regard to the Comprehensive Plan Amendment, staff would recommend that the City Council continue the item to one of the next work session meetings to discuss this item further. The next work session is September 26th but the agenda for that meeting is already quite full so the Council may wish to continue this item to the October 10th work session agenda.

60-DAY REVIEW DEADLINE: N/A

SOURCE OF FUNDS: N/A

Planning Commission Meeting Date: Wednesday, September 7, 2016	 City of South St. Paul Planning Commission Report <hr/>	PC Agenda Items: 3.A and 3.B
--	--	--

Project Name:	Comprehensive Plan Amendment – NRDD area
Request:	Consider an amendment to the Comprehensive Plan to change the future land use designation from Open Space to Industrial. Consider a zoning amendment to allow exterior storage as an interim use in the NRDD zoning district.
Proceeding:	<ul style="list-style-type: none"> ▪ Discussion ▪ Planning Commission Resolution (Recommendation to City Council)
City Council Meeting Date(s):	City Council – 1 st Reading – September 19, 2016 (tentative) City Council – 2 nd Reading – October 3, 2016 (tentative)
Exhibits:	Item 3A and 3B: A. PC Resolution 2016-07 – Comprehensive Plan Amendment B. PC Resolution 2016-08 – Zoning Amendment C. Correspondence received from resident(s) D. Maps (zoning)

Update

These items were continued from the August 3rd Planning Commission Meeting. Notice was sent to adjacent communities regarding the proposed amendment and we hope to either have comments from all of these communities or a waiver of comments by the time of the meeting.

An email from a resident was also received since the last meeting and has been included as part of this packet.

Background

The City owns a 7-acre parcel at the northeastern corner of the community. In recent years the City has had some development interest from neighboring properties such as the neighboring Saint Paul impound lot and United Pacific Railroad (UPRR), both of which would want the site for exterior storage. Due to the industrial nature of surrounding properties and the fact that these are currently the only properties with ways to directly

access the property it makes sense that these are the parties that have expressed interest. The property is currently guided as Open Space in the future land use for the most recent Comprehensive Plan and this designation would not allow exterior storage nor would it allow other development options other than park and recreation space, trail, or marina. The City owned parcel is inland from the river and adjacent to several industrial properties to the north in Saint Paul so if a comprehensive plan amendment is to be considered that would be the most consistent designation. Additionally, if the City was to act on either of these proposals the City would also need to amend the zoning to allow exterior storage as a conditional or interim use.

What motivated this current discussion about the comprehensive plan amendment and zoning change is interest from the UPRR to lease a 5-acre portion of the City owned parcel for exterior storage that would be used to store track materials to be used in their railyard improvements and expansion that would occur within their existing rail right of way. Additionally, this property would provide storage space for materials and rail cars after the improvements have completed. If the City were to entertain this concept it would also require the UPRR to go through a separate Interim Use Permit approval process to allow the proposed storage use of the property. The Interim Use Permit would be the time to consider the specifics of that use but for the present discussion on the Comprehensive Plan Amendment and Zoning Amendment it is important to think about the idea of industrial and exterior storage as a general land use.

Property Characteristics

Future Land Uses

The property is part of a 7-acre parcel owned by the City that is located at the northern border with Saint Paul. The property to the north is in the City of Saint Paul, the property to the east is guided Open Space, the property to the south is guided Park, and to the west is the railroad. Concord Street is west of the railroad with no other development on the right side of the road and residential property on the west side of Concord.

Existing Land Uses

The property to the east is the Alter industrial property, to the south is the Kaposia Landing park, to the west is railroad, and to the north is the Saint Paul impound lot.

Zoning

The property is currently zoned North Riverfront Development District (NRDD) and has a Public Land overlay. Permitted Uses in the NRDD include boat marinas and public recreation uses; Conditional Uses in NRDD would allow commercial recreation.

Access

The property is currently landlocked with no street access to the property. This is likely the main reason the property has not already been developed.

Other considerations

The Mississippi River Regional Trail (MRRT) has a proposed extension that would run from Kaposia Landing park and through the far western portion of the property, wind

through Saint Paul and would eventually connect to Harriet Island Park in Saint Paul. This MRRT extension project has received grant approval which would be funded and construction to begin in the spring of 2017. Some of the potential conflicts with the proposed trail and proposed UPRR storage use by include the ensuring sufficient buffer space around the trail so the trail user experience isn't substantially diminished and a proposed at grade crossing of the trail to provide access into the site.

Item 3E:

Request

Consider a Comprehensive Plan Amendment to change the future land use designation of a property from Open Space to Industrial.

Item 3F:

Request

Consider a Zoning Amendment to allow exterior storage as an interim use for the NRDD zoning district.

The property is part of a 7-acre parcel owned by the City that is located at the northern border with Saint Paul. The property to the north is in the City of Saint Paul, the property to the east is guided Open Space, the property to the south is guided Park, and to the west is the railroad. Concord Street is west of the railroad with no other development on the right side of the road and residential property on the west side of Concord.

Process / Timeline

Process – The Planning Commission will continue a discussion on the item (held over from the August 3rd meeting), make a recommendation, and the Comprehensive Plan Amendment and Zoning amendment would be forwarded to the City Council for consideration.

Steps:

1. Hold public hearing on comprehensive plan – *if still waiting for comments continue to October 5th PC meeting*
2. Hold public hearing on zoning amendment – *if still waiting for comments continue to October 5th PC meeting*

Staff Analysis

The interest in the property raises the question about whether the property is guided correctly and whether there are other potential uses for the property. The likely uses would derive from the surrounding property types and a limiting factor is the lack of access to the property. Some recreational uses may be a harder fit due to the lack of access and the nature of the surrounding industrial properties and railroad which could diminish the quality of a recreational use. Additionally the City is already developing an 87 acre park just south of the site. Therefore open space/passive recreation use on the parcel would

likely be best served as providing adequate natural buffers around the trail to preserve the user experience. The next most likely development option would be an industrial land use given the nature of the development in Saint Paul and the Alter metal recycling use directly east of the site. It's possible that the site could accommodate a more desirable industrial use than exterior storage but the City would need to provide access to the site and would need to obtain an access easement to provide that access. Additional analysis of the site would also be necessary to determine condition of the soils and other issues impacting develop potential. If the that analysis determines that the site is limited then exterior storage or open space may be the highest and best uses of the property.

Staff Recommendation

Staff recommends a Comprehensive Plan Amendment to allow for industrial and open space uses with industrial focused to the interior portion of the property and the open space use reserved to buffer the future MRRT trail extension. Amending the comprehensive plan allows the City to consider development options for the property though does not lock it in to any one development scenario. Ultimately since the City owns this property it also has that control over whatever may be developed on that site. Staff does not recommend the zoning amendment at this time. However if exterior storage of the site were to be entertained staff would recommend that it be limited to the northern and eastern portions of the site so that the use would not impact the proposed trail along the western edge of the property.

Respectfully Submitted,

Peter Hellegers

Peter Hellegers, City Planner

City of South St. Paul
Dakota County, Minnesota

**PLANNING COMMISSION
RESOLUTION NUMBER 2016-07**

**RECOMMENDING APPROVAL/DENIAL OF A COMPREHENSIVE
PLAN AMENDMENT TO CHANGE THE FUTURE LAND USE FROM
OPEN SPACE TO INDUSTRIAL**

WHEREAS, the City's Comprehensive Plan guides future land uses for property within the City, and

WHEREAS, the subject property is located at the northeastern corner of the community and is shown as Open Space on the Future Land Use map from the Comprehensive Plan, and

WHEREAS, the subject property is currently undeveloped and is surrounded by existing Industrial uses and railroad lines, and

WHEREAS, in order to guide the property to its highest and best use and make the property consistent with neighboring land use the future land use would need to be guided as Industrial instead of Open Space, and

WHEREAS, an extension of the Mississippi River Regional Trail (MRRT) is proposed along the western side of the property which would connect the existing trail system to the south with Harriet Island in Saint Paul to the north, and

WHEREAS, future land uses of property to the east whether Industrial or Open Space can coexist with the proposed MRRT trail extension, and

WHEREAS, the Planning Commission opened a public hearing on the proposed resolution at their August 3, 2016 meeting and continued the public hearing to their September 7, 2016 meeting; and

NOW THEREFORE, BE IT RESOLVED by the Planning Commission of the City of South St. Paul, Minnesota, as follows:

1. Approval/Denial of An Amendment to the Comprehensive Plan to change the Future Land Use from Open Space to Industrial.

Adopted this 7th day of September, 2016.

Chair

ATTEST:

City Planner

City of South St. Paul
Dakota County, Minnesota

**PLANNING COMMISSION
RESOLUTION NUMBER 2016-08**

**RECOMMENDING APPROVAL/DENIAL OF A ZONING AMENDMENT
TO ALLOW EXTERIOR STORAGE AS AN INTERIM USE IN THE
NORTH RIVERFRONT DEVELOPMENT DISTRICT**

WHEREAS, the subject property is located at the northeastern corner of the community in the North Riverfront Development District (NRDD), and

WHEREAS, the purpose of the NRDD is to promote and regulate the development of mixed commercial and certain high-density uses in the area adjacent to and in the vicinity of the Mississippi River by the balancing of utilization of land for the purposes for which it is most appropriate and protection of the river amenities in the public interest, and

WHEREAS, the is currently undeveloped and is surrounded by existing Industrial uses to the north and east and railroad lines to the south and west and does not currently have street access to the property, and

WHEREAS, the City of South St. Paul (“the City”) has an interest in amending the zoning regulations in the NRDD district to include Exterior Storage as an Interim Use, and

WHEREAS, the Planning Commission opened a public hearing on the proposed resolution at their August 3, 2016 meeting and continued the public hearing to their September 7, 2016 meeting; and

NOW THEREFORE, BE IT RESOLVED by the Planning Commission of the City of South St. Paul, Minnesota, as follows:

1. Approval/Denial of an Amendment to Section 118-130 to allow Exterior Storage as an Interim Use in the NRDD Zoning District.

Adopted this 7th day of September, 2016.

Chair

ATTEST:

City Planner

Peter Hellegers

From: Lois Glewwe <lglewwe@hotmail.com>
Sent: Wednesday, August 24, 2016 9:18 AM
To: Peter Hellegers
Subject: Change to SSP Comprehensive Plan

Dear Mr. Hellegers and Members of the Planning Commission:

I am unable to attend the September 7 Commission Meeting where you will hear public comment on the proposed change to South St. Paul's Comprehensive Plan to accommodate the request of the railroad to expand into property zoned green space on the north end of South St. Paul adjacent to the Regional Trail. I have a fractured spine and am unable to get around at the moment, but I hope you will take my comments into consideration.

Back in 1989-1992 I was Chair of the Chamber of Commerce Railroad Expansion Task Force and a member of the SSP City Council. At that time the Chicago Northwestern Railroad sought permission to create the largest switching yard in the Twin Cities on their property along the Mississippi River in South St. Paul. The community, after weeks of town meetings, public hearings and petitions, successfully mounted a campaign to deny the request even though the case ended up in court. Neighbors on the bluff above the river were already experiencing loss of property values and moving out because of the noise and damage and smells the railroad brought to their backyards. Windows were broken, shelves inside homes gave way and the area was becoming undesirable because of the presence of the railroads. The eagles, who were newly returned to the flyway in South St. Paul were endangered as was all other wildlife.

Since then, we negotiated with the railroad for access to the trail; the railroad improved their buildings and although they continued to expand the number of tracks in South St. Paul, there were several years when both noise and pollution were somewhat abated. Now, under the current railroad, I have watched with extreme concern as the buffer of trees which helped shield the entrance to South St. Paul from the north have been removed, revealing the hundreds of oil tankers being stored in our city, the significant track expansion and the encroachment onto zoned green space for exterior storage of tracks and equipment. The railroad has donated money to the Youth Task Force, entertained the Chamber of Commerce and pretended to be good community citizens even as they continue to seek to take over and destroy what little green space we have left.

There is often very little cities can do to protect themselves from railroad expansions and pollution dangers but in this case we still have the power to deny this current request and I ask you all to do that and protect our citizens, our wildlife and our city from further degradation from the railroad.

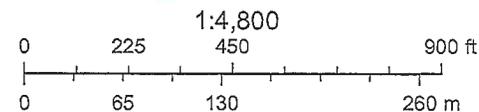
Thank you,

Lois Glewwe
1514 Waterloo Avenue
South St. Paul, MN 55075
651-457-3403

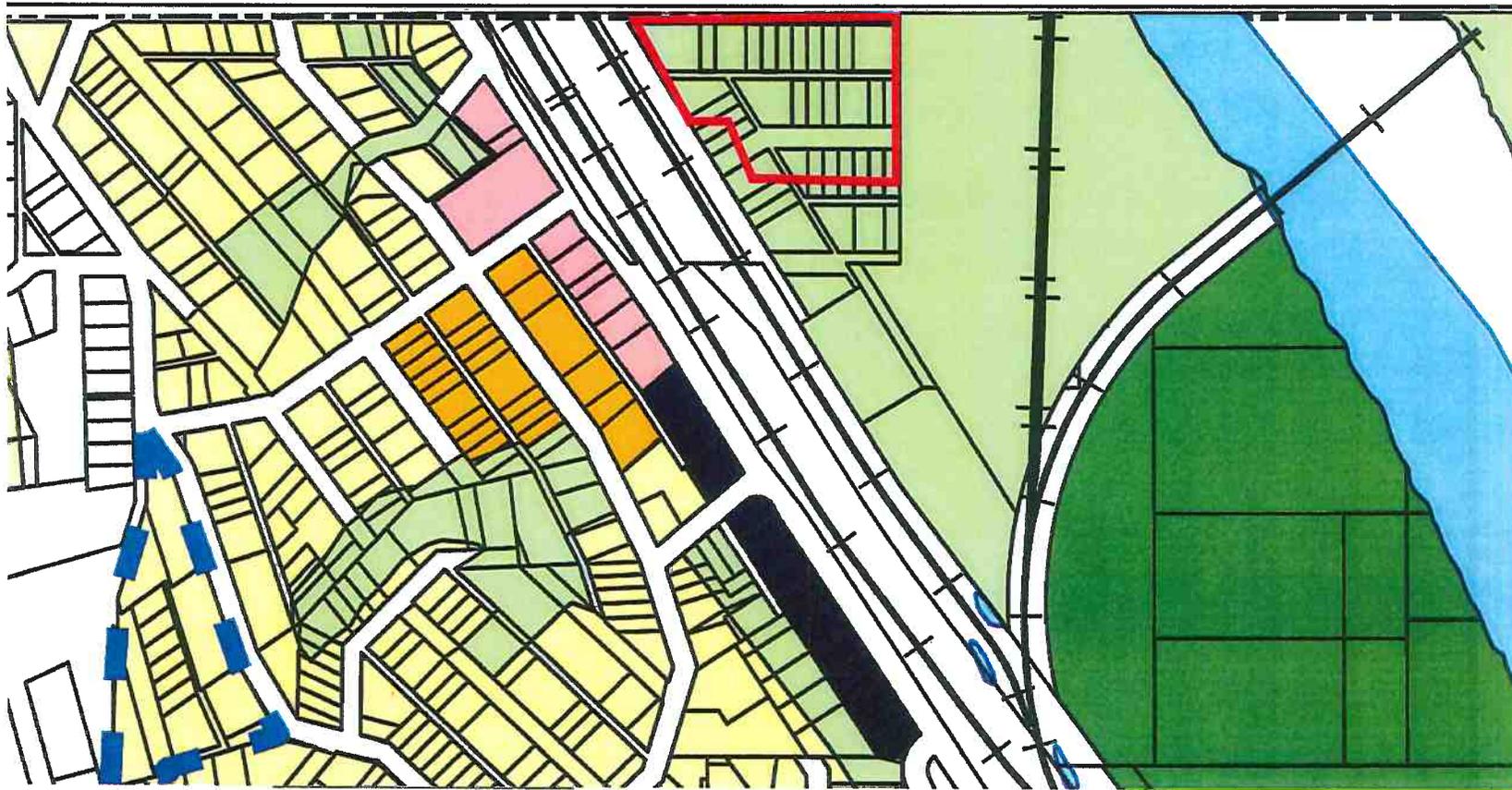
Dakota County, MN



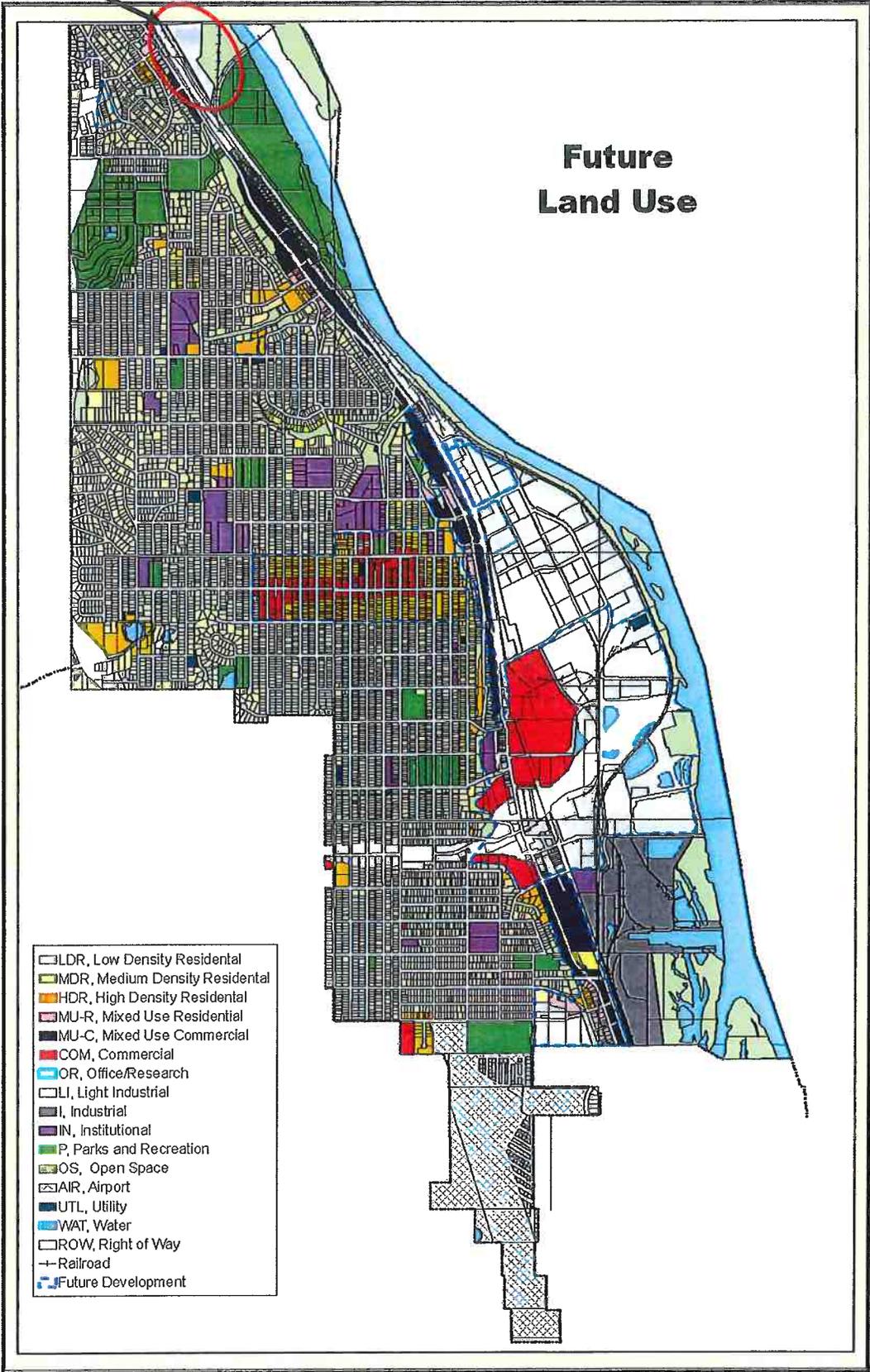
August 2, 2016



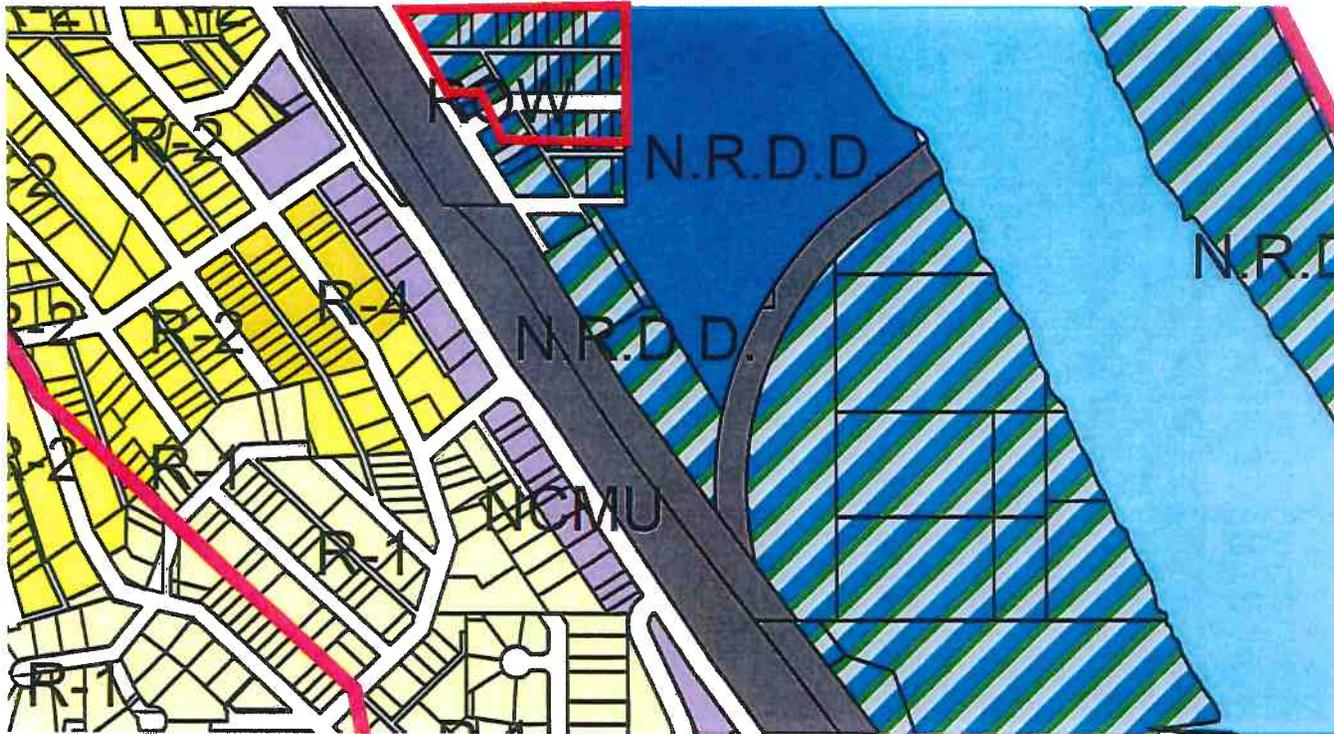
Site in Context – Future Land Use (Comp Plan)



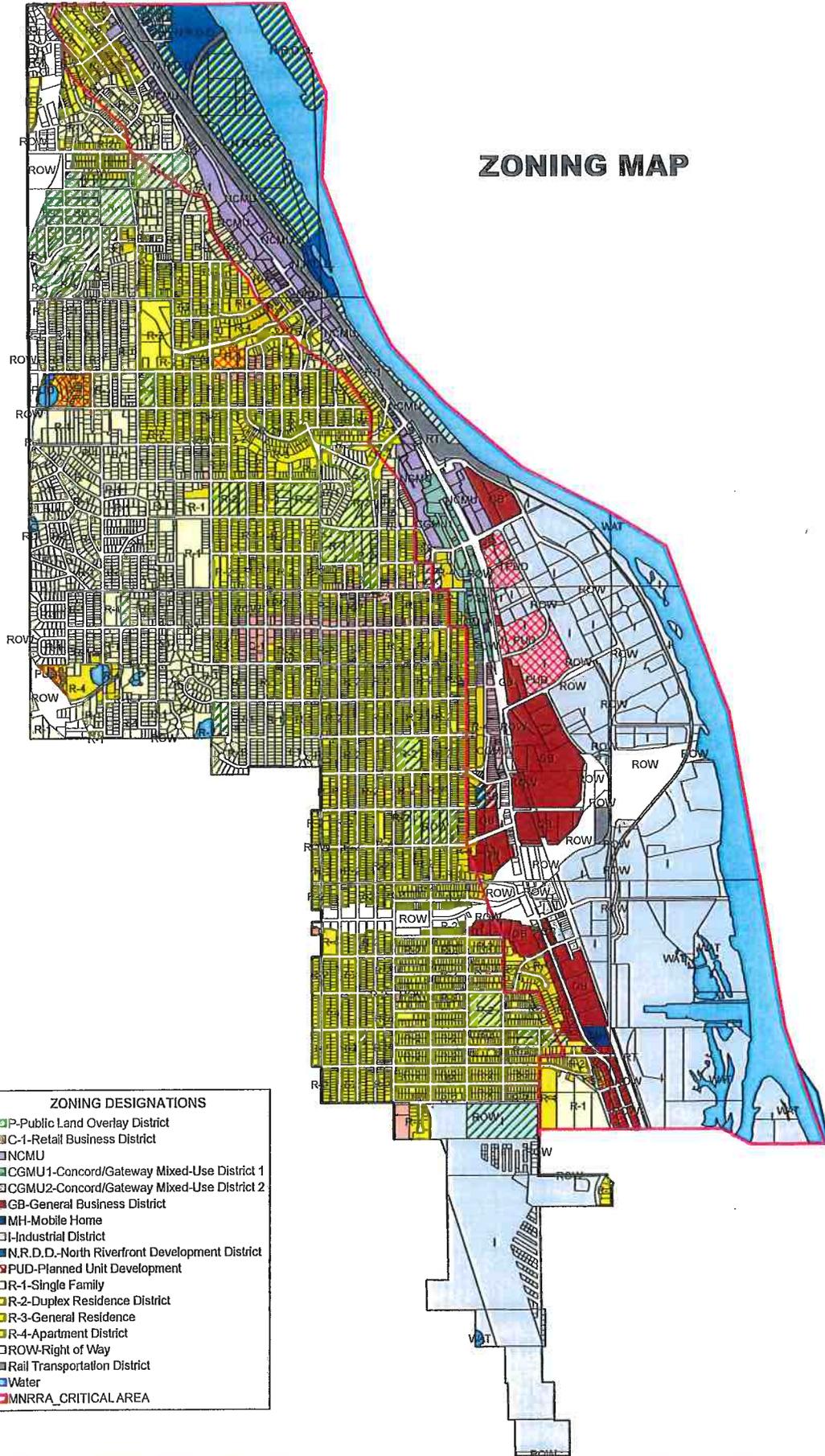
NRDD Area – proposed change



Site in Context - Zoning



ZONING MAP



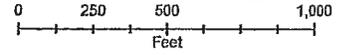
ZONING DESIGNATIONS	
	P-Public Land Overlay District
	C-1-Retail Business District
	NCMU
	CGMU1-Concord/Gateway Mixed-Use District 1
	CGMU2-Concord/Gateway Mixed-Use District 2
	GB-General Business District
	MH-Mobile Home
	I-Industrial District
	N.R.D.D.-North Riverfront Development District
	PUD-Planned Unit Development
	R-1-Single Family
	R-2-Duplex Residence District
	R-3-General Residence
	R-4-Apartment District
	ROW-Right of Way
	Rail Transportation District
	Water
	MNRRRA_CRITICALAREA

South St. Paul
Comprehensive Municipal Plan



**Metropolitan
Airports Commission**

**St. Paul - South St. Paul
Regional Trail Gap**



- Existing Regional Trail/Greenway
- Concept Regional Trail/Greenway

**St. Paul
Port Authority**

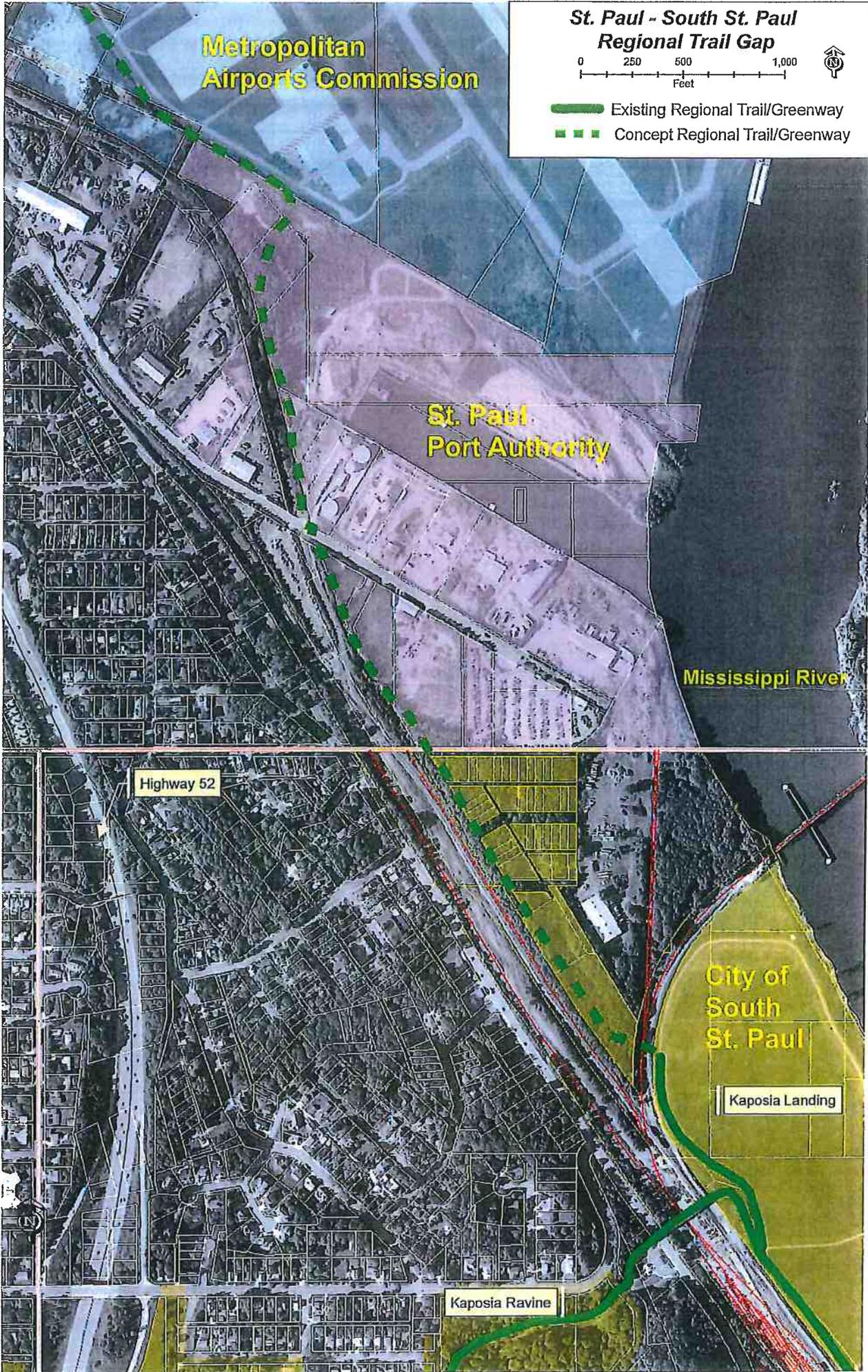
Mississippi River

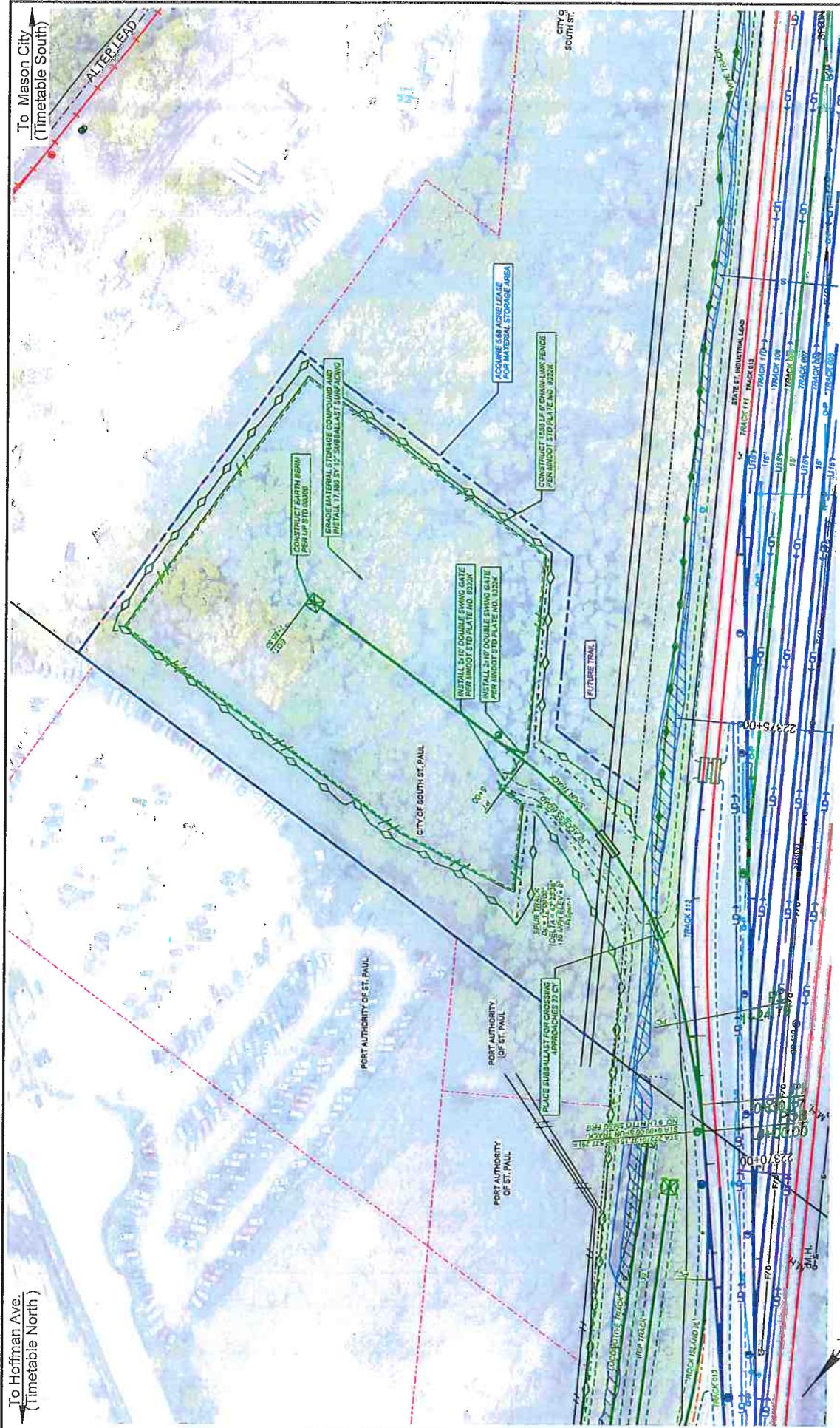
Highway 52

**City of
South
St. Paul**

Kaposia Landing

Kaposia Ravine





To Hoffman Ave.
(Timetable North)

To Mason City
(Timetable South)

DATE: 7/3/2015 3:54:44 PM
 User: V:\CC05\Projects\7008180\00000000243157\SSP_P013_Phase 2.dgn
 Plot: V:\CC05\Projects\7008180\00000000243157\SSP_P013_Phase 2.dgn
 Color Table: V:\CC05\Projects\7008180\00000000243157\SSP_P013_Phase 2.dgn
 Plot Style: V:\CC05\Projects\7008180\00000000243157\SSP_P013_Phase 2.dgn

60% PRELIMINARY
 NOT FOR CONSTRUCTION DATE: 7/09/2015

UP

UNION PACIFIC RAILROAD

Office of Assistant Vice President
 Engineering Design/Construction

DRAWN BY: JNS CHECKED BY: ZPH
 DATE: 03 JULY 2015
 SHEET NUMBER: P013 of P052

LOCATION & DESCRIPTION:
 TO: MP 546.84 ALBERT L.E. SUBDIVISION
 FROM: MP 528.92 TO MP 526.18 STATE STREET JCT.
 SOUTH ST. PAUL YARD IMPROVEMENTS & RUN THROUGH SLOT
 SHEET TITLE: SPUR TRACK AND MATERIAL STORAGE PLAN

PW: 7008180/CON093801\00000000243157\SSP_P013_Phase 2.dgn





CITY OF SAINT PAUL
Christopher B. Coleman, Mayor

*25 West Fourth Street
Saint Paul, MN 55102*

*Telephone: 651-266-6700
Facsimile: 651-266-6549*

SEP 12 2016

September 9, 2016

Mr. Peter Hellegers
Planning Division Manager
City of South St. Paul
125 Third Avenue North
South St. Paul, MN 55075

Dear Mr. Hellegers:

Thank you for the opportunity to comment on the South St. Paul Comprehensive Plan Amendment – North Riverfront Development District. We have several comments for your consideration. As you note, a future trail connection to the Mississippi River Regional Trail between Kaposia Landing Park and Harriet Island is planned to run along the western edge of the plan amendment area.

From a land use and zoning perspective, the proposed change in South Saint Paul from open space to industrial is in keeping with the land use and zoning in the City of Saint Paul. The South Saint Paul site is immediately adjacent to the Southport industrial area in Saint Paul, which is zoned I2 (General Industrial) and guided for industrial use in the Saint Paul Comprehensive Plan. Established neighborhoods in an R4 (Single-Family Residential) zoning district are located northwest of the South Saint Paul site, separated by railroad tracks and Concord Avenue.

According to aerial views, the area of change in South Saint Paul is undeveloped and appears to be entirely tree covered. Consequently, a land use and subsequent zoning change would result in a noticeable change in the area, particularly for the residences along Concord Street. If possible, please consider whether screening of some type should be required for the proposed outdoor storage in South Saint Paul.

The site immediately east of the proposed area of change is already being used for outdoor storage of vehicles and trailers, although the City of South Saint Paul is not considering a comprehensive plan change from open space to industrial for this site. It appears road access to this area is from Barge Channel Road, from the Alter Metal Recycling property. Will development of the proposed area of change result in a new vehicle access in South Saint Paul or will access be provided via Barge Channel Road? If the site will be accessed from Barge Channel Road, this may result in an increase in truck traffic along Concord Street and Barge Channel Road. As you may know, there are existing concerns about the amount of truck traffic queuing and idling along Concord Street, particularly when trains obstruct Barge Channel Road.

There has already been a substantial increase in truck traffic here following modifications to the Hawkins Chemical site that included new rail spurs. The planned at grade trail/rail crossing for the Mississippi River Regional Trail (MRRT) at the Hawkins driveway is now questionable as is the capacity for additional major increases in traffic on what is essentially a rail crossing obstructed, dead end roadway. What was originally a low traffic volume at-grade crossing for the MRRT is developing into a very complex traffic condition that the proposed comprehensive plan amendment only marginally addresses with references to factoring in the presence of the trail. There may be the need for a bicycle/pedestrian bridge in the future for safe passage through this area, which is outside of the scope of the current budget.

Is the City of South St. Paul interested in exploring the possibility of a new road connection from Concord to this area? Although challenging, such a connection would make this land more desirable for development and significantly alleviate traffic concerns and related pollution impacts along Concord Street and Barge Channel Road. We look forward to receiving more information about development plans for this area. Let us know if you think a meeting to discuss this further would be beneficial.

Sincerely,

A handwritten signature in cursive script that reads "Donna Drummond".

Donna Drummond
Director of Planning

cc: Kady Dadlez and Josh Williams, Planning & Economic Development
Don Varney, Parks & Recreation
John Maczko and Paul St. Martin, Public Works



Working to protect the Mississippi River
and its watershed in the Twin Cities area.

101 East Fifth Street
Suite 2000
Saint Paul, MN 55101

651-222-2193
www.fmr.org
info@fmr.org

September 7, 2016

South Saint Paul Planning Commission
Council Chambers
City Hall
125 3rd Avenue N.
South St. Paul, MN 55075

Dear South Saint Paul Planning Commission:

Friends of the Mississippi River (FMR) is a non-profit organization that engages community members and stakeholders in protecting and restoring the Mississippi River and its watershed in the Twin Cities Region. We have 2,400 members and thousands of volunteers who care deeply about the river. We are writing today to comment on the proposed Comprehensive Plan amendment and zoning amendment for the city-owned 5-acre parcel in the northeast corner of South St. Paul.

Comprehensive Plan Amendment

FMR respectfully requests that you oppose the proposed Comprehensive Plan amendment to change the future land use of the 5-acre parcel from open space to industrial because of the environmental impacts, Mississippi River Trail impacts and because the proposed change goes against a well-established trend to embrace the riverfront as a public space.

Environmental Impacts At the present time, the public has been given very little information about the environmental impacts of changing these 5-acres from open space to industrial. We know that the parcel is currently vegetated with a tall tree canopy. To make an informed decision about the future plan for the site, at a minimum we should know:

- the type, quality and habitat value of existing of vegetation,
- the potential for this area to flood and how pollutants will be kept out of the Mississippi River,
- the impacts to stormwater runoff now and the anticipated impacts to stormwater runoff after the exterior storage is in place,
- bird and wildlife survey information,
- Metro Conservation Corridors Plan information as well as the proximity of this parcel to Regionally Significant Ecological Areas,
- the consistency with the Mississippi River Corridor Critical Area rules, and
- the impact of the change to the Mississippi National River and Recreation Area – our local national park – which this parcel and the riverfront all along South St. Paul is a part of.

Mississippi River Trail Impacts Changing the Comprehensive Plan land use designation for this parcel from open space to industrial will change the experience of the Mississippi River Trail user. Currently,

the trail will run through a wooded area with tall trees. We understand from a conversation with City Planner Peter Hellegers that if the amendments are approved, the trail will run next to an 8 to 10-foot fence surrounding the storage area. Instead of paving over the 5-acre site, we encourage the city to restore the wooded area to enhance the trail user experience and optimize habitat value on the parcel.

Embracing the Riverfront Currently cities throughout the Twin Cities, our National Park, the United States and the world are working on embracing their waterfront as a natural treasure by creating parks, trails and other public amenities along their waterfronts. South St. Paul acknowledges this trend in their Mississippi River Corridor Critical Area portion of the Comprehensive Plan by saying:

- "Said future recreational uses shall be designed to create minimal alteration, protect existing vegetative and wetland areas, promote re-vegetation, and require additional landscaping, consistent with habitat and vegetation for the Critical Area/MNRRRA Corridor." Pg. 133
- "The City's Future Land Use plan would have more intensive types of industrial uses (exterior storage, manufacturing, processing, etc.) being located away from the actual riverfront and away from Interstate 494." Pg. 134
- "Because the City is aggressively promoting a regional park and trails system along the riverfront, the City will not promote the development of businesses that are dependent upon river access and usage.... Any greater intensification could be detrimental to the river corridor." Pg. 134

According to the city's Comprehensive Plan, the city intends to continue improving this part of its riverfront as a public, open space. The plan calls for the 5-acres in question as well as the surrounding industrial land to eventually become Open Space. This is defined in the city's Comprehensive Plan as:

The Open Space (OS) classification applies to lands guided for future permanent public or private open space and is intended to provide for the preservation of sensitive natural areas and protection and enhancement of wildlife habitat... Open Space lands may include trails, picnic areas, public fishing, resource protection or buffer areas, preservation of unaltered land in its natural state for environmental or aesthetic purposes, and the DNR boat launch area...

We strongly encourage South St. Paul elected officials to uphold their vision for the area and stick to their existing Comprehensive Plan land use designation. This will ensure there is some land among this largely industrial portion of the city that helps to preserve this sensitive natural area near the Mississippi River while protecting and enhancing wildlife habitat.

Zoning Amendment

FMR also respectfully requests that you oppose the suggested Zoning Amendment to allow interim exterior storage in the North Riverfront Development District (NRDD) and the Public Land Overlay District. This decision will impact the area environment, Mississippi River Trail (MRT) and the amount of natural land available for wildlife habitat and public use.

Environmental Impacts The NRDD allows for boat marinas, public recreational uses, and PWS antennas to be constructed within the district. These uses have significantly lower impacts on the land than removing five acres of vegetation and replacing it with pavement. So, in addition to sharing the environmental impact information requested above, the city should undertake a detailed environmental assessment before considering a zoning amendment. It should include an analysis of the cumulative impact that paving over five acres of vegetation in the midst of a largely industrial area would have. If left

as open space with a trail, the land has significant ecological value. The removal of such an area should be carefully analyzed, and that analysis should be shared with the public.

Mississippi River Trail Impacts The Mississippi River Trail (MRT) is planned, funded and scheduled to be constructed through this parcel between 2017 and 2018. Should the Comprehensive Plan and/or Zoning Amendment be approved, the plan to convert this parcel to industrial land includes two additional crossings of the MRT – one rail spur crossing and one 10-foot access road crossing. According to Dakota County Transportation Project Manager John Sass, there would be no safety features like trail crossing gates added at these crossings. We do not support the additional trail crossings, especially without safety features to ensure safe crossing for trail users.

Loss of Public Land With the current designation of NRDD with a Public Land Overlay District, allowing an interim use on this parcel goes against the city's stated purpose for the land. This is especially true since this land will be publically accessible by 2017 or 2018 when the MRT trail through the site is completed. The purpose of this NRRD district is to "promote and regulate the development of mixed commercial and certain high-density uses in the area adjacent to and in the vicinity of the Mississippi River by the balancing of utilization of land for the purposes for which it is most appropriate and protection of the river amenities in the public interest." Allowing open air storage within this district does not meet this purpose as it is neither high density or commercial. In addition to that, the proposal will eliminate all existing water, buffer and habitat benefits and protections.

The land also has a Public Overlay District associated with it. According to the Public Overlay District's definition, the land is owned and/or operated for public purposes and has been zoned for the most appropriate private land use, should the land be leased. With zoning that allows boat marinas, public recreational uses and PWS antennas as permitted uses, a paved outdoor storage facility would be inconsistent with the NRRD purpose and add a land-use that is not similar in character to the current permitted land uses. We find an interim zoning amendment to be detrimental to the city's plan and the larger goals for the region and our national park.

In the unfortunate scenario that this zoning amendment moves forward, we strongly recommend creating an agreement with the leasing party to restore high quality floodplain habitat to the parcel at the conclusion of the initial interim lease lasting no more than 10 years.

We thank you for your careful consideration of these comments. Please feel free to reach out to Irene Jones, River Corridor Program Director (ijones@fmr.org, x11) or Alicia Uzarek, Policy Advocate (auzarek@fmr.org, x29) with questions or comments.

Sincerely,

A handwritten signature in black ink, appearing to read "Irene Jones". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Irene Jones
River Corridor Program Director

Peter Hellegers

From: Chatfield, Kurt <KURT.CHATFIELD@CO.DAKOTA.MN.US>
Sent: Tuesday, September 6, 2016 4:40 PM
To: Peter Hellegers
Cc: Sullivan, Steve; Hoopingarner, Taud
Subject: RE: Comprehensive Plan Amendment - NRDD Area

Peter,

Thank you for the opportunity to comment on the potential re-guiding of land along the Mississippi River Regional Trail from "Open Space" to "Industrial". As you are aware, Dakota County is working with the City of South St. Paul and St. Paul to design a regional trail corridor that will offer outstanding recreational opportunities for people in our communities. Together, we are making a considerable public investment in this recreational corridor. Dakota County's adopted greenway guidelines place a value on locating greenways next to adjacent open spaces and minimizing the crossing of roads or railroad tracks that may be a barrier to people using the trail. As such, the current "Open Space" designation is complimentary to this purpose.

Nevertheless, we understand that the City may need to balance public open space and recreational benefits with other needs in the community. Should the City decide to re-guide the NRDD area to "Industrial" and allow an outdoor storage yard, we ask that the City consider using buffers and screening to mitigate the outdoor storage uses from people using the trail.

Sincerely,

Kurt Chatfield
Planning Supervisor
Dakota County

From: Peter Hellegers [mailto:phellegers@southstpaul.org]
Sent: Wednesday, August 17, 2016 5:43 PM
To: Peter Hellegers
Subject: Comprehensive Plan Amendment - NRDD Area

The City of South St. Paul is considering an amendment to the Comprehensive Plan to change the future land use of an area from Open Space to Industrial. The North Riverfront Development District (NRDD) is an area of the community that is adjacent to the city's northern border which abutts the Southport Industrial District in Saint Paul. The NRDD area is separated from the rest of the community by railroad lines and does not have road access. However, development of a large new park south of the NRDD area and development interest in the property from adjacent users have prompted the City to reconsider whether this area should be guided Industrial instead of Open Space. The most recent proposal is from the neighboring railroad line which would use approximately 5 acres of the NRDD space as a temporary exterior storage area (site plan attached). A future trail connection to the Mississippi River Regional Trail (MRRT) between Kaposia Landing Park and Harriet Island is planned to run along the western edge of the NRDD area and would be factored into either future land use scenario.

Communities in the metropolitan area are required to notify adjacent local governments and school districts of proposed comprehensive plan amendments. The purpose of this notification is to allow adjacent local governments and school district time to request copies of the proposed amendment so that they can offer their comments.

Peter Hellegers

From: Skancke, Jennie (DNR) <Jennie.Skancke@state.mn.us>
Sent: Tuesday, August 23, 2016 2:27 PM
To: Peter Hellegers
Cc: Daniels, Jeanne M (DNR); Petrik, Daniel (DNR); Horton, Becky (DNR)
Subject: RE: Comprehensive Plan Amendment - NRDD Area_South St. Paul

Hi Peter,

The subject parcel is in the current urban diversified district under the current regulations/Executive Order. There are no land use restrictions in this area and no height limits or river setback. When the rules are adopted and the local ordinance is updated, the new urban mixed district will have a 65 foot height limit and a 50 foot river setback. Bluff setbacks will be unchanged at 40 feet. This information may be helpful to communicate to remind stakeholders about how the pending changes compare to the current regulations.

I forwarded this proposal to our Parks and Trails Division and our environmental review coordinator, but have not heard any comments.

With a land use type resulting in greater impervious surface, we would have concerns about the potential for increased runoff which would negatively impact water quality in the river. We ask that any proposals use Atlas 14 for project planning.

Thank you,
Jennie

Jennie Skancke - Area Hydrologist (Scott, Dakota and Carver Counties)
MnDNR | 1200 Warner Road | St. Paul, MN 55106 | T: 651-259-5790 | Jennie.Skancke@state.mn.us

From: Peter Hellegers [<mailto:phellegers@southstpaul.org>]
Sent: Wednesday, August 17, 2016 5:43 PM
To: Peter Hellegers
Subject: Comprehensive Plan Amendment - NRDD Area

The City of South St. Paul is considering an amendment to the Comprehensive Plan to change the future land use of an area from Open Space to Industrial. The North Riverfront Development District (NRDD) is an area of the community that is adjacent to the city's northern border which abutts the Southport Industrial District in Saint Paul. The NRDD area is separated from the rest of the community by railroad lines and does not have road access. However, development of a large new park south of the NRDD area and development interest in the property from adjacent users have prompted the City to reconsider whether this area should be guided Industrial instead of Open Space. The most recent proposal is from the neighboring railroad line which would use approximately 5 acres of the NRDD space as a temporary exterior storage area (site plan attached). A future trail connection to the Mississippi River Regional Trail (MRRT) between Kaposia Landing Park and Harriet Island is planned to run along the western edge of the NRDD area and would be factored into either future land use scenario.

Communities in the metropolitan area are required to notify adjacent local governments and school districts of proposed comprehensive plan amendments. The purpose of this notification is to allow adjacent local governments and school district time to request copies of the proposed amendment so that they can offer their comments.

If there is anything I can do to facilitate your review, answer questions, or be of further assistance, please do not hesitate to contact me by e-mail at phellegers@southstpaul.org or by phone at (651) 554-3217.

**MINUTES OF MEETING
SOUTH ST. PAUL PLANNING COMMISSION
September 7, 2016**

MEETING CALLED TO ORDER BY COMMISSIONER JOHN ROSS AT 7:00 P.M.

Present:	John Ross	Absent:	Ryan Briese
	Jason Pacht		
	Ruth Krueger		
	Tim Felton		
	Justin Humenik		
	Stephanie Yendell		
	Peter Hellegers, City Planner		

- 1) APPROVAL OF AGENDA – approved as presented – Yendell/Krueger (6-0)
- 2) APPROVAL OF MINUTES for August 3, 2016 – Chair Ross requested that the adjournment time be included in future meeting minutes - approved as presented – Yendell/Pacht (6-0)

3) PUBLIC HEARINGS

- A. Comprehensive Plan Amendment: Changing the Future Land Use designation of a property in the community from Open Space to Industrial
- B. Zoning Amendment: Amendment to the North Riverfront Development District (NRDD) that would allow exterior storage as an Interim Use

Commissioner Ross indicated the public hearing portion of this request was carried over from the August 3rd meeting. The items will be discussed together; however, will be dealt with by separate motions.

Mr. Hellegers reported the request is to amend the Comp Plan changing the future land use designation from Open Space to Industrial and a Zoning Amendment allowing exterior storage as an Interim Use. Notification was sent to adjacent communities and agencies offering the opportunity to provide comment. Comments in the form of emails were received from the DNR, Dakota County and Friends of the Mississippi River and were provided to the Commission for consideration.

Chair Ross opened the public hearing portion asking if anyone in attendance wished to comment:

M. Docks (1503 Willis) – requested documentation regarding this matter and reiterated his concerns from the August meeting relating to noise/diesel train pollution, preservation of wildlife and green space and asked the Commission to consider the ramifications of the request.

L. Swanson (901 16th Ave. N.) – read a letter dated September 7, 2016 from the Friends of the Mississippi River stating the organization is in opposition to the proposed Comp Plan and Zoning Code amendments stating concerns with environmental impacts, impacts to the Mississippi River Trail and the amount of natural land available for wildlife habitat and public use. The group asked the elected officials to uphold the vision of the area and stick to the current use.

M. Peterson (909 16th Ave. N.) – stated that once the open space is gone it's gone. Is in opposition for changing the area to Industrial.

J. Mullin (1504 Willis) – queried the radius of the notification area to which staff responded the radius of notification was much expanded. Mr. Mullin expressed his opposition and feared interest would subside if the matter is continued to October. If the matter moves forward an environmental impact study should be the first item of business.

J. Francis (107 19th Ave. N.) – stated opposition and asked if the City has spoken to the St. Paul Port Authority regarding their intended use. Staff reported the Port Authority was contacted and they may be interested in an expansion of the impound lot.

Chair Ross closed the public hearing portion of the matter. Mr. Hellegers stated correspondence from all agencies hadn't been received.

Commissioner Felton stated he hadn't changed his opinion stating it's a big mistake to change the use from Open Space as there's no upside to doing it.

Commissioner Yendell requested that previous meeting minutes containing citizen comments be included in future reports, etc. in order that all citizen comments are considered.

Commissioner Krueger opined if the City isn't going to consider allowing exterior storage there is no need to change the designation from open space to anything else. Ms. Krueger stated the river should be celebrated and that any revenue derived from the railroad is penny wise and pound foolish.

Commissioner Pachl opined that taking away woods forces the wildlife out, it's the last piece of green space and stated the importance of preserving what we currently have.

Mr. Hellegers stated the meeting could be continued if the Commission wished to further consider additional documentation that may be submitted. Commissioner Felton stated he was in favor on voting on the matter this evening.

Chair Ross indicated he visited the site today and in his opinion changing the future land use designation would give the ability of the City to put something on the tax rolls albeit storage. The City would have control with the ability to require an interim use permit, to

stipulate screening and how the trail goes.

Commissioner Yendell stated that she didn't believe that correspondence from a state agency that was in support of the Comp Plan change would change her mind due to the overwhelming citizen opposition.

Motion to deny item 3A. Comprehensive Plan Amendment changing the Future Land Use designation from Open Space to Industrial – Felton/Pachl (5-1)

Motion to deny item 3B. Zoning Amendment to allow exterior storage as an Interim Use in the North Riverfront Development District – Felton/Pachl (5-1)

C. Mad Further (1725 Henry Ave.): Consider a request for a 3-year IUP to host a car show on the ramp of the South St. Paul Fleming Field Airport. The first event would take place on October 8, 2016 and subsequent car shows would be for mid-September in 2017 and 2018.

Mr. Hellegers stated the applicant is not able to hold the car show event on October 8, 2016 and is requesting the matter be extended to the October 5th Planning Commission. The request is for a 3-year IUP with the first car show event taking place in May, 2017.

Motion to continue the matter to the October 5, 2016 Planning Commission meeting – Ross/Yendell (6-0)

D. Danner, Inc. Proposal (600 Verderosa Ave.): Consider a request for a 19,317 square foot building, with Conditional Use Permit for gas/diesel fueling station, exterior storage, variances for minimum building size, and an Interim Use Permit for a rock crushing operation.

Mr. Hellegers reported the applicant is requesting a vote on this item tonight due to a scheduled closing and the need to get the process underway to make it a reality. The applicant is selling his current 30-acre site at 843 Hardman and relocating to 600 Verderosa which is further north. The proposal calls for the construction of a 1,900 s.f. building for truck service including 3,500 s.f. of office space. A lower level parts storage space would be located under the office space. The western end of the property would include fueling stations for gasoline and diesel fuel. The eastern portion would be screened for exterior storage and would be used for a temporary rock crushing operation. The concrete crushing and stockpiling is needed to excavate concrete material buried on the site. The crushing and stockpiling is estimated to last for 4 years.

Items that fall under a CUP include the fueling portion for gas and diesel and exterior storage. Rock crushing is allowed as a Conditional or IUP subject to a redevelopment plan which the applicant is looking to do. A PUD could be considered if looking at the whole development scenario. Without the PUD a variance for quite a bit of square footage would be needed as lot coverage is at 6.5%. The applicant is looking to build in phases so full development of the property could accommodate two additional properties to the east

August 3, 2016
PC Minute Excerpt

(attached or detached) plus one other accessory building. The item was brought to the Planning Commission after the City Council directed staff amend the zoning code due to the difficulty encountered by a homeowner who wished to build a garage; however, they already had an existing garage and accessory structure on the property. The current Code would require removal of the accessory building (shed) prior to building the second garage.

Staff is proposing the following two alternatives:

Alternative A would amend the language to allow 2 accessory structures (detached garage and shed) when the property already has an attached garage. The 1,200 s.f. of allowable space would count against just the accessory (detached) buildings;

Alternative B would allow 2 accessory buildings (detached garage and shed) when there is an attached garage but the space for all accessory uses would be capped 1,200 square feet of space would be capped for all accessory uses (attached garage, detached garage, shed);

Discussion ensued regarding timing of the matter. Mr. Hellegers noted it is not necessary to make a decision by a specific date as nothing is pushing the 60-day rule. Commissioner Yendell commented there was also the option to change nothing as the previous variance request was a unique circumstance and didn't warrant changing the code.

Commissioner Felton stated Yendell's comment made sense and stated he didn't have an issue with holding the matter over until the next meeting.

Motion for continuance to the September Planning Commission meeting – Yendell/Pachl (6-0).

E. Comprehensive Plan Amendment: Changing the Future Land Use designation of a property in the community from Open Space to Industrial.

F. Zoning Amendment: Amendment to the North Riverfront Development District that would allow exterior storage as an Interim Use.

Items 3.E and 3.F were discussed together. Mr. Hellegers reported the City has received inquiries from two potential users interested in exterior storage on the City-owned property at the northeast corner of the city.

The Union Pacific Railroad is proposing to lease a 5-acre parcel on City-owned property for exterior storage of track materials for their railyard improvements and storage space for materials and rail cars. Mr. Hellegers explained the use would require an Interim Use Permit to allow the exterior storage. Additionally, the space is currently designated as Open Space which does not allow for exterior storage and would necessitate changing the Future Land Use (Comp. Plan) designation to Industrial. If the land use designation is changed to Industrial the zoning would require an amendment to allow exterior storage as a conditional use.

*August 3, 2016
PC Minute Excerpt*

Chair Ross asked if anyone present wished to comment on the proposed Comprehensive Plan amendment for the NRDD area changing it from Open Space to Industrial or allowing exterior storage in the NRDD.

The following residents spoke in opposition to amending the Comprehensive Plan for the NRDD area changing it from Open Space to Industrial:

Dennis Walter (1581 N. Concord) stated the NRDD was put in as a buffer from Barge Channel Road in St. Paul and believes the Union Pacific Railroad would seek additional railroad tracks if the amendment was approved. The City made an investment in ballparks and going from Open Space to Industrial is a drastic change and doesn't go with the trail. He also had concern that industrial is not the right image for the area. The area is the gateway to the City and doesn't believe it's a right fit.

Sara and Ben Reno (1654 Willis) expressed concern over their river view, the effect on the wildlife and what the DNR has to say regarding the matter.

Staff reported the DNR and MRCCA would be contacted for their comments. In addition, adjacent communities will be notified in advance of the September meeting.

Mike Doggs (1503 Willis) indicated there is already noise from the airport, railroad including diesel fumes from trains. He is in favor of leaving the area as green space for a legacy for children and grandchildren. Has an environmental impact study been considered?

Stan Krueger (1315 Kassan Ct.) stated the area is subject to flooding and the storage would need to be moved easily in the event of flooding. In his opinion an industrial use should not be adjacent to the new ballfields. Railroad tracks are not temporary.

Richard Steffels (1514 Willis) – 30-year resident stated the value of his property will decrease if the view of the river goes away and opined that if the property is developed the deer will go away.

Joe Moen (1504 Willis) stated he purchased the property four months ago; however, had he known this would take place he wouldn't have made the purchase.

Chair Ross thanked the residents in attendance for their patience in waiting for the discussion of the agenda item and requested staff to place the items at the top of the September meeting agenda.

Commissioner Felton thanked the residents for their opinions and expressed reservations stating the matter will be an uphill battle.

Motion to continue the matters to the September 7, 2016 Planning Commission meeting including holding the public hearing portion open – Ross/Humenik (6-0)



CITY COUNCIL AGENDA REPORT

DATE: SEPTEMBER 19, 2016

DEPARTMENT: Police

ADMINISTRATOR: SPIK

10-F

AGENDA ITEM: Ordinance Related to Residency Restrictions of Sexual Offenders and Sexual Predators

ACTION TO BE CONSIDERED:

Motion to introduce for its first reading *an ordinance amending Chapter 38 regarding offenses and miscellaneous provision.*

OVERVIEW:

It is the intent of this ordinance to serve the city's compelling interest to promote, protect and improve the health, safety and welfare of the citizens of the city by creating areas around locations where children regularly congregate in concentrated numbers wherein certain sexual offenders and sexual predators are prohibited from establishing temporary or permanent residence.

This ordinance would make it unlawful for any designated offender to establish a permanent residence or temporary residence within one thousand five hundred feet (1,500) of any of the following places:

- (1) Public or private school
- (2) Public park or playground
- (3) Place of worship that provides regular educational programs (i.e. Sunday school)
- (4) Licensed child care facilities
- (5) Sexually oriented businesses

SOURCE OF FUNDS:

N/A

**City of South St. Paul
Dakota County, Minnesota**

Ordinance No. _____

**AN ORDINANCE AMENDING CHAPTER 38
REGARDING OFFENSES AND MISCELLANEOUS PROVISIONS**

The City Council of the City of South St. Paul does ordain:

SECTION 1. ENACTMENT. South St. Paul City Code Chapter 38 is hereby amended by enacting Article V – Sexual Offenders and Sexual Predators as follows:

**CHAPTER 38 OFFENSES AND MISCELLANEOUS PROVISIONS
ARTICLE V - SEXUAL OFFENDERS AND SEXUAL PREDATORS**

Sec. 38-115 - Findings and Intent

- (a) Repeat sexual offenders, sexual offenders who use physical violence, and sexual offenders who prey on children are sexual predators who present an extreme threat to the public safety. Sexual offenders are extremely likely to use physical violence and to repeat their offenses, and most sexual offenders commit many offenses, have many more victims than are ever reported, and are prosecuted for only a fraction of their crimes. This makes the cost of sexual offender victimization to society at large, while incalculable, clearly exorbitant.
- (b) It is the intent of this chapter to serve the city's compelling interest to promote, protect and improve the health, safety and welfare of the citizens of the city by creating areas around locations where children regularly congregate in concentrated numbers wherein certain sexual offenders and sexual predators are prohibited from establishing temporary or permanent residence.

Sec. 38-116 - Definitions

The following words, terms and phrases, when used in this chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Designated offender means any person who has been convicted of a designated sexual offense, regardless of whether adjudication has been withheld, in which the victim of the offense was less than sixteen (16) years of age, or has been categorized as a level III sex offender under Minnesota statutes section 244.052 or successor statute.

Designated sexual offense means a conviction, adjudication of delinquency, commitment under Minnesota statutes chapter 253B, or admission of guilt under oath without adjudication involving any of the following offenses: Minnesota statutes sections: 609.342; 609.343; 609.344; 609.345; 609.352; 609.365; 617.23; 617.246; 617.247; 617.293; successor statutes; or a similar offense from another state.

Permanent residence means a place where the person abides, lodges, or resides for fourteen (14) or more consecutive days. Permanent residence does not require an ownership interest by the person in such residence.

Temporary residence means a place where the person abides, lodges, or resides for a period of fourteen (14) or more days in the aggregate during any calendar year and which is not the person's permanent address, or a place where the person routinely abides, lodges, or resides for a period of four (4) or more consecutive or nonconsecutive days in any month and which is not the person's permanent residence.

Sec. 38-117 - Residence Prohibition; Penalties; Exceptions

(a) Prohibited Location Of Residence: It is unlawful for any designated offender to establish a permanent residence or temporary residence within one thousand five hundred feet (1,500') of any of the following places:

- (1) Public or private school
- (2) Public park or playground
- (3) Place of worship that provides regular educational programs (i.e. Sunday school)
- (4) Licensed child care facilities
- (5) Sexually oriented businesses.

(b) Prohibited Activity: It is unlawful for any designated offender to participate in a holiday event involving children under eighteen (18) years of age, such as distributing candy or other items to children on Halloween, wearing a Santa Claus costume on or preceding Christmas, or wearing an Easter bunny costume on or preceding Easter. Holiday events in which the offender is the parent or guardian of the children involved, and no non-familial children are present, are exempt from this subsection.

(c) Measurement Of Distance:

- (1) For purposes of determining the minimum distance separation, the requirement shall be measured by following a straight line from the outer property line of the permanent residence or temporary residence to the nearest outer property line of a school, park, playground, place of worship, licensed child care facility, or sexually oriented business.

- (2) The city clerk shall maintain an official map showing prohibited locations as defined by this chapter. The clerk shall update the map at least annually to reflect any changes in the location of prohibited zones.
- (d) Penalties: Any person violating any provision of this chapter shall be guilty of a misdemeanor or administrative citation and shall be punished as provided in this code. Each day a person maintains a residence in violation of this chapter constitutes a separate violation.
- (e) Exceptions: A designated offender residing within a prohibited area as described in subsection (a) of this section does not commit a violation of this section if any of the following applies:
 - (1) The person established the permanent residence or temporary residence and reported and registered the residence pursuant to Minnesota Statutes Sections 243.166, 243.167, or successor statute, prior to October 3, 2016.
 - (2) The person was a minor when he/she committed the offense and was not convicted as an adult.
 - (3) The person is a minor.
 - (4) The school, park, playground, place of worship, licensed child care facility, or sexually oriented business within one thousand five hundred feet (1,500') of the person's permanent residence was opened after the person established the permanent residence or temporary residence and reported and registered the residence pursuant to Minnesota Statutes Section 243.166 or 243.167.
 - (5) The residence is also the primary residence of the person's parents, grandparents, siblings, or spouse.

Sec. 38-118 - Renting Real Property; Penalties

- (a) It is unlawful to let or rent any place, structure, or part thereof, trailer or other conveyance, with the knowledge that it will be used as a permanent residence or temporary residence by any person prohibited from establishing such permanent residence or temporary residence pursuant to this chapter, if such place, structure, or part thereof, trailer or other conveyance, is located within a prohibited location zone described in subsection 38-117(a) of this chapter.
- (b) A property owner's failure to comply with provisions of this section shall constitute a violation of this section.
- (c) If a property owner discovers or is informed that a tenant is a designated offender after signing a lease or otherwise agreeing to let the offender reside on the property, the owner or property manager may evict the offender.

Sec. 38-119 - Severability

Should any section, subdivision, clause or other provision of this chapter be held to be invalid by any court of competent jurisdiction, such decision shall not affect the validity of this chapter as a whole, or of any part thereof, other than the part held to be invalid.

SECTION 2. SUMMARY PUBLICATION. Pursuant to Minnesota Statutes Section 412.191, in the case of a lengthy ordinance, a summary may be published. While a copy of the entire ordinance is available without cost at the office of the City Clerk, the following summary is approved by the City Council and shall be published in lieu of publishing the entire ordinance:

SECTION 3. EFFECTIVE DATE. This ordinance shall become effective upon publication.

Approved: _____

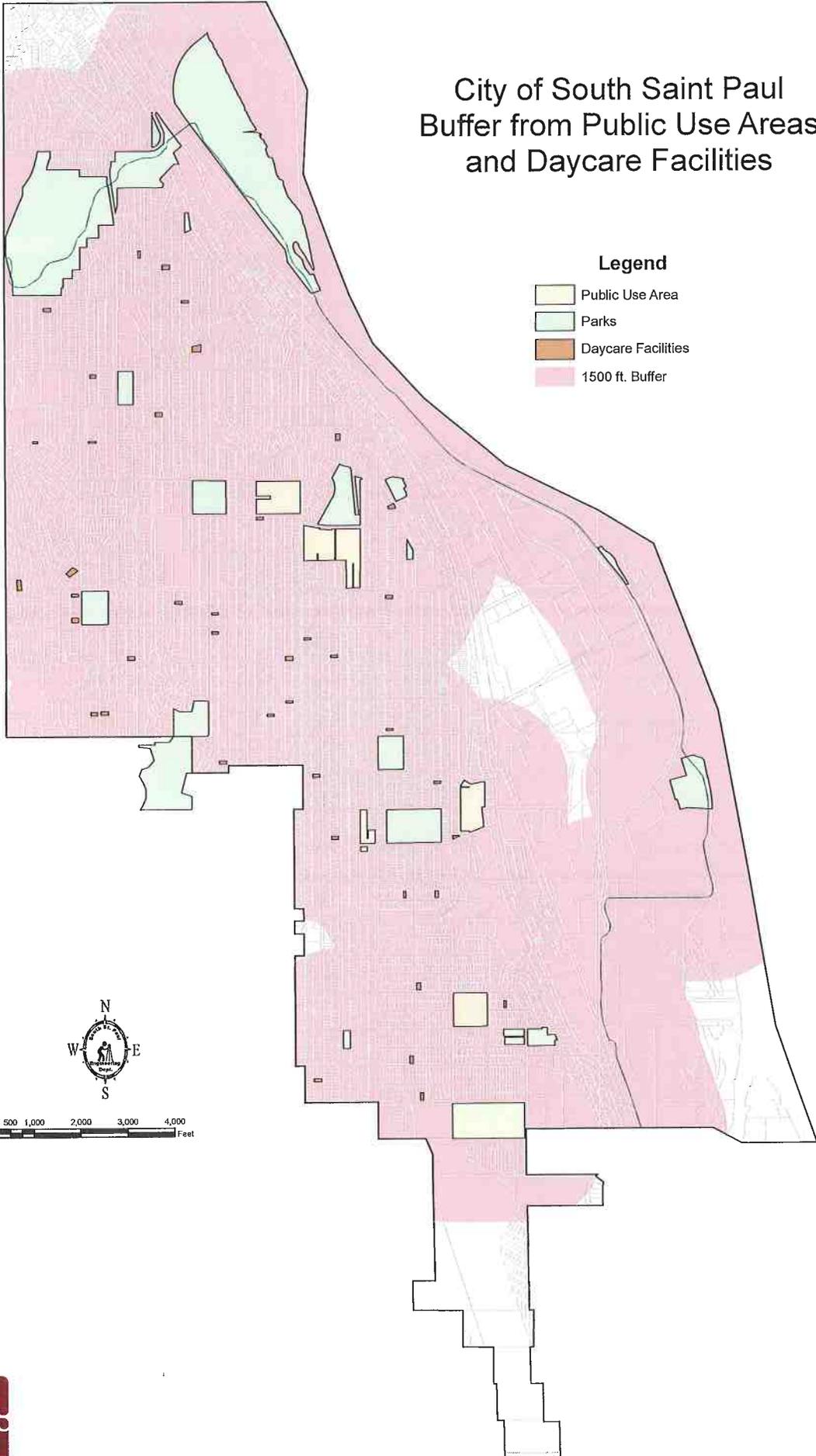
Published: _____

Christy Wilcox, City Clerk

City of South Saint Paul Buffer from Public Use Areas and Daycare Facilities

Legend

- Public Use Area
- Parks
- Daycare Facilities
- 1500 ft. Buffer





CITY COUNCIL AGENDA REPORT

DATE: September 19, 2016

DEPARTMENT: CITY ATTORNEY

ADMINISTRATOR: SPK

10-G

AGENDA ITEM: First Reading - Interim Ordinance for New Telecommunication Towers and Antennas

ACTION TO BE CONSIDERED:

Introduce for its First Reading: An Interim Ordinance for the Prohibition of New Communication Towers and Antennas to Allow for the Study, Adoption or Amendment of Official Controls Related to the City Code and Zoning Code.

OVERVIEW:

The City has recently been exploring the implementation of a Right of Way Ordinance that would provide better regulations regarding the placement and maintenance of facilities in the rights of way, as well as the recovery of the administrative costs that are associated with the monitoring of such obstructions. At the same time, the City has been approached by a company seeking a small cell antenna deployment opportunity on any City-owned light poles, which are within the City's rights of way. The most recent trend in telecommunication companies is to ask cities across the Metro area to fill gaps between antenna towers with small antennas on city-owned light poles. Some cities are rejecting the requests and others are finding ways to allow it.

While the City of South St. Paul has a zoning ordinance that addresses wireless telecommunication facilities that could be applied to address the cell company's request, given the coincidental timing of the proposed Right of Way Ordinance, the City Staff thought it might be best to provide a more uniform approach, instead of just responding to the company's request as either a zoning telecommunication application or a city engineer right of way application or both. In order to provide that uniform process, the City needs to study the current ordinances and proposed ordinance in a thoughtful manner. We are therefore requesting that the Council adopt a moratorium (interim ordinance) for up to one year that would prevent the acceptance of any applications involving telecommunication facilities in order to study the matter and return with a well-thought-out approach to address this type of request. It is anticipated that the study will not require a full year, so the moratorium would only be in effect until *either* new ordinances are adopted that address the situation adequately, or one year, whichever occurs first.

We ask that you introduce the ordinance for its first reading tonight and then schedule it for a final reading on Oct. 3.

SOURCE OF FUNDS:

N/A

City of South St. Paul
Dakota County, Minnesota

Ordinance No. _____

AN INTERIM ORDINANCE FOR THE PROHIBITION OF NEW COMMUNICATION TOWERS AND ANTENNAS TO ALLOW FOR THE STUDY, ADOPTION OR AMENDMENT OF OFFICIAL CONTROLS RELATED TO THE CITY CODE AND ZONING CODE

WHEREAS, the purpose and intent of this Ordinance is to prohibit the permitting and construction of new communication towers and antennas during the City's study and planning activities related to current communication tower and antenna regulations as well as the City's analysis of technology advances of amateur radio communications, government and emergency radio communications, and private cellular telecommunications and small cell deployments and the inherent need for towers and antennas to support communication technologies. This Ordinance prohibits the permitting and construction of new communication towers, antennas and related facilities during the City's planning processes. This Ordinance is also intended to facilitate the study, adoption or amendment of official controls related to communication towers and antennas in the City Code and Zoning Ordinance; and

WHEREAS, Minnesota Statutes, Section 462.355, Subdivision 4, authorizes municipalities to adopt interim ordinances to regulate, restrict or prohibit any use, development, or subdivision for the purpose of protecting the planning process and the health, safety and welfare of its citizens; and

WHEREAS, the City Engineer is currently studying, reviewing and considering requesting the Council to implement and adopt a right of way ordinance to address all public utilities and users of rights of way, including telecommunication facilities; and

WHEREAS, the City Planner has received a request for small cell antenna to be placed on City-owned light poles within the city; and

WHEREAS, the City's planning process has identified the need to analyze various interrelated planning factors to facilitate the zoning regulation of communication towers and antennas in various zoning districts, including rights of way, and related new communication technologies.

THE CITY COUNCIL OF THE CITY OF SOUTH ST. PAUL DOES ORDAIN:

SECTION 1. INTERIM ORDINANCE. Any new communication tower, including but not limited to amateur radio communication towers, government and emergency radio communication towers, and private cellular telecommunication towers and antennas (hereinafter defined as "Communication Facilities") shall be prohibited for a period of one year from the effective date of this Ordinance or until the City Council adopts regulations or amendments for such Communication Facilities, whichever occurs first. During the interim ordinance period:

- a. No building permit applications for Communication Facilities shall be accepted or issued by the City;

- b. No planning applications for Communication Facilities shall be accepted or approved by the City; and
- c. No Comprehensive Plan amendment applications if said Comprehensive Plan amendment is related to an application for Communication Facilities shall be accepted or approved by the City; and
- d. No right of way permits for Communication Facilities shall be accepted or approved by the City.

SECTION 2. STUDY. During the period of this Interim Ordinance, the Planning Commission and/or the City Council shall direct the City staff to study the required planning factors for the timely amendment or confirmation of the official controls related to the Communication Facilities.

SECTION 3. SUMMARY PUBLICATION. Pursuant to Minnesota Statutes Section 412.191, in the case of a lengthy ordinance, a summary may be published. While a copy of the entire ordinance is available without cost at the office of the City Clerk, the following summary is approved by the City Council and shall be published in lieu of publishing the entire ordinance:

The City is adopting a moratorium for up to one year on applications for telecommunication facilities, including telecommunication towers and antenna in order to properly study these uses and ensure appropriate zoning and regulatory provisions are in place.

SECTION 4. EFFECTIVE DATE. This ordinance shall become effective upon publication.

Approved: _____

Published: _____

Christy Wilcox, City Clerk