



AGENDA
REGULAR MEETING OF THE CITY COUNCIL OF
THE CITY OF WHITE BEAR LAKE, MINNESOTA
TUESDAY, SEPTEMBER 28, 2021
7:00 P.M. IN THE COUNCIL CHAMBERS

1. CALL TO ORDER AND ROLL CALL

PLEDGE OF ALLEGIENCE

2. APPROVAL OF MINUTES

A. Minutes of the Regular City Council Meeting on September 14, 2021

B. Minutes of the Work Session on September 21, 2021

3. APPROVAL OF THE AGENDA

4. VISITORS AND PRESENTATIONS

A. Trane presentation on Sports Center commissioning and City-wide lighting initiative

5. PUBLIC HEARINGS

A. Resolution establishing and imposing special assessment for the year 2021 with no interest on taxable property within the Birch Lake Improvement District

B. Resolution adopting an assessment roll for 2021 Mill and Overlay Project, City Project Nos: 21-01, 21-06 & 21-13

C. Consideration of access change off northbound TH 61 Near Whitaker Street Intersection

6. LAND USE

A. Consent

1. Consideration of a resolution granting a one year time extension for a setback variance at 2687 County Road D (Bruggeman Builders – Case No. 19-9-Ve2)

B. Non-Consent

Nothing scheduled

7. UNFINISHED BUSINESS

Nothing scheduled

8. ORDINANCES

Nothing scheduled

9. NEW BUSINESS

- A. Resolution approving the proposed preliminary 2021 tax levy collectible in 2022 and establishing December 14, 2021 as the date for the City's Truth-in-Taxation Hearing
- B. Resolution ordering preparation of a Feasibility Report for the 2022 South Shore Blvd Project, City Project No.: 22-08
- C. Resolution authorizing a contract for Auditing Services with Abdo, Eick and Meyers

10. CONSENT

- A. Resolution approving acquisition of tax forfeit property

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, SEPTEMBER 14, 2021
7:00 P.M. IN THE COUNCIL CHAMBERS**

1. CALL TO ORDER AND ROLL CALL

Mayor Jo Emerson called the meeting to order at 7:00 p.m. The clerk took attendance for Councilmembers Dan Jones, Steven Engstran, and Bill Walsh. Councilmembers Doug Biehn, Kevin Edberg were excused. Staff in attendance were City Manager Ellen Hiniker, Community Development Director Anne Kane, Public Works Director/City Engineer Paul Kauppi, Finance City Clerk Kara Coustry and City Attorney Troy Gilchrist.

PLEDGE OF ALLEGIENCE

2. APPROVAL OF MINUTES

A. Minutes of the Regular City Council Meeting on August 24, 2021

It was moved by Councilmember **Walsh** seconded by Councilmember **Engstran**, to approve the Minutes of the August 24, 2021 City Council meeting as presented.

Motion carried 2:0. Councilmember Jones abstained.

3. APPROVAL OF THE AGENDA

City Manager Hiniker pulled an item from the Consent Agenda and moved it to 9D.

It was moved by Councilmember **Walsh** seconded by Councilmember **Engstran**, to approve the Agenda as amended.

Motion carried 3:0.

4. VISITORS AND PRESENTATIONS

Nothing scheduled

5. PUBLIC HEARINGS

Nothing scheduled

6. LAND USE

A. Consent

1. Consideration of a Planning Commission recommendation for approval of a request by Level Up Academy for a Conditional Use Permit at 2600 County Road E (Case No. 21-7-CUP).
Resolution No. 12838

2. Consideration of a Planning Commission recommendation for approval of a request by Barbara McIntyre for a Special Home Occupation Permit at 3696 Glen Oaks Avenue (Case No. 21-1-SHOP). **Resolution No. 12839**
3. Consideration of a Planning Commission recommendation for approval of a request by Dan Louismet for a variance at 1980 3rd Street (Case No. 21-17-V). **Resolution No. 12840**

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

Motion carried 3:0.

B. Non-Consent

1. Consideration of a Planning Commission recommendation for approval of a request by Dang Properties for a conditional use permit at 921 Wildwood Road. (Case No. 21-9-CUP).

Community Development Director Kane explained that the property owner installed a chain link fence as a storage area behind the retail building at 921 Wildwood Road, without a permit and is consequently requesting a Conditional Use Permit (CUP) for open and outdoor storage as an accessory use. Because there is a fire connection located on the back wall in the area of the enclosure, staff recommended that the length of the enclosure be reduced to ensure visibility and access to that connection.

Ms. Kane explained that the code requires storage areas that abut residential property be screened with a planting strip or a fence up to 8 feet in height. She relayed staff's recommendation that the neighbor-facing portion of the enclosure (the north side) be removed entirely and replaced with a wood composite material or other neutral colored material such as PVC, which would provide a cleaner look and weather better than metal materials that dent and rust. The owner suggested removing the southwest corner of the enclosure, providing a 9 foot wide access opening for the fire department. Although not ideal, the Fire Department agreed with a condition that an illuminated sign be installed near the top of the building to help first responders find their connections.

Ms. Kane forwarded a 4:1 recommendation by the Planning Commission to approve a CUP at 921 Wildwood Road to allow open and outdoor storage as an accessory land use on the property.

At 7:18 p.m. Mayor Emerson opened the Land Use item for public comment. There being no comment, the public hearing was closed.

It was moved by Councilmember **Jones** seconded by Councilmember **Walsh**, to adopt **Resolution No. 12841** approving a conditional use permit at 921 Wildwood Road. (Case No. 21-9-CUP).

Motion carried 3:0.

7. UNFINISHED BUSINESS

Nothing scheduled

8. ORDINANCES

- A. Second Reading – Rezoning of two parcels: 35XX Rolling View Drive (PID #363022110026) from B-2 to R-3, and 35XX Rolling View Drive (PID # 363022110025) from R-B to R-3. (Case No. 21-3-Z)

Community Development Director Kane explained this is the second reading of a request to rezone two parcels for Level Up Academy. She reported that the subject site is comprised of four (4) parcels with three (3) different zoning districts, and the requested R-3 zoning district is compatible with the land use designations set forth in the 2040 Comprehensive Plan.

Ms. Kane forwarded a Planning Commission recommendation to rezone two parcels which front Rolling View Drive from B-2 (Limited Business) and R-B (residential business transition) to R-3 Residential, which will facilitate the combination of these parcels with the main parcel. She said that the Planning Commission supports the request as R-3 zoning is more compatible with the future land use designation than existing zoning designations.

In response to Councilmember Walsh, Ms. Kane explained that Level Up Academy has acquired a Conditional Use Permit to expand the building which houses this Charter School. She explained they will be adding several classrooms, modify parking lots to facilitate bus circulation and parking, and add a 5,800 square foot gymnasium.

It was moved by Councilmember **Walsh** seconded by Councilmember **Engstran**, to adopt **Ordinance No. 21-9-2050** rezoning two parcels: 35XX Rolling View Drive (PID #363022110026) from B-2 to R-3, and 35XX Rolling View Drive (PID # 363022110025) from R-B to R-3. (Case No. 21-3-Z)

Motion carried 3:0.

- B. First Reading – A City-Initiated text amendment to Zoning Code Section 1302.120, Subd.3.e, to allow special home occupations to be renewed through the administrative variance process. (Case No. 21-4-Z).

Community Development Director Kane explained that staff initiated this text amendment to the home occupation section of the code to allow special home occupations to be renewed through an administrative process. Doing so would allow neighbor and staff approval for these permit renewals beyond year one, rather than holding a formal public hearing process in front of the Planning Commission. Ms. Kane stated that in her 10 year tenure, there has only been one issue with a home occupancy permit in White Bear Lake.

After Councilmember Jones received confirmation that group homes do not fall under this type of permitting, Mayor Emerson noted this item will return for second reading on October 12, 2021.

9. NEW BUSINESS

A. Resolution approving an amendment to Addendum #1 of the Marina Management Contract

City Manager Hiniker explained that the City has a contract with White Bear Boatworks for operation of its marina. As part of that contract, Addendum A provides for storage of boats at the former Public Works site. Ms. Hiniker explained that through recent acquisition of land next to the newer Public Works facility, some of the City's equipment was able to be relocated, freeing additional storage space at the former Public Works site. Ms. Hiniker forwarded staff recommendation to approve an amendment to Addendum 1 of the Marina Contract in which White Bear Boatworks agreed to rent the additional land at a fee adjusted proportionate to the additional rental storage space.

It was moved by Councilmember **Jones** seconded by Councilmember **Engstran**, to adopt **Resolution No. 12842** approving an amendment to Addendum #1 of the Marina Management Contract.

Motion carried 3:0.

B. Resolution approving a Raingarden Construction Contract with Sandstrom Land Management, LLC

Public Works Director / City Engineer Kauppi explained that this item showcases a program available during street projects to construct homeowner maintained raingardens, which assist with water quality. He explained there was limited opportunity this year due to very little curb replacement, however, one homeowner expressed desire to obtain and maintain a stormwater raingarden.

Mr. Kauppi explained that the City acts as a conduit for a Raingarden Contract with 10% reimbursement by the homeowner and 90% reimbursement by Vadnais Lake Area Water Management Organization (VLAWMO) and Ramsey County Soil and Water Conservation District. He also noted that contained within this contract, the City assumed 50% of a raingarden repair expense, with the other 50% of the repair paid by the Rice Creek Watershed District. Mr. Kauppi thanked homeowners who participate in the raingarden program.

It was moved by Councilmember **Engstran** seconded by Councilmember **Jones**, to adopt **Resolution No. 12843** approving a Raingarden Construction Contract with Sandstrom Land Management, LLC.

Motion carried 3:0.

C. Resolution reinstating utility bill late fees

City Manager Hiniker noted discussion with Council during the last meeting about reinstating the 10% late fee assessed to delinquent utility accounts, which were waived by Council in the wake of COVID and the resulting economic impacts of the pandemic. She noted in a report by Finance that the number of delinquent utility accounts is fewer than those experienced in 2018. Citing this trend as encouraging for the local economy, Ms. Hiniker forwarded staff's recommendation to reinstate the 10% penalty on delinquent utility accounts.

It was moved by Councilmember **Walsh** seconded by Councilmember **Jones**, to adopt **Resolution No. 12844** reinstating utility bill late fees.

Motion carried 3:0.

D. Resolution authorizing live music on the outside patio of Beartown Bar & Grill.

Ms. Hiniker had asked to pull this item from the Consent Agenda in order to revise the date of approval, which was originally established for September 18, 2021, but no longer works. She explained that Beartown Bar and Grill would like to try outdoor live music one time this year to see the response from neighbors in anticipation of doing more live music events outdoor next year.

Councilmember Engstran, clarified the wording on the revised resolution would state that outdoor live music would be approved for (1) one Saturday, this fall.

It was moved by Councilmember **Walsh** seconded by Councilmember **Jones**, to adopt revised **Resolution No. 12848** authorizing live music on the outside patio of Beartown Bar & Grill, one Saturday, this fall.

Motion carried 3:0.

10. CONSENT

- A. Acceptance of Minutes: July Park Advisory Commission, July White Bear Lake Conservation District, August Planning Commission
- B. Resolution authorizing termination of a lease with Garden of Hope Montessori. **Resolution No. 12845**
- C. Resolution approving budgeted distribution to the White Bear Area Historical Society. **Resolution No. 12846**
- D. Resolution authorizing food truck for profit on public property in the Armory parking lot. **Resolution No. 12847**

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

Motion carried unanimously.

11. DISCUSSION

Nothing scheduled.

12. COMMUNICATIONS FROM THE CITY MANAGER

- Reminder: Ramsey County is hosting a virtual open house for the South Shore Boulevard Trail Design (Lake Links Trail) on September 30, 2021 at 7:00 p.m. The City Council will consider final design plans during the second meeting in October.
- Reminder: Work Session next Tuesday, September 21, 2021 at 6:00 p.m. to continue discussing the preliminary tax levy (budget) and review the Public Safety Building Renovation Project.
- Reminder: David Drown and Associates are in the process of putting together a calendar for review of City Manager candidates and asked Council to please keep October 20, 2021 available.
- Updates by Public Works Director / City Engineer Kauppi
The Water Meter Replacement Project is going well and Ferguson added another installer to assist with this work. He thanked residents for working with Public Works and Ferguson especially with regard to those requiring water to be shut-off. He encouraged folks to call and schedule their meter replacements when they receive the notice to do so.
- Updates by Community Development Director Kane
Approximately 25 people attended last week's in-person Housing Forum, which resulted in good conversation and input over recommendations set forth by the Housing Task Force. The virtual Housing Forum is next Thursday at 7:00 p.m. Prior to finalizing a report for Council to consider in November, the Task Force will continue to fine-tune the draft Housing Policy recommendations with additional public input planned in October.
- Annually, the Metropolitan Chambers of Commerce (eight in total) gather to recognize cities, projects and Elected Officials of Note. This year, Mayor Jo Emerson was selected by the group as the Elected Official of Note. In recognition of this honor, there will be a hybrid virtual/in-person luncheon on Thursday, September 23, 2021 at 11:30 a.m. in which Mayor Emerson will give a speech.

13. ADJOURNMENT

There being no further business before the Council, it was moved by Councilmember **Walsh** seconded by Councilmember **Jones** to adjourn the regular meeting at **7:39** p.m.

Motion carried unanimously.

Jo Emerson, Mayor

ATTEST:

Kara Coustry, City Clerk



**MINUTES OF THE
WORK SESSION OF THE CITY COUNCIL
OF THE CITY OF WHITE BEAR LAKE, MINNESOTA
TUESDAY, SEPTEMBER 21, 2021
6:00 P.M. CITY HALL EXPANSION ROOM**

6:05 PM Meeting Opened

Council in Attendance: Mayor Jo Emerson, Councilmembers Bill Walsh, Doug Biehn, Dan Jones, Kevin Edberg and Steven Engstran

Staff in Attendance: City Manager Ellen Hiniker, Assistant City Manager Rick Juba, Finance Director Kerri Kindsvater, Police Chief Julie Swanson, Fire Chief Greg Peterson and Public Works Director/City Engineer Paul Kauppi

Visitors in Attendance: Melissa Stein, Wold Architects & Engineers and Derek Gallagher, Wold Architects & Engineers.

Staff provided information related to a proposed acquisition of city-owned property, namely a small portion of the municipal parking lot located at 8th Street.

City staff reviewed additional opportunities for consideration related to the proposed 2022 Budget, as requested by Council at its August work session.

Wold Architects & Engineers gave a presentation and update on the Public Safety building project.

No action was taken at this meeting.

8:55 PM Meeting Adjourned



City of White Bear Lake
City Manager's Office

MEMORANDUM

To: Mayor and Council

From: Ellen Hiniker, City Manager

Date: September 24, 2021

Subject: **Investment Grade Audit and City-wide Lighting Analysis – Presentation of Findings, TraneTechnologies**

BACKGROUND

In February 2020, Trane Technologies presented the City Council with a summary of its energy performance investigation of all municipal buildings. This project began in October 2019 after it was determined that the Sports Center's energy use was greater than anticipated following the 2018 renovation project. Because it had not been formally commissioned following completion of the project, it was deemed necessary to conduct an energy and operational audit to identify performance issues and evaluate energy efficiency and operational solutions for the Sports Center. Typically, this preliminary investigative work would cost approximately \$10,000. However, as a partner in the City's Climate Smart initiative, Trane proposed conducting this initial audit at no cost. It then added to its scope at no cost, preliminary investigation of all municipal buildings.

Momentum for this work slowed in March when attention to the pandemic took priority. It was in December of 2020 that the City entered into an agreement with Trane to proceed with a detailed investment grade audit of the Sports Center, with the addition of a city-wide lighting analysis at no cost.

Thomas Huberty, a representative from Trane Technologies, will present the findings of the investment grade audit and city-wide lighting analysis to the Council at its meeting on Tuesday, September 28.

FUNDING SOURCES FOR PROPOSED ENERGY IMPROVEMENTS

Attached is a summary of the proposed energy improvements provided by Trane that have an overall payback of less than 9 years. Trane has identified significant opportunities for operational savings that require an upfront investment, but demonstrate a clear return. Included among the projects are some that had already been anticipated in the City's Capital Improvement Plan; attached is a spreadsheet identifying those projects with the corresponding cost estimate and funding source that had been included in the CIP. Also included are the racquetball roofing and furnace replacements. While these would be part of the overall Trane project, they are end of life capital projects that had already been anticipated and do not demonstrate a significant energy savings.

The attached spreadsheet includes three sections. The first section outlines proposed energy improvement projects totaling \$592,185. Racquetball court roof and HVAC replacements brings project total to \$713,685. The second section highlights those projects that had already been anticipated in the City's CIP, along with the estimated costs totaling \$372,000. These cost projections had already been incorporated in the city's long range financial management plan. The third section highlights costs associated with new projects or changes in cost estimates as proposed by Trane. The \$341,685 net total shown in this third section would be funded using ARPA funding as referenced in the ARPA budget shared with Council at the September 21 work session.

Not included on the spreadsheet is information about the potential for a solar array for the Sports Center building, more about which will be described by Trane representatives at the Council meeting. Should Council choose to move forward with a solar array at the Sports Center, bonds could be issued as part of the 2022 municipal bond issuance and repaid through the resulting annual energy savings.

GUARANTEED ENERGY SAVINGS

Once given the authority to proceed, projects included in the contract are guaranteed by Trane to perform as indicated in the pro forma. If the energy savings do not meet projected targets, Trane is responsible for reimbursing the City for the difference at the end of each year. This involves a verification process for which the City contracts separately year to year.

RECOMMENDED COUNCIL ACTION

No action requested. Staff seeks Council feedback before finalizing a project scope for consideration by Council at its October 12 meeting.

Facility	Energy Conservation Measure	Capital	Annual Cost	simple	Already	CIP year	Funding Source	NEW or	Funding Source
		Investment	Savings	payback in yrs	identified in CIP budget			adjusted costs	
Sports Center	Lighting Upgrades	\$ 23,740	\$ 2,059	11.5	\$ 15,000	2022	Sports Center	\$ 8,740	ARPA
Sports Center	Insulation	\$ 8,175	\$ 543	15.1				\$ 8,175	ARPA
Sports Center	Building envelope	\$ 21,412	\$ 2,390	9.0				\$ 21,412	ARPA
Sports Center	Controls upgrade	\$ 108,000	\$ 36,784	2.9				\$ 108,000	ARPA
Sports Center	Mechanical upgrades	\$ 86,600	\$ 2,760	31.4				\$ 86,600	ARPA
Public Works	Lighting Upgrades	\$ 56,125	\$ 6,016	9.3	\$ 50,000	2021	Municipal Bldg Fund	\$ 6,125	Municipal Bldg Fund
So Fire Station	Lighting Upgrades	\$ 24,435	\$ 2,190	11.2	\$ 70,000	2025	Municipal Bldg Fund	\$ (45,565)	Municipal Bldg Fund
Boatworks	Lighting Upgrades	\$ 2,890	\$ 322	9.0				\$ 2,890	Municipal Bldg Fund
Water Treatment Plant	Lighting Upgrades	\$ 12,679	\$ 980	12.9	\$ 60,000	2023	Water Fund	\$ (47,321)	Water Fund
Water Treatment Sheds	Lighting Upgrades	\$ 566	\$ 34	16.6				\$ 566	Water Fund
City Parks	Lighting Upgrades	\$ 230,098	\$ 12,287	18.7	\$ 90,000	2022-26	Park Impr Fund	\$ 140,098	Park Imprv Fund
Lake Avenue Trail lighting	Lighting Upgrades	\$ 17,465	\$ 2,093	8.3				\$ 17,465	Construction Fund
subtotal		\$ 592,185	\$ 68,458	8.7	\$ 285,000			\$ 307,185	
Racquetball Bldg Roofing		\$ 106,250			\$ 67,000		Municipal Bldg	\$ 39,250	ARPA
Racquetball Bldg HVAC		\$ 15,250			\$ 20,000		Municipal Bldg	\$ (4,750)	ARPA
total		\$ 713,685			\$ 372,000			\$ 341,685	



City of White Bear Lake
Finance Department
MEMORANDUM

To: Ellen Hiniker, City Manager

From: Kerri Kindsvater, Finance Director

Date: September 23, 2021

Subject: Birch Lake Improvement District Service Charge

BACKGROUND

The Birch Lake Improvement District (BLID) began in 2006 pursuant to state statutes and a petition from the lakeshore property owners. The district's mission is to develop, finance and implement activities that improve and protect the quality of Birch Lake. The originating documents authorize the district's Board of Directors to approve an annual service charge not to exceed \$25,000.

SUMMARY

The Birch Lake Improvement District held its annual meeting on Wednesday, August 18, 2021 to set the 2022 Budget.

The Birch Lake Improvement District requests approval of a special service levy of \$21,700 for certification in 2021, collectible in 2022 for revenues to support activities. Property owners pay an equal amount of the annual levy, which equates to an annual service charge of \$350 per property.

The following chart provides a summary of expenditures in the 2022 Budget:

Expenditures:	
Administrative and Aerator Operation Costs	\$ 2,665
Aquatic Vegetation Management	18,500
Special Projects	<u>6,100</u>
Total Expenditures	<u><u>27,265</u></u>
 Annual Surplus (Deficit)	 <u><u>\$ (5,565)</u></u>

The 2022 expenditures increase above previous year budgets based on the residents' desire for special projects related to studies, restoration and chloride monitoring. The District' treasurer states there are sufficient reserves to cover the additional work.

The City mailed a public notice to affected property owners on September 9, 2021.

RECOMMENDATION

Staff recommends the City Council adopt the attached resolution certifying the Birch Lake Improvement District service charge of \$21,700 to support the budget expenditures of \$27,265 for the fiscal year 2022.

ATTACHMENTS

Resolution

Notice of Public Hearing

Listing of Properties

BLID Budget

RESOLUTION NO. _____

**RESOLUTION IMPOSING A SERVICE CHARGE FOR THE
YEAR 2022 WITH NO INTEREST ON THE PROPERTIES
WITHIN THE BIRCH LAKE IMPROVEMENT DISTRICT**

WHEREAS, the City of White Bear Lake acted on June 13, 2006 to adopt an order (“Order”) establishing the Birch Lake Improvement District (“District”) pursuant to its authority under Minnesota Statutes, sections 459.20 and 103B.501 to 103B.581; and

WHEREAS, the Board of Directors of the District held an annual meeting of the District on August 18, 2021, at which the membership approved an operating budget for 2022 in the amount of \$21,700; and

WHEREAS, the Board of Directors forwarded the budget to the City and requested that the amount be imposed and collected on the properties within the District; and

WHEREAS, the City is authorized by Minnesota Statutes, section 10B.555 to impose a service charge on the properties within the District to fund the projects and services of the District; and

WHEREAS, the City Council, after providing the affected property owners at least 10 days written notice, conducted a public hearing on September 28, 2021 regarding the proposed service charge; and

WHEREAS, the City Council determines it is necessary and appropriate to impose a service charge on the District in the amount requested by the Board of Directors, to be divided equally among the properties in the District, in order to fund the projects and services of the District.

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

1. A service charge of \$21,700 is hereby imposed on the properties within the District for collection in 2022.
2. The service charge shall be divided equally among the properties in the District, resulting in a service charge in the amount of \$350 per parcel as identified in the attached Exhibit A, which is incorporated herein by reference.
3. City staff is hereby authorized and directed to certify to the County Auditor the service charge amount for collection against the properties identified in Exhibit A in 2022, without interest accrued, and is further authorized to take such other actions as may be needed to carry out the intent of this Resolution.

RESOLUTION NO. _____

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

NOTICE OF PUBLIC HEARING

Notice is hereby given that pursuant to MN Statute Chapter 103B, the Birch Lake Improvement District requests the White Bear Lake City Council to conduct a public hearing for a proposal to assess a service charge for 2022 operations to owners of property abutting Birch Lake within the City of White Bear Lake. The service charge will fund certain improvements or actions intended to improve the quality of Birch Lake. The total proposed service charge for calendar year 2022 for all properties within the district is \$21,700. Said total, if approved, will be divided equally among the total number of assessable parcels, which results in a \$350.00 service charge per parcel.

The Birch Lake Improvement District has submitted this amount to the City for assessment to individual properties. If you have questions or concerns regarding the purpose or use of the funds, those concerns need to be addressed to the Birch Lake Improvement Board Chairperson Steve Laliberte by e-mail at slaliberte@sorttosspack.com.

The public hearing is scheduled for September 28, 2021, beginning at 7:00 p.m. in the City Council Chambers located at 4701 Highway 61 and shall continue until all interested parties have been heard. Questions regarding the hearing of the proposed levy may be directed to Kerri Kindsvater, Finance Director, 4701 Highway 61 N., 651-429-8517. Written comments received prior to the hearing shall be read at the hearing. For further information on the public hearing process, please visit the City's website at www.whitebearlake.org/.

CITY OF WHITE BEAR LAKE
 SPECIAL SERVICE DISTRICT LEVY
 BIRCH LAKE IMPROVEMENT - 2021 LEVY FOR COLLECTION IN 2022
 ASSESSMENT #
 RESOLUTION #

PIN		ASSESSMENT AMOUNT
1	153022230010	1411 BIRCH LAKE BOULEVARD 350.00
2	153022240013	1435 BIRCH LAKE BLVD N 350.00
3	153022240014	1445 BIRCH LAKE BLVD N 350.00
4	153022240015	1453 BIRCH LAKE BLVD N 350.00
5	153022240025	4852 BIRCH LAKE CIRCLE 350.00
6	153022310005	1531 BIRCH LAKE BLVD N 350.00
7	153022310006	1525 BIRCH LAKE BLVD N 350.00
8	153022310007	1515 BIRCH LAKE BLVD N 350.00
9	153022310008	1497 BIRCH LAKE BLVD N 350.00
10	153022310010	1481 BIRCH LAKE BLVD N 350.00
11	153022310011	1469 BIRCH LAKE BLVD N 350.00
12	153022310012	0000 BIRCH LAKE BLVD N 350.00
13	153022310013	1493 BIRCH LAKE BLVD N 350.00
14	153022320003	1340 BIRCH LAKE BLVD N 350.00
15	153022320015	0000 BIRCH LAKE BLVD N 350.00
16	153022320058	ADDRESS UNASSIGNED TOWNHOME PROPERTIES 350.00
17	153022320062	ADDRESS UNASSIGNED TOWNHOME PROPERTIES 350.00
18	153022320070	ADDRESS UNASSIGNED TOWNHOME PROPERTIES 350.00
19	153022330003	1405 HIGHWAY 96 350.00
20	153022330004	1397 HIGHWAY 96 350.00
21	153022330007	1353 HEDMAN WAY 350.00
22	153022330008	1339 HEDMAN WAY 350.00
23	153022330009	1337 HEDMAN WAY 350.00
24	153022330010	1323 HEDMAN WAY 350.00
25	153022330011	1311 HEDMAN WAY 350.00
26	153022330012	1303 HEDMAN WAY 350.00
27	153022330023	1387 HIGHWAY 96 350.00
28	153022330026	1367 HEDMAN WAY 350.00
29	153022330028	1417 HIGHWAY 96 350.00
30	153022330029	1411 HIGHWAY 96 350.00
31	153022330030	1361 HEDMAN WAY 350.00
32	153022340001	0000 BIRCH LAKE BLVD S 350.00
33	153022340002	0000 BIRCH LAKE BLVD S 350.00
34	153022340009	1455 BIRCH LAKE BLVD S 350.00
35	153022340010	1437 BIRCH LAKE BLVD S 350.00
36	153022340011	1425 BIRCH LAKE BLVD S 350.00
37	153022340014	1512 BIRCH LAKE BLVD S 350.00
38	153022340030	1474 BIRCH LAKE BLVD S 350.00
39	153022340031	1494 BIRCH LAKE BLVD S 350.00
40	153022340032	1484 BIRCH LAKE BLVD S 350.00
41	153022340033	1504 BIRCH LAKE BLVD S 350.00
42	153022340039	1520 BIRCH LAKE BLVD S 350.00
43	153022340040	1528 BIRCH LAKE BLVD S 350.00

CITY OF WHITE BEAR LAKE
SPECIAL SERVICE DISTRICT LEVY
BIRCH LAKE IMPROVEMENT - 2021 LEVY FOR COLLECTION IN 2022
ASSESSMENT #
RESOLUTION #

PIN		ASSESSMENT AMOUNT
44	153022420088 4696 OTTER LAKE RD	350.00
45	153022420089 4700 OTTER LAKE RD	350.00
46	153022420095 4686 OTTER LAKE RD	350.00
47	153022420097 4742 OTTER LAKE RD	350.00
48	153022420099 4710 OTTER LAKE RD	350.00
49	153022420101 4730 OTTER LAKE RD	350.00
50	153022420102 4720 OTTER LAKE RD	350.00
51	153022430044 4680 OTTER LAKE RD	350.00
52	153022430045 4660 OTTER LAKE RD	350.00
53	153022430046 4652 OTTER LAKE RD	350.00
54	153022430047 4644 OTTER LAKE RD	350.00
55	153022430049 4630 OTTER LAKE RD	350.00
56	163022440005 1295 HEDMAN WAY	350.00
57	163022440006 1291 HEDMAN WAY	350.00
58	163022440010 1297 HEDMAN WAY	350.00
59	163022440036 ADDRESS UNASSIGNED TOWNHOME PROPERTIES	350.00
60	163022440040 ADDRESS UNASSIGNED TOWNHOME PROPERTIES	350.00
61	163022440049 4600 WHITE BEAR PARKWAY	350.00
62	163022440067 0000 WHITE BEAR PARKWAY	350.00
		<hr/> <hr/> <u>21,700.00</u>

Approved Birch Lake Improvement Budget January 1 - December 31, 2022

Expenses		
Fixed Costs	\$	2,665
Aerator Operations		
Administration		
Newsletter		
Insurance		
Memberships		
Aquatic Vegetation Management	\$	18,500
Harvester Permit		
Weed Harvest Contract		
Lake Aeration		
Special Projects	\$	6,100
Special Studies		
Restoration Site		
Chloride Monitoring		
Total Costs	\$	27,265
Income		
Total Levy Amount	\$	21,700
Total Income	\$	21,700
Surplus (Deficit)	\$	(5,565)
No. of Properties		62
Assessment per Property	\$	350.00



City of White Bear Lake
Engineering Department

MEMORANDUM

To: Ellen Hiniker, City Manager

From: Paul Kauppi, P.E., Public Works Director/City Engineer

Date: September 22, 2021

Subject: **Final Assessment Roll for the 2021 Pavement Rehabilitation Project**
City Project Nos.: 21-01, 21-06 & 21-13

SUMMARY

The 2021 Pavement Rehabilitation Project including Campanaro Lane, Garden Lane, Georgia Lane, Woodcrest Road, Birch Lake Avenue, Elm Street, Fair Oaks Drive, Fair Oaks Court, Savannah Avenue, Lakehill Circle, Fifth Street, Sixth Street and Alley has been completed. The last phase of the public improvement process is City Council adoption of the final assessment rolls.

The City Council ordered a public hearing on the assessments for these projects to be held at its September 28, 2021 meeting. The Engineering Department has prepared the final assessment rolls for Council consideration, advertised the public hearing in the White Bear Press and mailed notices to all property owners affected by these improvements. Copies of the final assessment rolls are attached to this memo.

The final assessment rolls have been prepared using project costs. Assessment rates for the 2021 Pavement Rehabilitation Project have been reviewed in consultation with the City's appraisal consultant to ensure the proposed assessments are fair, uniform, and provide benefit in the amount of the proposed assessments.

The interest rate for all the utility and street improvement projects has been set at 3.29% per annum for ten (10) years for residential properties and fifteen (15) years for apartments and commercial properties.

RECOMMENDED COUNCIL ACTION

The City Council will conduct a public hearing on the proposed assessment rolls for the 2021 Pavement Rehabilitation Project and consider adopting and approving the assessment rolls for Campanaro Lane, Garden Lane, Georgia Lane, Woodcrest Road, Birch Lake Avenue, Elm Street, Fair Oaks Drive, Fair Oaks Court, Savannah Avenue, Lakehill Circle, Fifth Street, Sixth Street and Alley.

ATTACHMENTS

Resolution
Assessment Rolls

RESOLUTION NO.:

**RESOLUTION ADOPTING AN ASSESSMENT ROLL FOR
2021 PAVEMENT REHABILITATION PROJECT INCLUDING
CAMPANARO LANE / GARDEN LANE / GEORGIA LANE / WOODCREST ROAD /
BIRCH LAKE AVENUE / ELM STREET / FAIR OAKS DRIVE / FAIR OAKS COURT /
LAKEHILL CIRCLE / SAVANNAH AVENUE / FIFTH STREET / SIXTH STREET /
ALLEY**

CITY PROJECT NOs.: 21-01, 21-06 & 21-13

WHEREAS, pursuant to proper notice duly given as required by law, the City Council has met and heard and passed upon all objections to the proposed assessment for the 2021 Pavement Rehabilitation Project, the improvement of:

- Campanaro Lane between Ninth Street and Garden Lane
- Garden Lane between Woodcrest Road and Georgia Lane
- Georgia Lane between Ninth Street and Garden Lane
- Woodcrest Road between Ninth Street and Garden Lane
- Birch Lake Avenue between Otter Lake Road and Fourth Avenue
- Elm Street between Fair Oaks Drive and Willow Avenue
- Fair Oaks Drive between Elm Street and Savannah Avenue
- Fair Oaks Court between Fair Oaks Drive and End Cul-De-Sac
- Lakehill Circle between County Road F and End Cul-De-Sac
- Savannah Avenue between Elm Street and End Cul-De-Sac
- Fifth Street between Cook Avenue and Stewart Avenue
- Sixth Street between Banning Avenue and Stewart Avenue
- Alley between Cook Avenue and Stewart Avenue from Sixth Street to Seventh Street

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

1. Such proposed assessments in the amount of \$480,351.85, a copy of which is attached and made a part hereof, is hereby accepted, and shall constitute the special assessments against the lands named therein, and each tract of land therein included is hereby found to be benefited by the proposed improvements in at least the amount of the assessment levied against it.
2. Such assessment shall be payable in equal annual installments extending over a period of ten (10) years for residential properties, and fifteen (15) years for apartments and commercial properties. The first of the installments to be payable with the 2022 property taxes on or before the first Monday in January 2021, and shall bear interest at the rate of 3.29% per annum from the date of adoption of this assessment resolution. To the first installment shall be added interest on the entire assessment from the date of this resolution until December 31, 2022. To each subsequent installment, when due, shall be added interest for one year on all unpaid installments.

3. The owner of any property so assessed may, at any time prior to certification of the assessment to the County Auditor, pay the whole or a portion of the assessment on such property to the City of White Bear Lake, and no interest shall be charged if the entire assessment is paid within thirty (30) days from the adoption of this resolution. Thereafter, an owner may pay to the County Auditor the entire amount of the assessment remaining unpaid, with interest accrued to December 31st of the year in which payment is made. Such payment must be made before November 15th or interest will be charged through December 31st of the next succeeding year.
4. The Clerk shall forthwith transmit a certified duplicate of this assessment to the County Auditor to be extended on the proper tax lists of the County, and such assessments shall be collected and paid over in the same manner as other municipal taxes.

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

PROPOSED ASSESSMENT ROLL

CITY PROJECT NO. 21-01

CITY OF WHITE BEAR LAKE

2021 PAVEMENT REHABILITATION PROJECT

CITY PROJECT NO. 21-01

CREATED:	8/31/2020
UPDATED:	9/23/2021

County Data Current 8/31/2021

ASSESSMENT CODE 93202101

	PIN	NO *	PROPERTY ADDRESS	STREET ASSESSMENT CALCULATIONS			LOT AREA	STORM SEWER ASSESSMENT CALCULATIONS		STORM ASSESSMENT	TOTAL ASSESSMENT	
				FRONT FOOTAGE	ASSESSABLE FOOTAGE	STREET ASSESSMENT		ASSESSABLE AREA	PREVIOUS STORM SEWER ASSESSMENT			
1	113022330036	1	5048 Campanaro Ln	210.40	136.98	\$4,047.76				\$0.00	\$4,047.76	1
2	113022330037	1	5049 Georgia Ln	238.88	127.43	\$3,765.56				\$0.00	\$3,765.56	2
3	113022330038		5048 Georgia Ln	80.00	80.00	\$2,364.00				\$0.00	\$2,364.00	3
4	113022330039		5056 Georgia Ln	100.36	100.00	\$2,955.00				\$0.00	\$2,955.00	4
5	113022430009	25	0 Garden Ln	740.00	100.00	\$2,955.00				\$0.00	\$2,955.00	5
6	143022220005		5032 Georgia Ln	80.00	80.00	\$2,364.00				\$0.00	\$2,364.00	6
7	143022220006		5040 Georgia Ln	80.00	80.00	\$2,364.00				\$0.00	\$2,364.00	7
8	143022220007		5024 Georgia Ln	80.00	80.00	\$2,364.00				\$0.00	\$2,364.00	8
9	143022220008		5016 Georgia Ln	80.00	80.00	\$2,364.00				\$0.00	\$2,364.00	9
10	143022220009		5008 Georgia Ln	80.00	80.00	\$2,364.00				\$0.00	\$2,364.00	10
11	143022220010		5000 Georgia Ln	80.00	80.00	\$2,364.00				\$0.00	\$2,364.00	11
12	143022220011		4992 Georgia Ln	80.00	80.00	\$2,364.00				\$0.00	\$2,364.00	12
13	143022220012		4984 Georgia Ln	80.00	80.00	\$2,364.00				\$0.00	\$2,364.00	13
14	143022220013		4976 Georgia Ln	80.00	80.00	\$2,364.00				\$0.00	\$2,364.00	14
15	143022220014		4968 Georgia Ln	80.00	80.00	\$2,364.00				\$0.00	\$2,364.00	15
16	143022220015		4960 Georgia Ln	80.00	80.00	\$2,364.00				\$0.00	\$2,364.00	16
17	143022220016	1	4952 Georgia Ln	230.00	67.50	\$1,994.63				\$0.00	\$1,994.63	17
18	143022220017	1	4936 Georgia Ln	235.00	67.50	\$1,994.63				\$0.00	\$1,994.63	18
19	143022220018		4928 Georgia Ln	94.34	94.34	\$2,787.75				\$0.00	\$2,787.75	19
20	143022220019	1	4920 Georgia Ln	235.00	67.50	\$1,994.63				\$0.00	\$1,994.63	20
21	143022220020	1	4921 Georgia Ln	230.00	67.50	\$1,994.63				\$0.00	\$1,994.63	21
22	143022220021		4929 Georgia Ln	80.00	80.00	\$2,364.00				\$0.00	\$2,364.00	22
23	143022220022		4937 Georgia Ln	80.00	80.00	\$2,364.00				\$0.00	\$2,364.00	23
24	143022220023		4945 Georgia Ln	80.00	80.00	\$2,364.00				\$0.00	\$2,364.00	24
25	143022220024		4953 Georgia Ln	80.00	80.00	\$2,364.00				\$0.00	\$2,364.00	25
26	143022220025		4961 Georgia Ln	80.00	80.00	\$2,364.00				\$0.00	\$2,364.00	26
27	143022220026		4969 Georgia Ln	80.00	80.00	\$2,364.00				\$0.00	\$2,364.00	27
28	143022220027		4977 Georgia Ln	80.00	80.00	\$2,364.00				\$0.00	\$2,364.00	28
29	143022220028		4985 Georgia Ln	80.00	80.00	\$2,364.00				\$0.00	\$2,364.00	29
30	143022220029		4993 Georgia Ln	80.00	80.00	\$2,364.00				\$0.00	\$2,364.00	30
31	143022220030		5001 Georgia Ln	80.00	80.00	\$2,364.00				\$0.00	\$2,364.00	31
32	143022220031		5009 Georgia Ln	80.00	80.00	\$2,364.00				\$0.00	\$2,364.00	32
33	143022220032		5017 Georgia Ln	80.00	80.00	\$2,364.00				\$0.00	\$2,364.00	33
34	143022220033		5025 Georgia Ln	80.00	80.00	\$2,364.00				\$0.00	\$2,364.00	34

35	143022220034		5033 Georgia Ln	80.00	80.00	\$2,364.00			\$0.00	\$2,364.00	35
36	143022220035		5041 Georgia Ln	80.00	80.00	\$2,364.00			\$0.00	\$2,364.00	36
37	143022220036		5040 Campanaro Ln	80.00	80.00	\$2,364.00			\$0.00	\$2,364.00	37
38	143022220037		5032 Campanaro Ln	80.00	80.00	\$2,364.00			\$0.00	\$2,364.00	38
39	143022220038		5024 Campanaro Ln	80.00	80.00	\$2,364.00			\$0.00	\$2,364.00	39
40	143022220039		5016 Campanaro Ln	80.00	80.00	\$2,364.00			\$0.00	\$2,364.00	40
41	143022220040		5008 Campanaro Ln	80.00	80.00	\$2,364.00			\$0.00	\$2,364.00	41
42	143022220041		5000 Campanaro Ln	80.00	80.00	\$2,364.00			\$0.00	\$2,364.00	42
43	143022220042		4992 Campanaro Ln	80.00	80.00	\$2,364.00			\$0.00	\$2,364.00	43
44	143022220043		4984 Campanaro Ln	80.00	80.00	\$2,364.00			\$0.00	\$2,364.00	44
45	143022220044		4976 Campanaro Ln	80.00	80.00	\$2,364.00			\$0.00	\$2,364.00	45
46	143022220045		4968 Campanaro Ln	80.00	80.00	\$2,364.00			\$0.00	\$2,364.00	46
47	143022220046		4960 Campanaro Ln	80.00	80.00	\$2,364.00			\$0.00	\$2,364.00	47
48	143022220047		4952 Campanaro Ln	80.00	80.00	\$2,364.00			\$0.00	\$2,364.00	48
49	143022220048		4944 Campanaro Ln	80.00	80.00	\$2,364.00			\$0.00	\$2,364.00	49
50	143022220049		4936 Campanaro Ln	80.00	80.00	\$2,364.00			\$0.00	\$2,364.00	50
51	143022220050		4928 Campanaro Ln	80.00	80.00	\$2,364.00			\$0.00	\$2,364.00	51
52	143022220051	1	4920 Campanaro Ln	230.00	67.50	\$1,994.63			\$0.00	\$1,994.63	52
53	143022220052	1	4921 Campanaro Ln	230.00	67.50	\$1,994.63			\$0.00	\$1,994.63	53
54	143022220053		4929 Campanaro Ln	80.00	80.00	\$2,364.00			\$0.00	\$2,364.00	54
55	143022220054		4937 Campanaro Ln	80.00	80.00	\$2,364.00			\$0.00	\$2,364.00	55
56	143022220055		4945 Campanaro Ln	80.00	80.00	\$2,364.00			\$0.00	\$2,364.00	56
57	143022220056		4953 Campanaro Ln	80.00	80.00	\$2,364.00			\$0.00	\$2,364.00	57
58	143022220057		4961 Campanaro Ln	80.00	80.00	\$2,364.00			\$0.00	\$2,364.00	58
59	143022220058		4969 Campanaro Ln	80.00	80.00	\$2,364.00			\$0.00	\$2,364.00	59
60	143022220059		4977 Campanaro Ln	80.00	80.00	\$2,364.00			\$0.00	\$2,364.00	60
61	143022220060		4985 Campanaro Ln	80.00	80.00	\$2,364.00			\$0.00	\$2,364.00	61
62	143022220061		4993 Campanaro Ln	80.00	80.00	\$2,364.00			\$0.00	\$2,364.00	62
63	143022220062		5001 Campanaro Ln	80.00	80.00	\$2,364.00			\$0.00	\$2,364.00	63
64	143022220063		5009 Campanaro Ln	80.00	80.00	\$2,364.00			\$0.00	\$2,364.00	64
65	143022220064		5017 Campanaro Ln	80.00	80.00	\$2,364.00			\$0.00	\$2,364.00	65
66	143022220065		5025 Campanaro Ln	80.00	80.00	\$2,364.00			\$0.00	\$2,364.00	66
67	143022220066		5033 Campanaro Ln	80.00	80.00	\$2,364.00			\$0.00	\$2,364.00	67
68	143022220067	1	5041 Campanaro Ln	264.53	141.00	\$4,166.55			\$0.00	\$4,166.55	68
69	143022220068	1	5040 Woodcrest Rd	206.35	136.41	\$4,030.92			\$0.00	\$4,030.92	69
70	143022220069		5032 Woodcrest Rd	80.00	80.00	\$2,364.00			\$0.00	\$2,364.00	70
71	143022220070		5024 Woodcrest Rd	80.00	80.00	\$2,364.00			\$0.00	\$2,364.00	71
72	143022220071		5016 Woodcrest Rd	80.00	80.00	\$2,364.00			\$0.00	\$2,364.00	72
73	143022220072		5008 Woodcrest Rd	80.00	80.00	\$2,364.00			\$0.00	\$2,364.00	73
74	143022220073		5000 Woodcrest Rd	80.00	80.00	\$2,364.00			\$0.00	\$2,364.00	74
75	143022220074		4992 Woodcrest Rd	80.00	80.00	\$2,364.00			\$0.00	\$2,364.00	75
76	143022220075		4984 Woodcrest Rd	80.00	80.00	\$2,364.00			\$0.00	\$2,364.00	76
77	143022220076		4976 Woodcrest Rd	80.00	80.00	\$2,364.00			\$0.00	\$2,364.00	77
78	143022220077		4968 Woodcrest Rd	80.00	80.00	\$2,364.00			\$0.00	\$2,364.00	78
79	143022220078		4960 Woodcrest Rd	80.00	80.00	\$2,364.00			\$0.00	\$2,364.00	79
80	143022220079		4952 Woodcrest Rd	80.00	80.00	\$2,364.00			\$0.00	\$2,364.00	80
81	143022220080		4944 Woodcrest Rd	80.00	80.00	\$2,364.00			\$0.00	\$2,364.00	81
82	143022220081		4936 Woodcrest Rd	80.00	80.00	\$2,364.00			\$0.00	\$2,364.00	82
83	143022220082		4928 Woodcrest Rd	80.00	80.00	\$2,364.00			\$0.00	\$2,364.00	83
84	143022220083	1	4920 Woodcrest Rd	230.00	67.50	\$1,994.63			\$0.00	\$1,994.63	84
85	143022220084	1	4921 Woodcrest Rd	215.22	67.61	\$1,997.88			\$0.00	\$1,997.88	85

86	143022220085		4929 Woodcrest Rd	80.00	80.00	\$2,364.00			\$0.00	\$2,364.00	86
87	143022220086		4937 Woodcrest Rd	80.00	80.00	\$2,364.00			\$0.00	\$2,364.00	87
88	143022220087		4945 Woodcrest Rd	80.00	80.00	\$2,364.00			\$0.00	\$2,364.00	88
89	143022220088		4953 Woodcrest Rd	80.00	80.00	\$2,364.00			\$0.00	\$2,364.00	89
90	143022220089		4961 Woodcrest Rd	80.00	80.00	\$2,364.00			\$0.00	\$2,364.00	90
91	143022220090		4969 Woodcrest Rd	80.00	80.00	\$2,364.00			\$0.00	\$2,364.00	91
92	143022220091		4977 Woodcrest Rd	80.00	80.00	\$2,364.00			\$0.00	\$2,364.00	92
93	143022220092		4985 Woodcrest Rd	80.00	80.00	\$2,364.00			\$0.00	\$2,364.00	93
94	143022220093		4993 Woodcrest Rd	80.00	80.00	\$2,364.00			\$0.00	\$2,364.00	94
95	143022220094		5001 Woodcrest Rd	80.00	80.00	\$2,364.00			\$0.00	\$2,364.00	95
96	143022220095		5009 Woodcrest Rd	80.00	80.00	\$2,364.00			\$0.00	\$2,364.00	96
97	143022220096		5017 Woodcrest Rd	80.00	80.00	\$2,364.00			\$0.00	\$2,364.00	97
98	143022220097		5025 Woodcrest Rd	80.00	80.00	\$2,364.00			\$0.00	\$2,364.00	98
99	143022220098		5033 Woodcrest Rd	80.00	80.00	\$2,364.00			\$0.00	\$2,364.00	99
100	143022220099	1	5041 Woodcrest Rd	116.88	100.00	\$2,955.00			\$0.00	\$2,955.00	100
						\$242,199.78			\$0.00	\$242,199.78	

Assessments for Commercial owned parcels being reviewed.

	Residential street assessment	\$ 42.16
1	Corner lot	
2	Bound by streets on 2, 3, or all sides	
3	Interior lot 100 ft maximum	\$ 4,216.00
4	Maximum residential corner lot assessment	\$ 5,769.43
5	1/2 maximum residential corner lot assessment	\$ 2,884.72
6	Commercial lot per front foot assessment	\$ 67.26
7	Apartment/Townhome per foot assessment	\$ 52.78
8	Lot splits in future to be assessed at future rate per front foot	
9	Lot split in future will be assessed at future rate per sq ft	
10	Cul de sac lot	
11	Residential irregular interior lot	
12	Lot has been assessed maximum storm sewer rate	
13	Alley Assessment (Each)	\$ 2,266.00
14	Residential storm sewer rate	\$ 0.12
15	Commercial storm sewer rate	\$ 0.24
16	Open Space, Park & Public storm sewer rate	\$ 0.06
17	Sanitary sewer service repai	varies on repairs
18	Assessment in lieu of charges	
19	Residential Street Mill & Overlay Rate	\$ 14.78
20	Apartment/Town Home Mill & Overlay Rate	\$ 19.33
21	Commercial Mill and Overlay Rate	\$ 23.53
22	Residential Total Pavement Replacement Rate	\$ 29.55
23	Apartment/Townhome Total Pavement Replacement Ra	\$ 38.42
24	Commercial Total Pavement Replacement Rate	\$ 47.29
25	Appraiser's Opinion	

ASSESSMENT PERIOD - 10 YEARS FOR RESIDENTIAL - 15 YEARS FOR APARTMENTS AND COMMERCIAL
 INTEREST RATE (2021) - 3.29%
 RAMSEY COUNTY ADMINISTRATIVE FEE (\$2.50 PER YEAR FOR 10 YEARS = \$25.00)
 RAMSEY COUNTY ADMINISTRATIVE FEE (\$2.50 PER YEAR FOR 15 YEARS = \$37.50)

NON-RESIDENT PROPERTY ADDRESS

5	113022430009	25	120 S 6th St Flr 7, Minneapolis MN 55402-1803
24	143022220023		120 S Riverside Plz Suite 2000, Chicago IL 60606-6995
36	143022220035		5937 Norway Pine Ct, White Bear Lake MN 55110
57	143022220056		12 N Deep Lake Rd, Saint Paul MN 55127-6506
62	143022220061		1640 Galtier St Apt 302, Saint Paul MN 55117-3632
63	143022220062		1717 Main St Ste 2000, Dallas TX 75201-4657
91	143022220090		6183 Inwood Ct N, Stillwater MN 55082-9341

PROPOSED ASSESSMENT ROLL

CITY PROJECT NO. 21-06

CITY OF WHITE BEAR LAKE

2021 PAVEMENT REHABILITATION PROJECT

CITY PROJECT NO. 21-06

CREATED:	8/31/2020
UPDATED:	9/23/2021

County Data Current 8/31/2021

ASSESSMENT CODE 93202106

	PIN	NO *	PROPERTY ADDRESS	STREET ASSESSMENT CALCULATIONS			LOT AREA	STORM SEWER ASSESSMENT CALCULATIONS		STORM ASSESSMENT	TOTAL ASSESSMENT	
				FRONT FOOTAGE	ASSESSABLE FOOTAGE	STREET ASSESSMENT		ASSESSABLE AREA	PREVIOUS STORM SEWER ASSESSMENT			
1	143022320102		1835 Birch Lake Ave	60.00	60.00	\$611.89				\$0.00	\$611.89	1
2	143022320108	25	1783 Birch Lake Ave	116.40	100.00	\$1,019.82				\$0.00	\$1,019.82	2
3	143022320111		1823 Birch Lake Ave	120.00	100.00	\$1,019.82				\$0.00	\$1,019.82	3
4	143022320112		1807 Birch Lake Ave	120.00	100.00	\$1,019.82				\$0.00	\$1,019.82	4
5	143022320127	25	1800 2nd St	120.00	90.00	\$917.84				\$0.00	\$917.84	5
6	143022330010	1	1836 Birch Lake Ave	185.00	58.75	\$599.14				\$0.00	\$599.14	6
7	143022330011		1830 Birch Lake Ave	50.00	50.00	\$509.91				\$0.00	\$509.91	7
8	143022330012		1824 Birch Lake Ave	50.00	50.00	\$509.91				\$0.00	\$509.91	8
9	143022330013		1818 Birch Lake Ave	50.00	50.00	\$509.91				\$0.00	\$509.91	9
10	143022330014		1814 Birch Lake Ave	50.00	50.00	\$509.91				\$0.00	\$509.91	10
11	143022330015		1808 Birch Lake Ave	50.00	50.00	\$509.91				\$0.00	\$509.91	11
12	143022330018		1784 Birch Lake Ave	105.00	100.00	\$1,019.82				\$0.00	\$1,019.82	12
13	143022330137	25	1790 Birch Lake Ave	147.90	51.90	\$529.29				\$0.00	\$529.29	13
14	143022330138		1800 Birch Lake Ave	80.05	80.05	\$816.37				\$0.00	\$816.37	14
15	153022410060	25	1765 Birch Lake Ave	150.00	100.00	\$1,019.82				\$0.00	\$1,019.82	15
16	153022410061		1759 Birch Lake Ave	75.00	75.00	\$764.87				\$0.00	\$764.87	16
17	153022410062		1755 Birch Lake Ave	75.00	75.00	\$764.87				\$0.00	\$764.87	17
18	153022410063		1747 Birch Lake Ave	89.13	88.57	\$903.20				\$0.00	\$903.20	18
19	153022410064		1741 Birch Lake Ave	87.00	87.00	\$887.24				\$0.00	\$887.24	19
20	153022410065		1735 Birch Lake Ave	87.00	87.00	\$887.24				\$0.00	\$887.24	20
21	153022410066		1729 Birch Lake Ave	87.00	87.00	\$887.24				\$0.00	\$887.24	21
22	153022410067		1719 Birch Lake Ave	87.00	87.00	\$887.24				\$0.00	\$887.24	22
23	153022410068		1707 Birch Lake Ave	87.00	87.00	\$887.24				\$0.00	\$887.24	23
24	153022410069		1699 Birch Lake Ave	87.00	87.00	\$887.24				\$0.00	\$887.24	24
25	153022410070		1693 Birch Lake Ave	87.00	87.00	\$887.24				\$0.00	\$887.24	25
26	153022410071		1691 Birch Lake Ave	100.00	100.00	\$1,019.82				\$0.00	\$1,019.82	26
27	153022410072	1	1673 Birch Lake Ave	207.91	64.08	\$653.45				\$0.00	\$653.45	27
28	153022420025	1	1655 Birch Lake Ave	210.00	65.00	\$662.88				\$0.00	\$662.88	28
29	153022420026	1	4688 Carolyn Ln	210.00	65.00	\$662.88				\$0.00	\$662.88	29
30	153022420060	1	1625 Birch Lake Ave	210.00	65.00	\$662.88				\$0.00	\$662.88	30
31	153022420061	1	1615 Birch Lake Ave	210.00	65.00	\$662.88				\$0.00	\$662.88	31
32	153022420086	1	1605 Birch Lake Ave	211.14	65.57	\$668.70				\$0.00	\$668.70	32
33	153022420095	1	4686 Otter Lake Rd	302.56	84.64	\$863.12				\$0.00	\$863.12	33
34	153022420096		1603 Birch Lake Ave	105.00	100.00	\$1,019.82				\$0.00	\$1,019.82	34
35	153022430001	25	1660 Birch Lake Ave	318.34	318.34	\$3,246.49				\$0.00	\$3,246.49	35
36	153022430040	25	1616 Birch Lake Ave	410.00	410.00	\$4,181.26				\$0.00	\$4,181.26	36
37	153022430043	25	1616 Birch Lake Ave	160.00	160.00	\$1,631.71				\$0.00	\$1,631.71	37

38	153022430044	1	4680 Otter Lake Rd	250.00	82.50	\$841.35				\$0.00	\$841.35	38
39	153022440001		1776 Birch Lake Ave	103.21	100.00	\$1,019.82				\$0.00	\$1,019.82	39
40	153022440004		1754 Birch Lake Ave	103.23	100.00	\$1,019.82				\$0.00	\$1,019.82	40
41	153022440005		1750 Birch Lake Ave	68.82	68.82	\$701.84				\$0.00	\$701.84	41
42	153022440008		1748 Birch Lake Ave	68.82	68.82	\$701.84				\$0.00	\$701.84	42
43	153022440009		1744 Birch Lake Ave	68.82	68.82	\$701.84				\$0.00	\$701.84	43
44	153022440012		1740 Birch Lake Ave	68.82	68.82	\$701.84				\$0.00	\$701.84	44
45	153022440013		1734 Birch Lake Ave	68.82	68.82	\$701.84				\$0.00	\$701.84	45
46	153022440016		1730 Birch Lake Ave	68.82	68.82	\$701.84				\$0.00	\$701.84	46
47	153022440017		1724 Birch Lake Ave	68.82	68.82	\$701.84				\$0.00	\$701.84	47
48	153022440020		1716 Birch Lake Ave	68.82	68.82	\$701.84				\$0.00	\$701.84	48
49	153022440028		1700 Birch Lake Ave	100.00	100.00	\$1,019.82				\$0.00	\$1,019.82	49
50	153022440029		1694 Birch Lake Ave	98.03	98.03	\$999.73				\$0.00	\$999.73	50
51	153022440031		1692 Birch Lake Ave	103.00	100.00	\$1,019.82				\$0.00	\$1,019.82	51
52	153022440032		1674 Birch Lake Ave	95.03	95.03	\$969.13				\$0.00	\$969.13	52
53	153022440033		1666 Birch Lake Ave	100.00	100.00	\$1,019.82				\$0.00	\$1,019.82	53
54	153022440092		1710 Birch Lake Ave	68.82	68.82	\$701.84				\$0.00	\$701.84	54
										\$49,928.60	\$0.00	\$49,928.60

Assessments for Commercial owned parcels being reviewed.

	Residential street assessment	\$ 42.16
1	Corner lot	
2	Bound by streets on 2, 3, or all sides	
3	Interior lot 100 ft maximum	\$ 4,216.00
4	Maximum residential corner lot assessment	\$ 5,769.43
5	1/2 maximum residential corner lot assessment	\$ 2,884.72
6	Commercial lot per front foot assessment	\$ 67.26
7	Apartment/Townhome per foot assessment	\$ 52.78
8	Lot splits in future to be assessed at future rate per front foot	
9	Lot split in future will be assessed at future rate per sq ft	
10	Cul de sac lot	
11	Residential irregular interior lot	
12	Lot has been assessed maximum storm sewer rate	
13	Alley Assessment (Each)	\$ 2,266.00
14	Residential storm sewer rate	\$ 0.12
15	Commercial storm sewer rate	\$ 0.24
16	Open Space, Park & Public storm sewer rate	\$ 0.06
17	Sanitary sewer service repair	varies on repairs
18	Assessment in lieu of charges	
19	Residential Street Mill & Overlay Rate	\$ 14.78
20	Apartment/Town Home Mill & Overlay Rate	\$ 19.33
21	Commercial Mill and Overlay Rate	\$ 23.53
22	Residential Total Pavement Replacement Rate	\$ 29.55
23	Apartment/Townhome Total Pavement Replacement Rate	\$ 38.42
24	Commercial Total Pavement Replacement Rate	\$ 47.29
25	Appraiser's Opinion	

INTEREST RATE (2021) - 3.29%

PROPERTIES ON BIRCH LAKE AVE (OTTER LAKE ROAD - FOURTH AVENUE) WILL PAY 69% OF THE STREET ASSESSMENT (2021-06)

RAMSEY COUNTY ADMINISTRATIVE FEE (\$2.50 PER YEAR FOR 10 YEARS = \$25.00)

RAMSEY COUNTY ADMINISTRATIVE FEE (\$2.50 PER YEAR FOR 15 YEARS = \$37.50)

NON-RESIDENT PROPERTY ADDRESS

31	153022420061	1	203 Bradley Dr NE, Fort Walton Beach FL 32547-2812
36	153022430040		4855 Bloom Ave, White Bear Lake MN 55110
37	153022430043		4855 Bloom Ave, White Bear Lake MN 55110
44	153022440012		13195 Manning Trail, Stillwater MN 55082-5198
46	153022440016		1075 Lilac Ct, Shakopee MN 55379-4401



City of White Bear Lake
City Manager's Office

MEMORANDUM

To: Ellen Hiniker, City Manager

From: Paul Kauppi

Date: September 23, 2021

Subject: **Municipal Consent for Signalized Intersection at Whitaker Street which closes access to property and requires MnDOT to acquire land for stormwater management**

BACKGROUND

A review of past City Council minutes as far back as 1986 reveal that the City has been focused on addressing a dangerous pedestrian crossing at Trunk Highway 61 and Whitaker Street for many years with the Minnesota Department of Transportation (MnDOT). The Council Minutes on January 28, 1997 state that the pedestrian crossing on Highway 61 at Whitaker Street was identified in the Strategic Plan as a concern to residents.

These long desired intersection improvements are finally being triggered as part of the Rush Line Bus Rapid Transit (BRT) Project, as well as for the planned future extension of the Bruce Vento Trail through White Bear Lake at this intersection.

Pursuant to State Statute 161.164, municipal consent is required as part of MnDOT's layout approval process when a project alters access, increases or reduced traffic capacity, or requires acquisition of permanent right-of-way in a municipality.

SUMMARY

In preparation for Rush Line BRT and to address long standing safety concerns, the Minnesota Department of Transportation (MnDOT) has completed a layout for the Whitaker Street intersection at Highway 61. This intersection where pedestrians cross is dangerous and improvements for the crosswalk over Trunk Highway 61 N at Whitaker will include a traffic signal. Because the improved intersection involves closure of access to property and requires acquisition of permanent right-of-way, a public hearing is required. The driveway accessing Alleycats Gourmet Sandwiches north of the intersection would be permanently closed for safety reasons. In addition significant stormwater improvements, including a stormwater pond, require MnDOT to acquire right-of-way access.

Continued on next page.

Municipal Consent of the White Bear Lake City Council is requested by MnDOT as follows:

Proposed driveway closure

- Due to road geometry and proximity to the new signalized intersection
- Proximity to Whitaker Street Station

Full access signalized intersection at Whitaker Street and TH 61 N

- Improve safety for bus operations and pedestrians
- Improve vehicle and pedestrian access to the Marina Triangle commercial shopping area, recreational opportunities and mixed-use destinations
- Enhance safety and Americans with Disability Act (ADA) compliance at an existing unsignalized pedestrian crossing of a divided highway and railroad

Proposed Stormwater Management

- Opportunity for water treatment in public right-of-way
- Balancing stormwater treatment needs and accommodating future uses
- Design refinements will occur as project advances

RECOMMENDED COUNCIL ACTION

Hold a Public Hearing on the matter of MnDOT Right-of-Way Acquisition and change in access to property. Consider passing a resolution within 90 days of the Public Hearing, which approves the MnDOT layout and provides Municipal Consent.

ATTACHMENTS

Resolution of Municipal Consent

City Council Minutes from January 28, 1997

City Council Minutes from September 11, 2012

Letter from Principal Engineer, BRT Projects, MnDOT Metro District, dated August 19, 2021

Supporting Design Layout

RESOLUTION NO.

RESOLUTION FOR MUNICIPAL CONSENT

WHEREAS, the Commissioner of Transportation has prepared a final layout for State Project 6222-185 on Trunk Highway 61 N from Buerkle Road to 600 feet north of 8th Street within the City of White Bear Lake for traffic signal and stormwater management improvements; and

WHEREAS, the Commissioner of Transportation seeks the approval thereof, as described in Minnesota Statutes 161.162 to 161.167; and

WHEREAS, municipal consent as part of MnDOT's approval process, pursuant to State Statute 161.164, is required when a project results in any of the following within a municipality:

- Alters Access
- Increases or Reduces Traffic Capacity
- Requires Acquisition of a Permanent Right-of-Way; and

WHEREAS, said final layout is on file in the Metro District Minnesota Department of Transportation office, Roseville, Minnesota, being marked as Layout No. RBRT-05C S.P. 6222-185 from Buerkle Road to 600 feet north of 8th Street; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of White Bear Lake, Minnesota that said final layout for the improvement of said Trunk Highway within the corporate limits be and is hereby approved.

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

C. Pedestrian Crossing on Highway 61 at Whitaker Street

City Engineer Burch stated that the pedestrian crossing on Highway 61 at Whitaker Street was identified in the Strategic Plan as a concern to residents due to pedestrian crossings. There were a couple of accidents there a few years ago which raised the awareness of that crossing. The City has been working with MNDOT and requested that the state look at installing an overhead flashing semaphore. MNDOT conducted a study and reported that they did not feel there was enough pedestrian crossing there to warrant installation of a semaphore beacon at this time. There are other cities that have installed these beacons on their own. In further discussions, the City indicated to MNDOT that this crossing warrants some additional identity and they agreed to install some additional pavement messages.

Mr. Burch recommended that the City encourage MNDOT to add some additional advance pavement marking warnings this year. There is a possibility that they could use a new highly reflective sheeting that will draw additional attention to those crossings. The City will then monitor that crossing and see if those markings have an impact on drivers and people's awareness and sense of safety crossing there. If the City then feels it is necessary, we will go back to MNDOT and state that the beacons are still important and request that MNDOT perform another study.

Councilmember McCarty stated that all vehicles must stop at crosswalks if there is a pedestrian crossing in the crosswalk. He stated that he has real concerns that unless the State reduces the speed limit to 30 miles per hour from Highway 96 to White Bear Avenue, the pedestrian may have a false sense of security that they can walk across the highway and the vehicles will be able to stop. The City has requested the State to do speed studies in the past and we have requested a reduction in the speed limit. The City has been unsuccessful in that and we are working with the State on setting the proper speed limit. Mr. Burch stated that this particular section of Highway 61

is slated for turnback of jurisdiction from MNDOT to Ramsey County around the year 2000. Once that jurisdictional change occurs there may be more opportunity to work with Ramsey County as far as speed.

Councilmember Cox stated that the outlined plan is reasonable since MNDOT has not agreed to install the beacon that the City go ahead and at least get the pavement markings and monitor that affect and install a beacon on our own if need be.

Councilmember Briggs asked about closing the crosswalk down completely. Mr. Sather stated that in order to do that effectively, the City would have to place a chain-link fence because traffic from the Ramaley Park neighborhood to the shopping center has always been there. In order to encourage them to go up to Highway 96, you would have to place an obstacle, signage would not be an effective way to encourage people to change their routes. Mr. Briggs stated that it might be worth it for the City to put forth that extra effort to place a fence to divert foot traffic across Highway 61 at Whitaker.

Councilmember Cox stated that when the County takes over Highway 61 would be the time to look at broader plans. Right now, to protect pedestrians, we'll get some pavement markings. The Council directed staff to contact MNDOT and have them paint the advance pavement markings.

B. ORDINANCES

No Items Scheduled

*City Council Minutes
Sept. 11, 2012*

9. NEW BUSINESS

A. Agreement with MnDOT for Pedestrian Crossing Signal System at TH 96 and Pacific Avenue

City Engineer Burch stated the City installed a solar-powered, flashing pedestrian crossing system on TH 96 at Pacific Avenue to improve safety for pedestrians and bicyclists crossing TH 96. MnDOT has approved the installation with the understanding that the City fund and maintain the warning signs, pavement markings and other equipment necessary for the system. MnDOT prepared a Pedestrian Flasher System Agreement which outlines the City's responsibilities for the system. The Agreement states the City will install and maintain the system in good working condition at no cost to MnDOT.

It was moved by Councilmember Tessier, seconded by Councilmember Biehn, to approve Resolution No. 11094 approving a flashing pedestrian crossing system agreement (No. 01580M) with MnDOT for the intersection of TH 96 and Pacific Avenue.

The motion carried unanimously.

City Manager Sather explained at the last City Council meeting the Council asked staff to provide them with the status of installing a pedestrian crossing system at Whitaker and Hwy 61. Mr. Sather stated staff considers the Whitaker and Hwy 61 crossing more critical than the crossing at TH 96 and Pacific Avenue based on traffic volume, pedestrians crossing four lanes of traffic and the heavy use of the crossing. The City will pay 100% of the cost and would be responsible for future maintenance and replacement. The City asked MnDOT to help support the crossing at Whitaker and Hwy 61 MnDOT replied saying they would not participate nor would they allow the City to place the pedestrian crossing system at that location. The permit has been denied and the City has appealed the decision on three occasions and continues to receive denials. Mr. Sather stated the City is disappointed in MnDOT's response with MnDOT stating there are concerns about the slope of the ramp where there is a crossing on the railroad tracks claiming it does not meet ADA Standards. Mr. Sather explained the

447

crossing has been used regularly for the past 30 years with no complaints about the grade. Staff spoke with MnDOT regarding their jurisdiction and responsibility to enforce ADA Standards due the slope being located on private property. Residents continue to ask the City why the crossing has not been installed. As the City continues to move forward with this project, staff will continue to update the Council and look for their support.

Councilmember Tessier asked Mr. Sather if staff believes MnDOT may be seeing the crossing as a liability issue in the event an accident should occur at the intersection.

City Manager Sather explained that staff believes if the sign were installed it would assist and alert motorists of pedestrians crossing the Highway and help to ensure public safety.

August 19, 2021



To: Paul Kauppi, P.E.
Public Works Director/City Engineer
City of White Bear Lake
3950 Hoffman Road
White Bear Lake, MN 55110

From: Sara Pflaum, P.E.
Principal Engineer, BRT Projects | MnDOT Metro District
Metro Square
121 7th Place East, Suite 102
St. Paul, MN 55101

Subject: Request for City of White Bear Lake Municipal Consent for Trunk Highway (TH) 61
Minnesota Department of Transportation (MnDOT) Highway Access Change

Dear Mr. Kauppi,

Pursuant to State Statute 161.164, municipal consent is required as part of MnDOT's layout approval process when a project alters access, increases or reduces traffic capacity, or requires acquisition of permanent right-of-way in a municipality. See Attachment A for a copy of the State Statute.

An access change to TH 61 and a right-of-way acquisition for a proposed stormwater treatment pond are proposed as part of the Rush Line Bus Rapid Transit (BRT) Project ("Project"). Ramsey County is leading the design of the Project through the Environmental Analysis Phase; in partnership with MnDOT, the Metropolitan Council, Saint Paul, Maplewood, Vadnais Heights, Gem Lake, White Bear Lake and White Bear Township.

Extensive coordination efforts have occurred between Ramsey County, MnDOT, Metropolitan Council and the City of White Bear Lake over the previous three years to develop the preliminary plans for the Project within the City. These coordination efforts have including City staff participation on issue resolution team and technical advisory committee meetings, City elected official participation on policy advisory committee meetings and resident and business participation on community advisory committee meetings and numerous community meetings, pop-up events and other public forums over the previous three years to provide feedback and assist with developing the preliminary plans. The preliminary plans were ultimately approved by the White Bear Lake City Council on April 14, 2020 and have been used as the basis for the ongoing Environmental Assessment.

The access change is a result of a proposed driveway closure north of the Whitaker Station from the Marina Triangle commercial shopping area onto northbound TH 61 in downtown White Bear Lake. The driveway closure is proposed because of its proximity to the station and the proposed new full access signal at Whitaker Street, which will improve safety for bus operations and pedestrians and provide improved vehicle and pedestrian access to the Marina Triangle commercial shopping area. The proposed signal at Whitaker Street will reduce the risk of pedestrian crashes, improve pedestrian circulation, and enhance safety at an existing unsignalized pedestrian crossing of a divided highway and existing railroad in a commercially developed area. Whitaker Station area changes to the existing driveway access as shown in Attachment B.

The right-of-way acquisition is for a stormwater treatment pond proposed between TH 61 and Hoffman Road where they intersect White Bear Avenue in the Goose Lake causeway area as shown in Attachment B. The stormwater treatment pond will require acquisition of existing property from the

City. This stormwater treatment pond will be owned and maintained by MnDOT will help improve water quality and reduce runoff into Goose Lake, an impaired waterway. Municipal consent is required by state statute for purchasing right-of-way. The preliminary design layout and profiles for TH 61 are shown in attachment C.

On behalf of MnDOT, Project staff requests the City of White Bear to schedule and hold a public hearing regarding municipal consent for the proposed changes within 60 days of receiving this submittal. Per Statute, the City must schedule the hearing within 15 days of receiving MnDOT's request for approval and must provide 30 days public notice. Project staff will be available to present the layout at the hearing and per the Statute, the city must pass a resolution approving or disapproving the request to grant municipal consent within 90 days of the hearing. If the city does not pass a resolution disapproving the layout within 90 days, the layout is deemed approved.

Thank you for your time in considering this request and I am happy to answer any questions regarding this request for municipal consent for TH 61 MnDOT Highway Access Change Municipal Consent or our project in general and can be reached by email at Sara.Pflaum@metrotransit.org.

Sincerely,

Sara Pflaum, P.E.

Cc: Andy Gitzlaff, Ramsey County Rush Line BRT Project Manager
Frank Alarcon, Ramsey County Rush Line BRT Deputy Project Manager
Craig Lamothe, Metropolitan Council Rush Line Project Director
Ellen Hiniker, White Bear Lake City Manager
Anne Kane, White Bear Lake Community Development Director

Attachments:

- A. MN Statutes 161.162-161.167-1503388-v1.pdf
- B. Whitaker Station Area Layout and BMP.pdf
- C. RLBRT-05C_TH 61_Layout.pdf (25% Design Layout)

Figure 1: Whitaker Station Area Plan

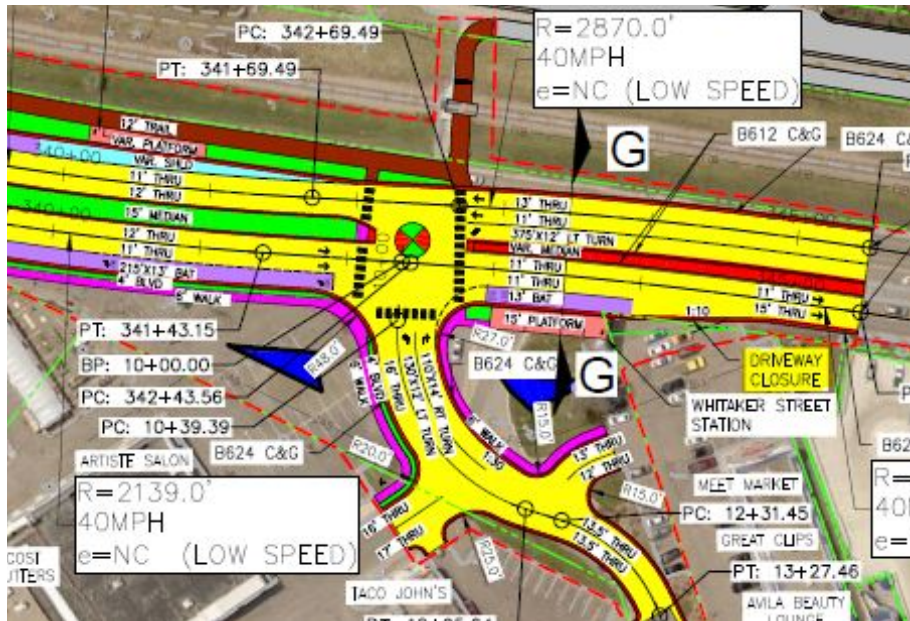
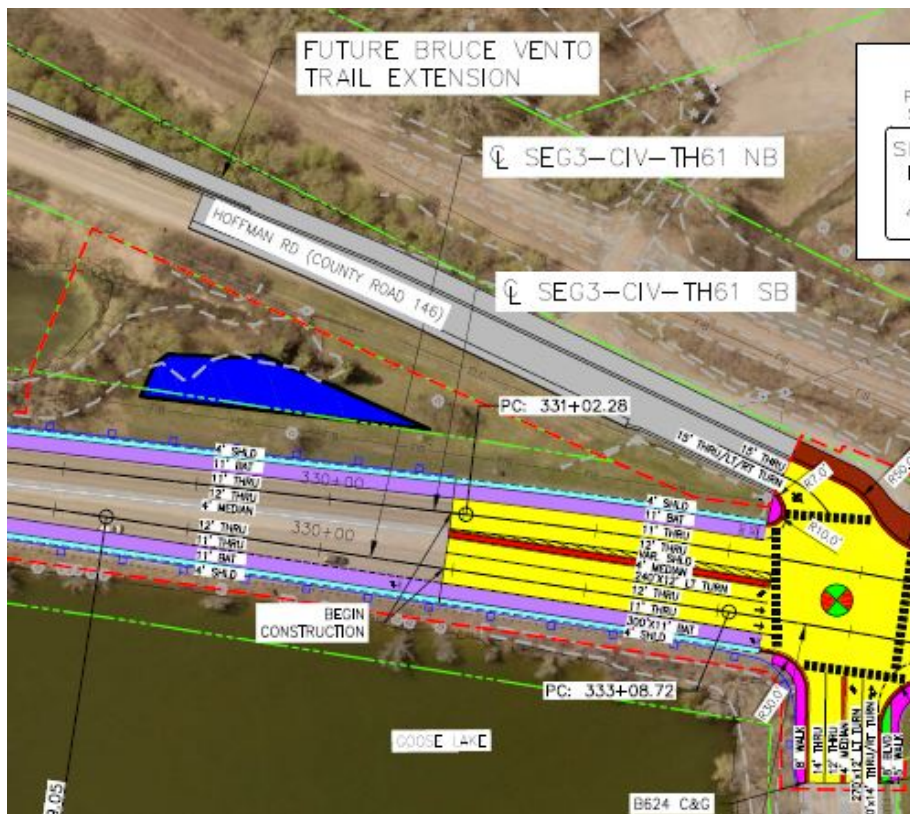


Figure 2: Proposed BMP



From: [John Taylor](#)
To: [clerk](#)
Subject: Comment on proposed driveway closure at Whittaker
Date: Wednesday, September 22, 2021 8:22:53 PM

Here are my thoughts:

In a nutshell, I see the new traffic light and driveway closure at Whittaker as the line in the sand for the Rush Line. To approve the MnDOT plan is a shovel ready affirmation that the city endorses the BRT plan as proposed. It's clear to me that there is a great divide between public opinion and what the Mayor and Commissioner have signed on to. At the very least, this decision should be deferred until the new Mayor is sworn in.

My personal opinion is that the BRT is not needed for White Bear Lake and question if the value for other communities justifies the enormous cost. Yeah, I know... it's free money from the federal government. Be nice to your children as you saddle them with ongoing debt.. I think that the absolute northbound limit of the BRT should be at Whittaker. That way, traffic further north would not be impacted by additional lights, pedestrian crossings, and lane changes that will be the direct result of this project. A driver rest area near the old city maintenance building would be far less impactful than a mile north where businesses are trying to make a go of it. For the few passengers who need to get downtown, we could save money using uber drivers or city sponsored shuttles that would deliver right to the door - on the right side of 61. Stopping at Whittaker might also improve occupancy for the shops and restaurants in the marina triangle.

Needless to say, if the BRT did stop at Whittaker, MnDOT would likely need a different plan for that intersection.

Now, some more details...

The majority of letters to the editor of the WB Press are against the rush line as proposed, Whether that is a scientific sample can be questioned. In fact, at the end of the day, the only way to impact this project is to VOTE for candidates that represent your position, ONLY our county commissioner and mayor could slow, stop, or change the plan. At this point there is a lot of momentum - the only likely option is to contain the damage. The letters indicate there is more passion publicly expressed against than for the rush line. The tin ear official response has been "We need better talking points, You just don't understand, it's for the greater good, and will be wonderful". Talk isn't needed, listening is.

I am not against efficient public transportation, but am against the current plan because

- I don't believe that anyone can predict future ridership and traffic demands. The future of work and commuting has changed, probably for a very long time. Google it. MnDOT doesn't have the data to factor into its projections. Buggy whip manufacturers went out of business using the same approach. Autonomous vehicles are ready for the streets of WBL within a month. They don't need rest facilities.
- Any system that will take an hour to get from here to St Paul cannot be classified as rapid or efficient. It will not become the preferred travel mode for the

- commuter, so It's not going to reduce rush hour traffic.
- Making WBL the "end of the line" brings a higher burden in terms of real estate than other communities. It will
 - result in mostly empty busses with traffic signal priority passing through multiple congested intersections
 - add more traffic lights
 - require the buses to cross already crowded lanes of traffic and make a left turn (light cycle) that other cities along the way don't have.
 - Having platforms on only one side of 61 will
 - Increase (double?) the frequency of pedestrians crossing 61, resulting in 30 second (minimum) interruptions to "normal flow" at each light where crossings happen.
 - That in turn will shorten "cross-traffic" signal times at intersections where cars already frequently "extend the yellow" to avoid another long cycle. Specifically, I refer to the lake/61 light here. The first car queued at Lake Avenue might make it through the intersection with 61 before the green light changes to yellow. Other intersections have the problem to a lesser extent. Turning traffic needs to yield to pedestrians.
 - Having the rest area near a business and school could negatively impact the neighborhood and will reduce available parking used by a local business.
 - Any additional infrastructure (new lanes, fare stations, loading areas) will cut into the small town feel of WBL.
 - The plan will never show a positive revenue stream, and saddles generations with ongoing costs.

The last mile is critical. All the above are incremental reasons when considered in total reduce quality of life. Stopping at the south end will improve traffic flow through the city. There isn't room to expand the number of lanes without impacting the character of the town. If there is a clear need for BRT in municipalities to the south, then we need to figure out a way to reduce the 'end of the road' impact. I'm not sure the overall need exists, but think we should draw the line at Whittaker. The time to do that is before a new light goes in, a business driveway is closed, and adverse possession happens for a storm containment system.

The voice of the people needs to be heard. Conveniently, that can be most democratically gathered very soon- on November 2. Candidates are taking a stance on this issue. Let the voters decide. That is why I think this should be tabled until then.

Thank you.

Respectfully,

John Taylor
4661 Lake Ave



City of White Bear Lake
Community Development Department

MEMORANDUM

To: Ellen Hiniker, City Manager

From: Ashton Miller, Planning Technician

Date: September 23, 2021 for the September 28, 2021 City Council Meeting

Subject: **Bruggeman Builders, LLC – Setback Variance**
Case No. 19-9-Ve2 – One Year Time Extension

REQUEST

A second one year time extension for a 5 foot setback variance along the western property line to construct a triplex townhouse on the parcel located at 2687 County Road D. See applicant's letter of request.

SUMMARY

The original approval had the support of staff, although two neighbors expressed concerns regarding impact of the development on the value of their homes and loss of open space. The Planning Commission (with a 4-1 vote) and the City Council (with a 3 – 1 vote) both approved the variance request.

Staff reviewed the adjacent property owner notification area and found six properties that have changed ownership since the original approval. Notices were sent to the new property owners regarding the time extension request.

RECOMMENDED COUNCIL ACTION

Approval of the attached resolution of approval.

ATTACHMENTS

Draft Resolution
Letter of Request

RESOLUTION NO.

**RESOLUTION APPROVING TIME EXTENSION FOR
A SETBACK VARIANCE AT 2867 COUNTY ROAD D
WITHIN THE CITY OF WHITE BEAR LAKE, MINNESOTA**

WHEREAS, a proposal (19-9-Ve2) has been submitted by the Bruggeman Builders to the City Council requesting a variance from the City of White Bear Lake at the following site:

ADDRESS: 2867 County Road D

LEGAL DESCRIPTION: The West 100 feet of the East 663 feet of the South 613 feet of the Southeast ¼ of the Southeast ¼ (SE1/4 of SE1/4) of Section 36, Township 30, Range 22, lying northerly of the centerline of County Road D, subject to the rights of the public for County Road “D”, in the County of Ramsey and State of Minnesota.

WHEREAS, THE APPLICANT SEEKS THE FOLLOWING: A second one year extension to an approved variance (until November 12, 2022):

Resolution No. 12649: A one year time extension of an approved variance (until November 12, 2021).

Resolution No. 12470: A Resolution approving a five foot variance from the fifteen foot side yard setback, per Code Section 1303.080, Subd.5.c.2.b, in order to build a triplex ten feet from the west property line.

WHEREAS, the City Council has considered the effects of the proposed extension 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 area.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of White Bear Lake that the City Council approves the requested time extension, subject to all the same terms and conditions as the original approval.

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

Ayes:
Nays:
Passed:

Jo Emerson, Mayor

ATTEST:

Kara Coustry, City Clerk



August 30th 2021

Anne Kane
4701 Highway 61
White Bear Lake, MN 55110

Dear Anne,
I would like to request a one-year extension to the five foot variance granted on 2687 County Road D resolution number 12470.

We are continuing to deal with the impact on material shortage and the lack of labor force as a result of COVID19. Our hope is to proceed with this project in 2022, but it will depend on the market at that time.

Sincerely,



Paul Bruggeman



City of White Bear Lake
City Manager's Office

MEMORANDUM

To: Mayor and Council
From: Ellen Hiniker, City Manager
Date: September 24, 2021
Subject: **Resolution adopting 2021 Preliminary Tax Levy collectible in 2022**

Attached is the memorandum provided to Council in advance of its August work session highlighting the proposed 2022 General Fund budget and corresponding tax levy. There was considerable conversation at the August 24 work session regarding anticipated future costs related to the outcome of the Position & Classification Study which staff hopes to initiate yet this fall. There was also discussion around future staffing needs. Subsequently, Council directed staff to provide additional information on related anticipated costs in consideration of opportunities to mitigate future levy impacts.

Council then had additional discussion around this topic at its September 21 work session. While there was not general consensus among the Council, there was interest expressed in considering a separate amendment to increase the proposed tax levy by \$200,000 to reduce the transfer from the Construction Fund into the General Fund.

Currently, the proposed budget reflects a \$725,000 transfer out of the Construction Fund into the General Fund to support Engineering Department operations. In the past when higher interest rates provided more significant revenues to the Construction Fund, this fund was able to support the Engineering Department. However, significant reductions in interest revenues and loss of License Bureau revenues has resulted in significant revenue losses. In addition to supporting the City's major pavement rehabilitation projects, many of which now rely on bond revenues, the Construction Fund supports other miscellaneous sidewalk and street maintenance projects. To achieve a healthy long range fund balance, the City's financial management plan currently reflects a gradual decrease in this transfer to the General Fund and assigns a \$200,000 tax levy to begin in 2025.

As discussed at the September 21 work session, accelerating the reduction of the General Fund's dependence on the Construction Fund would have a significant impact on the Construction Fund's long range fund balance, as well as likely eliminate the need for a tax levy to support the fund in 2025. Staff will provide a more detailed representation of this at the Council meeting on September 28.

If Council chooses to proceed with adoption of an amendment to the proposed tax levy to reduce the transfer out of the Construction Fund, the city property tax impact on the median valued home would be as follows:

Original levy presented to council:	\$7,880,000
Tax capacity rate for that levy:	21.592%
Taxes on a median value home at that rate:	\$532.24

Additional \$200,000 added to the original levy:	\$8,080,000
Tax capacity rate for that levy:	22.216%
Taxes on a median value home at that rate:	\$547.62

Taxes increase \$15.38 on the median value home to add \$200,000 to the levy.

RECOMMENDATION

Staff recommends approval of the attached resolution adopting a preliminary tax levy of \$7,880,000 for the year 2021 collectible in 2022. If adopted, Council may reduce the levy before final adoption in December, but may not increase it.

If Council chooses to amend the attached resolution to reflect a \$200,000 increase in the tax levy to reduce the transfer from the Construction Fund to the General Fund, the resolution could be amended to reflect a \$8,080,000 preliminary tax levy.

RESOLUTION NO.

**RESOLUTION APPROVING THE PROPOSED 2021 TAX LEVY
COLLECTIBLE IN 2022**

WHEREAS, the City of White Bear Lake is annually required by Charter and State law to approve a resolution setting forth an annual proposed annual tax levy to the Ramsey and Washington County Auditors; and

WHEREAS, Minnesota Statutes currently in force require certification of a proposed tax levy to the Ramsey and Washington County Auditors on or before September 30, 2021; and

WHEREAS, the summary details will be submitted to the City Council upon completion of the budget process by the City Manager, as revised.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of White Bear Lake, Ramsey and Washington Counties, Minnesota that the following sums is levied in 2021, collectible in 2022, upon the taxable property in said City of White Bear Lake for the following purposes:

General Fund	\$7,000,000
Emerald Ash Borer	25,000
Debt Service: YMCA/Sports Center	132,000
Debt Service: Street Construction – 2018	220,000
Debt Service: Street Construction – 2019	81,000
Debt Service: Street Construction – 2020	107,000
Debt Service: Equipment Certificates – 2020	152,000
Debt Service: Street Construction – 2021	100,000
Debt Service: Equipment Certificates – 2021	<u>63,000</u>
Gross Levy	7,880,000
Less: Fiscal Disparity	<u>(962,390)</u>
Net Levy	<u>6,917,610</u>

BE IT FURTHER RESOLVED that the City Council schedule Tuesday, December 14, 2021 at 7:00 p.m. in the City Hall Chambers, as the meeting date for the Truth-In-Taxation hearing and the meeting will continue until all parties have had an opportunity to speak.

BE IT FURTHER RESOLVED, that provision has also been made for payment of the City's share of Public Employees Retirement Association's contributions for the ensuring years; and

BE IT FURTHER RESOLVED, that there is a sufficient sum of monies in all the Debt Service Funds of the City which are irrevocably pledged, to pay principal and interest in 2022

RESOLUTION NO.

on all outstanding bond issues, and the deferred annual tax levies previously certified to the County Auditor are hereby canceled, and replaced by the above debt service tax levy; and

BE IT FURTHER RESOLVED, that adoption of this resolution does not prohibit the City Council from certifying a final levy that will result in a lower final tax levy; and

BE IT FURTHER RESOLVED, that the City Clerk is hereby authorized and directed to transmit a certified copy of this resolution to the County Auditor's of Ramsey and Washington Counties, Minnesota, as required by law.

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 City Council
From: Ellen Hiniker, City Manager
Kerri Kindsvater, Finance Director
Date: August 11, 2021
Subject: Work Session – 2022 Budget and Proposed Tax Levy

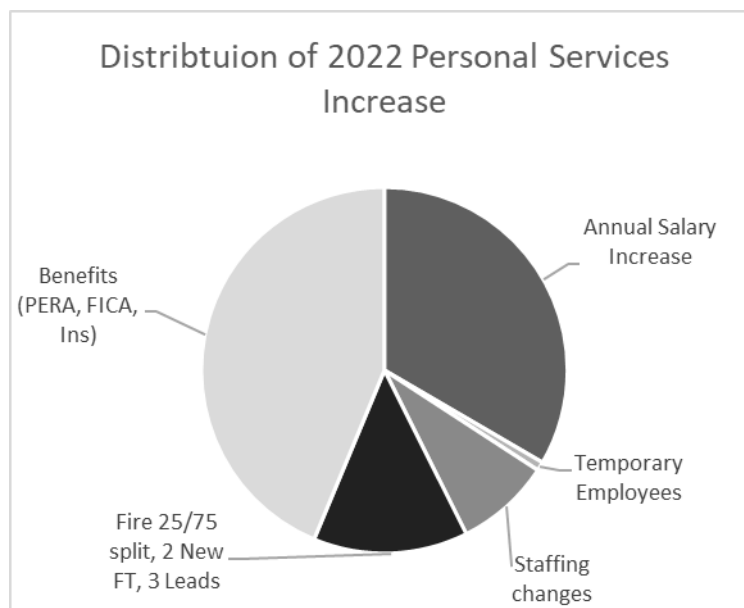
SUMMARY

Attached are several documents to support staff's recommendation for the 2021 tax levy collectable in 2022. The total levy is 6.92%, which includes a 4.71% for operating expenditures and 2.21% for the new debt service from the issuance of 2021 street reconstruction bonds and equipment certificates.

PROPOSED 2022 GENERAL FUND BUDGET

Expenditures

The 2022 expenditure budget increases \$784,039 above the adopted 2021 budget. Personal Services costs for employee pay and benefits comprise 77% of the expenditure increase at \$613,376.



Personnel changes are accounted for as follows:

- 3.0% increase on January 1 with an additional .5% mid-year (a 3.25% annual average)
- New City Manager salary adjusted to market rate
- Fire Department:
 - Firefighter/Paramedic salaries split with Ambulance Fund changed from 20/80 to 25/75
 - Two new firefighter/paramedic positions added as part of 3-year plan to build third 24/7 full-time crew
 - Creation of lead assignments for full-time crews (not new positions, but promotions to leads)
- GIS position budgeted for full year, (2021 budget had position starting on July 1, 2021)
- Building Department staff, non-union Public Works staff, and mechanic salaries to adjusted to market rates
- Increased allocations for health insurance, workers compensation insurance and other benefits to the Employment Expense Fund to provide funding for actual coverage costs
- Changes resulting in savings or no net increase:
 - Funding for two budgeted positions, (Engineering Tech III and Parks Building Maintenance), re-allocated to support an Accounting Technician and second mechanic in the Garage
 - Savings in Police Department as new officers fill openings from one retirement and three vacancies

The 2022 budget for total supplies increases \$65,347 over the 2021 budget. Notable changes in these accounts include:

- A total of \$12,000 moved from the Equipment Repairs Vehicle Repairs budgets in Streets and Parks budgets for repairs now handled by staff mechanics instead of outside service providers, (*resulting in reduction of outside service line items*)
- \$1,000 increase in tire replacement costs for the Street Department fleet
- Engineering survey instruments and traffic counter supplies
- Replacement of two police vehicle light bars, this process will continue through 2026 to upgrade the units on all marked squad cars
- Street Lighting expenditures for new poles, ballasts, globes and new lights at intersections and cul-de-sacs

Other Services costs increase a total of \$130,316 over the 2021 budget. Sizable projects impacting the change:

- \$30,000 fees for contracted building and permit plan reviews to assist Building Department staff
- Increase in Boulevard tree removal costs (Emerald Ash)
- Training and conference attendance costs added back to departments, (not included in 2021 due to pandemic)
- Increase in Ramsey County Dispatch Services (based on calls for service)
- Technology:
 - LOGIS training for new GIS staff person
 - Engineering ACR software/support upgrade to advanced editing license
 - Telephone call recording functionality for 12 lines in the Police Department

- Technology costs for the Police Department's records system through Roseville INET
- Replacement of the Public Works Department fleet management system
- Additional expenditures to accept electronic payments. Most fees are passed on to customers; however some cannot due to the technology for the online process in some departments. Fees will be increased to cover the costs of the services not passed on to customers.

Revenues

The City's proposed revenues for the 2022 year reflect greater optimism than last year based on the economy's current and projected performance.

Non-Business Permit (Building permits and related items) revenues:

The City received building permit revenues for three school district projects tied to the 2019 bond referendum at the end of 2020. Revenues related to these projects expand in 2022 as work at North Campus continues. Permit revenues from these multiple projects will offer additional revenues over the next few years above those received from issuance of routine residential and business permits. A portion of the school district revenues collected will off-set by an increase in the cost of services contracted to assist the Building Department with plan reviews and inspections.

Local Government Aid:

Local Government Aid (LGA) is an important revenue source that must be monitored in the coming years. Based on the aid distribution formula, Local Government Aid is reduced as a city's tax base grows at a proportionately greater rate, as has been the case for White Bear Lake.

Legislative action in 2019 increased the overall LGA appropriation in order to hold steady the amount of aid distributed to all cities. Therefore, though White Bear Lake's calculated aid allocation decreased in 2020, funding remained at 2019 levels and the City received \$1,587,297.

The City's 2021 aid allocation was then reduced by \$254,580, to \$1,333,615. *(The rate of reduction is capped at \$10 per capita, which calculates to \$254,580 based on the Met Council's population data).* To account for the drop in aid, the City's 2021 Budget removed LGA allocations from the City's Equipment Acquisition and Municipal Funds to eliminate the impact on the General Fund Budget.

According to original state calculation, White Bear Lake's 2022 aid allocation was estimated to be \$1,076,095, (the max \$10 per population reduction); however, passage of a LGA Hold Harmless Supplemental Aid package this past spring resulted in an additional \$257,520 in supplemental funding for White Bear Lake, holding the aid at the 2021 level.

As overall property values increase, White Bear Lake can expect to see continued reductions in Local Government Aid. Future cuts in the City's LGA allocation will directly affect the General Fund. Greater than anticipated revenues and careful management of expenditures result in healthy year-end fund balances that provide some flexibility in supporting operations and capital purchases in the Equipment Acquisition and Municipal Building Funds.

American Rescue Plan Aid:

The City received its first half of the American Rescue Plan Aid (ARPA). As mentioned in a recent memo to the City Council, eligible expenditures must fall within the following categories:

- Support public health expenditures
- Address negative economic impacts caused by the public health emergency
- Replace lost public sector revenue
- Provide premium pay for essential works
- Invest in water, sewer and broadband infrastructure

Though all five categories are important in consideration of assistance to the community as we continue to navigate challenges related to the pandemic, replacement of lost public sector revenue offers cities the most flexibility toward using the funds to support government services. The U.S. Treasury established a methodology to calculate lost revenue to ensure consistency of application between organizations. The calculation format uses entity-wide revenues and can be re-calculated each year throughout the aid program. White Bear Lake's calculated revenue loss was approximately \$2 million. This qualifying amount gives the City Council expanded options for using the funds for more than the water, sewer and surface water projects originally discussed earlier this year.

The City may not arbitrarily assign a portion of the ARPA as a revenue source or a transfer into the General Fund. It must identify expenditures it is paying with the funds.

In creation of the 2021 Revised and 2022 Proposed Budgets, ARPA funds were used to support some operations; however, application of ARPA funds primarily focuses on one-time expenditures or capital projects. This was done in pursuit of the following goals:

1. Reduce need for future bond issuance for capital purchases;
2. Avoid application of one-time funding for operational costs that ultimately lead to greater burden on future levies;
3. Allocate ARPA funds to capital improvement funds such, as the Equipment Acquisition Fund, to supplant LGA funds routinely assigned to the fund so the LGA revenue can be applied to the General Fund.

PROPOSED 2021 REVISED GENERAL FUND BUDGET

Expenditures

The Revised 2021 Budget reflects a \$218,143 reduction in budgeted expenditures when factoring the \$600,000 total transfer to the Equipment Acquisition and Municipal Building Funds out of the total expenditures. The majority of the savings is in personnel costs:

- Delayed hiring of the budgeted GIS position
- Vacancies in Building, Engineering, and Police Department positions
- Identified savings in Fire Department personnel costs; continued ability to better anticipate call back and temporary salary costs in the new staffing model based on actual experiences in recent years.

- Training opportunities originally budgeted for in multiple departments are delayed another year due as the sessions slowly return to in-person attendance.
- Contracted Services eliminates the Emergency Appropriation of \$15,000 as any unknown items were included in specific budgets and experiences a reduction in snow removal activities.

Revenues

Anticipated General Fund revenues exceed the budget estimates by \$358,959. The following activities provide the additional revenues:

- Franchise fees
- Building permit fees related to school district projects
- Other Non-Business permit fees (Electrical, HVAC, Plumbing and Driveways)
- Rental inspection fees
- ARPA funding support for City Manager Office and Finance administrative work

The attached General Fund Revenue Summary provides detail information for all revenue accounts.

OTHER FUNDS

Discussion at next week's work session will be focused on the General Fund in preparation for the City Council's adoption of a preliminary tax levy at its September 28th meeting. Further discussion related to the City's enterprise and revenue funds will be held at the September and October work sessions.



City of White Bear Lake
City Engineer's Office

MEMORANDUM

To: Ellen Hiniker, City Manager

From: Paul Kauppi, Public Works Director/City Engineer

Date: September 28, 2021

Subject: **Feasibility Report for Proposed 2022 South Shore Boulevard Sanitary Sewer Extension, City Project No. 22-08**

BACKGROUND / SUMMARY

During the 2022 construction season, Ramsey County, White Bear Township, and the City of White Bear Lake are proposing a joint street rehabilitation project for South Shore Boulevard between White Bear Avenue and East County Line Road. The project mainly consists of reconstructing the street with the addition of a multiuse trail to continue the trail around White Bear Lake.

This project provides the City an opportunity to extend City sanitary sewer to twelve properties that do not have public sewer available. While extending the City's sanitary sewer main in the street, sanitary sewer services will be stubbed for each property. These new service stubs will be extended outside the street near the edge of the street right of way, which is about 15 feet outside of the existing pavement.

The next step in the improvement process is the preparation of a Feasibility Report to determine if the projects are advisable from an engineering standpoint and how they could best be constructed and funded.

A portion of the project cost will be assessed to benefitting properties in accordance with the City's Special Assessment Policy. The assessment rates for 2022 will be reviewed in consultation with the City's appraisal consultant to ensure the proposed assessments are fair, uniform, and provide benefit in the amount of the proposed assessments. A copy of the appraisal report will be provided to the City Council when complete.

RECOMMENDED COUNCIL ACTION

Staff recommends that the Council adopt the resolution and order the preparation of a Feasibility Report for the 2022 South Shore Boulevard Sanitary Sewer Extension.

ATTACHMENTS

Resolution

RESOLUTION NO.:

**RESOLUTION ORDERING PREPARATION OF A FEASIBILITY REPORT
FOR THE 2022 SOUTH SHORE BOULEVARD SANITARY SEWER EXTENSION**

CITY PROJECT NO. 22-08

WHEREAS, Ramsey County, White Bear Township and the City of White Bear Lake are proposing a joint street rehabilitation project for South Shore Boulevard; and

WHEREAS, there are twelve properties along South Shore Boulevard that have private septic systems and do not have access to the City's municipal sanitary sewer; and

WHEREAS, the City's long term goal is to eliminate private septic systems to help improve water quality; and

WHEREAS, it is proposed to extend sanitary sewer and provide properties with a sewer service stub along South Shore Boulevard; and

WHEREAS, it is proposed to assess the benefited properties for all or a portion of the cost of the improvements, pursuant to Minnesota Statutes, Chapter 429.

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

The proposed improvements be referred to the City Engineer for study and that he is instructed to report to the City Council with all convenient speed advising the Council in a preliminary way as to whether the proposed improvements are feasible and as to whether they should best be made as proposed or in connection with some other improvements, and the estimated cost of the improvements as recommended.

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
Finance Department
MEMORANDUM

To: Mayor and City Councilmembers

From: Kerri Kindsvater, Finance Director

Date: September 21, 2021

Subject: **Audit appointment for 2021, 2022 and 2023**

BACKGROUND

At its meeting on July 27, 2021, the City Council authorized staff to request proposals for professional auditing services for fiscal years ending December 31, 2021, 2022 and 2023, with an option to renew the contract for the three subsequent years, 2024, 2025 and 2026. The City Council appointed Councilmember Edberg to assist staff in reviewing the proposals and creating a recommendation.

SUMMARY

The City received seven proposals for auditing services. The range of total cost of auditing services for the three years is \$92,250 to \$124,390.

Review of the proposals by Councilmember Edberg and finance staff focused on services provided, cost of services, experience in Minnesota local government audits and the need for new auditing staff to perform work to ensure compliance.

Based on the standardized requirements for firms performing auditing services, cost, and satisfactory performance for previous audits, the City Council is receiving a recommendation to award the contract for professional auditing services to the firm of Abdo, Eick and Meyers. The proposal review team recognizes the long term service of the firm but feels that the firm's annual changes to audit team staff members ensures a "fresh set of eyes" is analyzing the data and asking new questions each year.

Additional considerations supporting the recommendation for Abdo, Eick and Meyers are:

- Discounted annual fee for the Engagement auditing software
- City finance and human resources training opportunities each year
- Annual audit presentation format with comparisons for key performance indicators to Class 2 Cities (populations 20,001 – 100,000), cities in Ramsey County and cities with populations of 20,000 – 30,000.
- No additional fees for questions posed to the firm's Financial or Human Resource staff during the year.

The contract with Abdo, Eick and Meyers includes the following costs:

Annual Audit:	
2021	\$ 30,000
2022	30,750
2023	<u>31,500</u>
	<u>92,250</u>
Single Audit, if needed:	\$ 4,200
Audit Software:	750

A summary sheet of the cost proposal for each responding firm is attached for additional information. All proposal responses are on file in the Finance Department.

The City anticipates one single audit for the expenditure of more than \$750,000 in federal grants and funding in the next three years; however, that may change based on the City Council decision on use of funds received through the American Rescue Plan Aid in 2021.

If the City Council desires to extend the auditing services of Abdo, Eick and Meyers for 2024, 2025, and 2026, the fees will increase approximately 3% each year.

RECOMMENDATION

Staff recommends the City Council adopt the resolution authorizing the City to enter into an agreement for audit services with Abdo, Eick and Meyers for the three-year period 2021-2023 at an cost of \$92,250 for auditing services, \$2,225 for audit software fees, and single audit fees if needed.

ATTACHMENTS

- Resolution
- Analysis of financial costs of each proposal
- City Charter Reference

RESOLUTION NO. _____

**A RESOLUTION AUTHORIZING THE CITY TO ENTER INTO AN AGREEMENT
WITH ADBO, EICK AND MEYERS FOR AUDIT SERVICES
FOR FISCAL YEARS ENDING DECEMBER 31, 2021, 2022 AND 2023**

WHEREAS, pursuant to the City Charter (section 4.11) and State Statute (47.647 subd.1, section C), the City of White Bear Lake is required to conduct annual audits of the City's financial records; and

WHEREAS, the City routinely requests proposals for annual auditing services to ensure ongoing competitive rates for this service; and

WHEREAS, through the Request for Proposals (RFP) competitive process, the City recently received seven proposals for auditing services for fiscal period 2021-2023; and

WHEREAS, upon reviewing the proposals costs and services, it is recommended that audit services be retained with Abdo, Eick and Meyers for fiscal year ending 2021-2023.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of White Bear Lake, Minnesota authorizes the City to enter into an agreement with Abdo, Eick and Meyers for 2021 audit service in the amount of \$30,000; and

BE IT FURTHER RESOLVED based upon satisfactory completion of each year's previous audit, Abdo, Eick and Meyers, will conduct the City's audit for 2022 at a charge of \$30,750 and 2023 audit at a charge of \$31,500; and

BE IT FURTHER RESOLVED that the City will be authorized to utilize the Engagement audit software through an agreement with Abdo, Eick and Meyers for an annual fee of \$750.

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

Ayes:

Nays:

Passed:

Jo Emerson, Mayor

ATTEST

Kara Coustry, City Clerk

City of White Bear Lake
Auditing Services RFP Cost Comparisons

	Est. Staff Hours	2021 Costs	2022 Costs	2023 Costs	3 Year Total	Single Audit Cost	Uses Engagement Software
Abdo, Eick & Meyers	232	30,000	30,750	31,500	92,250	4,200	Yes
Bergen KDV	230	30,325	31,075	31,900	93,300	3,000	Yes
MMRK	260	32,000	32,500	33,000	97,500	3,750 **	Yes
EideBailly	280	33,750	35,000	36,750	105,500	4,250	
Clifton, Allen, Larson	250	36,645	37,695	38,745	113,085	3,500	
Redpath	315	37,000	38,500	40,500	116,000	5,000 **	
Wipfli	250	\$40,110	\$41,310	\$42,970	\$124,390	\$4,500 **	

** increases each year of the contract, first year costs shown here.



City of White Bear Lake
City Engineer's Office

MEMORANDUM

To: Ellen Hiniker, City Manager

From: Paul Kauppi, Public Works Director / City Engineer

Date: September 22, 2021

Subject: **Acquisition of Tax Forfeit Parcels for Flood Control and Stormwater Management**

BACKGROUND / SUMMARY

Washington County has made available for sale to the City, three tax forfeit properties as follows:

- PIN NO. 30.030.21.32.0003 – EMV 100 , Purchase price \$100.00
- PIN NO. 30.030.21.32.0017 – EMV 1200, Purchase price \$250.00
- PIN NO. 30.030.21.32.0018 – EMV 1200, Purchase price \$250.00

These parcels are located in the northeast quadrant of East County Line Road and Riviera Drive North and represent an area where water ponding for the City's adjacent roadways is already occurring. While the City contributes a majority of the water to this issue, both Ramsey and Washington Counties would also benefit from the City's management of this land. Having control of these parcels will allow for easier stormwater management in the future.

The total cost for acquiring said parcels, including state deed and recording amounts to \$695.98.

RECOMMENDATION

Staff recommends the City Council adopt the resolution requesting conveyance of three tax forfeiture parcels (PIN NO. 30.030.21.32.0003, PIN NO. 30.030.21.32.0017, and PIN NO. 30.030.21.32.0018) from Washington County for stormwater management.

ATTACHMENTS

Resolution

RESOLUTION NO.

**RESOLUTION CLAIMING TAX FORFEITED PARCELS FOR FLOOD CONTROL
AND STORM WATER MANAGEMENT PURPOSES**

WHEREAS, Periodically, Washington County issues a listing of tax forfeited properties that will be sold at public auction and invites respective municipalities to acquire said parcel(s); and

WHEREAS, Tax forfeited parcels in question are:

1. PIN NO. 30.030.21.32.0003 – EMV 100 , Purchase price \$100.00
2. PIN NO. 30.030.21.32.0017 – EMV 1200, Purchase price \$250.00
3. PIN NO. 30.030.21.32.0018 – EMV 1200, Purchase price \$250.00

WHEREAS, the City of White Bear Lake finds it in the best interests of the public to assume these tax forfeit parcels for flood control and storm water management in the area; and

WHEREAS, the total cost for acquiring said parcels, including state deed and recording costs is \$695.98

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of White Bear Lake, Minnesota hereby claims parcel numbers: 30.030.21.32.0003 – EMV 100 , 30.030.21.32.0017 – EMV 1200, and 30.030.21.32.0018 – EMV 1200, to be used for flood control and storm water management purposes.

BE IT FURTHER RESOLVED, that the City Clerk is hereby authorized to file a certified copy of this resolution authorizing conveyance of said tax forfeited land in the office Washington County Property Records.

BE IT FURTHER RESOLVED, that the City Council authorizes payment to Washington County Property Records in the amount of \$695.98 for acquisition, deed and recording costs for said parcels.

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

LICENSE BUREAU PERFORMANCE INDICATORS

August 31, 2021

FEES AND TRANSACTION COUNTS

	MONTHLY				CUMULATIVE		
	<u>2021</u>	<u>2020</u>	<u>%</u>		<u>2021</u>	<u>2020</u>	<u>%</u>
FEES	\$65,784	\$39,488	66.6%		\$463,153	\$382,342	21.1%
TAB RENEWALS	2,053	1,525	34.6%		14,930	19,002	-21.4%
TITLE TRANSACTIONS	1,860	2,405	-22.7%		17,265	16,812	2.7%
EVTR TRANSACTIONS	1,017	0	#DIV/0!		5,637	0	#DIV/0!
DEALERS	2,064	1,515	36.2%		17,396	12,192	42.7%
TOTAL MV	3,913	3,930	-0.4%		35,076	35,814	-2.1%
D.L.	1,221	216	465.3%		3,498	5,871	-40.4%
DNR	277	296	-6.4%		3,738	3,410	9.6%
GAME & FISH	8	2	300.0%		197	49	302.0%
GRAND TOTAL	5,419	4,444	21.9%		42,509	45,144	-5.8%

*ADDED EVTR TRANSACTION TYPE - THESE WERE NOT INCLUDED IN OUR TITLE COUNTS
SAME FILING FEES AS OTHER TITLE TRANSACTIONS. BEGAN DECEMBER 2020

PERFORMANCE BY HOURS

	MONTHLY				CUMULATIVE		
	<u>2021</u>	<u>2020</u>	<u>%</u>		<u>2021</u>	<u>2020</u>	<u>%</u>
TOTAL EMPLOYEE HRS	1,331.63	1,177.50	13.1%		10,716.35	11,266.95	-4.9%
OVERTIME HOURS	1.00	0.00	#DIV/0!		14.77	70.00	-78.9%
TRANS PER HOUR*	4.07	3.77	7.9%		3.97	4.01	-1.1%

PASSPORTS PERFORMANCE INDICATORS

	MONTHLY				CUMULATIVE		
	<u>2021</u>	<u>2020</u>	<u>%</u>		<u>2021</u>	<u>2020</u>	<u>%</u>
APPLICATION #	0	0	#DIV/0!		0	420	-100.0%
APPLICATION \$	\$0	\$0	#DIV/0!		\$0	\$14,700	-100.0%
PHOTO #	0	0	#DIV/0!		0	429	-100.0%
PHOTO \$	\$0	\$0	#DIV/0!		\$0	\$6,435	-100.0%

September 14, 2021

Dear Representative Peter Fischer,

On behalf of our 835 member cities, I want to thank you for your efforts this past legislative session and to recognize you as a League of Minnesota Cities Legislator of Distinction for 2021.

League staff and member city officials appreciate your accessibility and your consultation with us on legislation impacting cities. Specifically, the League appreciates you authoring the city-supported legislation to create a process for the state to identify sources of per- and polyfluoroalkyl substances (PFAS) in wastewater and stormwater, as well as actions needed to reduce those sources. The League also recognizes your consistent accessibility to staff as well as your input on legislation impacting local units of government.

Our members know that in order to be successful in serving our common constituents, state and city officials must work together as partners to reach solutions that meet the unique needs of rural, suburban, and urban communities all across Minnesota. City leaders also understand that without the support of legislative leaders like you, this state-local partnership would not be possible.

To acknowledge your contributions last session, mayors of each city in your legislative district will receive notification of your recognition. A press release will also be issued to media in your area. City officials and League staff look forward to continuing to work with you in the future.

Sincerely,



D. Love
Mayor, City of Centerville
President, League of Minnesota Cities



September 14, 2021

Dear Representative Ami Wazlawik,

On behalf of our 835 member cities, I want to thank you for your efforts this past legislative session and to recognize you as a League of Minnesota Cities Legislator of Distinction for 2021.

League staff and member city officials appreciate your accessibility and your consultation with us on legislation impacting cities. Specifically, the League appreciates your collaboration to create a process for the state to identify sources of per- and polyfluoroalkyl substances (PFAS) in wastewater and stormwater, as well as lay out actions needed to reduce those sources. The League also recognizes your consistent accessibility to staff as well as your input on legislation impacting local units of government.

Our members know that in order to be successful in serving our common constituents, state and city officials must work together as partners to reach solutions that meet the unique needs of rural, suburban, and urban communities all across Minnesota. City leaders also understand that without the support of legislative leaders like you, this state-local partnership would not be possible.

To acknowledge your contributions last session, mayors of each city in your legislative district will receive notification of your recognition. A press release will also be issued to media in your area. City officials and League staff look forward to continuing to work with you in the future.

Sincerely,

A handwritten signature in black ink, appearing to read 'D. Love', is written over a faint circular stamp.

D. Love
Mayor, City of Centerville
President, League of Minnesota Cities

SPORTS CENTER August 2021	Monthly Revenue	YTD Revenue Last Month	2021 YTD Revenue	2020 YTD Revenue	YTD Comparison
--------------------------------------	----------------------------	-----------------------------------	-----------------------------	-----------------------------	---------------------------

Ice Rental Usage

Ice Rental non Tax	\$6,120.00	\$61,765.05	\$67,885.05	\$65,924.75	\$1,960.30
Ice Rental Tax	\$2,511.29	\$97,733.31	\$100,244.60	\$60,019.41	\$40,225.19
Subtotal Ice Rental	\$8,631.29	\$159,498.36	\$168,129.65	\$125,944.16	\$42,185.49

Skate School

Skate School	\$38,496.50	\$32,721.50	\$71,218.00	\$24,223.14	\$46,994.86
Skate School Drop In	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Early Morning Ice	\$0.00	\$0.00	\$0.00	\$623.00	-\$623.00
Early Morning Ice Pass	\$0.00	\$0.00	\$0.00	\$3,276.00	-\$3,276.00
Freestyle	\$883.00	\$42,230.50	\$43,113.50	\$40,302.51	\$2,810.99
Power	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Team Compulsory	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Student Teaching	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Sleep Over	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal Skate School	\$39,379.50	\$74,952.00	\$114,331.50	\$68,424.65	\$45,906.85

Skate Camp

Show Registration	\$0.00	\$13,180.50	\$13,180.50	\$10,030.50	\$3,150.00
Show	\$0.00	\$4,104.00	\$4,104.00	-\$2,730.00	\$6,834.00
Competition Ad	\$0.00	\$105.00	\$105.00	\$35.00	\$70.00
Competition	\$0.00	\$0.00	\$0.00	\$45.00	-\$45.00
Competition Registration	\$0.00	\$9,695.15	\$9,695.15	-\$110.00	\$9,805.15
Subtotal Skate Camp	\$0.00	\$27,084.65	\$27,084.65	\$7,270.50	\$19,814.15

Open Skate

Open Skate	\$0.00	\$420.00	\$420.00	\$765.00	-\$345.00
Open Skate Pass	\$0.00	\$7,849.00	\$7,849.00	\$2,075.00	\$5,774.00
Open Hockey	\$175.00	\$3,330.00	\$3,505.00	\$1,830.00	\$1,675.00
Open Hockey Pass	\$48.00	\$909.00	\$957.00	\$186.00	\$771.00
Dead Ice 1 hr	\$84.00	\$28.00	\$112.00	\$420.00	-\$308.00
Dead Ice Pass	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Broomball	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Special Events	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Sub Total Open Skate	\$307.00	\$12,536.00	\$12,843.00	\$5,276.00	\$7,567.00

Hockey Game Receipts	\$0.00	\$10,800.00	\$10,800.00	\$7,357.00	\$3,443.00
-----------------------------	---------------	--------------------	--------------------	-------------------	-------------------

SPORTS CENTER August 2021	Monthly Revenue	YTD Revenue Last Month	2021 YTD Revenue	2020 YTD Revenue	YTD Comparison
<u>Courts</u>					
Racquetball/Handball	\$0.00	\$1,720.00	\$1,720.00	\$2,026.00	-\$306.00
Wallyball	\$0.00	\$224.00	\$224.00	\$3,576.50	-\$3,352.50
Special Events-Courts	\$0.00	\$0.00	\$0.00	-\$294.00	\$294.00
Birthday Party - Courts	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Sub Total Courts	\$0.00	\$1,944.00	\$1,944.00	\$5,308.50	-\$3,364.50

<u>Rental Income</u>					
Skate Rental	\$8.00	\$92.00	\$100.00	\$408.00	-\$308.00
Locker Rental	\$0.00	\$60.00	\$60.00	\$90.00	-\$30.00
Shower/Sauna	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Meeting Room Rental	\$0.00	\$0.00	\$0.00	\$30.00	-\$30.00
Aerobic Room Rental	\$160.00	\$342.50		\$120.00	-\$120.00
Birthday Party-Ice	\$0.00	\$0.00	\$0.00	\$570.00	-\$570.00
Girls HS Lease Agreement	\$0.00	\$8,000.00	\$8,000.00	\$2,500.00	\$5,500.00
Subtotal Rental Income	\$168.00	\$8,494.50	\$8,160.00	\$3,718.00	\$4,442.00

<u>Ice Time Allocation</u>	Hours	Hours	Hours	Hours	Hours
Hockey	135.5	676	811.5	1071.5	-260
Skate School	93.5	464.75	558.25	484.75	73.5
Private	68.25	164	232.25	244.5	-12.25
Open Skate	18.25	256.5	274.75	197.25	77.5
Unused	69	288	357	166	191
Total Ice Time Allocated	384.50	1849.25	2233.75	2164.00	69.75

Donations	\$1,000.00	\$475.00	\$1,475.00	\$0.00	\$1,475.00
------------------	-------------------	-----------------	-------------------	---------------	-------------------

<u>Vending Machine Sales</u>					
Vending Canteen	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Vending Grand Prix	\$0.00	\$168.38	\$168.38	\$251.61	-\$83.23
Vending Jubilee	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Vending Machine Subtotal	\$0.00	\$168.38	\$168.38	\$251.61	-\$83.23

<u>Concessions</u>					
Concession Stand Profits	\$0.00	\$0.00	\$0.00	\$815.00	-\$815.00
Hockey Tape	\$2.80	\$8.40	\$11.20	\$8.40	\$2.80
Mouthguards	\$0.00	\$0.00	\$0.00	\$8.40	-\$8.40
Skate Laces	\$0.00	\$0.00	\$0.00	\$5.60	-\$5.60
Skate Guards	\$0.00	\$14.90	\$14.90	\$0.00	\$14.90

SPORTS CENTER August 2021	Monthly Revenue	YTD Revenue Last Month	2021 YTD Revenue	2020 YTD Revenue	YTD Comparison
Gloves	\$0.00	\$8.40	\$8.40	\$0.00	\$8.40
Fuzzy Gloves	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Pins	\$56.00	\$114.80	\$170.80	\$0.00	\$170.80
Gel Pads	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Tights Adult	\$16.00	\$268.00	\$284.00	\$16.00	\$268.00
Tights Child	\$0.00	\$182.00	\$182.00	\$42.00	\$140.00
Soaker	\$0.00	\$0.00	\$0.00	\$16.77	-\$16.77
Show Video	\$0.00	\$2,771.70	\$2,771.70	\$0.00	\$2,771.70
Subtotal Concessions	\$74.80	\$3,368.20	\$3,443.00	\$912.17	\$2,530.83

Miscellaneous Revenue

Acct Rec					
ISI	\$0.00	\$0.00	\$0.00	\$0.00	
Bear Store Lease	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
NSF Fee	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Rink Advertising	\$1,025.00	\$4,675.00	\$5,700.00	\$2,500.00	\$3,200.00
Miscellaneous	\$0.00	\$573.69	\$573.69	\$0.00	\$573.69
CARES FUNDS EXP REIMB 8/31/21	\$0.00	\$0.00	\$0.00	\$745.29	-\$745.29
R/C CARES FUNDS-SC UNEMP CC	\$0.00	\$0.00	\$0.00	\$80.00	-\$80.00
Subtotal Miscellaneous	\$1,025.00	\$5,248.69	\$6,273.69	\$3,325.29	\$2,948.40
Over/Short	-\$0.02	\$0.05	\$0.03	\$2.05	-\$2.02

Total Sport Center Revenue	\$50,585.57	\$304,569.83	\$355,155.40	\$227,789.93	\$127,365.47
-----------------------------------	--------------------	---------------------	---------------------	---------------------	---------------------

Armory

Damage Deposit Res	\$1,050.00	\$1,425.00	\$2,475.00	\$3,850.00	-\$1,375.00
Damage Deposit Non Res	\$350.00	\$1,850.00	\$2,200.00	\$2,000.00	\$200.00
Armory Res	\$1,600.00	\$8,148.50	\$9,748.50	\$11,597.00	-\$1,848.50
Armory Non Res	\$390.00	\$2,317.50	\$2,707.50	\$12,007.50	-\$9,300.00
Armory Police	\$412.00	\$1,216.00	\$1,628.00	\$2,245.00	-\$617.00
Armory Clean	\$420.00	\$804.50	\$1,224.50	\$0.00	\$1,224.50
Total Revenue Armory	\$4,222.00	\$15,761.50	\$19,983.50	\$31,699.50	-\$11,716.00

Boatworks Commons Rentals	\$105.00	\$1,365.00	\$1,470.00	\$2,980.00	-\$1,510.00
----------------------------------	-----------------	-------------------	-------------------	-------------------	--------------------

From: WBCA <[wbca@whitebeararts.org](mailto:wbc@whitebeararts.org)>
Sent: Tuesday, September 21, 2021 11:25 AM
Subject: WBCA Ribbon Cutting Ceremony Invitation

Greetings from White Bear Center for the Arts!

It is with great excitement that we invite you to the Ribbon Cutting Ceremony for White Bear Center for the Arts' newly renovated campus on Tuesday, October 5th at 3:30 PM. Made possible by over 50 years of support from the community, this reopening marks a new chapter in the ways White Bear Center for the Arts can serve an ever-growing region through a variety of arts experiences.

Please join us for some brief remarks and enjoy tours of the building with the company of business and community leaders. Together we are working to make the area a wonderful place for all. The art center now has more ways than ever to enrich lives by celebrating art, nourish imagination by inspiring creativity, and build understanding by connecting people.

Thank you. We hope to see you there!

Karen Kepple, Board Chair
Suzi Hudson, Executive Director