



AGENDA
REGULAR MEETING OF THE CITY COUNCIL OF
THE CITY OF WHITE BEAR LAKE, MINNESOTA
TUESDAY, MAY 11, 2021
7:00 P.M. VIA TELEPHONE OR ZOOM MEETING

1. CALL TO ORDER AND ROLL CALL

2. APPROVAL OF MINUTES

A. Minutes of the Regular City Council Meeting on April 27, 2021

3. APPROVAL OF THE AGENDA

4. VISITORS AND PRESENTATIONS

A. Shallow Lakes and Alum – Joe Bischoff and Greg Wilson, Barr Engineering

5. PUBLIC HEARINGS

Nothing scheduled

6. LAND USE

A. Consent

1. Consideration of a Planning Commission recommendation for approval of a request by the Patty Flanagan for a variance at 3562 Highland Avenue. (Case No. 21-8-V)
2. Consideration of a Planning Commission recommendation for approval of a request by James Mattson for a variance at 3444 White Bear Avenue. (Case No. 21-9-V)
3. Consideration of a Planning Commission recommendation for approval of a request by Matthew and Andrea Hare and Jacqueline Mager for a recombination subdivision at 3465 White Bear Avenue and 1996 Elm Street. (Case No. 21-1-LS)

B. Non-Consent

1. Consideration of a Planning Commission recommendation for denial of a request by Bree LLC for a variance at 4701 Banning Avenue. (Case No. 21-7-V)
2. Consideration of a Planning Commission recommendation for approval of a request by the 3881 Property Group for a Conditional Use Permit at 3881 Highland Avenue (Case No. 21-5-CUP)

7. UNFINISHED BUSINESS

A. Resolution reaffirming 2021 bond sale amount and changing date for consideration of proposals

8. ORDINANCES

Nothing scheduled

9. NEW BUSINESS

- A. Resolution authorizing Mayor and City Manager to execute Stellmacher Park parking lot Lease Agreement for 3881 Property Group
- B. Resolution approving amendments the Traffic Control Policy

10. CONSENT

- A. Resolution authorizing continued Joint Cooperative Agreement in the Ramsey County CDBG & HOME Programs
- B. Resolution accepting bids and awarding contract for the 2021 bituminous seal coating project, City Project No. 21-02
- C. Resolution authorizing grant agreement with Rice Creek Watershed District for Matoska Park shoreline repair
- D. Resolution authorizing grant agreement with Rice Creek Watershed District for the Matoska Park parking lot stormwater treatment structures
- E. Acceptance of Minutes: March Park Advisory Commission, March Environmental Advisory Commission, April Planning Advisory Commission
- F. Resolution authorizing use of Railroad Park

11. DISCUSSION

Nothing Scheduled

12. COMMUNICATIONS FROM THE CITY MANAGER

13. ADJOURNMENT



**MINUTES
REGULAR MEETING OF THE CITY COUNCIL
OF THE CITY OF WHITE BEAR LAKE, MINNESOTA
TUESDAY, APRIL 27, 2021
7:00 P.M. VIA ZOOM OR TELEPHONE**

1. CALL TO ORDER AND ROLL CALL

Mayor Jo Emerson called the meeting to order at 7:00 p.m. under MN Statute Section 13D.021, in which the City Council will be conducting its meetings during this emergency by electronic means until further notice. The clerk took roll call attendance for Councilmembers: Doug Biehn, Kevin Edberg, Steven Engstran, Dan Jones and Bill Walsh. Staff in attendance were City Manager Ellen Hiniker, Public Works Director/City Engineer Paul Kauppi, Finance Director Kerri Kindsvater, City Clerk Kara Coustry and City Attorney Troy Gilchrist.

2. APPROVAL OF MINUTES

A. Minutes of the Regular City Council Meeting on April 13, 2021

It was moved by Councilmember **Biehn** seconded by Councilmember **Walsh**, to approve the Minutes of the April 13, 2021 as presented.

- Biehn Aye
- Edberg Aye
- Engstran Aye
- Jones Aye
- Walsh Aye

Motion carried unanimously.

B. Minutes of the Council Work Session on April 20, 2021

It was moved by Councilmember **Walsh** seconded by Councilmember **Jones**, to approve the Minutes of the April 20, 2021 Council Work Session as presented.

- Biehn Aye
- Edberg Aye
- Engstran Aye
- Jones Aye
- Walsh Aye

Motion carried unanimously.

3. APPROVAL OF THE AGENDA

Councilmember Edberg pulled item 10A for placement as item 9C in order to separate out acceptance of the auditor’s report from approval of the City’s Comprehensive Annual Financial Report.

It was moved by Councilmember **Edberg** seconded by Councilmember **Jones**, to approve the Agenda as amended

Biehn Aye
Edberg Aye
Engstran Aye
Jones Aye
Walsh Aye

Motion carried unanimously.

4. VISITORS AND PRESENTATIONS

A. Friends of Jack Yost Park – Adopt-a-Park

Mayor Emerson provided a history on Jack Yost as provided by Sara Hanson of the White Bear Area Historical Society:

Jack Yost was a 30 year veteran of the White Bear Lake Fire Department (1941-71). Yost is best remembered for his work as Rescue Squad Captain where he led the evolution of the department to include a Rescue Squad or EMT unit. His impact on the White Bear Lake Fire Department was significant. Jack created many tools and methods to improve the department's ability to save lives. He was a well-respected authority on issues related to EMS and often asked to speak on one aspect or another. One of the early versions of the Jaws of Life was crafted by Yost.

Mayor Emerson recognized Henrick Pelto, a 4th grader in the Explorers program at Lincoln Park who signed up with his family to adopt Jack Yost Park – a two year commitment. In response to the Mayor as to why, Henrick and family explained they live across from Jack Yost Park and wanted clear the trails of sticks and dirt for visitors in wheelchair and strollers. Henrick even established a spreadsheet to track their progress. He encouraged others to adopt a park to contribute to the community, and because it is fun.

Mayor Emerson recognized the White Bear Area YMCA Youth in Government for adopting Lakewood Hills Park beginning June, 2019 and encouraged others in the community to consider adopting a park.

B. Auditor's Report of 2020 – Brad Falteysek

Brad Falteysek with Abdo Eick & Meyers provided the 2020 Financial Statements Audit and issued a clean audit opinion. Mr. Falteysek noted that a single compliance audit was also completed on federal awards in which \$750,000 was spent in one year's time. He also reported no issues with a Minnesota legal compliance review. As in past years, key performance indicators for White Bear Lake continue to compare favorably to peers.

In response to Councilmember Walsh asking when cities encounter financial difficulties, Mr. Falteysek said that entities often do not take into account the long term implications of debt service on the tax levy.

Councilmember Edberg preferred the prior format in which a fund-by-fund analysis contained recommendations for appropriate fund balances. Mr. Falteysek said to monitor fund balances of

the capital projects as they relate to long term planning to ensure these funds remain sufficient. With regard to debt caps, when paid by tax levy dollars, the City cannot issue more than 3% of the market value within the City.

C. SWPPP Presentation – Connie Taillon, P.E.

Environmental Specialist Connie Taillon gave a report on 2020 activities related to the City’s Municipal Separate Storm Sewer System (MS4) General Permit and Stormwater Pollution Prevention Program. She explained these permits are valid for five (5) years at a time and was just issued on November 2020. The purpose of the permit is to “reduce the amount of pollution that enters surface and ground water from storm water conveyance systems”. Ms. Taillon said this is accomplished through the development and implementation of a stormwater pollution prevention program (SWPPP), plus requirements to reduce total maximum daily load (TMDLs) in waterbodies, such as East Goose Lake in White Bear Lake.

Ms Taillon explained that East Goose Lake is currently exceeding its watershed waste load allocation of phosphorus, which needs to be reduced by 63%. She noted this is in addition to reduction of internal loading in the lake. In response to Councilmember Edberg, she explained that the city has been working with the Vadnais Lake Watershed Management Organization (VLAWMO) on an Adaptive Management Process. She explained they are in the public engagement phase right now, but that this topic will be coming to the City Council soon.

5. PUBLIC HEARINGS

Nothing scheduled

6. LAND USE

A. Consent

1. Consideration of a request by Celine Carlson for a 1 year time extension of approved Conditional Use Permit and Variances for 4312 Cottage Park Road (20-4-CUPe1 & 20-8-Ve1). **Resolution No. 12762**

It was moved by Councilmember **Jones** seconded by Councilmember **Engstran**, to approve the Land Use Consent Agenda as presented

Biehn Aye
 Edberg Aye
 Engstran Aye
 Jones Aye
 Walsh Aye

Motion carried unanimously.

7. UNFINISHED BUSINESS

Nothing scheduled

8. ORDINANCES

A. Second reading of the Critical Water Deficiency Ordinance

- Adoption of the Ordinance
- Adoption of the Resolution authorizing a summary publication

Public Works Director / City Engineer stated this is the second reading and final step toward approval of the City’s Water Supply Plan – a requirement of the Minnesota Department of Natural Resources for any water supply that serves 1,000 or more people. He explained that the Water Supply Plan describes the water system, source of water, population served, includes an emergency preparedness plan, a water conservation plan, and demand projects for future growth.

Councilmember Biehn was unable to support this plan unless it clarified that growing food for personal consumption was exempted as an agricultural activity.

Upon further discussion, Attorney Gilchrist suggested adding, “This prohibition does not apply to fruit and vegetable gardens used primarily to provide food for persons living on the same property.”

It was moved by Councilmember **Biehn** seconded by Councilmember **Jones**, to amend the Ordinance **21-4-2048** establishing Critical Water Deficiency protocols with an exemption for fruit and vegetable gardens.

Biehn Aye
Edberg Nay
Engstran Aye
Jones Aye
Walsh Aye

Motion carried 4:1.

It was moved by Councilmember **Edberg** seconded by Councilmember **Biehn**, to adopt the amended Ordinance **21-4-2048** establishing Critical Water Deficiency protocols.

Biehn Aye
Edberg Aye
Engstran Aye
Jones Aye
Walsh Aye

Motion carried unanimously.

Mayor Emerson opened the public hearing at 8:20 p.m. There being no comment by the public, Mayor closed the public hearing at 8:20 p.m.

It was moved by Councilmember **Biehn** seconded by Councilmember **Engstran**, to ratify Ordinance **21-4-2048** establishing Critical Water Deficiency protocols.

Biehn Aye
Edberg Aye
Engstran Aye
Jones Aye
Walsh Aye

Motion carried unanimously.

It was moved by Councilmember **Engstran** seconded by Councilmember **Biehn**, to approve **Resolution No. 12763**, establishing the Title and Summary Approval of Ordinance 21-4-2048.

Biehn Aye
Edberg Aye
Engstran Aye
Jones Aye
Walsh Aye

Motion carried unanimously.

9. NEW BUSINESS

- A. Resolution accepting bids and awarding contract for the 2021 Water Meter Replacement Project, City Project No. 21-09

Public Works Director / City Engineer reported that the City began replacing water meters in 2016 as old meters were no longer providing accurate water use reads. He explained that collecting reads from a wide variety of different types of water meter in the city is extremely time consuming and the city's water meter reading company is leaving the business.

Mr. Kauppi explained that one bid was received for the 2021 Water Meter Replacement Project from Ferguson Water Works of Blaine, Minnesota for \$1,741,211, significantly lower than the \$2,500,000 estimated cost. He forwarded staff's recommendation to accept the bid and award the contract for the 2021 Residential Water Meter Replacement Project.

It was moved by Councilmember **Engstran** seconded by Councilmember **Jones**, to approve **Resolution No. 12764**, accepting bids and awarding contract for the 2021 Water Meter Replacement Project, City Project No. 21-09.

Biehn Aye
Edberg Aye
Engstran Aye
Jones Aye
Walsh Aye

Motion carried unanimously.

City Manager Hiniker stated that the 2021 bond sale amount approved earlier in the month exceeds that which is needed for purchase of the residential meters due to the low bid. Ms. Hiniker recommended that Council bond the same amount originally considered and use the additional proceeds to purchase commercial meters and allow businesses to pay them off over time if necessary. She stated that businesses have been paying for replacement of commercial meters in full at the time of installation, with costs as high as \$8,000 depending on the size of meter.

Councilmember Walsh expressed desire to use federal relief funds to pay for the cost of the residential meters rather than bonding for them.

City Manager Hiniker stated that there is no shortage of opportunities to direct federal relief funding to the Water Division if Council chooses to do so, but recommends that the Council wait for the Treasury Guidelines to better understand how these monies can be spent so Council can have a more robust conversation related to opportunities and priorities.

Councilmember Edberg stated his support to bond the original amount due to low interest rates, and put the extra funds toward purchase of commercial meters.

After considerable discussion, Mayor Emerson indicated that she was hearing general consensus from the Council to continue with the original bond sale amount for now and agreement to meet once federal guidelines are available in order to prioritize the distribution of relief funds.

B. Resolution accepting bids and awarding contract for the 2021 Demolition of De-Liming Facility, City Project No. 21-16

Public Works Director / City Engineer reported that the lime dewatering lagoon has not been in use for many years since the City was required to stop discharging this material into the sanitary sewer. The lime sludge from the water treatment process is currently trucked to St. Paul Regional Water's facility for dewatering and disposal.

Mr. Kauppi referenced many complaints by residents about the unsightly building and recommended using funds set aside for a costly renovation be used to remove the building and prepare the site for a future garage facility to house Water Department equipment and vehicles. He mentioned this facility is in the City's short-range capital improvement projects (CIP) and is anticipated the new facility would be constructed in the next five (5) years.

Mr. Kauppi reported receipt of three (3) quotes from qualified contractors for demolition of the lagoon building were received and CMBR submitted the lowest quote for \$33,800.00, which is less than the \$50,000 allocated for this work in the 2021 Water Fund budget.

It was moved by Councilmember **Walsh** seconded by Councilmember **Edberg**, to approve **Resolution No. 12765**, accepting bids and awarding contract for the 2021 Demolition of De-Liming Facility, City Project No. 21-16.

Biehn Aye
Edberg Aye
Engstran Aye
Jones Aye
Walsh Aye

Motion carried unanimously.

C. Resolution accepting the 2020 Comprehensive Annual Finance Report (CAFR).

Councilmember Edberg stated he prefer the independent audit not be combined with approval of the City issued Comprehensive Annual Finance Report (CAFR) as they are authored by two different entities. He stated the two items should be acted on separately and distinctly.

It was moved by Councilmember **Edberg** seconded by Councilmember **Walsh**, to approve **Resolution No. 12766**, accepting the City's 2020 Comprehensive Annual Finance Report (CAFR).

Biehn Aye
Edberg Aye
Engstran Aye
Jones Aye
Walsh Aye

Motion carried unanimously.

It was moved by Councilmember **Edberg** seconded by Councilmember **Walsh**, to accept the independent Auditor's Report.

Biehn Aye
Edberg Aye
Engstran Aye
Jones Aye
Walsh Aye

Motion carried unanimously.

10. CONSENT

- A. Resolution authorizing a tobacco license for Supervalu Inc. dba Cub Wine & Spirits. **Resolution No. 12767**
- B. Resolution authorizing liquor extensions for Lakeshore Players for outdoor events. **Resolution No. 12768**
- C. Resolution adopting the Water Supply Plan. **Resolution No. 12769**

It was moved by Councilmember **Jones** seconded by Councilmember **Biehn**, to approve the consent agenda as presented.

Biehn Aye
Edberg Aye
Engstran Aye
Jones Aye
Walsh Aye

Motion carried unanimously.

11. DISCUSSION

- A. Options for transition to in-person City Council meetings

In addition to having mixed media capability, and when the time comes, City Manager Hiniker suggested a hybrid model of City Council meetings in order to continue providing access to people at home. She mentioned that with the indoor mask mandate still in place, Council would be required

to wear a mask until speaking and six foot distancing would be followed.

City Attorney Gilchrist added that currently the Council is operating in an electronic format under Mayor's statement. He explained that once meeting in the Chambers, the Council could continue the electronic format in which roll call would need to occur with each vote. Or, the Mayor could revoke her earlier statement, return to in-person City Council meetings, but all Council would need to be in attendance in the Chambers, otherwise, the other statute for remote participation applies.

Councilmember Jones wants to see faces and does not trust the duality of hybrid meetings. He asked what happens if the technology fails, and wondered if that would end the meeting. He also wondered how to handle too many people showing up such that social distance requirements would be challenged.

Mayor Emerson restated a general consensus of Council to wait for the mask mandate to be lifted before returning to in-person meetings, with the ability to continue in an electronic format.

12. COMMUNICATIONS FROM THE CITY MANAGER

- Welcoming & Inclusive Community Initiative – The task force held their first meeting in March and as they work of the committee continues, updates will be provided to Council. Updates are available on the website: whitebearlake.org/engage.
- Housing Task Force – The task force held their first meeting, with a second meeting next week. Updates will be provided to Council and on the website at whitebearlake.org/engage.
- AV Pilot Project – Daryl Taavola from AECOM provided an update at a recent Council work session on the status of the automated vehicle pilot project. A contract with MN DOT is forthcoming for operation of an automated shuttle bus between PAI on Willow Avenue, across on Orchard to the YMCA and back, weekdays from 10:00 a.m. - 2:00 p.m. This automated shuttle technology is being coordinated and integrated with classroom work being done at the south campus.
- City Engineer / Public Works Director Paul Kauppi recognized volunteer work in connection with Earth Day as follows:
 - Rotary Club picked up 13 bags of trash in Rotary Park, along Highway 61 and by the lake
 - Neighborhood group picked up eight (8) bags of trash along Highway 96 and White Bear Parkway
 - Lions Club picked up 16 bags of trash in Lakewood Hills Park and White Bear Avenue
 - Yogadevotion cleaned up West Park and the Memorial Beach

He added that the sailboat sculpture has been fixed up and is being put back along Highway 61.

13. ADJOURNMENT

There being no further business before the Council, it was moved by Councilmember **Jones** seconded by Councilmember **Walsh** to adjourn the regular meeting at 9:21 p.m.

Biehn Aye
Edberg Aye

Engstran Aye
Jones Aye
Walsh Aye

Motion carried unanimously.

Jo Emerson, Mayor

ATTEST:

Kara Coustry, City Clerk



City of White Bear Lake
Community Development Department

MEMORANDUM

To: Ellen Hiniker, City Manager

From: The Planning Commission

Through: Samantha Crosby, Planning & Zoning Coordinator

Date: May 5, 2021 for the May 11, 2021 City Council Meeting

Subject: **Flanagan Pool Variances – 3562 Highland Avenue, Case No. 21-8-V**

REQUEST

Two setback variances in order to locate an above-ground pool 14 feet from the south side property line (20 feet required), and up against a deck (6 feet required).

SUMMARY

No one from the public spoke. On a 7-0 vote, the Planning Commission recommended approval as recommended by staff.

RECOMMENDED COUNCIL ACTION

Approval of the attached resolution.

ATTACHMENT

Resolution of Approval

RESOLUTION NO. _____

**RESOLUTION GRANTING TWO VARIANCES FOR
3562 HIGHLAND AVENUE
WITHIN THE CITY OF WHITE BEAR LAKE, MINNESOTA**

WHEREAS, a proposal (21-8-V) has been submitted by Patty Flanagan to the City Council requesting approval of pool setback variances from the Zoning Code of the City of White Bear Lake for the following location:

LOCATION: 3562 Highland Avenue

LEGAL DESCRIPTION: Lot 3 Block 1 of Ulmer Park, Ramsey County, MN.
(PID #353022210073)

WHEREAS, THE APPLICANT SEEKS THE FOLLOWING RELIEF: A 6 foot variance from the 20 foot side yard setback, and a 6-foot variance from the 6-foot setback from a frost footing, both per Code Section 1302.030, Subd.20.b.2.a.1, in order to install a 112 square foot (1,727 gallon) swim spa 14 feet from the south property line and zero feet from a deck; and

WHEREAS, the Planning Commission has held a public hearing as required by the city Zoning Code on April 26, 2021; and

WHEREAS, the City Council has considered the advice and recommendations of the Planning Commission regarding the effect of the proposed variances upon the health, safety, and welfare of the community and its Comprehensive Plan, as well as any concerns related to compatibility of uses, traffic, property values, light, air, danger of fire, and risk to public safety in the surrounding areas;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of White Bear Lake that the City Council accepts and adopts the following findings of the Planning Commission:

1. The requested variances will not:
 - a. Impair an adequate supply of light and air to adjacent property.
 - b. Unreasonably increase the congestion in the public street.
 - c. Increase the danger of fire or endanger the public safety.
 - d. Unreasonably diminish or impair established property values within the neighborhood or in any way be contrary to the intent of this Code.
2. The variances are a reasonable use of the land or building.
3. The variances should not be injurious to the neighborhood or otherwise detrimental to the public welfare.

- 4. The special conditions and circumstances are not the result of actions of the owner or a predecessor in title.
- 5. The non-conforming uses of neighboring lands, structures, or buildings in the same district are not the sole grounds for issuance of the variances.

FURTHER, BE IT RESOLVED, that the City Council of the City of White Bear Lake hereby approves the request, subject to the following conditions:

- 1. All application materials, maps, drawings, and descriptive information submitted in this application shall become part of the permit.
- 2. The variances shall become null and void if the project has not been completed within one (1) calendar year after the approval date, subject to petition for renewal. Such petition shall be requested in writing and shall be submitted at least 30 days prior to expiration.
- 3. The applicant shall verify the property lines and have the property pins exposed at the time of inspection.
- 4. A zoning permit shall be obtained before any work begins.

The foregoing resolution, offered by Councilmember _____ and supported by Councilmember _____, was declared carried on the following vote:

Ayes:
Nays:
Passed:

Jo Emerson, Mayor

ATTEST:

Kara Coustry, City Clerk

Approval is contingent upon execution and return of this document to the City Planning Office. I have read and agree to the conditions of this resolution as outlined above.

Patty Flanagan Date



City of White Bear Lake
Community Development Department

MEMORANDUM

To: Ellen Hiniker, City Manager

From: The Planning Commission

Through: Ashton Miller, Planning Technician

Date: May 5, 2021 for the May 11, 2021 City Council Meeting

Subject: **Mattson Variance – 3444 White Bear Avenue - Case No. 21-9-V**

REQUEST

A 1.5 foot variance from the 6 foot height limit and a 2.75 foot variance from the 4 foot height limit for a fence in the front yard in order to construct a privacy fence 7.5 feet tall at its maximum height along the southern property line.

SUMMARY

No one from the public other than the applicant spoke. On a 7-0 vote, the Planning Commission recommended approval as presented by staff.

RECOMMENDED COUNCIL ACTION

Approval of the attached resolution.

ATTACHMENT

Resolution of Approval

RESOLUTION NO. _____

**RESOLUTION GRANTING A FENCE VARIANCE
FOR 3444 WHITE BEAR AVENUE
WITHIN THE CITY OF WHITE BEAR LAKE, MINNESOTA**

WHEREAS, a proposal (21-9-V) has been submitted by James Mattson to the City Council requesting approval of a variance from the Zoning Code of the City of White Bear Lake for the following location:

LOCATION: 3444 White Bear Avenue

LEGAL DESCRIPTION: Lot 4, Block 1, Brookdale Park (PID: 353022130004)

WHEREAS, THE APPLICANT SEEKS THE FOLLOWING: A 1.5 foot variance from the six foot height limit, per Code Section 1302.030, Subd.6.h.3, and a 2.75 foot variance from the 4 foot height limit in the front yard, per Code Section 1302.030, Subd.6.h.4, in order to construct fence on the south side of the property; and

WHEREAS, the Planning Commission held a public hearing as required by the Zoning Code on April 26, 2021; and

WHEREAS, the City Council has considered the advice and recommendations of the Planning Commission regarding the effect of the proposed variance upon the health, safety, and welfare of the community and its Comprehensive Plan, as well as any concerns related to compatibility of uses, traffic, property values, light, air, danger of fire, and risk to public safety in the surrounding areas;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of White Bear Lake that the City Council accepts and adopts the following findings of the Planning Commission:

1. The requested variance will not:
 - a. Impair an adequate supply of light and air to adjacent property.
 - b. Unreasonably increase the congestion in the public street.
 - c. Increase the danger of fire or endanger the public safety.
 - d. Unreasonably diminish or impair established property values within the neighborhood or in any way be contrary to the intent of this Code.
2. The variance is a reasonable use of the land or building and the variance is the minimum required to accomplish this purpose.
3. The variance will be in harmony with the general purpose and intent of the City Code.
4. The variance will not be injurious to the neighborhood or otherwise detrimental to the public welfare.

5. The non-conforming uses of neighboring lands, structures, or buildings in the same district are not the sole grounds for issuance of the variance.

FURTHER, BE IT RESOLVED, that the City Council of the City of White Bear Lake hereby approves the requested variance, subject to the following conditions:

1. All application materials, maps, drawings, and descriptive information submitted in this application shall become part of the permit.
2. Per Section 1301.060, Subd.3, the variance shall become null and void if the project has not been completed or utilized within one (1) calendar year after the approval date, subject to petition for renewal. Such petition shall be requested in writing and shall be submitted at least 30 days prior to expiration.
3. A zoning permit shall be obtained before any work begins.
4. The applicant shall verify the property lines and have the property pins exposed at the time of inspection.

The foregoing resolution, offered by Councilmember _____ and supported by Councilmember _____, was declared carried on the following vote:

Ayes:
Nays:
Passed:

Jo Emerson, Mayor

ATTEST:

Kara Coustry, City Clerk

Approval is contingent upon execution and return of this document to the City Planning Office. I have read and agree to the conditions of this resolution as outlined above.

Applicant's Signature

Date

Print Name

Title



City of White Bear Lake
Community Development Department

MEMORANDUM

To: Ellen Hiniker, City Manager

From: The Planning Commission

Through: Ashton Miller, Planning Technician

Date: May 5, 2021 for the May 11, 2021 City Council Meeting

Subject: **Hare & Mager Lot Recombination – 1996 Elm Street & 3465 White Bear Avenue – Case No. 21-1-LS**

REQUEST

A recombination subdivision to convey 16,000 square feet of land from 3465 White Bear Avenue to 1996 Elm Street.

SUMMARY

No one from the public spoke. On a 7-0 vote, the Planning Commission recommended approval as presented by staff.

RECOMMENDED COUNCIL ACTION

Approval of the attached resolution.

ATTACHMENT

Resolution of Approval

DRAFT RESOLUTION NO. _____

**RESOLUTION APPROVING A LOT RECOMBINATION FOR
3465 WHITE BEAR AVENUE & 1996 ELM STREET
WITHIN THE CITY OF WHITE BEAR LAKE, MINNESOTA**

WHEREAS, a proposal (21-1-LS) has been submitted by the Hare and Mager families to the City Council requesting approval of a lot recombination per the City of White Bear Lake Subdivision Code at the following location:

LOCATION: 3465 White Bear Avenue & 1996 Elm Street

EXISTING & PROPOSED LEGAL DESCRIPTION: See Attached.

WHEREAS, THE APPLICANT SEEKS THE FOLLOWING RELIEF: Approval of a minor subdivision to convey a 16,000 square foot tract of land from 3465 White Bear Avenue to 1996 Elm Street, per Code Section 1407.030; and

WHEREAS, the Planning Commission has reviewed this proposal on April 26, 2021; and

WHEREAS, the City Council has considered the advice and recommendations of the Planning Commission regarding the effect of the proposed Recombination Subdivision upon the health, safety, and welfare of the community and its Comprehensive Plan, as well as any concerns related to compatibility of uses, traffic, property values, light, air, danger of fire, and risk to public safety in the surrounding areas;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of White Bear Lake that the City Council accepts and adopts the following findings of the Planning Commission:

1. The proposal is consistent with the city's Comprehensive Plan.
2. The proposal is consistent with existing and future land uses in the area.
3. The proposal conforms to the Zoning Code requirements.
4. The proposal will not depreciate values in the area.
5. The proposal will not overburden the existing public services nor the capacity of the City to service the area.
6. Traffic generation will be within the capabilities of the streets serving the site.

FUTHER, BE IT RESOLVED, that the City Council of the City of White Bear Lake hereby approved the Recombination Subdivision, subject to the following conditions:

1. All application materials, maps, drawings, and descriptive information submitted with this application shall become part of the permit.
2. Within 6 months after the approval of the survey by the City, the applicant shall record the survey along with the instruments of conveyance with the County Land Records Office or the subdivision shall be come null and void. The 20' utility easement shall also be recorded at this time.
3. The resolution of approval shall be recorded against both properties and notice of these conditions shall be provided as condition of the sale of either lot.
4. The applicants shall provide the City with proof of recording (receipt) as evidence of compliance with conditions #2 and #3. Within 120 days after the date of recording, the applicant shall provide the City Planner with two, final recorded copies of the Certificate of Survey.
5. The applicants shall agree to reapportion any pending or actual assessments on the original parcel or lot of recording in accordance with the original assessment formula on the newly approved parcels, as per the City of White Bear Lake finance office schedules.
6. Durable iron monuments shall be set at the intersection points of the new lot line with the existing lot lines. The applicant shall have one year from the date of Council approval in which to set the monuments.

The foregoing resolution, offered by Councilmember _____ and supported by Councilmember _____, was declared carried on the following vote:

Ayes:
 Nays:
 Passed:

 Jo Emerson, Mayor

ATTEST:

 Kara Coustry, City Clerk

Approval is contingent upon execution and return of this document to the City Planning Office.

I have read and agree to the conditions of this resolution as outlined above.

Matthew Hare

Date

Jacqueline Mager

Date

EXISTING LEGAL DESCRIPTION:

3465 White Bear Avenue

Lot 11, ELMWOOD GARDEN FARMS NO. 3, subject to road, Ramsey County, Minnesota.

1996 Elm Street

The West 160 feet of Lot 12, ELMWOOD GARDEN FARMS NO. 3, Ramsey County, Minnesota.

PROPOSED LEGAL DESCRIPTION:

3465 White Bear Avenue

Lot 11, except the west 160 feet thereof, ELMWOOD GARDEN FARMS NO. 3, Ramsey County, Minnesota. Subject to road; AND,

Subject to drainage and utility easement over, under and across the north 5 feet, the east 10 feet, the south 5 feet and the west 5 feet adjoining thereof; AND

Subject to sanitary sewer easement over, under, and across a strip of land 20 feet wide; where said easement lies 10 feet easterly and 10 feet westerly of the following line to be described: Commencing at the northeast corner of Lot 11, ELMWOOD GARDENS NO. 3, Ramsey County, Minnesota; thence westerly along the north line of said Lot 11 a distance of 196 feet to the point of beginning; thence southerly a distance of 100 feet to the south line of said Lot 11 to a point distant 195 feet westerly of the southeast corner of said Lot 11, and there terminating; all in Lot 11, ELMWOOD GARDENS NO. 3, Ramsey County, Minnesota.

1996 Elm Street

The West 160 feet of Lot 11; and, the West 160 feet of Lot 12, ELMWOOD GARDEN FARMS NO. 3, Ramsey County, Minnesota.

Subject to drainage and utility easement over, under, and across the north 10 feet, the east 5 feet, the south 5 feet and west 5 feet adjoining thereof.



City of White Bear Lake
Community Development Department

MEMORANDUM

To: Ellen Hiniker, City Manager

From: The Planning Commission

Through: Samantha Crosby, Planning & Zoning Coordinator

Date: May 5, 2021 for the May 11, 2021 City Council Meeting

Subject: **Bree LLC Variances – 4701 Banning Avenue, Case No. 21-7-V**

REQUEST

A variance to increase the amount of ground floor office/professional use to 64.7% gross square feet and 51.5% of linear street frontage, when limited to not more than 30% of each per code, in order to allow a real estate office in the former pilates studio space.

SUMMARY

One person spoke in opposition of the request. On a 7-0 vote, the Planning Commission recommended denial as presented by staff, but with the additional recommendation that a variance be granted to bring the existing non-conformity of 40.7% gross square feet of floor area into conformance.

RECOMMENDED COUNCIL ACTION

Approval of both of the attached resolutions.

ATTACHMENT

Resolution of Denial – Applicant’s request
Resolution of Approval – Lesser variance

RESOLUTION NO. _____

**RESOLUTION DENYING TWO VARIANCES FOR
4701 BANNING AVENUE
WITHIN THE CITY OF WHITE BEAR LAKE, MINNESOTA**

WHEREAS, a proposal (21-7-V) has been submitted by Bree, LLC, to the City Council requesting approval of two variances from the Zoning Code of the City of White Bear Lake for the following location:

LOCATION: 4701 Banning Avenue

LEGAL DESCRIPTION: The South 60 feet of the East 40 feet of Lot 2 and the South 60 feet of Lot 1 and the North 48 feet of the East 20 feet of Lot 17 and the North 48 feet of Lot 18, Block 60, White Bear, Ramsey County, Minnesota (PID #)

WHEREAS, THE APPLICANT SEEKS THE FOLLOWING RELIEF: A variance to increase the amount of ground floor office/professional use to 64.7% gross floor area and 51.5 linear feet of street frontage, when limited to not more than 30% of each per Code Section 1303.160, Subd.3.d; and

WHEREAS, the Planning Commission has held a public hearing as required by the city Zoning Code on April 26, 2021; and

WHEREAS, the City Council has considered the advice and recommendations of the Planning Commission regarding the effect of the proposed variance upon the health, safety, and welfare of the community and its Comprehensive Plan, as well as any concerns related to compatibility of uses, traffic, property values, light, air, danger of fire, and risk to public safety in the surrounding areas;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of White Bear Lake that the City Council hereby denies the variance, based upon the following findings:

1. The variances have not been proven necessary for the reasonable use of the land or buildings; no other tenants have been sought.
2. A practical difficulty has not been cited. There are no special conditions or circumstances which are unique to the building or lot which create a practical difficulty for the applicant.
3. The granting of the variances would be contrary to the intent of the zoning code, which is to sustain the economic vitality of the downtown district by reinforcing the retail and personal services. Deviation from the code without reasonable justification will slowly alter the City's essential character.
4. The property is already non-conforming in relation to use; the requested variance is not the minimum necessary to alleviate a practical difficulty.

The foregoing resolution, offered by Councilmember _____ and supported by Councilmember _____, was declared carried on the following vote:

Ayes:

Nays:

Passed:

Jo Emerson, Mayor

ATTEST:

Kara Coustry, City Clerk

RESOLUTION NO. _____

**RESOLUTION APPROVING A VARIANCE FOR
4701 BANNING AVENUE
WITHIN THE CITY OF WHITE BEAR LAKE, MINNESOTA**

WHEREAS, a proposal (21-7-V) has been submitted by Bree, LLC, to the City Council requesting approval of a variance from the Zoning Code of the City of White Bear Lake for the following location:

LOCATION: 4701 Banning Avenue

LEGAL DESCRIPTION: The South 60 feet of the East 40 feet of Lot 2 and the South 60 feet of Lot 1 and the North 48 feet of the East 20 feet of Lot 17 and the North 48 feet of Lot 18, Block 60, White Bear, Ramsey County, Minnesota (PID #)

WHEREAS, THE APPLICANT SEEKS THE FOLLOWING RELIEF: A variance to bring the existing amount of ground floor office/professional use of 40.76% gross floor area into compliance, when limited by code to not more than 30% per Code Section 1303.160, Subd.3.d; and

WHEREAS, the Planning Commission has held a public hearing as required by the city Zoning Code on April 26, 2021; and

WHEREAS, the City Council has considered the advice and recommendations of the Planning Commission regarding the effect of the proposed variance upon the health, safety, and welfare of the community and its Comprehensive Plan, as well as any concerns related to compatibility of uses, traffic, property values, light, air, danger of fire, and risk to public safety in the surrounding areas;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of White Bear Lake that, in relation to the variance, the City Council adopts the following findings of the Planning Commission:

1. The requested variance will not:
 - a. Impair an adequate supply of light and air to adjacent property.
 - b. Unreasonably increase the congestion in the public street.
 - c. Increase the danger of fire or endanger the public safety.
 - d. Unreasonably diminish or impair established property values within the neighborhood or in any way be contrary to the intent of this Code.
2. Because tenant space has so little frontage (only 15%) and because the property is adjacent to single family residential (to the south), the variance is a reasonable use of the land or building.
3. The variance will be in harmony with the general purpose and intent of the City Code and will not be injurious to the neighborhood or otherwise detrimental to the public welfare.

4. The non-conforming uses of neighboring lands, structures, or buildings in the same district are not the sole grounds for issuance of the variances.

FUTHER, BE IT RESOLVED, that the City Council of the City of White Bear Lake hereby approves the request, subject to the following conditions.

- 1. All application materials, plans, maps, drawings, and descriptive information submitted in this application shall become part of the property file.
- 2. If the building is expanded this variance applies only to the current building footprint.
- 3. If the property redevelops, this variance becomes null and void.

The foregoing resolution, offered by Councilmember _____ and supported by Councilmember _____, was declared carried on the following vote:

Ayes:
Nays:
Passed:

Jo Emerson, Mayor

ATTEST:

Kara Coustry, City Clerk

Approval is contingent upon execution and return of this document to the City Planning Office.

I have read and agree to the conditions of this resolution as outlined above.

Applicant’s Signature Date

Printed Name Title



Esteemed members of the White Bear Lake City Council and Planning Committee

We at Realty One Group Vertical are requesting that the property at 4701 Banning Avenue, Suite B, be considered for Permitted Use.

Realty One Group is a non-traditional Real Estate Brokerage in most respects. In fact, we refer to ourselves as an "UN-BROKERAGE", because we do almost everything differently. Near and dear to our heart is giving back to the communities we serve and we place a strong importance on bringing in individuals to our team who have a passion for their Communities. In fact, the very reason we chose White Bear Lake for our second location is because the wonderful individuals joining our team WANT to be downtown to use the space for community-based events. It is because of this focus that we feel our presence will bring people to our location outside of traditional Real Estate services and should be considered as Permitted Use for the location.

Our team is passionate about service and the community, as most of them are from the area and/or live in the City of White Bear Lake. Throughout the year we intend to hold events for Safe Haven Foster Shoppe, host Mother's Day Bingo that highlights and supports local area businesses, use the space as a drop-off location for various charities, and be part of Manitou Days and other local events throughout the year. Additionally, May 1 is "ONE DAY" for Realty One Group. This is a day solely dedicated to community outreach and 4701 will be the rallying point for us each year. It will be a time for us to gather as a team and community in an effort to support and strengthen the White Bear Lake area, using our location as a base.

For example, on May 6 & 7 at 4701 Banning we will be hosting an event for the Safe Haven Foster Shoppe through our Broker Associate. Our location will be used as a community donation drop off point for residents to help support this amazing charity. An event like this will certainly bring foot traffic to the area and expose people to the wonderful atmosphere that is Downtown White Bear Lake.

We are hopeful that you will consider our request and will allow us to add to the already amazing Downtown White Bear Lake Community.

Regards,

Ryan Schreier
Realty One Group Vertical

4600 W. 77th Street
Suite 100
Edina, MN 55435

952-988-8848



City of White Bear Lake
Community Development Department

MEMORANDUM

To: Ellen Hiniker, City Manager

From: The Planning Commission

Through: Samantha Crosby, Planning & Zoning Coordinator

Date: May 5, 2021 for the May 11, 2021 City Council Meeting

Subject: **3881 Property Group – 3881 Highland Avenue**
Case No. 21-5-CUP

REQUEST

A Conditional Use Permit in order to reuse an existing two-story building as a nursing home with up to 24 beds.

SUMMARY

No one from the public spoke. On a 7-0 vote, the Planning Commission recommended approval as presented by staff. The approval is contingent upon a lease agreement for the adjacent city parking lot, which will be considered under new business.

RECOMMENDED COUNCIL ACTION

Approval of the attached resolution.

ATTACHMENT

Resolution of Approval

RESOLUTION NO. _____

**RESOLUTION APPROVING A CONDITIONAL USE PERMIT
FOR A NURSING HOME AT 3881 HIGHLAND AVENUE
WITHIN THE CITY OF WHITE BEAR LAKE, MINNESOTA**

WHEREAS, a proposal (21-5-CUP) has been submitted by 3881 Property Group to the City Council requesting approval of a conditional use permit for the following location:

LOCATION: 3881 Highland Avenue

LEGAL DESCRIPTION: Lot 1, Block 1, Ridgeview Park, Ramsey County, MN (PID # 263022230008)

WHEREAS, THE APPLICANT SEEKS THE FOLLOWING PERMIT: A conditional use permit, per Code Section 1303.030, Subd.4.e, in order to reuse an existing two-story building as an up to 24 bed nursing home in the R-3 zoning district; and

WHEREAS, the Planning Commission has held a public hearing as required by the city Zoning Code on April 26, 2021; and

WHEREAS, the City Council has considered the advice and recommendations of the Planning Commission regarding the effect of the proposed conditional use permit upon the health, safety, and welfare of the community and its Comprehensive Plan, as well as any concerns related to compatibility of uses, traffic, property values, light, air, danger of fire, and risk to public safety in the surrounding areas;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of White Bear Lake after reviewing the proposal, that the City Council accepts and adopts the following findings of the Planning Commission:

1. The proposal is consistent with the city's Comprehensive Plan.
2. The proposal is consistent with existing and future land uses in the area.
3. The proposal conforms to the Zoning Code requirements.
4. The proposal will not depreciate values in the area.
5. The proposal will not overburden the existing public services nor the capacity of the City to service the area.
6. The traffic generation will be within the capabilities of the streets serving the site.
7. The special conditions attached in the form of conditional use permits are hereby approved.

FURTHER, BE IT RESOLVED, that the City Council of the City of White Bear Lake hereby approves the conditional use permit, subject to the following conditions:

1. All application materials, maps, drawings, and descriptive information submitted with this application shall become part of the permit.
2. Per Section 1301.050, Subd.4, if within one (1) year after approving the Conditional Use Permit, the use as allowed by the permit shall not have been completed or utilized, the CUP shall become null and void unless a petition for an extension of time in which to complete or utilize the use has been granted by the City Council. Such petition shall be requested in writing and shall be submitted at least 30 days prior to expiration.
3. This Conditional Use Permit shall become effective upon the applicant tendering proof (ie: a receipt) to the City of having filed a certified copy of the signed resolution of approval with the County Recorder pursuant to Minnesota State Statute 462.3595 to ensure the compliance of the herein-stated conditions.
4. The Conditional Use Permit is contingent upon the approval and continuation of the parking lot lease. Should the parking lot lease be terminated, the Conditional Use Permit shall lapse unless other parking accommodations have been arranged.
5. The approval of this Conditional Use Permit is based on the representation of a facility where residents do not drive. Regardless of occupancy classification, the residents of the facility shall not have individual vehicles stored/parked at the facility or the leased lot.
6. No exterior changes are proposed or approved other than the construction of a 6-foot tall privacy fence along the west and south property lines in the rear yard area.
7. If reconstructed, the dumpster enclosure shall not be reduced in size; design and location subject to staff approval.
8. The applicant shall obtain a building permit prior to beginning any work on site. The construction plans shall comply with the Fire Department memo dated March 22, 2021, attached.
9. The construction plans shall include work to be performed on the park property, including seal coat, striping plan, and a landscape plan with evergreens along the east side of the lot, subject to approval by city staff. Improvements to be completed prior to the certificate of occupancy for the nursing home.
10. Prior to the issuance of a building permit, the applicant shall provide a SAC (Sewer Availability Charge) determination letter from the Metropolitan Council.
11. Prior to the issuance of a building permit, the applicant shall have fully executed the Parking

Lot Lease Agreement with the City.

- 12. Prior to the issuance of a certificate of occupancy, the applicant shall provide proof of having recorded the Resolution of Approval and the Parking Lot Lease Agreement with the County Recorder's Office.

The foregoing resolution, offered by Councilmember and supported by Councilmember, was declared carried on the following vote:

Ayes:
 Nays:
 Passed:

 Jo Emerson, Mayor

ATTEST:

 Kara Coustry, City Clerk

Approval is contingent upon execution and return of this document to the City Planning Office. I have read and agree to the conditions of this resolution as outlined above.

Applicant's Signature

Date

Print Name

Title



City of White Bear Lake
FINANCE DEPARTMENT
MEMORANDUM

To: Ellen Hiniker, City Manager

From: Kerri Kindsvater, Finance Director

Date: May 6, 2021

Subject: **Reaffirm resolution approving water revenue bonds and amend date of issuance**

BACKGROUND/SUMMARY

At its April 13, 2021 meeting, the City Council adopted a resolution approving a total bond issue amount of \$4,495,000 and establishing May 11, 2021 as the date for it to consider proposals. To meet this timeline, the Preliminary Official Statement (POS) was scheduled to be published Tuesday, May 4.

At the following regular meeting in April, the City Council approved a resolution awarding the bid for the residential water meter project, a bid which came in considerably lower than anticipated. After adoption of this resolution, the Council had considerable discussion related to the following options: 1) Use federal recovery funds to pay for the water meters in place of bonding, 2) Reduce the bond amount to reflect lower than anticipated bids for the water meter project, or 3) Maintain the original bond amount to support the purchase of commercial meters.

At the end of the discussion, there appeared to be consensus to proceed with the original bond issue amount and expand the project scope to include commercial meters. However, there were several questions raised during the discussion, a few of which staff was unable to answer with certainty. Since then, after confirming with the City's financial advisor and bond council that delaying the bond sale until May 25, 2021 will not compromise the timing of the water meter replacement project, staff elected to delay the bond sale in order to clarify any outstanding questions.

Based on a new bond sale date of May 25, 2021, Ehlers will publish the Preliminary Official Statement (POS) in the bond market the week of May 17, 2021. Any changes to bond issue amounts must be made before the POS is released. Staff has clarified that there is no opportunity to make changes to bond amounts or dates after Ehlers publishes the Preliminary Official Statement in the market.

Staff also confirmed that the law requires bond proceeds be spent on qualified expenditures within 24 months of the issue closing date of June 17, 2021. Bond documents related to the upcoming issuance list general water meter replacements and other water system improvements as qualified expenditures for the funds; therefore, the City Council would still have flexibility after receipt of

these funds to redirect how they be applied, so long as they are applied to water system improvements. However, unless staff is otherwise directed, bond sale proceeds will be applied toward the purchase of residential and commercial water meters, the costs for which will be recovered through utility bill infrastructure fees.

RECOMMENDATION

Staff recommends the City Council reaffirm the original \$4,495,000 bond resolution adopted on April 13, 2021, which maintains the Water Revenue Bonds issued in 2021 at \$2,575,000 to take advantage of low interest rating financing to fund the replacement of commercial water meters and other water system improvements.

ATTACHMENTS

Resolution

RESOLUTION NO. _____

**RESOLUTION REAFFIRMING THE SALE OF
APPROXIMATELY \$4,495,000 GENERAL OBLIGATION BONDS, SERIES 2021A
AND CHANGING THE BOND SALE DATE**

WHEREAS, at its April 13, 2021 meeting, the City Council of the City of White Bear Lake, Minnesota approved a resolution to issue \$4,495,000 General Obligation Bonds, Series 2021A (the "Bonds"), to finance Capital Equipment, the 2021 Street Improvement Projects and Residential Water Meter Improvements; and

WHEREAS, the City has retained Ehlers, Inc., in Roseville, Minnesota ("Ehlers"), as its independent municipal advisor for the Bonds in accordance with Minnesota Statutes, Section 475.60, Subdivision 2(9);

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of White Bear Lake, Minnesota, as follows:

1. Meeting; Proposal Opening. The City Council changed the date of the bond sale from from May 11, 2021 to 7:00 P.M. on May 25, 2021, the date now scheduled for the purpose of considering proposals for and awarding the sale of the Bonds.
3. Official Statement. In connection with said sale, the officers or employees of the City are hereby authorized to cooperate with Ehlers and participate in the preparation of an official statement for the Bonds and to execute and deliver it on behalf of the City upon its completion.

The foregoing resolution, offered by Councilmember _____ and supported by Councilmember _____, was declared carried on the following vote:

Ayes:
Nays:
Passed:

Jo Emerson, Mayor

ATTEST:

Kara Coustry, City Clerk



City of White Bear Lake
Community Development Department

MEMORANDUM

To: Ellen Hiniker, City Manager

From: Samantha Crosby, Planning & Zoning Coordinator

Date: May 5, 2021 for the May 11, 2021 City Council Meeting

Subject: **3881 Property Group – Lease Agreement for Stellmacher Park parking lot**

REQUEST

The 3881 Property Group has requested a Conditional Use Permit to convert the existing two-story office building at 3881 Highland Avenue into a nursing home. The conversion would require the use of the adjacent parking lot in Stellmacher Park, which has historically been shared with the subject site. Consequently, the applicant is requesting a new 10-year lease.

SUMMARY

The proposed lease agreement is very similar to previous lease agreements. The lease amount would be \$1.00 per year with an initial 10-year period. Either party may terminate the agreement with 60 days written notice. The lessee is responsible for maintenance and repair of the lot, which will include seal coating, striping and landscaping at this time.

The zoning code requires 12 stalls for the proposed nursing home and 3881 Highland Avenue has four stalls. Approximately six nursing staff are anticipated on a regular basis, who would park in the city lot leaving the four on-site stalls open to visitors. The city lot has 20 stalls, so there is plenty of space left to accommodate the public.

The lease will help establish a beneficial re-use of a building that has been vacated for a few years now, and will help maintain a city-owned improvement. Staff recommends approval.

RECOMMENDED COUNCIL ACTION

Approval of the attached resolution.

ATTACHMENT

Resolution of Approval
Draft Lease Agreement

RESOLUTION NO. _____

**A RESOLUTION APPROVING A LEASE BY AND BETWEEN
THE CITY OF WHITE BEAR LAKE AND 3881 PROPERTY GROUP
FOR STELLMACHER PARK PARKING LOT**

WHEREAS, 3881 Property Group located at 3881 Highland Avenue is proposing to convert the building into a nursing home, and therefore at least 8 additional parking stalls are needed to meet the City's Zoning Code parking requirements; and

WHEREAS, the City currently has under-utilized parking spaces located on the adjacent Stellmacher Park parking lot, directly to the north; and

WHEREAS, the Stellmacher Park lot has 20 stalls and the proposed nursing home anticipates 6 employees on a regular basis; and

WHEREAS, the Stellmacher Park lot has been leased to the tenants of the 3881 Highland Avenue property in the past with no known adverse impacts to the public; and

WHEREAS, the re-use of the property as a nursing home would benefit the community; and

WHEREAS, the terms of the lease require the lessee to maintain the lot, including repairs and snow plowing, which is a benefit to the community;

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of White Bear Lake hereby authorizes a parking lot lease with 3881 Property Group, subject to the following:

- 1) The lessee will pay \$1.00 per month in rent to the City
- 2) The lease is for an initial 10-year period.
- 3) Either party may terminate with 60 days written notice.

FURTHER BE IT RESOLVED that the Mayor and City Manager are hereby authorized to have prepared and to execute said lease pursuant to the Council's directive.

The foregoing resolution, offered by Councilmember _____ and supported by Councilmember _____, was declared carried on the following vote:

Ayes:
Nays:
Passed:

Jo Emerson, Mayor

ATTEST:

Kara Coustry, City Clerk



City of White Bear Lake
City Manager's Office

MEMORANDUM

To: Mayor and Council

From: Paul Kauppi, Public Works Director / City Engineer
Ellen Hiniker, City Manager

Date: May 11, 2021

Subject: **Traffic Safety and Control Devices Policy**

BACKGROUND & SUMMARY

Each year staff receives numerous complaints regarding traffic and pedestrian safety. The most common requests are for additional stop signs, excessive speed enforcement and the need for pedestrian crossing enhancements. While the City's current Traffic Safety and Control Devices policy addresses stop signs, it does not address anything specific about traffic speeds or enhanced pedestrian crossings.

Based on the nature of the complaints, staff representing the City's Traffic Control Committee researched possible effective solutions for the unaddressed items. The recommend additions are as follows:

- In-street pedestrian crossing signs
- Radar speed signs

The attached policy changes include detail as to how, when and where each of the above devices will be considered.

RECOMMENDED COUNCIL ACTION

Staff recommends adoption of the attached the resolution approving the changes to policy 5.08 Traffic Safety and Control Devices.

ATTACHMENTS

Resolution
5.08 Traffic Safety and Control Devices

RESOLUTION NO. _____

**A RESOLUTION MODIFYING POLICY
5.08 TRAFFIC SAFETY AND CONTROL DEVICES
AND INCORPORATING INTO THE POLICY MANUAL**

WHEREAS, the City receives requests for additional pedestrian crossing awareness and In-street Pedestrian Crossing signs are an effective method of enhancing affected pedestrian crossings; and

WHEREAS, the City receives numerous complaints regarding excessive vehicle speeds on its roadways and radar speed signs are an effective method for promoting driver awareness; and

WHEREAS, these policy changes will help to promote traffic and pedestrian safety throughout the City while clarifying criteria for their installation; and

WHEREAS, these policy changes are consistent with the Minnesota Manual of Uniform Control Devices and accepted traffic engineering practices; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of White Bear Lake adopt the following policy:

5.08 Traffic Safety and Control Devices as modified

BE IT FURTHER RESOLVED that the city clerk is hereby directed to incorporate this modified policy in the City's Policy Manual.

The foregoing resolution, offered by Councilmember _____ and supported by Councilmember _____, was declared carried on the following vote:

Ayes:

Nays:

Passed:

Jo Emerson, Mayor

ATTEST:

Kara Coustry, City Clerk



5.08 Traffic Safety and Control Devices

Purpose

The purpose of this policy is to ensure the uniform application and installation of traffic control, advisory, and informational signs on city streets in the City of White Bear Lake. The City receives occasional requests for the installation of traffic control, advisory, and informational signs to address specific circumstances at various locations. In order to ensure safe travel (both vehicular and pedestrian), and uniform and predictable signage on city streets, it is in the City's interest to adopt a policy for the placement of traffic control and related signs. It is the City's intent to have a consistent application of this policy based upon the use of objective criteria in determining if requests for such signs are warranted based on sound engineering principles and Best Practices. The City Council is granted the authority, under state statute, to approve or deny all traffic control requests based on conformance with the Minnesota Manual on Uniform Traffic Control Devices (MnMUTCD) and local ordinances and regulations which may be influenced by environmental, social, economic, and/or financial implications within the City. The City Council understands that because of the emotional situation often surrounding such requests, it is in the City's interest to use objective criteria in evaluating stop sign and/or other traffic control or informational sign requests. Further, it is the intent of the City Council to expedite the review process for requests of traffic signs through the establishment of an administrative review procedure. Therefore, the following guidelines have been adopted.

Policy

Requests for installation of traffic control, advisory, or informational signs or other traffic control devices on city streets will be reviewed by the City's Traffic Safety Committee. The Traffic Safety Committee consists of the City Manager or his/her designee, the City Engineer, and the Police Chief. The Traffic Safety Committee will evaluate sign requests based on criteria outlined in the Minnesota Manual on Uniform Traffic Control Devices to determine if traffic control and/or informational signs are warranted based on recognized engineering principles. In cases where the Committee recommends placement of traffic control signs or devices, a resolution authorizing the sign or device will be forwarded to the City Council for action. In cases where the request does not meet established warrants the Committee will forward the results of sign request studies and decisions to the party(s) requesting the sign(s) and the City Council for informational purposes. The Minnesota Manual on Uniform Traffic Control Devices, referenced in this City Policy, uses the following criteria to determine justification for the installation of stop signs is included in Exhibit 1. Other traffic control and informational sign criteria are included in the Manual or as specified below.

STOP SIGN APPLICATION

Guidance:

STOP signs should be used if engineering judgment indicates that one or more of the following conditions exist:

- Intersection of a less important road with a main road where application of the normal right-of-way rule would not be expected to provide reasonable safe operation;
- Street entering a through highway or street;
- Unsignalized intersection in a signalized area; and/or
- High speeds, restricted view, or crash records that indicate a need for control by the STOP sign.

Standard:

Because the potential for conflicting commands could create driver confusion, STOP signs shall not be installed at intersections where traffic control signals are installed and operating.

Portable or part-time STOP signs shall not be used except for emergency and temporary traffic control zone purposes.

Guidance:

- STOP signs should not be used for speed control.
- STOP signs should be installed in a manner that minimizes the numbers of vehicles having to stop. At intersections where a full stop is not necessary at all times, consideration should be given to using less restrictive measures such as YIELD signs.
- Once the decision has been made to install two-way stop control, the decision regarding the appropriate street to stop should be based on engineering judgment. In most cases, the street carrying the lowest volume of traffic should be stopped.
- A STOP sign should not be installed on the major street unless justified by a traffic engineering study.

Support:

The following are considerations that might influence the decision regarding the appropriate street upon which to install a STOP sign where two streets with relatively equal volumes and/or characteristics intersect:

- Stopping the direction that conflicts the most with established pedestrian crossing activity or school walking routes;
- Stopping the direction that has obscured vision, dips, or bumps that already require drivers to use lower operating speeds;
- Stopping the direction that has the longest distance of uninterrupted flow approaching the intersection; and
- Stopping the direction that has the best sight distance to conflicting traffic.

STOP SIGN PLACEMENT

Standard:

- The STOP sign shall be installed on the correct side of the traffic lane to which it applies.
- When the STOP sign is installed at this required location and the sign visibility is restricted, a Stop Ahead sign shall be installed in advance of the STOP sign.
- The STOP sign shall be located as close as practical to the intersection it regulates, while optimizing its visibility to the road user it is intended to regulate.
- STOP signs and YIELD signs shall not be mounted on the same post.

Guidance:

- If stop lines are to be used to supplement a STOP sign, they should be located at the point where the road user should stop.
- If only one STOP sign is installed on an approach, the STOP sign should not be placed on the far side of the intersection.
- Where two roads intersect at an acute angle, the STOP sign should be positioned at an angle or else shielded so that the legend is out of view of traffic to which it does not apply.
- Where there is a marked crosswalk at the intersection, the STOP sign should be installed approximately 4 ft in advance of the crosswalk line nearest to the approaching traffic.

Option:

- At wide-throat intersections or where two or more approach lanes of traffic exist on the signed approach, observance of the stop control may be improved by the installation of an additional STOP sign on the left side of the road and/or the use of a stop line.
- At channelized intersections, the additional STOP sign may be effectively placed on a channelizing island.

IN-STREET PEDESTRIAN CROSSING SIGNS

Purpose:

The In-street Pedestrian Crossing sign R1-6a may be used to remind road users of laws regarding right-of-way at an unsignalized pedestrian crosswalk.

Criteria:

The MUTCD states that highway agencies may develop and apply criteria for determining the applicability of In-Street Pedestrian Crossing signs. Minnesota Local Road Research Board publication for Pedestrian Crossings: Uncontrolled Locations recommends that In-street Pedestrian Crossing signs be place in locations as follows:

- Uncontrolled by traffic signals or a stop sign
- Downtown/urban conditions
- Supplement other warning signs at high pedestrian volume locations

- In conjunction with crosswalk pavement markings
- If the crossing location is on a roadway with a speed of 35 mph or less, there should be a minimum of 20 pedestrians using the crossing during one hour of the day.

Standard:

- If used, the In-Street Pedestrian Crossing sign shall be placed in the roadway at the crosswalk location on the center line, on a lane line, or on a median island. An In-Street Pedestrian Crossing sign shall not be placed in advance of the crosswalk to educate road users about the State law prior to reaching the crosswalk, nor shall it be installed as an educational display that is not near any crosswalk.
- The In-Street Pedestrian Crossing sign may be used seasonably to prevent damage in winter because of plowing operations.

RADAR SPEED SIGNS

Purpose:

Radar speed signs are used to reduce traffic speeds by making drivers aware of how fast they are moving relative to the speed limit and inducing them to adjust their speed accordingly.

Criteria:

General guidance applies where a radar speed sign may be used to address excessive speed issues, speed limit compliance issues, accident history issues and high pedestrian presence areas.

- 85th percentile speeds exceed posted speed limits by 5mph
- Average daily traffic (ADT) volumes exceed 500 vehicles per day
- Locations exhibiting a correctable speed-related accident history within a recent time period.
- Locations with pedestrian accident history or high pedestrian presence
- Intersection approaches, curves or other unique roadway condition.

Standard:

- A speed and volume count study shall be completed prior to installation.
- A review of vehicle and pedestrian accident history shall be completed.
- Location shall be reviewed for other unique conditions.
- Radar speed signs installed meeting criteria shall not installed for longer than 3 months.

History

Adopted by the City Council on September 23, 2003 by Resolution No. 9461.
Amended by the City Council on _____ by Resolution No. _____.

City Manager



City of White Bear Lake
Community Development Department

MEMORANDUM

To: Ellen Hiniker, City Manager

From: Tracy Shimek, Housing & Economic Development Coordinator

Date: May 6, 2021 for the May 11, 2021 City Council Meeting

Subject: **Renewal of a Joint Cooperative Agreement to participate in the Ramsey County Community Development Block Grant (CDBG) and Home Investment Partnerships Act Programs (HOME) funded through the U.S. Department of Housing and Urban Development (HUD)**

SUMMARY

Since 1985, the City of White Bear Lake has partnered with Ramsey County and other municipalities throughout the County to qualify for and secure Community Development Block Grant (“CDBG”) funds for eligible housing and community development activities. This partnership is memorialized in a Joint Cooperative Agreement.

Community development projects in White Bear Lake that have been awarded CDBG funds including the recent window replacement project at Pioneer Manor and upgrades to Accessible Space, Inc.’s improvements at the Cedar Avenue group home for adults with physical disabilities and brain injuries. Past uses of CDBG funding include the land acquisition for the most recent two Habitat for Humanity homes, building improvements to the White Bear Area Food Shelf, the Community Counseling Center, and Pioneer Manor, construction of accessible restrooms at Yost Park, the Rambler Revolution demonstration project, and extension of sewer and water to serve low and moderate income neighborhoods.

The Joint Cooperative Agreement provides for automatic renewal unless a municipality notifies the County in writing by June 15, 2021 that the City wants to opt out. Given the positive impact CDBG-funded projects have had on the White Bear Lake community, city staff recommends renewal of the Agreement.

RECOMMENDED COUNCIL ACTION

Staff recommends approval of the attached resolution which authorizes the continued participation in this joint agreement with Ramsey County.

ATTACHMENTS

Resolution

RESOLUTION NO. _____

**RESOLUTION AUTHORIZING THE CONTINUED PARTICIPATION IN THE
JOINT COOPERATIVE AGREEMENT WITH RAMSEY COUNTY FOR THEIR
COMMUNITY DEVELOPMENT BLOOCK GRANT AND HOME INVESTMENT
PARTNERSHIP ACT PROGRAMS**

WHEREAS, suburban Ramsey County is defined as an Entitlement Urban County under Title I of the Housing and Community Development Act of 1974; and

WHEREAS, suburban Ramsey County is eligible for an annual allocation of Community Development Block Grant (“CDBG”) funds through the U.S. Department of Housing and Urban Development (“HUD”); and

WHEREAS, the City of White Bear Lake, as a suburban Ramsey County municipality, has participated in the Joint Cooperative Agreement since 1985; and

WHEREAS, the Joint Cooperative Agreement provides for automatic renewal unless a municipality notifies the County in writing by June 15, 2021 that the City wishes to opt out;

NOW, THEREFORE, BE IT RESOLVED by the City Council for the City of White Bear Lake, Minnesota, that it hereby authorizes the continued participation Joint Cooperative Agreement with Ramsey County for their Community Development Block Grant and Home Investment Partnerships Act Programs.

The foregoing resolution, offered by Councilmember _____ and supported by Councilmember _____, was declared carried on the following vote:

Ayes:
Nays:
Passed:

Jo Emerson, Mayor

ATTEST:

Kara Coustry, City Clerk



City of White Bear Lake
City Engineer's Office

MEMORANDUM

To: Ellen Hiniker, City Manager

From: Paul Kauppi, Public Works Director/City Engineer

Date: May 11, 2021

Subject: Awarding Contract for 2021 Bituminous Seal Coating Project
City Project 21-02

BACKGROUND / SUMMARY

On Wednesday, May 5, 2021, the City received bids for the 2021 Bituminous Seal Coating Project. Two bids were submitted, with Pearson Bros, Inc. of Hanover, MN submitting the lowest base bid of \$63,385.64. This contract amount is well within the 2021 Seal Coating budget.

The City performs seal coating of bituminous streets to prevent water from entering the pavement and gravel base, to renew the wearing surface of the roadway and to improve the appearance of the street.

In 2021, we are proposing to perform seal coating of City streets in various locations throughout the city. Some of these streets were last seal coated in 2014. Other streets are those which were reconstructed or milled & overlaid in 2015 and are now showing signs of wear. It is important to seal the surface of these streets before they degrade to a point where more extensive maintenance needs to be performed.

All proposed streets will be seal coated using a trap rock as the cover aggregate. The trap rock is a hard, crushed rock which will provide a durable surface with a nice appearance.

RECOMMENDED COUNCIL ACTION

Our recommendation is that the Council receive the bids and award a contract to Pearson Bros, Inc. for \$63,385.64 for the 2021 Bituminous Seal Coating Project.

ATTACHMENTS

Resolution

RESOLUTION NO.:

**RESOLUTION ACCEPTING BIDS AND AWARDING CONTRACT
FOR THE 2021 BITUMINOUS SEAL COATING PROJECT
CITY PROJECT NO. 21-02**

WHEREAS, pursuant to resolutions of the City Council, specifications were drawn and advertisement for bids were made; and

WHEREAS, the following bids complying with the advertisement and specifications were received, opened, and tabulated according to law:

CONTRACTOR	TOTAL BASE BID
Pearson Bros, Inc.	\$63,385.64
Allied Blacktop Company	\$67,064.46

WHEREAS, it appears that Pearson Bros., Inc. is the lowest responsible bidder:

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of White Bear Lake, Minnesota that:

1. The Mayor and Manager are hereby authorized and directed to enter into a contract with Pearson Bros., Inc. in the amount of \$63,385.64 for said 2021 Bituminous Seal Coating Project.
2. The City Clerk is hereby authorized and directed to return forthwith to all bidders the deposits made with their bids, except that the deposits of the successful bidder and the next lowest bidder shall be retained until a contract has been signed.

The foregoing resolution offered by Councilmember _____, and supported by Councilmember _____, was declared carried on the following vote:

Ayes:
Nays:
Passed:

Jo Emerson, Mayor

ATTEST:

Kara Coustry, City Clerk



City of White Bear Lake
City Engineer's Office

MEMORANDUM

To: Ellen Hiniker, City Manager

From: Connie Taillon, Environmental Specialist/Water Resources Engineer

Date: May 5, 2021

Subject: **Matoska Park shoreline repair grant agreement**

BACKGROUND /SUMMARY

Shoreline erosion at the Matoska Park Dog Beach and Y- dock area was brought to our attention by residents in the spring of 2020. The high lake levels and wave action along the shoreline led to a rapid deterioration of that shoreline over a relatively short period of time. After it was brought to our attention, staff brought to Council for input before soliciting quotes to complete the repair work. A shoreline restoration company was first consulted as to recommended repair techniques. Rip-rap armoring was believed to be the best solution. Native plants were not recommended due to the difficulty of establishment under heavy foot traffic. Quotes were received from four rip-rap contractors in the late summer of 2020. The lowest reasonable quote of \$21,673 (\$16,163 for rip-rap and \$5,510 for optional restoration of the upland grass area) was awarded the project. Originally the work was to be completed late in the 2020 season; however, the contractor was booked for the year and had to be scheduled for the spring of 2021.

In the early spring of 2021, the City was awarded a Rice Creek Watershed District water quality cost share grant to help defray the cost of the shoreline repair work. The grant provides funding for 25% of total eligible project costs, not to exceed \$4,040.75. As a requirement of the cost share grant, the City shall enter into a 10-year Operation and Maintenance Agreement.

RECOMMENDED COUNCIL ACTION

Staff recommends Council adopt the attached resolution that requests the water quality cost share grant funding and authorizes the City Manager to execute the Operation and Maintenance Agreement on behalf of the City and submit to Rice Creek Watershed District.

ATTACHMENTS

Resolution

RESOLUTION NO.

A RESOLUTION REQUESTING WATER QUALITY COST SHARE FUNDING FOR THE MATOSKA PARK SHORELINE REPAIR PROJECT AND AUTHORIZING THE SUBMITTAL OF AN OPERATION AND MAINTENANCE AGREEMENT TO RICE CREEK WATERSHED DISTRICT

WHEREAS, Severe soil erosion is occurring along the shoreline on City-owned property at the Matoska Dog Beach and Y- dock area on White Bear Lake; and

WHEREAS, the City of White Bear Lake desires to repair this shoreline area to prevent further soil erosion; and

WHEREAS, the shoreline repair project will cost an estimated \$21,673; and

WHEREAS, Rice Creek Watershed District offers water quality cost share grants to provide financial assistance for projects that reduce soil erosion and improve water quality; and

WHEREAS, The City was awarded a Rice Creek Watershed District water quality cost share grant for 25% of total eligible shoreline repair project costs, not to exceed \$4,040.75; and

WHEREAS, As part of the water quality cost share grant, the City shall enter into a 10-year Operation and Maintenance Agreement with the Rice Creek Watershed District.

NOW, THEREFORE BE IT RESOLVED by the City Council of the City of White Bear Lake, Minnesota that:

1. The City of White Bear Lake agrees to accept the Rice Creek Watershed District water quality grant award in the amount of \$4,040.75 and will enter into an Operation and Maintenance Agreement with the Rice Creek Watershed District for the above referenced project.
2. The City Manager is hereby authorized to execute the Operation and Maintenance Agreement on behalf of the City and submit to Rice Creek Watershed District.

The foregoing resolution, offered by Councilmember ___ and supported by Councilmember ____, was declared carried on the following vote:

Ayes:
Nays:
Passed:

Jo Emerson, Mayor

ATTEST:

Kara Coustry, City Clerk



City of White Bear Lake
City Engineer's Office

MEMORANDUM

To: Ellen Hiniker, City Manager

From: Connie Taillon, Environmental Specialist/Water Resources Engineer

Date: May 5, 2021

Subject: **Matoska Park parking lot stormwater treatment grant agreement**

BACKGROUND /SUMMARY

As part of the 2021 Matoska Park parking lot rehabilitation project, two Rain Guardian Turret structures will be installed to capture sediment and debris from parking lot runoff prior to discharging into White Bear Lake. Rehabilitation projects provide the most cost-effective time to retrofit these types of stormwater treatment structures. The estimated material and installation cost for the Turret structures is \$8,000.

The City was awarded a grant to defray the cost of the Turret structures through the Rice Creek Watershed District Stormwater Management Grant Program. The grant will provide financial assistance for 50% of the eligible material and installation costs of the Turrets, not to exceed \$4,000. As a requirement of the grant, the City shall enter into a Stormwater Management Grant Agreement for the construction, operation, and maintenance of the Turret structures.

RECOMMENDED COUNCIL ACTION

Staff recommends Council adopt the attached resolution that requests the Rice Creek Watershed District Stormwater Management Grant Program funding and authorizes the City Manager to execute the Stormwater Management Grant Agreement on behalf of the City and submit to Rice Creek Watershed District.

ATTACHMENTS

Resolution

RESOLUTION NO.

A RESOLUTION REQUESTING GRANT FUNDING FOR THE MATOSKA PARK PARKING LOT STORMWATER TREATMENT STRUCTURES AND AUTHORIZING THE SUBMITTAL OF A STORMWATER MANAGEMENT GRANT AGREEMENT TO RICE CREEK WATERSHED DISTRICT

WHEREAS, The City of White Bear Lake intends to construct the Matoska Park parking lot rehabilitation project; and

WHEREAS, the City of White Bear Lake desires to install stormwater treatment structures as part of the parking lot rehabilitation project to treat parking lot runoff to White Bear Lake; and

WHEREAS, the parking lot stormwater treatment structures are estimated to cost \$8,000; and

WHEREAS, Rice Creek Watershed District operates a Stormwater Management Grant Program for the improvement and remediation of stormwater management systems; and

WHEREAS, The City was awarded a Rice Creek Watershed District Stormwater Management Grant Program grant for 50% of the stormwater treatment structures' eligible costs, not to exceed \$4,000; and

WHEREAS, As part of the Rice Creek Watershed District Stormwater Management Grant Program grant, the City shall enter into a Stormwater Management Grant Agreement with the Rice Creek Watershed District.

NOW, THEREFORE BE IT RESOLVED by the City Council of the City of White Bear Lake, Minnesota that:

1. The City of White Bear Lake agrees to accept the Rice Creek Watershed District Stormwater Management Grant Program award in the amount of \$4,000 and will enter into a Stormwater Management Grant Agreement with the Rice Creek Watershed District for the above referenced project.
2. The City Manager is hereby authorized to execute the Stormwater Management Grant Agreement on behalf of the City and submit to Rice Creek Watershed District.

The foregoing resolution, offered by Councilmember ___ and supported by Councilmember ____, was declared carried on the following vote:

Ayes:
Nays:
Passed:

Jo Emerson, Mayor

ATTEST:

Kara Coustry, City Clerk

City of White Bear Lake Environmental Advisory Commission

MINUTES

Date: March 17, 2021	Time: 6:30pm	Location: WBL City Hall
COMMISSION MEMBERS PRESENT	Sheryl Bolstad, Chris Greene, Bonnie Greenleaf, Rick Johnston, Gary Schroeber (Chair)	
COMMISSION MEMBERS ABSENT	Robert Winkler, Valeria Diaz, Sage Durdle	
STAFF PRESENT	Connie Taillon, Environmental Specialist	
VISITORS	None	
NOTETAKER	Connie Taillon	

1. CALL TO ORDER

The meeting was called to order at 6:40pm.

2. APPROVAL OF AGENDA

The commission members reviewed the agenda and had no changes. Commissioner Greenleaf moved, seconded by Commissioner Johnston, to approve the agenda as presented.

Roll call vote:

Bolstad: Aye
Greene: Aye
Greenleaf: Aye
Johnston: Aye
Schroeher: Aye
Winkler: Absent
Diaz: Absent
Durdle: Absent

Motion carried.

3. APPROVAL OF MINUTES

a) February 17, 2021 regular meeting

The commission members reviewed the February 17, 2021 draft minutes and had the following changes: visitors and presentations, third line, add 'in the U.S.' after 'up to 200,000 deaths per year'; item 7b, Commissioner updates, first paragraph, add that Chair Schroeber presented the Zero Waste Policy; and items 5a and 7d capitalize the word 'March'. Commissioner Bolstad moved, seconded by Commissioner Johnston, to approve the minutes of the February 17, 2021 meeting as amended.

Roll call vote:

Bolstad: Aye
Greene: Aye
Greenleaf: Aye
Johnston: Aye
Schroeher: Aye
Winkler: Absent
Diaz: Absent
Durdle: Absent

Motion carried.

4. VISITORS & PRESENTATIONS

None

5. UNFINISHED BUSINESS

a) 2021 budget

Taillon stated that the feather flags will be ordered soon, leaving approximately \$200 left in the budget for 2021. Commission members discussed ordering a rain barrel to give away at the Expo. Commissioner Greenleaf moved, seconded by Commissioner Johnston, to spend up to \$100 from the budget to purchase a rain barrel for the 2021 Environmental Resource Expo.

Roll call vote:

Bolstad: Aye

Greene: Aye

Greenleaf: Aye

Johnston: Aye

Schroeher: Aye

Winkler: Absent

Diaz: Absent

Durdle: Absent

Motion carried.

b) 2021 Work Plan

- Downtown area recycling

Taillon stated that she is still waiting to hear back from Ramsey County on whether or not they approve of the recycling labeling on the combined trash/recycling bin design.

- Plastic bag ban

Commissioner Greenleaf stated that she reached out to the Minneapolis Environmental Commission and asked for advice on the steps to take to enact a bag ban. She found a presentation that Minneapolis had done for community engagement. The engagement included reaching out to business advisory groups, engaging the Environmental Commission, and a residential survey. The Commission members discussed possible first steps such as forming a task force or going to City Council. The Commission members decided to first talk with the City Manager to determine next steps. Taillon will reach out to the City Manager and report back at the April meeting. Commissioner Johnston stated that a first step should be to draft a clear statement of need. Commissioner Greene stated that the commission needs to decide if the ban would apply to just plastic, or both paper and plastic. The statement should also include statistics that will convince people that the ban is needed. Chair Schroehler mentioned that he spoke with Ramsey County, and they do not get involved in bag bans. They also mentioned that they don't know of any other City in Ramsey County that has enacted a ban. Commissioner Greenleaf and Commissioner Bolstad volunteered to create a bag ban statement of need for review and discussion at the April meeting.

c) 2021 Expo exhibitors

Taillon stated that the Marketfest coordinator invited the EAC to hold the Environmental Resource Expo on the last Marketfest of the year, which will be on Thursday, August 5th this year. Commission members instructed Taillon to accept the invitation for August 5th. Commission member reviewed the 2020 Expo list and made the following changes:

- Commissioner Greenleaf will request 1 box of Horticulture magazines.
- Remove the Honor Society from the volunteer list.
- Remove Republic Services from the list
- Chair Schroehler and Commissioner Bolstad volunteered to bring electric lawn equipment to display.

- Chair Schroeder volunteered to invite Ramsey Washington Metro Watershed District to exhibit at the Expo.

Commission members agreed to start inviting the exhibitors in April. Taillon will check to see if the Armory chairs will be available.

6. NEW BUSINESS

a) Spring newsletter

Taillon noted that articles for the spring newsletter are due by the end of March. Articles on recycling contamination and the 'Spotlight on Sustainability' article showcasing St. John in the Wilderness pollinator garden will be included. Commission members discussed other articles to include in the newsletter, such as the pollinator pathways map, Adopt-a-Drain, toilet rebate, and food scraps recycling.

7. DISCUSSION

a) Staff updates

- EAC website description

Taillon noted the EAC description has been updated on the City's website.

- Air sensors

Taillon stated that she looked into adding the air quality sensors to City Hall, but will need to know how much bandwidth it will require before a decision can be made. Commissioner Bolstad will provide an answer to staff.

- East Goose Lake web hub

Taillon mentioned that the East Goose Lake web hub is now live. The web hub provides information on shallow lakes, the Adaptive Lake Management process, past projects, and FAQs. Taillon will email a link to the web hub.

b) Commission member updates

Chair Schroeder announced that he is now a member of the Ramsey Washington Metro Watershed District Citizen Advisory Committee (CAC) representing White Bear Lake. The CAC meets 6 to 8 times per year plus public events.

Commissioner Bolstad noted that she was happy to see Commissioner Johnston's letter in the White Bear Press.

Chair Schroeder congratulated Commissioner Winkler for the nice article about his volunteer work on the VLAWMO website.

c) Do-outs

New do-out items for March 17, 2021 include:

- Commissioner's Greenleaf and Bolstad to create a bag ban statement of need.
- Staff to include pollinator pathways, Adopt-a-Drain, toilet rebate, and organics recycling in the spring newsletter.
- Staff to purchase RAM rain barrel for the Environmental Resource Expo.
- Staff to check if Armory chairs are available for the Expo

d) April agenda

Include plastic bag ban, Environmental Resource Expo, and downtown area recycling on the April agenda.

8. ADJOURNMENT

Commissioner Bolstad moved, seconded by Commissioner Johnston to adjourn the meeting at 8:20 pm.

Roll call vote:

Bolstad: Aye

Greene: Aye

Greenleaf: Aye

Johnston: Aye

Schroeder: Aye

Winkler: Absent

Diaz: Absent

Durdle: Absent

Motion carried.

Park Advisory Commission Meeting Minutes

MARCH 18, 2021

6:30 P.M.

WEBEX MEETING

MEMBERS PRESENT	Bill Ganzlin, Bryan Belisle, Victoria Biehn, Mark Cermak, Anastacia Davis, Ginny Davis, Mike Shepard
MEMBERS ABSENT	
STAFF PRESENT	Andy Wietecki, Paul Kauppi
VISITORS	
NOTE TAKER	Andy Wietecki

1. CALL TO ORDER

The meeting was called to order at 6:31 pm.

2. APPROVAL OF MINUTES

Approval of the minutes from January 21, 2021 was moved by Mark Cermak and seconded by Ginny Davis.

3. APPROVAL OF AGENDA

Approval of the March 18, 2021 agenda was moved by Bryan Belisle and seconded by Victoria Biehn with the addition of 5.D Park Inspections.

4. UNFINISHED BUSINESS

a) Update on Matoska Gazebo

Andy Wietecki gave a brief update. The architectural specifications and plans are being reviewed by the Building Department for a permit. The 2nd floor roof and columns will be removed to preserve them and keep some of the original components. The roof will be then set back into place once the lower level work is complete. The upper floor will be rebuilt out of diamond plate with aluminum pickets replacing the plastic pickets that are easily broken by skate boards. LED lights will be added on both the upper and lower level. The goal is to have the project completed by July 1st.

Bill Ganzlin questioned if the cost of the project will stay within the donation. Both Paul Kauppi and Andy Wietecki believed it would be right around the donation cost. Mark Cermak asked if there would be plaque dedicating the remodel to the donors. The donor wishes to remain anonymous so there will not be a dedication plaque. Anastacia Davis suggested signage be created that tells the unique story of the gazebo's past. Andy Wietecki will relay that idea to the Gazebo Committee.

5. NEW BUSINESS

a) Arbor Day Planning

Andy Wietecki discussed his Arbor Day ideas with the Park Advisory Commission. Andy suggested an Arbor Day event with the Park Advisory Commission as the volunteers to keep it smaller due to Covid-19 restrictions. He has two projects in mind. The main project would be at Ebba Park planting 4-6 trees along the southern property line abutting the Water Treatment facilities fence. A bunch of ash trees were removed in 2020 to prepare for this event. The second project would be planting a pollinator garden at Lakewood Hills Park off the trail by the upper parking lot. The City started this project last year by tilling and killing the grass and weeds to ensure the pollinator seeds won't be overtaken by weeds. Public Works staff will be planting the pollinator seeds.

The Park Advisory Commission members voted to keep the event on their regular Thursday night meeting night instead of the typical Saturday Arbor Day Celebration.

b) Emerald Ash Borer Treatment Plan for 2021

Andy Wietecki reported to the Parks Advisory Commission on the City's EAB treatment plan for 2021. This year boulevard treatments will resume. In response to a Bill Ganzlin's question regarding the state of Ash trees in White Bear Lake, there have been many ash trees declining fast. The City is choosing the trees that need to be removed by the severity of the decline. It is too costly to remove all the declining trees.

c) Memorial Beach Retaining Wall in House Designs

Andy Wieteck explained that the major park project for this coming summer is addressing the hill at the beach. The City allocated the entire parks budget for this year to this project not knowing the exact costs. Andy reported that he is confident that the retaining wall project won't use up the entire parks budget and there should be monies for a few smaller projects. In response to Bryan Belisle's question if the retaining wall was needed and if there are other projects that should be given priority, Andy reported that the 10 year budget has been set and reflects the priorities in our parks system. The City has placed an emphasis on this project to finish this park area between West and Memorial Beach. It is the City's most heavily used park and the erosion and maintenance issues need to be corrected to enhance the area.

Andy Wietecki and one of the City Engineering Technicians have been working together to prepare an in-house design of the proposed two different styles. One of the designs has stairs and one is without stairs. The Park Advisory Commission unanimously decided stairs and tiered wall was the preferred option. The Commission would like to see the wall be constructed of boulders to match the current wall and natural stone steps with a railing coming from the trail.

In addition to excitement from the entire Commission, Anastacia stated that she thinks this is really going to add to the area and with people visiting from all over this will be a good extension of our City.

Andy Wieteki reported that the next step in the project was getting designs done by either landscape contractors or landscape architects. The designs will be engineered to hold the road and trail back and will include two different types of stone to choose from and a couple different designs. The project will begin late summer and/or early fall so it does not interfere in summer activities. The current focus is to find a design.

d) Park Inspections

Bryan Belisle added this to the Agenda for tonight's meeting. He really enjoyed doing the park inspections last year and recommended the Commission do it again this year. Bill Ganzlin recommended that everyone visit different parks than they did last year. Bill and Andy will come up with a list and send it out to the Commission members for their assignments. Since the City is in the parks Monday - Friday from 7:00 am to 3:00 pm, Paul suggested that the Commission visit the parks during the evenings or on the weekends to see how the park is being used at those times.

6. OTHER STAFF REPORTS

None.

7. COMMISSION REPORTS

None.

8. OTHER BUSINESS

None.

9. ADJOURNMENT

The next meeting will be held on April 15, 2021 at 6:30 p.m.

There being no further business to come before the Park Commission, the meeting was adjourned. Moved by Mark Cermak and seconded by Victoria Biehn.

**MINUTES
PLANNING COMMISSION MEETING
CITY OF WHITE BEAR LAKE
APRIL 26, 2021**

The regular monthly meeting of the White Bear Lake Planning Commission was called to order on Monday, April 26, 2021, beginning at 7:00 p.m. via WebEx, pursuant to a statement issued by the Mayor under Minnesota Statutes, section 13D.021 as a result of the COVID-19 pandemic, by Chair Ken Baltzer.

1. CALL TO ORDER/ROLL CALL:

MEMBERS PRESENT: Michael Amundsen, Ken Baltzer, Jim Berry (7:11 PM), Pamela Enz (7:09 PM), Mark Lynch, Erich Reinhardt, and Peter Reis.

MEMBERS EXCUSED: None.

MEMBERS UNEXCUSED: None.

STAFF PRESENT: Anne Kane, Community Development Director, Samantha Crosby, Planning & Zoning Coordinator, and Ashton Miller, Planning Technician.

OTHERS PRESENT: Jim Mackey, Christian & Gretchen Peterson, Dale Grambush, Patty Flanagan, James Mattson, Leisa Arndt, and Matthew Hare.

2. APPROVAL OF THE APRIL 26, 2021 AGENDA:

Member Reis moved for approval of the agenda. Member Lynch seconded the motion, and the agenda was approved (5-0).

3. APPROVAL OF THE MARCH 29, 2021 PLANNING COMMISSION MEETING MINUTES:

Member Amundsen moved for approval of the minutes. Member Reis seconded the motion, and the minutes were approved (5-0).

4. CASE ITEMS:

A. **Case No. 21-5-CUP:** A request by the **3881 Property Group** for a Conditional Use Permit, per Code Section 1303.030, Subd.4.e, in order to convert an existing two-story building into a 24 bed nursing home in the R-3 zoning district at the property located at 3881 Highland Avenue.

Crosby discussed the case. Staff recommended approval.

Member Amundsen requested more information regarding the parking lease agreement as a condition of the Conditional Use Permit. Crosby explained that the parking lot has been leased for decades, so staff does not anticipate parking to be problematic. There is a stipulation that if the agreement is terminated, alternative parking must be secured or the Conditional Use Permit will lapse. Communication between the City and the applicants will need to start a few months in advance if either party anticipates terminating the lease.

Member Baltzer opened the public hearing. As no one spoke to the matter, Member Baltzer closed the public hearing.

Member Reis moved to recommend approval of Case No. 21-5-CUP. Member Lynch seconded the motion. The motion passed by a vote of 7-0.

- B. **Case No. 21-7-V:** A request by **Bree LLC** for a variance, per 1303.160, Subd.3.d., to increase the amount of ground floor office/professional use to 64.7% gross square feet and 51.5 linear feet of frontage, an increase over the existing 40.7% gross square feet and 15.2% of frontage, when limited to not more than 30% of each per code, in order to allow a real estate office at the property located at 4701 Banning Avenue.

Crosby discussed the case. Staff recommended denial of the request.

Member Reis asked about the history of the 30% limitation, why it was implemented, and which community stakeholders were part of that decision. He added that the McComb study cited in the staff report is already eight years old. Retail has changed in recent years, shopping malls and department stores are disappearing, and online sales are increasing. He wondered if there has been discussion of a new study.

Kane explained that the 30% limitation was adopted in 2003, during a time when some professional uses were taking over prime street frontage or foot-traffic generating locations. It was during a time of high vacancy and the resulting regulation was a collaboration between building owners, Main Street and the City.

Kane continued that it may be timely to examine the downtown businesses as we come out of the Covid-19 pandemic to find what is the appropriate balance of service and retail. A fresh look may help to ensure the vitality of downtown White Bear Lake.

Member Lynch commented that in terms of retail, what is happening now during the pandemic may be completely different from what will happen in the future. He cautioned against big changes to the downtown district until we have a better idea of post-Covid-19 trends.

Member Enz stated that she is familiar with the building and thinks that having a tenant is better than leaving the space empty. She was unsure that the area has much foot traffic since it is at the edge of downtown and does not look like part of the retail core.

Member Baltzer opened the public hearing.

Christian Peterson, applicant, stated that he and his wife, Gretchen, acquired the property as an investment in 2018 and love the White Bear Lake area. He had several points from staff's presentation that he wanted to address, the first being that they did not look for other tenants. They initially had a number of tenants express interest in the space; however, they believed the real estate business was a permitted use and was a good contribution to downtown.

Mr. Peterson continued that the Pilates studio will continue to operate out of the building, so the foot traffic should not change. He explained that the Pilates studio was struggling due to the pandemic, so an agreement was made to end the lease in this space 17 months early, something they were not required to do. When looking for a new tenant, they believed that home improvement, show rooms and studios were permitted. They did not think real estate would be

problematic and were not trying to hide anything. They sent the tenants to the City for a sign permit, which is when they were told there was a conflict with the code.

Mr. Peterson's second point was that the Covid-19 pandemic is an exceptional time and they made an exceptional change to the business and operations in order to mitigate the challenges faced by an existing tenant. He disagreed with staff's finding that a true practical difficulty has not been demonstrated. The pandemic has been a physical issue and has resulted in an enormous amount of physical translocation of businesses, people and activities. Mr. Peterson stated that the new tenant is a good fit for the space. The modern realtor office is a very collaborative environment that will bring in lots of people through seminars and other home buying groups.

The third point Mr. Peterson spoke to was in regards to the unique times of the pandemic. He agreed with Member Lynch that long-term decisions should not be made based on current conditions, so he asked that a temporary variance for 24 months be considered to allow the realtor office to stay. He does not think it is fair to create a hardship for the new tenants.

Dale Grambush, 2202 5th Street, stated that he owns a building in downtown and has been a member of the Main Street Downtown business group for many years. He expressed opposition to the variance request and urged the Commissioners to make a decision based on the information available to them now, not what may be true in the future. He has heard from many businesses over the years that every square foot of retail is important to retain. Maintaining retail is what generates foot traffic, which is what makes downtown attractive. He is not opposed to office space, but believes the 30% limit has been beneficial to Downtown White Bear Lake.

Member Baltzer closed the public hearing.

Member Lynch asked if a temporary variance for two years would be possible. Kane replied that it is possible, but would not necessarily be a variance. Other communities allow for interim use permits, which may be a practical solution in this instance. It would not be widely available in the downtown area because a change in use from retail to office space triggers fire sprinkler requirements in the building code. The realtor business looked at several other buildings where owners wanted to move from retail to office, but did not have the required fire sprinklers. This building does have sprinklers, so offers some flexibility.

She explained that if the Commissioners thought temporary approval was appropriate, staff would work with Council on establishing an interim use permit that could be revisited in 24 months.

Member Lynch expressed two concerns with an interim use permit. First, he stated that he does not know the terms of the lease agreement, but it may be harder for the realtor to leave in two years than now, and either way, the tenant will need to leave the space in two years period. Second, he is concerned with how often the temporary approval would be used, not just in downtown, but anywhere that there had been some error. He is not opposed to granting it once, but is opposed to the potential increasing frequency of temporary requests.

Member Baltzer agreed with Member Lynch, but noted that each case would be considered on its own merits.

Christian Peterson, applicant, informed the Commissioners that the current lease is for longer than two years. They would work to be as flexible as possible to avoid putting hardships on the business.

Member Reis agreed with the comments made by Mr. Grambush about the importance of maintaining retail as a way to keep the downtown viable. He added that although there was some debate on whether the use was considered personal use, real estate offices are specifically mentioned in the code as professional offices.

Member Berry also agreed with Mr. Grambush. He believes that granting temporary uses would not be fair to the building owners in downtown that have been following the ordinance since it was put in place. He agrees with staff's recommendation that a variance for the current 40% gross floor area be granted, but not the full request.

Member Enz expressed appreciation for Mr. Grambush's comments, noting it was an important perspective to hear.

Member Reis moved to recommend denial of the variance as requested, but approval of a variance for the current 40.7% nonconforming ground floor office/professional use gross floor area as recommended by staff in Case No. 21-7-V. Member Amundsen seconded the motion.

Crosby explained that by approving the variance for the existing nonconformity, the owners will be able to replace office with office whenever the existing tenant (CHE Enterprises) leaves without going through this process. The existing nonconformity will be legalized.

Member Amundsen sought clarification on how the nonconforming 40% ground floor office gross floor area came to be if not through a previous variance. Crosby explained that years ago, many internal remodel projects were not routed to the Planning Department. This project came through quite some time ago, and planning staff was unaware.

Member Lynch responded that based on that history, he would be supportive of the lesser variance because it has a small frontage and is in the back, so is perfect for some office space.

The motion passed by a vote of 7-0.

- C. **Case No. 21-8-V:** A request by **Patty Flanagan** for a six foot variance from the 20 foot side yard setback, and a six foot variance from the six foot front setback, both for an above-ground pool, both per Code Section 1302.030, Subd.20.b.2.a.1, in order to install a 112 square foot (1,727 gallon) swim spa 14 feet from the south property line at the property 3562 Highland Avenue.

Crosby discussed the case. Staff recommended approval subject to the conditions listed in the report.

Member Baltzer opened the public hearing.

Patty Flanagan, 3562 Highland Ave, applicant, expressed appreciation for the City's help throughout the application process.

Member Baltzer closed the public hearing.

Member Lynch moved to recommend approval of Case No. 21-8-V. Member Enz seconded the motion. The motion passed by a vote of 7-0.

- D. **Case No. 21-9-V:** A request by **James Mattson** for a 1.5 foot variance from the six foot height limit, per Code Section 1302.030, Subd.6.h.3, and a 2.75 foot variance from the 4 foot height limit in the front yard, per Code Section 1302.030, Subd.6.h.4, in order to construct a fence on the south side of the lot at the property located at 3444 White Bear Avenue.

Miller discussed the case. Staff recommended approval of the request.

Member Lynch asked if the fence would interfere with the flow of water. Miller replied that generally, fences do not affect the flow of water, and in this case, the water flows from the roads to the swale.

Member Baltzer opened the public hearing.

James Mattson, 3444 White Bear Avenue, applicant, explained that based on the contour of the land, the taller fence is needed and would be more aesthetically pleasing if it remained level along the top.

Member Baltzer closed the public hearing.

Member Enz moved to recommend approval of Case No. 21-9-V. Member Berry seconded the motion. The motion passed by a vote of 7-0.

- E. **Case No. 21-1-LS:** A request by **Matthew & Andrea Hare and Jacqueline Mager** for a recombination subdivision, per Code Section 1407.040, to convey 16,000 square feet of land to 1996 Elm Street from 3465 White Bear Avenue.

Miller discussed the case. Staff recommended approval of the request.

Member Lynch noted that it makes him happy when neighbors work together.

Member Amundsen expressed excitement at seeing the master plan for his neighborhood.

Member Lynch moved to recommend approval of Case No. 21-1-LS. Member Enz seconded the motion. The motion passed by a vote of 7-0.

5. DISCUSSION ITEMS:

- A. City Council Meeting Summary of April 13, 2021.

Member Lynch asked about the discussion on when in person meetings will be held again. Kane responded that the City Council is starting to have hybrid meetings, which will provide flexibility while more people become vaccinated. She was unsure of an exact date when the Planning Commission would be able to meet at City Hall, but was hopeful for the next few months.

Member Enz asked if masks will be required. Kane stated that she was unsure, but that CDC guidelines would be followed.

B. Park Advisory Commission Meeting Minutes of January 21, 2021.

Member Enz commended the replacement of trees at Railroad Park.

6. ADJOURNMENT:

Member Berry moved to adjourn, seconded by Member Enz. The motion passed unanimously (7-0), and the April 26, 2021 Planning Commission meeting was adjourned at 8:11 p.m.

DRAFT



City of White Bear Lake
City Manager's Office

MEMORANDUM

To: Ellen Hiniker, City Manager

From: Kara Coustry, City Clerk

Date: May 6, 2021

Subject: **Local String Quartet Performance at Railroad Park**

BACKGROUND / SUMMARY

The City received a special event request to utilize Railroad Park for a performance by a local string quartet. The Special Event application was completed by Barb Memory. Their group is asking to perform unamplified music on June 5, 2021 from 11:30 AM to 12:30 PM. They will receive donations for the White Bear Lake Area Food Shelf during the performance.

RECOMMENDED COUNCIL ACTION

Staff recommends approval of the attached resolution allowing use of Railroad Park on June 5, 2021.

ATTACHMENTS

Resolution

RESOLUTION NO. _____

A RESOLUTION APPROVING USE OF RAILROAD PARK BY A LOCAL STRING QUARTET

WHEREAS, a special event application has been submitted by Barb Memory, a local resident and member of a string quartet; and

WHEREAS, she proposes utilizing Railroad Park for an unamplified musical performance on Saturday, June 5th, 2021 from 11:30 a.m. – 12:30 p.m.; and

WHEREAS, donations for the White Bear Lake Area Food Shelf will be received during the event; and

WHEREAS, no alcohol will be sold at the event.

NOW THEREFORE, BE IT RESOLVED that the White Bear Lake City Council approves the use of Railroad Park on Saturday, June 5th, 2021 at 11:30 a.m. for approximately one hour for an unamplified musical performance:

1. No stakes are permitted to be placed into the ground.
2. No vehicles are permitted on park grounds to protect irrigation systems.
3. Park rental waived to promote free entertainment for the public.

The foregoing resolution, offered by Councilmember _____ and supported by Councilmember _____, was declared carried on the following vote:

Ayes:
Nays:
Passed:

Jo Emerson, Mayor

ATTEST:

Kara Coustry, City Clerk

**City of White Bear Lake
Summary of Revenues
As of February 28, 2021**

Items	Adopted Budget	Current	YTD 2021	Percent 2021	YTD 2020	Percent 2020
General Fund						
01000 - Property Taxes	\$ 6,669,500				\$ -	0.00%
01000 - Licenses/Permits	763,850	83,574	135,600	17.75%	246,098	42.01%
01000 - Fines	60,000	4,369	4,369	7.28%	7,630	15.26%
01000 - Administrative Citations	9,000	960	1,980	22.00%	1,380	30.77%
01000 - Intergovernmental Revenue	2,114,297	356,459	356,459	16.86%	112,929	2.91%
01000 - Charges for Service	714,671	74,360	86,574	12.11%	96,525	13.78%
01000 - Franchise Fees	294,000	307,570	307,570	104.62%	294,079	100.00%
01000 - Interest	115,000				-	0.00%
01000 - Miscellaneous	42,150	2,755	5,946	14.11%	9,844	30.25%
01000 - Transfers	1,360,000	113,333	313,767	23.07%	220,833	16.32%
Total General Fund	<u>12,142,468</u>	<u>943,380</u>	<u>1,212,265</u>	<u>9.98%</u>	<u>989,318</u>	<u>7.42%</u>
Special Revenue						
02030 - Armory	57,750	5,487	8,071	13.98%	19,814	38.14%
02040 - Surface Water Pollution	169,040	14,762	27,378	16.20%	-	0.00%
02050 - Marina	384,000	-	898	0.23%	898	0.22%
05200 - Sports Center	515,015	46,395	94,924	18.43%	55,525	13.44%
02060 - Forfeiture	40,000	435	4,666	11.67%	7,240	14.39%
04240 - Economic Development	558,400	64,085	86,876	15.56%	89,634	3.62%
Total Special Revenue Funds	<u>1,724,205</u>	<u>131,164</u>	<u>222,813</u>	<u>12.92%</u>	<u>173,111</u>	<u>4.96%</u>
Enterprise Funds						
05010 - Water	4,349,130	(213,300)	(159,673)	-3.67%	(95,056)	-3.26%
05050 - Sewer	3,332,300	423,085	671,181	20.14%	639,743	17.12%
05100 - Refuse	1,758,167	162,522	292,562	16.64%	278,513	16.71%
05250 - Ambulance	1,947,000	153,700	309,880	15.92%	268,022	11.41%
05300 - Pioneer Manor	414,500	32,583	65,875	15.89%	67,086	8.49%
05350 - License Bureau	656,600	40,881	80,140	12.21%	169,038	26.43%
Total Enterprise Funds	<u>12,457,697</u>	<u>599,471</u>	<u>1,259,965</u>	<u>10.11%</u>	<u>1,327,346</u>	<u>10.97%</u>
Internal Service Funds						
06000 - Insurance	485,533	21,397	42,794	8.81%	87,532	11.02%
06200 - Employment Expense	3,272,842	249,544	503,936	15.40%	488,763	15.44%
Total Internal Service Funds	<u>3,758,375</u>	<u>270,941</u>	<u>546,730</u>	<u>14.55%</u>	<u>576,295</u>	<u>14.55%</u>
Total Revenues	<u>30,082,745</u>	<u>1,944,956</u>	<u>3,241,773</u>	<u>10.78%</u>	<u>3,066,070</u>	<u>9.32%</u>

Percent of Year Complete 16.67%

General Fund licenses/permits are down from this time last year due to two higher value permits issued in 2020 for the construction of a new car dealership, as well as a decrease in building permit/plan review activity.

Intergovernmental revenues in the General Fund were up in 2021 due to a larger portion of the City's municipal construction aid being allocated to the City earlier in the year than in 2020.

2021 Armory and License Bureau revenue is down due COVID-19 regulations and changes to appointment services.

In 2021, the City implemented a Surface Water management fee on quarterly utility bills to finance the storm water system maintenance and activities. An allocation of local government aid has historically been allocated to the fund, but due to a decrease in the City's local government aid allocation in 2021, this fund will no longer receive that revenue stream.

The Water Fund holds the accounts receivable amounts for Water, Sewer and Refuse billings by paying the Sewer and Refuse Funds in full for the monthly customer bills and collecting all revenues paid to the City for the three utilities. The low revenue received in the Water Fund represents a timing issue between when bills are sent out and when customers make their payments. The revenues will increase as bill payments are received in future months.

City of White Bear Lake, MN
Summary of Expenditures
As of February 28, 2021

Items	Revised Budget	Current	YTD 2021	Percent 2021	YTD 2020	Percent 2020
General Fund						
01000 - Legislative	\$ 156,491	\$ 10,467	\$ 25,372	16.21%	\$ 25,982	16.77%
01000 - Administration	402,573	30,975	49,116	12.20%	48,233	12.30%
01000 - Finance	627,854	54,328	92,517	14.74%	93,949	14.87%
01000 - Legal Counselor	65,569	3,770	3,909	5.96%	3,328	3.99%
01000 - City Hall	331,535	30,580	48,420	14.60%	40,079	12.26%
01000 - Elections	84,461	36	17,748	21.01%	12,698	21.19%
01000 - Police	5,002,617	364,386	605,750	12.11%	627,423	13.36%
01000 - Dispatch	218,000	35,419	35,659	16.36%	18,336	8.61%
01000 - Animal Control	24,024	1,054	2,177	9.06%	2,920	13.12%
01000 - Prosecution	158,591	12,789	25,456	16.05%	12,333	8.01%
01000 - Emergency Preparedness	16,414	546	570	3.48%	909	7.21%
01000 - Fire	986,352	63,373	112,526	11.41%	117,787	11.97%
01000 - Engineering	726,320	50,320	85,494	11.77%	84,932	12.87%
01000 - Public Works Facility	193,932	22,414	33,822	17.44%	24,090	12.37%
01000 - Garage	151,771	12,338	18,478	12.17%	19,340	13.12%
01000 - Streets	587,948	22,425	45,937	7.81%	51,274	8.78%
01000 - Snow/Ice Removal	272,964	43,549	65,438	23.97%	83,538	32.93%
01000 - Street Lighting	203,669	12,946	14,682	7.21%	16,643	8.73%
01000 - Parks	728,068	37,331	63,588	8.73%	65,223	10.30%
01000 - Planning	380,869	27,784	44,590	11.71%	46,083	13.23%
01000 - Building & Code Enforcement	653,990	47,898	76,664	11.72%	80,098	12.77%
01000 - General Services/Contingency*	141,580	2,083	55,083	38.91%	51,368	36.63%
Total General Fund	<u>12,115,592</u>	<u>886,811</u>	<u>1,522,996</u>	<u>12.57%</u>	<u>1,526,566</u>	<u>5.38%</u>
Special Revenue						
02030 - Armory	77,855	8,037	12,337	15.85%	9,484	14.39%
02040 - Surface Water Pollution	282,877	9,227	15,353	5.43%	10,260	4.33%
02050 - Marina	368,263	8,065	15,166	4.12%	16,097	4.28%
05200 - Sports Center	626,702	48,755	75,452	12.04%	95,980	17.28%
02060 - Forfeiture	27,450	5,667	8,557	31.17%	3,549	14.24%
04240 - Economic Development	741,467	22,681	132,289	17.84%	249,962	12.48%
Total Special Revenue Funds	<u>2,124,614</u>	<u>102,432</u>	<u>259,154</u>	<u>12.20%</u>	<u>385,332</u>	<u>11.81%</u>
Enterprise Funds						
05010 - Water Distribution	3,627,473	88,385	141,399	3.90%	172,883	8.75%
05010 - Water Treatment	945,162	44,889	77,017	8.15%	67,088	11.63%
Total Water	<u>4,572,635</u>	<u>133,274</u>	<u>218,416</u>	<u>4.78%</u>	<u>239,971</u>	<u>9.40%</u>
05050 - Sewer	3,450,185	418,459	864,751	25.06%	851,098	23.61%
05100 - Refuse	1,710,957	218,788	229,751	13.43%	79,214	4.54%
05250 - Ambulance	2,169,048	159,805	289,651	13.35%	316,729	14.50%
05300 - Pioneer Manor	468,450	22,839	43,607	9.31%	188,972	22.65%
05350 - License Bureau	780,139	53,488	89,934	11.53%	128,600	15.55%
Total Enterprise Funds	<u>8,578,779</u>	<u>1,006,653</u>	<u>1,736,110</u>	<u>20.24%</u>	<u>1,564,613</u>	<u>15.36%</u>
Internal Service Funds						
06000 - Insurance	429,250	1,061	14,693	3.42%	23,617	5.42%
06200 - Employment Expense	3,510,175	211,331	677,782	19.31%	681,326	20.45%
Total Internal Service Funds	<u>3,939,425</u>	<u>212,392</u>	<u>692,475</u>	<u>17.58%</u>	<u>704,943</u>	<u>18.71%</u>
Total Expenditures	<u>31,331,045</u>	<u>2,208,288</u>	<u>4,210,735</u>	<u>13.44%</u>	<u>4,421,425</u>	<u>13.80%</u>

Percent of Year Complete 16.67%

*General Services/Contingency YTD in 2021 includes \$50,916 of Northeast Youth & Family Services payments and \$4,167 in transfers out to the Armory Fund.

Pioneer Manor expenses are down from 2020 due to a \$160,000 deposit that was made in 2020 for the Window Replacement Project.

**CITY OF WHITE BEAR LAKE
MONTHLY DISBURSEMENTS REGISTER
As of February 28, 2021**

VENDOR CLAIMS PAID:

<u>Date</u>	<u>City Amount</u>	<u>Deputy Registrar</u>	<u>Total</u>
February 5	\$ 443,007.63	\$ 970,566.96	\$ 1,413,574.59
February 12	224,686.80	820,718.01	1,045,404.81
February 19	293,671.53	623,618.23	917,289.76
February 26	806,210.89	669,901.92	1,476,112.81
February 28	9,705.80	8,215.60	
Total Vendor Claims	<u>\$ 1,777,282.65</u>	<u>\$ 3,093,020.72</u>	<u>\$ 4,870,303.37</u>

PAYROLL CLAIMS PAID:

February 5	Regular	\$ 427,150.03	\$ -	\$ 427,150.03
February 19	Regular	421,627.57	-	421,627.57
Total Payroll Claims		<u>\$ 848,777.60</u>	<u>\$ -</u>	<u>\$ 848,777.60</u>

TOTAL DISBURSEMENTS	<u>\$ 2,626,060.25</u>	<u>\$ 3,093,020.72</u>	<u>\$ 5,719,080.97</u>
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City of White Bear Lake
Cash and Investment Analysis
February 28, 2021

	<u>Adjusted Book Balance</u>
Balance per Books	36,552,654.77
	<u><u>36,552,654.77</u></u>

<u>Account</u>		<u>Adjusted Bank Balance</u>
Payroll	Balance	3,144.66
	Outstanding checks	(1,144.66)
		\$2,000.00

General	Bank Balance	664,954.83	
	Outstanding checks	(417,735.06)	
	2/17 Police cash	16.00	
	2/24 Invoice cloud	1,323.81	
	2/24 E permits	991.67	
	2/24 Police cash	180.00	
	2/24 Vantiv	536.00	
	2/24 CC deposit	390.19	
	2/25 invoice cloud	2,841.17	
	2/25 E permits	531.00	
	2/25 Vantiv	290.00	
	2/25 CC deposit	618.56	
	2/26 Invoice Cloud	1,436.41	
	2/26 E permits	227.00	
	2/26 Vanco	2,902.95	
	2/26 SC CC	68.00	
	2/26 CC deposit	62.17	
	2/27 Invoice cloud	1,293.35	
	2/27 Vantiv	634.00	
	2/28 Invoice cloud	2,589.02	
	2/28 Vantiv	1,425.00	
	2/25 Vantive	11,869.00	
	2/26 Deposit	332,485.37	

609,930.44

LB	Bank Balance	685,892.47	
	2/25 LB Transfer	(10.00)	
	2/25 LB Transfer	(89,962.68)	
	2/25 LB deposit in transit	19,618.50	
	2/25 CC deposit in transit	5,348.25	
	2/25 ACH deposit in transit	4,645.01	
	2/25 ACH deposit in transit	3,258.61	
	2/26 LB transfer	(163,198.32)	
	2/26 LB deposit in transit	39,082.15	
	2/26 CC deposit in transit	4,194.25	
	2/26 ACH in transit	123,605.42	
	2/26 LB deposit in transit	(1,580.50)	
	2/28 MN Game Fish	(34.00)	
	2/28 MN DNR	(988.60)	

629,870.56

Adjusted Balance	<u>1,239,801.00</u>
Subtotal Balance per Bank	1,241,801.00
Investments per Subledger	<u><u>35,310,853.77</u></u>
	<u><u>36,552,654.77</u></u>

Account	Account Description	Company	Amount
1010	CASH	01000 GENERAL FUND	5,642,793.55
1010	CASH	02030 ARMORY FUND	40,006.65
1010	CASH	02040 SURFACE WATER POLLUTION PREV	847,030.36
1010	CASH	02050 MARINA FUND	279,702.09
1010	CASH	02060 FORFEITURE FUND	100,587.11
1010	CASH	03020 1986 MUNICIPAL BLDG BOND FUND	.17-
1010	CASH	03040 1993 TAX INCREMENT BOND FUND	72,793.17
1010	CASH	03070 NONBONDED DEBT SERVICE FUND	585,531.52
1010	CASH	03071 2002 SPECIAL ASSESSMENT BONDS	29,220.01
1010	CASH	03081 BOATWORKS TIF DEBT SERVICE	31,181.38
1010	CASH	03082 G.O. STREET SC EQUIP 2018A	381,384.28
1010	CASH	03083 G.O. TAX ABATEMENT SC 2018B	151,272.50
1010	CASH	03084 G.O. IMPROVEMENT BONDS 2019A	443,957.84
1010	CASH	03085 G.O. STREET/EQUIP BONDS 2020A	52,443.73
1010	CASH	04010 PARK IMPROVEMENT FUND	1,707,388.35
1010	CASH	04100 EQUIPMENT ACQUISITION FUND	2,363,961.28
1010	CASH	04240 ECONOMIC DEVELOPMENT FUND	2,937,070.67
1010	CASH	04300 MUNICIPAL BUILDING FUND	973,442.95
1010	CASH	04400 INTERIM CONSTRUCTION FUND	4,395,854.33
1010	CASH	04600 HRA FUND	1,058,408.66
1010	CASH	04770 COMMUNITY REINVESTMENT FUND	7,644,795.95
1010	CASH	05010 WATER FUND	1,015,804.65
1010	CASH	05050 SEWER FUND	979,510.64
1010	CASH	05100 REFUSE FUND	218,420.50
1010	CASH	05200 SPORTS CENTER FUND	102,885.74
1010	CASH	05250 AMBULANCE FUND	246,470.80
1010	CASH	05300 PIONEER MANOR FUND	299,255.61
1010	CASH	05350 LICENSE BUREAU FUND	219,848.26
1010	CASH	06000 GENERAL INSURNANCE FUND	2,900,203.72
1010	CASH	06200 EMPLOYMENT EXPENSE FUND	2,412,294.89
1010	CASH	07000 DEPUTY REGISTRAR FUND	10,977.36-
1010	CASH	07030 EMPLOYEE FLEX SPENDING FUND	1,982.89
1010	CASH	07040 ESCROW FUND	373,988.36
		1010 CASH	38,498,514.91

Report Totals 38,498,514.91

Account	Account Description	Company	Amount
1010	CASH	00999 CASH COMPANY	422,191.41
1010	CASH	01000 GENERAL FUND	171,702.99-
1010	CASH	02030 ARMORY FUND	2,297.62-
1010	CASH	02040 SURFACE WATER POLLUTION PREV	12,727.87
1010	CASH	02050 MARINA FUND	8,434.59-
1010	CASH	02060 FORFEITURE FUND	1,005.70
1010	CASH	03040 1993 TAX INCREMENT BOND FUND	175,100.00-
1010	CASH	03070 NONBONDED DEBT SERVICE FUND	41,358.50
1010	CASH	03071 2002 SPECIAL ASSESSMENT BONDS	189,892.50-
1010	CASH	03081 BOATWORKS TIF DEBT SERVICE	111,106.25-
1010	CASH	03082 G.O. STREET SC EQUIP 2018A	315,520.86-
1010	CASH	03083 G.O. TAX ABATEMENT SC 2018B	173,530.64-
1010	CASH	03084 G.O. IMPROVEMENT BONDS 2019A	114,660.47-
1010	CASH	03085 G.O. STREET/EQUIP BONDS 2020A	63,579.17-
1010	CASH	04010 PARK IMPROVEMENT FUND	30,881.64
1010	CASH	04100 EQUIPMENT ACQUISITION FUND	420,961.91-
1010	CASH	04240 ECONOMIC DEVELOPMENT FUND	11,327.82-
1010	CASH	04300 MUNICIPAL BUILDING FUND	1,259.67-
1010	CASH	04400 INTERIM CONSTRUCTION FUND	495,968.57
1010	CASH	04600 HRA FUND	26,246.60-
1010	CASH	05010 WATER FUND	403,038.76-
1010	CASH	05050 SEWER FUND	258,778.42-
1010	CASH	05100 REFUSE FUND	34,713.09
1010	CASH	05200 SPORTS CENTER FUND	904.66
1010	CASH	05250 AMBULANCE FUND	32,151.30
1010	CASH	05300 PIONEER MANOR FUND	2,210.46-
1010	CASH	05350 LICENSE BUREAU FUND	559.67-
1010	CASH	06000 GENERAL INSURNANCE FUND	6,285.25
1010	CASH	06200 EMPLOYMENT EXPENSE FUND	672,975.06-
1010	CASH	07000 DEPUTY REGISTRAR FUND	4,238.21
1010	CASH	07020 INVESTMENT FUND	64,592.13
1010	CASH	07030 EMPLOYEE FLEX SPENDING FUND	585.84
1010	CASH	07040 ESCROW FUND	29,719.15
		<u>1010 CASH</u>	<u>1,945,860.14-</u>

Report Totals 1,945,860.14-

**City of White Bear Lake
Schedule of Investments
February 28, 2021**

Institution	Type	Face Amount (Par)	Coupon Rate	Yield Rate	Buy Price	Purchase	Maturity	Balance	
RBC	CD	CD Encore Bk Little Rock Ark	249,000.00	1.600%	1.600%	100.000	12/02/19	03/02/21	249,000.00
RBC	HL	HL Bullet	500,000.00	3.625%	2.570%	102.174	01/22/19	03/12/21	500,000.00
RBC	CD	CD Cathay Bk Los Angeles Calif	247,000.00	1.750%	1.750%	100.000	09/18/19	03/18/21	247,000.00
Wells	FHLB	FHLB	300,000.00	1.290%	1.550%	99.650	12/05/19	04/12/21	299,528.00
RBC	FNMA	FNMA	500,000.00	2.500%	2.830%	99.197	09/17/18	04/13/21	500,000.00
Wells	FFCB	FFCB	300,000.00	1.560%	1.500%	100.070	01/24/20	04/26/21	300,000.00
Wells	FNMA	FNMA	500,000.00	1.250%	1.745%	99.208	09/20/19	05/06/21	498,368.72
RBC	CD	CD Pinnacle Bk Nashville Tenn	249,000.00	1.600%	1.600%	100.000	02/14/20	05/14/21	249,000.00
Wells	FFCB	FFCB	400,000.00	2.875%	0.510%	102.793	03/19/20	05/26/21	403,280.55
RBC	CD	CD Great Southern Bk	249,000.00	1.100%	1.100%	100.000	03/27/20	05/27/21	249,000.00
Wells	FHLB	FHLB	500,000.00	2.250%	1.500%	101.340	08/16/19	06/11/21	500,000.00
RBC	CD	CD Bank Baroda New York NY	245,000.00	0.200%	0.200%	100.000	06/02/20	06/11/21	245,013.42
RBC	CD	CD Providence Bk Rocky Mt North	249,000.00	1.050%	1.050%	100.000	03/25/20	06/25/21	249,000.00
RBC	CD	CD Customers BK Phoenixville PA	247,000.00	1.650%	1.650%	100.000	12/27/19	06/28/21	247,000.00
RBC	CD	CD Preferred Bk Los Angeles CA	249,000.00	1.700%	1.700%	100.000	12/31/19	06/30/21	249,000.00
RBC	CD	CD Synovus Bk Columbus GA	247,000.00	1.650%	1.650%	100.000	12/19/19	07/19/21	247,000.00
RBC	CD	CD Morgan Stanley Pvt Bk	247,000.00	1.700%	1.700%	100.000	02/06/20	08/06/21	247,000.00
RBC	CD	CD Pioneer Bk SSB Austin Tx	248,000.00	1.600%	1.600%	100.000	02/14/20	08/16/21	248,000.00
RBC	CD	CD John Marshall BK VA	249,000.00	0.300%	0.003%	100.000	05/22/20	08/23/21	249,000.00
RBC	CD	CD ICBC Ltd New York Branch	249,000.00	0.100%	0.100%	100.000	10/22/20	08/23/21	249,000.00
RBC	CD	CD Southeast Bank Athens Tenn	249,000.00	0.100%	0.100%	100.000	08/28/20	08/27/21	249,000.00
RBC	CD	CD Beal Bk USA Las Vegas Nev	249,000.00	0.150%	0.150%	100.000	09/02/20	09/01/21	249,000.00
RBC	CD	CD First Natl Bk of Albany Tex	249,000.00	0.100%	0.100%	100.000	09/09/20	09/09/21	249,000.00
Wells	FHLB	FHLB	300,000.00	2.375%	1.604%	101.370	11/20/19	09/10/21	300,000.00
RBC	CD	CD United Cmnty Bk W Kentucky	249,000.00	0.750%	0.750%	100.000	03/18/20	09/17/21	249,000.00
RBC	CD	CD New York Cmnty Bk Westbury New York	247,000.00	1.850%	1.850%	100.000	09/27/19	09/27/21	247,000.00
RBC	CD	CD Lakeland Bk NFLD N J	248,000.00	1.100%	1.100%	100.000	03/30/20	09/30/21	248,000.00
RBC	CD	CD Texas Cap Bk NA Dallas Tex	249,000.00	0.150%	0.150%	100.000	09/03/20	10/04/21	249,000.00
RBC	CD	CD First Premier Bk Sioux Falls	248,000.00	1.150%	1.150%	100.000	04/15/20	10/15/21	248,000.00
RBC	CD	CD Provident Bank Amesbury Mass	249,000.00	0.100%	0.100%	100.000	10/19/20	10/19/21	249,000.00
RBC	CD	CD Parkway Bk & Tr Harwood Heights Ill	249,000.00	0.100%	0.100%	100.000	10/29/20	10/29/21	249,000.00
RBC	CD	CD Farmers St Bk Waterloo Iowa	249,000.00	1.600%	1.600%	100.000	11/06/19	11/05/21	249,000.00
RBC	CD	CD International Bk Chicago Ill	249,000.00	0.300%	0.300%	100.000	05/15/20	11/15/21	249,000.00
RBC	CD	CD Live Oak Bkg Co NC	249,000.00	1.850%	1.850%	100.000	08/21/19	11/22/21	249,000.00
RBC	CD	CD Berkshire Bk Pittsfield MA	248,000.00	1.150%	1.150%	100.000	04/15/20	12/09/21	248,000.00
Wells	FFCB	FFCB	500,000.00	1.580%	1.630%	99.900	12/19/19	12/13/21	499,645.20
Wells	FNMA	Fannie Mae	500,000.00	2.000%	1.532%	99.821	01/07/20	01/05/22	500,000.00
RBC	CD	CD Bank Ozark	249,000.00	0.350%	0.350%	100.000	05/08/20	01/10/22	249,000.00
RBC	CD	CD Raymond James	246,000.00	2.950%	2.950%	100.000	01/25/19	01/25/22	246,000.00
RBC	CD	CD Morgan Stanley Bk	247,000.00	1.700%	1.750%	100.000	01/30/20	02/07/22	247,000.00
RBC	CD	CD Comenity Capital Bank, Utah	249,000.00	2.850%	2.850%	100.000	02/15/19	02/15/22	249,000.00
RBC	CD	CD Hanmi Bank Los Angeles	249,000.00	1.900%	1.900%	100.000	08/16/19	02/16/22	249,000.00
RBC	CD	CD Landmark Cmnty Bk TN	249,000.00	1.900%	1.900%	100.000	08/23/19	02/23/22	249,000.00
RBC	CD	CD Synchrony Bank	246,000.00	2.700%	2.700%	100.000	03/08/19	03/08/22	246,000.00
RBC	CD	CD Enerbank USA UT	249,000.00	0.950%	0.950%	100.000	03/13/20	03/14/22	249,000.00
RBC	CD	CD Axos Bk San Diego Calif	249,000.00	1.550%	1.550%	100.000	03/26/20	03/28/22	249,000.00
RBC	CD	CD Goldman Sachs Bank	246,000.00	2.600%	2.600%	100.000	04/03/19	04/04/22	246,000.00
RBC	CD	CD First Internet Bk Ind Indianapolis	249,000.00	0.600%	0.600%	100.000	05/11/20	05/11/22	249,000.00
RBC	CD	CD Capital One BK USA	246,000.00	2.450%	2.450%	100.000	05/22/19	05/23/22	246,000.00
RBC	CD	CD Lakeside Bk Chicago	249,000.00	1.650%	1.650%	100.000	12/20/19	06/20/22	249,000.00
RBC	CD	CD Capital One NA	246,000.00	2.200%	2.200%	100.000	06/26/19	06/27/22	246,000.00
RBC	Treas	US Treasury Note	400,000.00	1.750%	0.080%	102.480	01/20/21	07/15/22	410,018.57
RBC	CD	CD Merrick Bk South Jordan Utah	249,000.00	2.050%	2.050%	100.000	08/09/19	08/09/22	249,000.00
RBC	CD	CD CIT Bk Natl Assn Pasadena CA	247,000.00	1.950%	1.950%	100.000	08/23/19	08/23/22	247,000.00
RBC	CD	CD Bank Hapoalim BM New York	249,000.00	0.250%	0.250%	100.000	08/26/20	08/26/22	249,000.00
RBC	CD	CD Meridian Corp	249,000.00	0.100%	0.100%	100.000	02/26/21	08/26/22	249,000.00
RBC	FFCB	FFCB	500,000.00	0.180%	0.180%	100.000	09/08/20	09/08/22	500,000.00
RBC	CD	CD BMW Bank NA, Salt Lake City	248,000.00	0.800%	0.800%	100.000	03/13/20	09/13/22	248,000.00
RBC	FHLB	FHLB	300,000.00	0.190%	0.190%	100.000	09/21/20	09/21/22	300,000.00
RBC	FFCB	FFCB	300,000.00	0.120%	0.120%	100.000	12/22/20	09/22/22	300,000.00
RBC	Treas	US Treasury Note	400,000.00	1.375%	0.089%	102.227	01/20/21	10/15/22	410,371.91

RBC	Freddie	Freddie Mac	300,000.00	0.200%	0.200%	100.000	11/30/20	11/23/22	300,000.00
RBC	CD	CD First Fed Svgs & LN Assn OCD	249,000.00	0.150%	0.150%	100.000	11/25/20	11/25/22	249,000.00
RBC	CD	CD Medallion Bk Salt Lake City	249,000.00	1.700%	1.700%	100.000	11/29/19	11/29/22	249,000.00
RBC	CD	CD Winter Hill Bank FSB	249,000.00	0.150%	0.150%	100.000	12/10/20	12/09/22	249,000.00
RBC	Freddie	Freddie Mac	300,000.00	0.200%	0.200%	100.000	12/16/20	12/16/22	300,000.00
RBC	CD	CD Amerant Bk Natl	249,000.00	1.850%	1.850%	100.000	12/20/19	12/20/22	249,000.00
RBC	CD	CD Wells Fargo Natl Bank Las Vegas Nev	249,000.00	1.850%	1.850%	100.000	12/30/19	12/30/22	249,000.00
RBC	CD	CD Bankunited A Svgs Bk Miami	249,000.00	0.100%	0.100%	100.000	01/22/21	01/23/23	249,000.00
RBC	Treas	US Treasury Note	500,000.00	2.375%	0.100%	104.648	01/14/21	01/31/23	528,631.12
RBC	Treas	US Treasury Note	400,000.00	1.375%	0.100%	102.637	01/20/21	02/15/23	412,908.29
RBC	CD	CD Homestreet Bk Washington	249,000.00	0.100%	0.100%	100.000	02/22/21	02/22/23	249,000.00
RBC	Treas	US Treasury Note	400,000.00	0.500%	0.100%	100.859	01/20/21	03/15/23	404,139.16
RBC	Treas	US Treasury Note	400,000.00	0.250%	0.110%	100.313	01/20/21	04/15/23	401,516.48
Wells	FFCB	FFCB Bullet	1,000,000.00	2.125%	2.250%	99.030	02/11/15	05/15/23	995,376.39
RBC	Treas	US Treasury Note	400,000.00	0.250%	0.115%	100.324	01/20/21	06/15/23	401,395.78
RBC	Treas	US Treasury Note	300,000.00	0.125%	0.133%	99.980	01/20/21	07/15/23	299,945.18
RBC	CD	CD Community West Bk Goleta Calif	249,000.00	0.150%	0.150%	100.000	01/29/21	07/28/23	249,000.00
RBC	CD	United Fid Bk FSB Evansville	249,000.00	0.150%	0.150%	100.000	02/05/21	08/04/23	249,000.00
RBC	Treas	US Treasury Note	400,000.00	0.125%	0.125%	100.000	01/20/21	08/15/23	400,214.67
RBC	Treas	US Treasury Note	400,000.00	0.125%	0.138%	99.965	01/20/21	09/15/23	400,034.79
RBC	Treas	US Treasury Note	400,000.00	0.125%	0.139%	99.961	01/20/21	10/15/23	399,976.99
RBC	FFCB	FFCB	300,000.00	0.290%	0.290%	100.000	11/02/20	11/02/23	300,000.00
UBS	CD	CD Northpointe Bk Grand Rapids MI	245,000.00	0.250%	0.250%	100.000	11/13/20	11/13/23	245,000.00
RBC	Freddie	Freddie Mac	300,000.00	0.300%	0.300%	100.000	12/01/20	12/01/23	300,000.00
RBC	FFCB	FFCB	300,000.00	0.280%	0.280%	100.000	12/08/20	12/08/23	300,000.00
RBC	CD	CD Florida Cap Bk Natl Assn Tarpon Springs	249,000.00	0.250%	0.250%	100.000	12/17/20	12/18/23	249,000.00
RBC	Freddie	Freddie Mac	300,000.00	0.300%	0.300%	100.000	10/08/20	12/29/23	300,000.00
Wells	FHLB	FHLB	400,000.00	0.190%	0.199%	99.973	01/11/21	12/22/23	399,934.36
RBC	FFCB	FFCB	500,000.00	0.400%	0.420%	100.000	09/09/20	09/09/24	500,000.00
RBC	FNMA	Fannie Mae	300,000.00	0.400%	0.400%	100.000	12/17/20	12/17/24	300,000.00
RBC	CD	CD Texas Exchange Bk Crowley	249,000.00	0.500%	0.500%	100.000	12/18/20	12/18/24	249,000.00
RBC	FFCB	FFCB	300,000.00	0.390%	0.390%	100.000	01/14/21	07/14/25	300,000.00
RBC	CD	CD State Bk India Chicago Ill	249,000.00	0.500%	0.498%	100.000	01/22/21	01/22/26	249,000.00
RBC	CD	BMO Harris Bk Natl Assn	249,000.00	0.550%	0.550%	100.000	02/18/21	02/18/26	249,000.00
RBC	FFCB	FFCB	300,000.00	0.640%	0.606%	100.200	01/12/21	01/05/27	300,637.33
RBC	FFCB	FFCB	300,000.00	0.700%	0.700%	100.000	01/27/21	01/27/27	300,000.00
RBC	CD	CD JP Morgan Chase CO	246,000.00	0.750%	1.009%	100.000	11/30/20	05/30/28	246,000.00

.75 through 5/30/25, 1.00 through 5/30/27, 2.25 through 5/30/28

4M Fund	Open	Open	Open	100.000	Open	Open	1,091,736.06
RBC Insured Cash Sweep	Open	Open	Open	100.000	Open	Open	3,044,839.23
RBC Insured Cash Sweep Deposit in Transit to 4m Fund							
UBS Money Market Fund	Open	Open	Open	100.000	Open	Open	1,001,239.11

Market Value Adjustment 263,102.46

35,310,853.77

Legend:

White Bear Lake

April 14, 2021

Care Center

1900 Webber St.
White Bear Lake, MN
55110
P 651-232-1818
F 651-232-1801
Skilled Nursing
Memory Care

Residence

4615 2nd Ave.
White Bear Lake, MN
55110
P 651-232-1867
F 651-232-1801
Assisted Living

Transitional Care

1900 Webber St.
White Bear Lake, MN
55110
P 651-326-1830
F 651-326-1832
Short-term
Rehabilitation

City of White Bear Lake
4701 HWY 61
White Bear Lake, MN 55110

Dear Ellen and City Council members,

On behalf of the residents and staff of Cerenity Senior Care in White Bear Lake, we would like to extend our gratitude for your donation of \$10,000.00 to our Foundation General Fund. We plan to purchase meals and gift cards from WBL restaurants for employee appreciation during this difficult Covid time. Your gift will make a direct and immediate impact at Cerenity Senior Care. God Bless you!

With gratitude,

Cerenity Care Center - White Bear Lake

Peg Black

Patrick McDonald/Administrator

Peg Black/Director of Community Development

PM/PB

Donation: \$10,000.00 to the Cerenity Foundation General Fund

For which no goods or services have been exchanged

Patrick McDonald

Date

4/14/21

You may use a copy of this letter for tax deduction purposes.

Cerenity Foundation is a 501(3) organization

Cerenity Senior Care -
Humboldt

Cerenity Senior Care -
Marian of Saint Paul

Cerenity Senior Care -
White Bear Lake

Cerenity Foundation-White Bear Lake is an associated Foundation of Benediction Foundation