



AGENDA
REGULAR MEETING OF THE CITY COUNCIL OF
THE CITY OF WHITE BEAR LAKE, MINNESOTA
TUESDAY, OCTOBER 24, 2017
7:00 P.M. IN THE COUNCIL CHAMBERS

1. CALL TO ORDER AND ROLL CALL

PLEDGE OF ALLEGIANCE

2. APPROVAL OF MINUTES

Minutes of the Closed Meeting on September 26, 2017

Minutes of the Regular City Council Meeting on October 10, 2017

3. APPROVAL OF THE AGENDA

4. VISITORS AND PRESENTATIONS

A. Food Shelf – Andrea Kish-Bailey

5. PUBLIC HEARINGS

A. Petition seeking reestablishment of Downtown Area Special Service District Levy for the years 2018 and 2019

B. Resolution establishing and imposing special assessment for the year 2017 with no interest on taxable property within the Birch Lake Improvement District

C. Resolution certifying delinquent charges related to the municipal utility system assessment

D. Resolution certifying delinquent 2017 miscellaneous private property assessment for recovery of city expenses

6. LAND USE

Nothing scheduled

7. UNFINISHED BUSINESS

8. ORDINANCES

Nothing scheduled

9. NEW BUSINESS

A. Resolution approving plans and ordering advertisement for bids for the Sports Center Project

B. Resolution in support of the proposed White Bear Lake School District #624 Operating Levy Referendum

C. Resolution approving LELS – Dispatchers Impact Agreement and 2018 Labor Contract

10. CONSENT

Nothing Scheduled

11. DISCUSSION

A. Potential new tenant for restaurant space at 2125 4th Street

12. COMMUNICATIONS FROM THE CITY MANAGER

➤ Certificate of Achievement for Excellence in Financial Reporting

13. ADJOURNMENT



**MINUTES
CLOSED MEETING OF THE CITY COUNCIL OF
THE CITY OF WHITE BEAR LAKE, MINNESOTA
TUESDAY, SEPTEMBER 26, 2017
IN THE EXPANSION ROOM**

1. CALL TO ORDER AND ROLL CALL

Mayor Jo Emerson convened a closed meeting of the White Bear Lake City Council at 6:05 p.m. Councilmembers Doug Biehn, Kevin Edberg, Steven Engstran, Dan Jones and Bill Walsh were present. Staff members present were City Manager Ellen Richter, Assistant City Manager Rick Juba, Community Development Director Anne Kane, City Engineer Mark Burch, Special Counsel Monte Mills and City Attorney Andy Pratt.

2. Discussion regarding the Minnesota Department of Natural Resources decision to appeal the decision made in White Bear Lake Restoration Association v. Minnesota Department of Natural Resources, court file number 62-CV-13-2414.

3. Adjournment

There being no further business to come before the Council, it was moved by Councilmember Walsh, seconded by Councilmember Jones, to adjourn the meeting at 6:45 p.m.

Jo Emerson, Mayor

ATTEST:

Kara Coustry, City Clerk



**MINUTES
REGULAR MEETING OF THE CITY COUNCIL OF
THE CITY OF WHITE BEAR LAKE, MINNESOTA
TUESDAY, OCTOBER 10, 2017
7:00 P.M. IN THE COUNCIL CHAMBERS**

1. CALL TO ORDER AND ROLL CALL

Mayor Emerson called the meeting to order at 7:00 p.m. Councilmembers Doug Biehn, Kevin Edberg, Steven Engstran and Dan Jones were present. Councilmember Bill Walsh arrived at 7:03 p.m. Staff members present were City Manager Ellen Richter, Community Development Director Anne Kane, City Engineer Mark Burch, City Clerk Kara Coustry and City Attorney Andy Pratt.

PLEDGE OF ALLEGIANCE

2. APPROVAL OF MINUTES

Minutes of the Regular City Council Meeting on September 26, 2017.

It was moved by Councilmember **Biehn** seconded by Councilmember **Jones**, to approve the Minutes of September 26, 2017.

Motion carried unanimously.

3. APPROVAL OF THE AGENDA

City Manager Richter requested that discussion regarding Whitaker Street end lease and Tally's Dockside be included in Agenda Item 6B.1 - Non-Consent - Case No. 17-3-CUPe1.

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

Motion carried unanimously.

4. VISITORS AND PRESENTATIONS

A. Toastmasters Proclamation

Mayor Emerson read a Proclamation declaring October 2017 as Toastmasters Month in the City of White Bear Lake, honoring Toastmasters International, the world's leading organization devoted to the development of leadership and communication skills. She added Toastmasters International, founded in 1924, has 353,000 members in 141 countries, with 16,500 clubs worldwide.

Mayor Emerson urged citizens to join her in congratulating Toastmasters International for the inspiring role they play in people's lives. She presented the proclamation to a member of Toastmasters International in the audience.

B. White Bear Lake Area Schools – Dr. Wayne Kazmierczak and Tim Wald Assistant Superintendent for Finance and Operations

City Manager Richter welcomed Dr. Wayne Kazmierczak, the Superintendent of the White Bear Lake School District, and invited him to address the City Council.

Dr. Kazmierczak provided an overview of the existing White Bear Lake School District Operating Levy, renewal of which will be a question on the November 7, 2017, ballot. He presented a map of the School District, depicting locations of schools and facilities, and stressed that enrollment growth has increased dramatically in the past few years, and this trend is predicted to continue.

Dr. Kazmierczak stated enrollment on October 1, 2017, is expected to be approximately 8,400 students. He added a study is planned to collect accurate data regarding the impact of future residential developments which are not included in current estimates. He noted an increase in enrollment is good news for the School District.

Dr. Kazmierczak stated a survey conducted in the spring of 2017 indicated that 83% of White Bear Lake School District area residents gave the District a letter grade of A or B. He added this is higher than the national benchmark, and it is an indicator that the community feels good about White Bear Lake Schools. He noted only 28-30% of respondents had children attending public schools, but 69% said they will support the levy. This percentage increased to over 80% when residents were given specific information regarding the proposed use of levy funding.

Dr. Kazmierczak stated a 10-year levy renewal is being sought, which, if passed, will result in a number of increased opportunities for students, including 42 college credits that will be available; Career Pathways programs; advancement and support for students; world language; orchestra; gifted programs. He added the White Bear Lake District's graduation rate is consistently around 90%, while the average graduation rate in the State of Minnesota is around 82%.

Dr. Kazmierczak stated partnerships are formed with various organizations at every school that benefit both teachers and students. He added the strategic planning process identified these unique partnerships as an important part of the School District's identity. He noted the survey indicated that residents believe the School District can be trusted to properly manage additional local tax revenue.

Dr. Kazmierczak stated a new Strategic Plan is currently being formulated, after which a comprehensive facilities planning process will begin, which will include public participation. He added City Manager Richter took part in a 30-member strategic planning team meeting a few weeks ago, at which mission statements and strategies were developed. He noted 8 action teams are being created to move the strategies forward towards achievement. Further information is available on the School District website under "Strategic Planning."

Councilmember Edberg stated residents are being asked to consider becoming involved in the strategic planning process. He asked what institutional roles will be determined to aid in the planning and development of policies that will affect communities served by the School District. He added he is glad City Manager Richter is actively involved, but the engagement of policy-makers in general is a missing piece, in his opinion.

Dr. Kazmierczak stated the strategic plan meeting involved 30 civic representatives from White Bear and Hugo.

Councilmember Edberg stated there are many areas of focus that will have a direct impact on students that are going to be enrolled in White Bear Lake Schools. He added, in his eight years on the City Council, he does not feel that there has been specific engagement on how to identify and achieve goals and strategies that will benefit students

Dr. Kazmierczak stated the School District and its representatives are open to dialogue with the City of White Bear Lake. He added administrative staff have taken steps to hold quarterly information sessions, but could go a step further.

Councilmember Edberg reiterated the importance of engaging policy makers in this discussion. He added this is a great opportunity and it is time to elevate its importance.

City Manager Richter stated she has spoken with Dr. Kazmierczak about getting the City Council and School Board together, but the timing of the strategic planning process has made it difficult.

Dr. Kazmierczak agreed that is a good idea, as civic organizations can affect each other and these issues. He agreed to take this message back to the School Board. He added a key component of the strategic planning process is to foster community engagement and develop partnerships, so Councilmember Edberg's suggestion aligns with this area of focus.

Councilmember Walsh echoed Councilmember Edberg's comments, adding he and Councilmember Jones met recently with mental health professionals and the addition of School District representatives would be beneficial to that conversation.

Councilmember Walsh asked what the School District is doing to solve the achievement gap.

Dr. Kazmierczak stated the conversation has shifted from the concept of an achievement gap to one of an opportunity gap. He added more college courses are available to students, and the District is committed to ensuring that all students can take advantage of that opportunity.

Mayor Emerson thanked Dr. Kazmierczak for his presentation.

5. PUBLIC HEARINGS

Nothing scheduled

6. LAND USE

A. Consent

1. Case No. 16-10-CUP, 17-20-V and 17-21-V: A request by McNamara Companies for a Conditional Use Permit and two variances in order to construct a building addition and reconfigured parking lot for the property located at 1330 Highway 96. **Resolution No. 12099**

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

Motion carried unanimously.

B. Non-Consent

1. Case No. 17-3-CUPe1: A request by Tally's for a time extension to a Temporary Conditional Use Permit Amendment for the property located at 4441 Lake Avenue South, and discussion of the Whitaker Street End lease and lease for the use of the Public Works Parks Lot by Tally's Dockside.

City Manager Richter stated a temporary Conditional Use Permit (CUP) has been in place for the Whitaker Street end lease, and City Staff is requesting the City Council's review and direction. The Planning Commission reviewed a request for time extension for a temporary CUP for Tally's Dockside, and discussed possible outcomes related to the White Bear Lake Conservation District.

City Manager Richter stated City Staff is requesting City Council discussion of the Whitaker Street end lease, for which a Staff recommendation is not yet prepared. She added two separate actions would be required on these issues.

Community Development Director Kane reported that in June 2017 the City Council approved 125 temporary seats at Tally's Dockside on music nights, with the condition that this arrangement would expire on September 4, 2017. She added the original approval was contingent upon the provision of off-site parking and shuttle service. She noted the applicant, Tally's Dockside, is requesting that this temporary CUP for 125 seats on Music Nights be continued in future seasons, on Wednesday, Friday and Saturday nights between Memorial Day and Labor Day.

Community Development Director Kane reviewed some history of Tally's, from 1992 when a permit for 16 boat rentals was granted with no parking required, to a 42-slip marina approved in 1999 with 10 required parking stalls. She added, in 2005, a CUP was approved for an ice cream shop with seating for 12 and 5 off-site parking stalls. She noted the applicant has modified the facility since Spring 2017 as requested by the City Council: the entrance size was reduced and signage installed prohibiting alcoholic beverages from leaving the premises; an in-house sound system was installed which allows for more volume control over the deck area; benches were removed from the perimeter; and, decking added for improved accessibility.

Community Development Director Kane reported that staff and University of Minnesota students monitored and made observations throughout the summer, and noted that the parking arrangement made a positive impact in the Marina Triangle and Tally's was in compliance with the allowable seating. She added the off-site parking and shuttle were not heavily used, but the creation of additional stalls was necessary to accommodate increased seating on Music Nights.

Community Development Director Kane stated regarding parking, 20 stalls are available in the ramp, nine spaces on site at C.J. Hooks, and two spaces in the Whitaker Street end. She added a public hearing was held at the Planning Commission's September 25, 2017, meeting, and one resident spoke in favor of the CUP. She noted two separate resolutions are recommended by the Planning Commission for City Council consideration, as permanent approval for 63 seats was never granted.

City Manager Richter stated there is a provision in the CUP related to the Whitaker Street end lease that accounts for the potential loss of parking spaces. She added it is necessary to clarify whether the area to the south of Tally's facility is actually on the Whitaker Street end property. She noted the end lease was approved in 1999 for 15x100 square feet, but current documentation references 14x100 square feet. The lease of \$100 per month was for site improvements, a lakeside retaining wall, boardwalk, decking garden, and perimeter hedges, and the City Council at the time saw these improvements as revenue-generating.

City Manager Richter stated the lease was increased to \$375 per month after an appraisal was completed by Dwyer, but was reduced back to \$100 per month due to consideration of this arrangement in relation to other local businesses. She added the Dehnerts, owners of Tally's, have requested consideration of a longer-term arrangement for use of the land so they can complete advance long-term planning.

City Manager Richter stated the on-site gas tank was removed from its underground location, replaced with a larger tank and installed on a concrete slab on the Whitaker Street end, with assistance from the City. She added there has been considerable discussion over the years regarding code and safety requirements related to the gas tank. City Staff maintains the position that the current tank is safe. She noted the tank was moved again in 2005 when the White Bear Lake Shopping Center determined that the tank was 3 feet over their property line.

City Engineer Richter stated the City contracted with an appraiser, Wendy Walker, to undertake a property valuation. She added incomplete information was given to Ms. Walker, so the property valuation has inaccuracies that must be reviewed and corrected before it can be reviewed by the City Council.

Councilmember Walsh requested clarification regarding the amount of square footage that is being leased, and whether the lease only applies to the 50-foot length of the Whitaker Street end.

City Manager Richter stated the original Tally's structure encroached on the Lake Avenue right of way, like many buildings on Lake Avenue. She added that was an existing condition that was discovered during construction of the lakeside trail, so the lease applies to the Whitaker Street end and another 100 feet.

Councilmember Jones asked whether that runs along the patio and abuts the trail. City Manager Richter confirmed this, adding site improvements completed in 2000 included the patio that was built on the leased property.

Councilmember Walsh asked whether there is a slip rental from the 100 feet of leased property. City Manager Richter that is the issue that is being reviewed, and more research and discussion is required.

Councilmember Jones asked how many times the gas tank is refilled. Keith Dehnert, owner of Tally's Dockside, stated the 500-gallon tank was filled 2-3 times per weekend. He added the 2,500-gallon tank is currently maintained by Cenex, and refilled approximately twice per week depending upon weather conditions.

Councilmember Walsh stated the City Council had originally agreed to the temporary CUP due to citizen comments and feedback about parking and traffic in the Marina

Triangle. He added there does not appear to be much testimony now that the summer trial period is over. He asked whether other businesses have indicated whether the trial was satisfactory for them, and whether there is further information regarding parking checks and parking in the ramp.

City Manager Richter stated University of Minnesota students were hired to monitor parking at the site and provide calculations, and they provided a report but most of it was observational. She added, staff observed that there were times when the ramp was full, especially on busy weekends like the Fourth of July. She noted there were available parking spaces in the ramp on music nights, but that should not be taken as an indication that there is no parking issue.

Councilmember Walsh asked whether there has been any feedback regarding signage in the ramp designating parking spaces for specific businesses. City Manager Richter stated she does not believe signs were installed.

Councilmember Jones stated, based on parking observations at Tally's, he is satisfied with the CUP although he voted against it. He added he supports focusing on finding other parking solutions, such as angled parking on old White Bear Avenue.

Councilmember Jones stated the City Council reviewed amended the City sign ordinance, to limit the use of temporary signs. He expressed concern that Tally's is using sandwich board signs to direct people to remote parking, but that type of signage is not allowed in the sign ordinance, and using them could encourage other businesses to do it. He added the position of the fence and benches on the Lake Avenue encroachment is another cause for concern, as setbacks have been required by other businesses. He noted the encroachment issue is part of the overall CUP and it seems wrong to him.

Councilmember Jones asked whether there is an official lease for the remote parking at the Public Works facility. City Manager Richter stated she has suggestions regarding a parking agreement, and she had planned to raise the issue during tonight's Discussion agenda item. She added an agreement with the Dehnerts provides a guideline for use of the parking lot relative to insurance and indemnity.

Councilmember Jones stated he does not believe the signs are helping. He added he is glad the temporary CUP has been successful. He noted he will support the CUP for 3 nights of music per week.

Councilmember Walsh asked whether the 7-year term is a standard length of time, as it seems like a big jump to go from one year to seven years.

Community Development Director Kane stated CUPs usually run with the land with no term, although there is a one-year implementation period. She added the 7-year period is recommended because the CUP is reliant upon remote parking on City property.

City Manager Richter stated there is City-owned land near Whitaker Street Crossing where there is potential to do additional parking, and encourage people to find alternative places to park.

Councilmember Edberg requested an update regarding concerns about alcohol,

questionable legal activities, and the movement of alcohol outside of Tally's establishment.

Community Development Director Kane stated the entryway at Tally's was narrowed, and City Staff have observed Mr. Dehnert at the door, greeting patrons. She added there have been no complaints and no movement of alcohol, outside of the enclosed area.

Councilmember Edberg stated visitors to Marina District use the shopping center parking lot, and something should be done to discourage that practice. He asked whether the City can make a long-term commitment or extension for parking at the Public Works facility, with the shuttle service to accommodate that. City Manager Richter stated she is unsure.

Councilmember Jones stated he would support a condition that Tally's must obtain City Council approval to rent out additional recreational equipment, above the 16 boats approved through the 1992 amendment.

Councilmember Jones requested clarification regarding signage and placement. Councilmember Welsh stated he feels the signage is appropriate as it indicates to visitors that there are events going on.

Councilmember Edberg stated the need for signage might diminish in coming years as patterns are established. Mayor Emerson agreed.

Councilmember Edberg stated the language related to signage should indicate that signage can be removed when it is no longer necessary. He added the language in condition #6 seems to go one way, and it should also go the other way.

City Attorney Pratt stated he has not seen the signs. He added his recommendation would be to add a sentence indicating signage can be removed, as indicated by Councilmember Edberg. He noted this will give the City the ability to amend the signage plan and prevent applicants from completing the process twice.

Councilmember **Walsh** moved, seconded by Councilmember **Edberg** to approve **Resolution No. 12100** approving a conditional use permit for 4441 Lake Avenue South within the City of White Bear Lake.

Motion carried unanimously.

Councilmember **Walsh** moved, seconded by Councilmember **Biehn** to approve **Resolution No. 12101** approving a request for a temporary conditional use permit for 4441 Lake Avenue South within the City of White Bear Lake with the following additional requirements to be added by City Staff:

- Tally's will be required to obtain City Council approval of any additional rentals (Condition #5)

-signage requirement will be amended to include signage removal at the City's discretion (Condition #6).

Motion carried unanimously.

2. Case No. 17-1-O: A request by the City of White Bear Lake for a Site Plan approval of proposed capital improvements to the White Bear Lake Sports Center located at 1328 Highway 96.

Community Development Director Kane stated the City's zoning code requires Planning Commission site plan approval for any facility capital improvement. She added a public hearing was held at the September 25, 2017, meeting regarding planned improvements to the Sports Center, as the project is a renovation of the existing sports facility. She noted a new ice plant addition will go onto southeast corner of the facility, with significant interior enhancements to accommodate the new ammonia system and exhaust system.

City Engineer Burch stated there will be mechanicals on top of the refrigeration room, but they will be fully enclosed.

Community Development Director Kane stated two Birch Lake Boulevard residents have expressed concerns regarding noise and activity levels, as well as visibility of equipment and parking. She added she has reached out to them, and indicated there is no plan for parking in the future. She noted the Planning Commission forwarded a unanimous recommendation for approval for zoning entitlements.

Councilmember Edberg requested that the height and appearance of the rooftop mechanicals are addressed so there is not a situation similar to the YMCA.

City Engineer Burch stated the refrigeration company will complete a sound analysis at the property line to measure current noise levels. He added they have indicated they have indicated the noise levels will be less than they are today.

Councilmember **Walsh** moved, seconded by Councilmember **Jones** to approve **Resolution No. 12102** approving capital improvement plans for the White Bear Lake Sports Center Renovation Project.

Motion carried unanimously.

7. UNFINISHED BUSINESS

Nothing scheduled

8. ORDINANCES

Nothing scheduled

9. NEW BUSINESS

- A. Resolution approving replacement of the Supervisory Control and Data Acquisition System (SCADA) for the water and sewer systems

City Engineer Burch stated the City's Supervisory Control and Data Acquisition (SCADA) system, which controls the City's water wells treatment plant and reservoirs as well as sanitary sewer lift stations via remote control, has been in place for many years and is now obsolete. The SCADA System is critical to the operation of the City's water and sewer systems and needs to be replaced. For example, the Whitaker Lift Station is of concern, as

the necessary response time is only 20 minutes. He noted City Staff has tried for years to refine a design and secure funding for a new system.

City Engineer Burch stated combined funding will be available from the 2017 and 2018 budgets. He added City employees will complete some of the installation this winter, so the new system will run side-by-side with the old system until the spring.

It was moved by Councilmember **Edberg**, seconded by Councilmember **Biehn**, to adopt **Resolution No. 12103** approving replacement of the Supervisory Control and Data Acquisition System (SCADA) for the water and sewer systems.

Motion carried unanimously

City Manager Richter expressed her appreciation for the hard work and efforts of the Public Works Department, whose creative cost-savings measures resulted in hundreds of thousands of dollars in reduced costs.

10. CONSENT

- A. Resolution approving the Joint Powers Agreement of the Ramsey County Violent Crime Enforcement Team. **Resolution No. 12104**
- B. Acceptance of June Minutes of the Environmental Advisory Commission and Park Advisory Commission; August Minutes of the White Bear Lake Conservation District; September Minutes of the Planning Commission

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

Motion carried unanimously.

11. DISCUSSION

12. COMMUNICATIONS FROM THE CITY MANAGER

- City Manager Richter reminded residents that November 7, 2017, is Voting Day. She added absentee ballots are currently available online or in person at the Ramsey County Offices on Plato Boulevard. She noted early voting will be available at several locations, including the White Bear Lake Public Library, beginning on October 31, 2017.
- City Manager Richter stated the Public Works Superintendent indicated that river rock is being put into the Highway 96 median and should be completed soon.
- City Manager Richter stated a City Council Work Meeting is scheduled for October 23, 2017. She added that meeting is no longer necessary as 2018 Strategic Planning will be addressed at the November 2017 Work Meeting. She added a long-range financial planning discussion involving the Capital Improvement Plan is planned for January 2018.
- City Engineer Burch stated several softball fields at Podvin Park are being converted to Lacrosse fields, with significant financial support from the White Bear Lake Lacrosse Association.

- City Engineer Burch reported that proposed 2018 street improvements in the northeast area are being reviewed, including older utilities that will need to be replaced. He added City Staff is obtaining information from residents of this area to determine the scope of the underground utilities work, which will be necessary. He noted a public information meeting will be held in November 2017.
- City Engineer Burch stated City Staff held a public information meeting with Birch Lake South and White Bear Avenue residents regarding 2018 street improvement projects, trails projects, and utilities projects. He added the meeting was well-attended, and there was good discussion. He noted the White Bear Avenue neighbors are meeting as a group on Thursday October 12, 2017.
- City Engineer Burch stated street projects are complete, with the exception of striping on Second Avenue and some sod work, but paving is complete.
- Community Development Director Kane stated the Planning Commission is delving into the Comprehensive Plan, which must be wrapped up by June 2018, for submission to other municipalities and the School District. She added the Planning Commission will be reviewing an application for a non-conforming parking situation at the Oak Ridge Office Building.

13. ADJOURNMENT

There being no further business before the Council, it was moved by Councilmember **Walsh** seconded by Councilmember **Biehn** to adjourn the regular meeting at 8:54 p.m.

Jo Emerson, Mayor

ATTEST:

Kara Coustry, City Clerk

White Bear Area Emergency Food Shelf 2016 ANNUAL REPORT



590
FAMILIES
RECEIVED FOOD AND
SUPPORT ON ANY GIVEN
MONTH IN 2016



3,420
INDIVIDUALS SERVED
57% WERE CHILDREN
6% WERE SENIORS OVER 65
1/3 OF THOSE SERVED
VISITED THE FOOD SHELF
FOR THE FIRST TIME IN 2016



554,330
TOTAL POUNDS OF
FOOD DISTRIBUTED
461,942
EQUIVALENT MEALS PROVIDED



9,772
VOLUNTEER HOURS
IN 2016, 221 VOLUNTEERS
SERVED 9,772 HOURS

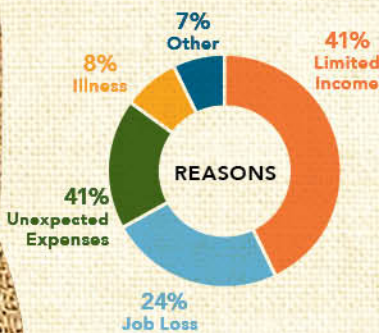


11,266
WEEKEND KID PACKS
WERE PROVIDED TO STUDENTS
WHO MIGHT OTHERWISE GO
HUNGRY OVER THE WEEKEND
WHEN FOOD IS SCARCE



14 FAMILIES
RECEIVED FINANCIAL
ASSISTANCE THROUGH
WBAEFS
EMERGENCY FUND

REASONS FOR NEED



370 REFERRALS FOR ADDITIONAL BASIC NEED RESOURCES



"We are grateful for the food shelf. We're usually coming after being out of food and necessities for days and we're so thankful."

Our Vision:
End food insecurity
for our neighbors in
the White Bear Area.

White Bear Area Emergency
Food Shelf



651-407-5310 | www.whitebearfoodshelf.org
1884 Whitaker Street, White Bear Lake, MN 55110

Providing food and support to our neighbors in need in partnership with the communities of the White Bear Area since 1977.



TOTAL REVENUE: \$982,771

TOTAL EXPENSES: \$868,967

NET INCOME: \$113,804

THANKS TO OUR GENEROUS DONORS!

BUSINESSES

ABBOTT PAINT AND CARPET
 ABCOM
 AMERIPRISE FINANCIAL
 AUTO OWNERS INSURANCE
 BEAR PATCH QUILTING
 BLUE LINE LOGISTICS
 BOSTON SCIENTIFIC
 BUSINESSWISE, INC
 CARDINAL MATERIALS FLOW INC
 CARIBOU COFFEE
 CHILDREN'S DISCOVERY ACADEMY
 COSTA FARM & GREENHOUSE
 CUB FOODS
 CULVER'S
 CUP AND CONE
 CVS PHARMACY
 DARYL'S DOG HOUSE
 DELLWOOD COUNTRY CLUB
 DONATELLI'S
 DRISHTI YOGA
 EAT! @ BANNING AND 5TH
 EVANS MUSIC
 FAMILY FIRST CHIROPRACTIC & WELLNESS CENTER
 FASHION EYES
 FAST ENTERPRISES
 FESTIVAL FOODS
 FLICKER MEATS
 FRESH THYME FARMER'S MARKET
 H.B. FULLER COMPANY
 HALLBERG ENGINEERING
 HEALTH PARTNERS
 HEINEL FARM
 HERAEUS MEDICAL COMPONENTS
 HONEYWORKS FARM
 I.C. SYSTEMS
 J.R. PROPERTIES
 J.L SCHWIETERS CONSTRUCTION, INC.
 KATHY DOUCETTE REALTY
 KIDS UNDER CONSTRUCTION PRESCHOOL
 KIM BENNETT AGENCY, INC.
 KOMI GLOBAL TECHNOLOGIES
 KOWALSKI'S
 LAKE AREA BANK
 LAMILL CONSTRUCTION
 LIBERTY DIVERSIFIED INT'L
 LIFECORE YOGA, LLC
 LILA AND CLAUDINE'S
 MAINSTREAM BOUTIQUE
 MARINETECH PRODUCTS, INC.
 MIDWEST EVENTS, LLC
 MUELLER MEMORIAL INC
 NORTHWOODS ORGANIC PRODUCE

PACE ANALYTICAL SERVICES
 PAPA MURPHY'S
 PETERSEN LAND & REAL ESTATE CONSULTING INC
 PINE TREE APPLE ORCHARD
 POLAR CHEVROLET
 POLYBEST, INC.
 PRAIRIE PRIDE FARMS
 PREMIER BANK
 PRESS PUBLICATIONS
 PRIMM WHITE BEAR LAKE LLC
 SAINT PAUL UTILITIES AND EXCAVATING
 SAPUTO DAIRY FOODS
 SCHWING AMERICA INC
 SHEEPY YARN SHOPPE
 SHERBURNE JEWELERS
 STOCKNESS CONSTRUCTION
 STRATEGIC CONSULTING AND COACHING LLC
 TEAM TORK
 THE FUNKY LITTLE CHAIR
 THOMCO CARPET, INC
 THOMSON REUTERS
 TOUSLEY MOTORSPORTS
 TR COMPUTER SALES
 TRI FITNESS
 UNITED HEALTH GROUP
 UPTOWN GIRL CUPCAKES
 VILLAGE AUTOMOTIVE GROUP
 WASHINGTON SQUARE BAR AND GRILL
 WHITE BEAR DENTISTS
 WHITE BEAR EYE CLINIC AND OPTICAL
 WHITE BEAR JEWELERS
 WHITE BEAR LAKE
 DOWNTOWNERS
 WHITE BEAR LINCOLN, INC.
 WILSON FAMILY CHIROPRACTIC
 WOODBURY BUSINESS PLAZA

CHURCHES

CALVARY BAPTIST CHURCH
 CHRIST LUTHERAN CHURCH
 CHRIST THE KING LUTHERAN CHURCH
 CHRIST THE SERVANT LUTHERAN CHURCH
 EAGLE BROOK CHURCH
 FIRST CHURCH OF CHRIST, SCIENTIST
 FIRST LUTHERAN CHURCH
 FIRST PRESBYTERIAN CHURCH
 GREATER MINNEAPOLIS COUNCIL OF CHURCHES
 PARKVIEW UNITED CHURCH OF CHRIST

REDEEMER LUTHERAN CHURCH
 RIVER OF LIFE CHURCH
 SOUTH SHORE TRINITY
 ST. JOHN IN THE WILDERNESS
 ST. JOHN'S CHURCH OF LITTLE CANADA
 ST. MARY OF THE LAKE
 ST. PIUS X CATHOLIC CHURCH
 ST. STEPHEN LUTHERAN CHURCH
 WHITE BEAR LAKE UNITED METHODIST CHURCH
 WHITE BEAR UNITARIAN UNIVERSALIST CHURCH

COMMUNITY GROUPS

4TH STREET NEIGHBORS
 AMERICAN LEGION POST 168 AUX & SAL
 APPLEWOOD TUESDAY MORNING GOLF LEAGUE
 BALD EAGLE WOMEN'S CLUB
 BETA SIGMA PHI
 BLUE LINE CLUB
 BOY SCOUTS OF AMERICA
 CITY OF GEM LAKE
 CITY OF WHITE BEAR LAKE
 FRASSATI CATHOLIC ACADEMY
 FRIDAY LADIES BREAKFAST GROUP
 GARDEN OF HOPE MONTESSORI GARNET LODGE
 GIRL SCOUTS OF AMERICA
 HUGO GOOD NEIGHBOR FOOD SHELF
 HUGO LIONS CLUB
 LAKE ELMO JAYCEES
 LAKE SQUARE APARTMENTS
 LIBERTY CLASSICAL ACADEMY
 MEMORY LANE SINGERS
 MINNESOTA ASSOCIATION OF PROFESSIONAL EMPLOYEES LO
 MINNESOTA MASONIC CHARITIES
 MOUNDS PARK ACADEMY
 NEIGHBORS HELPING NEIGHBORS
 NORTHEAST METRO REFERRAL GROUP
 OUR LADY OF THE LAKE KNIGHTS OF COLUMBUS#4145
 PANTHER CLAU
 R.O.L.S. LAKE SQUARE SENIORS
 RAMSEY COUNTY
 RAMSEY COUNTY REGIONAL RAILROAD
 RETIRED TEACHERS ASSOCIATION OF WBL
 SILVER HARMONY SINGERS

SONS OF THE AMERICAN LEGION POST 168
 TAMARACK NATURE CENTER
 THE ARBORS
 THE GARDEN OF HUGO
 THE RED HATTERS
 VADNAIS HEIGHTS FARMER'S MARKET
 VADNAIS HEIGHTS LIONS CLUB
 VFW POST 1782 AUXILIARY
 WBL AREA EARLY CHILDHOOD EDUCATION
 WHITE BEAR LAKE AREA PUBLIC SCHOOLS
 WHITE BEAR LAKE FIRE DEPT.
 WHITE BEAR LAKE GIRLS HOCKEY
 WHITE BEAR LAKE HS FOOTBALL
 WHITE BEAR LAKE LIONS CLUB
 WHITE BEAR LAKE ULTIMATE FRISBEE
 WHITE BEAR POST OFFICE
 WHITE BEAR TOWNSHIP DAYS
 WILDWOOD LIONS CLUB
 YOGADEVOTION

FOUNDATIONS

C. GRANLUND FAMILY FUND
 CENTURY COLLEGE FOUNDATION
 CUMMINS FOUNDATION
 EDINA REALTY FOUNDATION
 HUGH J. ANDERSON FOUNDATION
 HUNGER SOLUTIONS MN
 JAMF NATION GLOBAL FOUNDATION
 JOSTENS FOUNDATION
 LAND O' LAKES FOUNDATION
 MARGARET ABLER TRUST
 MCCARTHY-BJORKLUND FOUNDATION
 MEDTRONIC
 OPEN YOUR HEART TO THE HUNGRY AND HOMELESS
 OTTO BREMER TRUST
 STRONGE FAMILY FOUNDATION
 TCF FOUNDATION
 THE SAINT PAUL FOUNDATION
 THE SCHISSEL FAMILY TRUST
 THRIVENT FINANCIAL
 WHITE BEAR LAKE AREA EDUCATIONAL FOUNDATION
 WHITE BEAR LAKE ROTARY FOUNDATION
 WOBIG FAMILY FUND
 XCEL ENERGY FOUNDATION

... AND HUNDREDS OF GENEROUS INDIVIDUALS

2016 BOARD OF DIRECTORS

Amy Johnson, Chair
 David Abbott, Vice Chair
 Carol Farley, Treasurer

Gary Eddy, Secretary
 Peter Atakpu
 Maymol Cyriac

Kathy Doucette
 Ken Galloway
 Graciela Hammeken

Bryce Johnson
 Jim Kritt

Scott McCune
 Ellen Richter



City of White Bear Lake
Community Development Department

MEMORANDUM

To: Ellen Richter, City Manager

From: Jacquell Nissen, Housing and Economic Development Coordinator

Date: October 19, 2017 for the October 24th City Council Meeting

Subject: **Downtown Special Service District
Petition in Favor of 2018 & 2019 Levy**

BACKGROUND

In 1992, following the completion of the first McComb Group Downtown Market Analysis, the City helped create the Main Street, Inc. organization as well as establish the downtown special service district (SSD). In accordance with State Statutes, if the owners of 25 percent of more of the land area subject to the service charges, and either: (1) owners of 25 percent of the net tax capacity, or (2) owners, individuals and businesses of 25 percent of more of the square footage subject to the levy file a petition in favor of the levy, then a public hearing to consider the proposed action will be scheduled. The special service district allows the City to establish an annual levy, which is collected with real estate taxes from all business properties in the district. The initial levy was set at \$30,000 per year which was increased to \$40,000 in 1998 and later to \$45,000 per year where it remains. The SSD funds are used for marketing and promotion of the downtown area, as well as for beautification. The goal of the district is to promote downtown White Bear Lake as a regional destination for retail, restaurants, services and entertainment in a distinct and authentic commercial core. The funds are collected by the City and forward to Main Street, Inc. for eligible expenses.

SUMMARY

On September 4, 2017, the Main Street Board of Directors approved a Petition seeking renewal of the special tax levy totaling \$45,000 a year to promote and beautify the downtown district for a two year period. On September 25, 2017 the Main Street Board submitted to the City a Petition in Favor of the Levy for 2018 and 2019 signed by owners representing 30% of the land area, 46% of the total tax capacity and 36% of the square footage subject to the special levy requesting renewal of the special service district for 2016 and 2017. Notice of the public hearing has been published twice in the White Bear Press on October 6th and October 18st, as well as individual notices mailed to each property owner with the anticipated annual levy projected for their specific property.

The levy formula for 2018 and 2019 is similar to the formula used in establishing the current SSD assessment. The formula is based on the gross square footage of each business with the multiplier for the first floor of 0.09432/s.f. (just over 9 cents per square foot) and all other non-residential

upper levels assessed at 0.01960/s.f. (less than 2 cents per square foot). A minimum charge of \$135 and a maximum change of \$1,600 per property are once again proposed. Also as in previous years, an exception is made for second floor owner-occupied condominiums in the Avalon Mall at 2179 4th Street. If the minimum tax were charged to the units, it would result in an unfair taxation of \$6.00+ per square foot, substantially more than an identical multi-tenant, non-condominium building (such as the Key's building at Banning and 4th). These second floor units, therefore, pay the levy based on the formula with no minimum \$135 per year threshold.

State statute provides for a veto or over-ride petition. The statutory provision allows a petition of owners representing at least 35% of the building square footage in the district to over-ride the resolution. At this time, there has been no filing of a negative petition. Opponents, however, have 45 days from adoption of the attached resolution to file a petition to invalidate the resolution. If no over-ride is achieved, the resolution becomes effective on December 8, 2017.

RECOMMENDED COUNCIL ACTION

White Bear Lake's Special Service District was one of the first established within the state of Minnesota and has been renewed 12 times since its initial establishment based upon the affirmative support of those property owners who petition to have this special levy imposed upon their collective properties. The funds raised are specific to the promotion and beautification efforts that go above and beyond customary municipal services and help ensure that downtown White Bear Lake remains an appealing and exciting commercial destination for the larger Twin Cities metropolitan area. Therefore, Staff recommends approval of the resolution authorizing the 2018 and 2019 Special Service District Levy in the amount and fashion outlined above.

ATTACHMENTS

1. Draft Resolution Renewing the Special Assessment for the Downtown Special Service District No. 1 for 2018 and 2019
2. Downtown Special Service District Map
3. 2016-2017 Special Service District Expense Summary

RESOLUTION NO.

RESOLUTION ESTABLISHING AND IMPOSING SPECIAL ASSESSMENT FOR THE YEARS 2018 AND 2019 WITH NO INTEREST ON TAXABLE PROPERTY WITHIN SPECIAL SERVICES DISTRICT NO. 1 FOR SPECIAL SERVICES PURSUANT TO ORDINANCE NO. 92-10-879

WHEREAS, after published and mailed notice of a public hearing concerning the adoption of Ordinance No. 92-10-879 and completion of the public hearing, the Council did adopt such an ordinance establishing Special Service District No. 1; and

WHEREAS, published and mailed notice of a public hearing on this resolution has been given and a public hearing has been held on October 24, 2017; and

WHEREAS, the City Council of the City of White Bear Lake determines that it is necessary and appropriate to establish and impose a special assessment for the years 2018 and 2019 with no interest upon property within Special Services District No. 1 to defray the expense of administration, promotional, marketing services, and beautification of the district with no interest;

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

Subd. 1. Definitions: As used in this resolution, the following terms shall have the definitions set forth herein:

“District” means Special Services District No. 1 as established and identified in Section 510 of the City Code of the City of White Bear Lake.

“Parcel” means a Tax I.D. Parcel as identified and designated in the real estate tax records of the Ramsey County Recorder.

“Service Charge” or “Services Charges” means ad valorem taxes imposed upon a parcel of property, which amount shall be separately certified to and separately reflected upon the rolls of and on tax statements issued by the County Treasurer.

Subd. 2. Exempt Properties: The following types of property shall be exempt from the tax imposed under this resolution:

- A. Property exempted from taxation by Minn Stat. 272.02;
- B. Homesteaded property;
- C. Property used solely for residential purposes; and

- D. Property owned or operated by any federal, state or local governmental agency or subdivision and used for public purposes.

Subd. 3. Duration of Service Charges: Service charges imposed pursuant to this resolution will be for real estate taxes due and payable in the calendar years 2018 and 2019 and shall be for the purpose of paying for the special services within the district including promotional, marketing services and beautification of the district.

Subd. 4. Amount and Increases in Service Charges: there is hereby imposed a service charge on each parcel of property within the district subject to the levy as set forth below:

- A. Each parcel in the district, subject to the service charge, shall pay an amount equal to the building's gross first floor square footage multiplied times a rate of 0.09432 and other floors (non-residential) and certain warehouse square footage multiplied times a rate of 0.01960 with a minimum charge set at \$135 and a maximum charge set at \$1,600. The total of all service charges in calendar year 2018 and 2019 shall not exceed \$45,000 for each year.
- B. Subsequent years' service charges and any increase shall only be implemented after Council adopts the increase by resolution after receiving a qualifying petition pursuant to the Laws of Minnesota, Chapter 428A, and after holding a public hearing.
- C. Service charges levied upon property within the district shall be collected and paid over as any special assessment, but shall be spread out only upon the parcels of property made subject thereto in Section 510 of the City Code and this resolution.

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

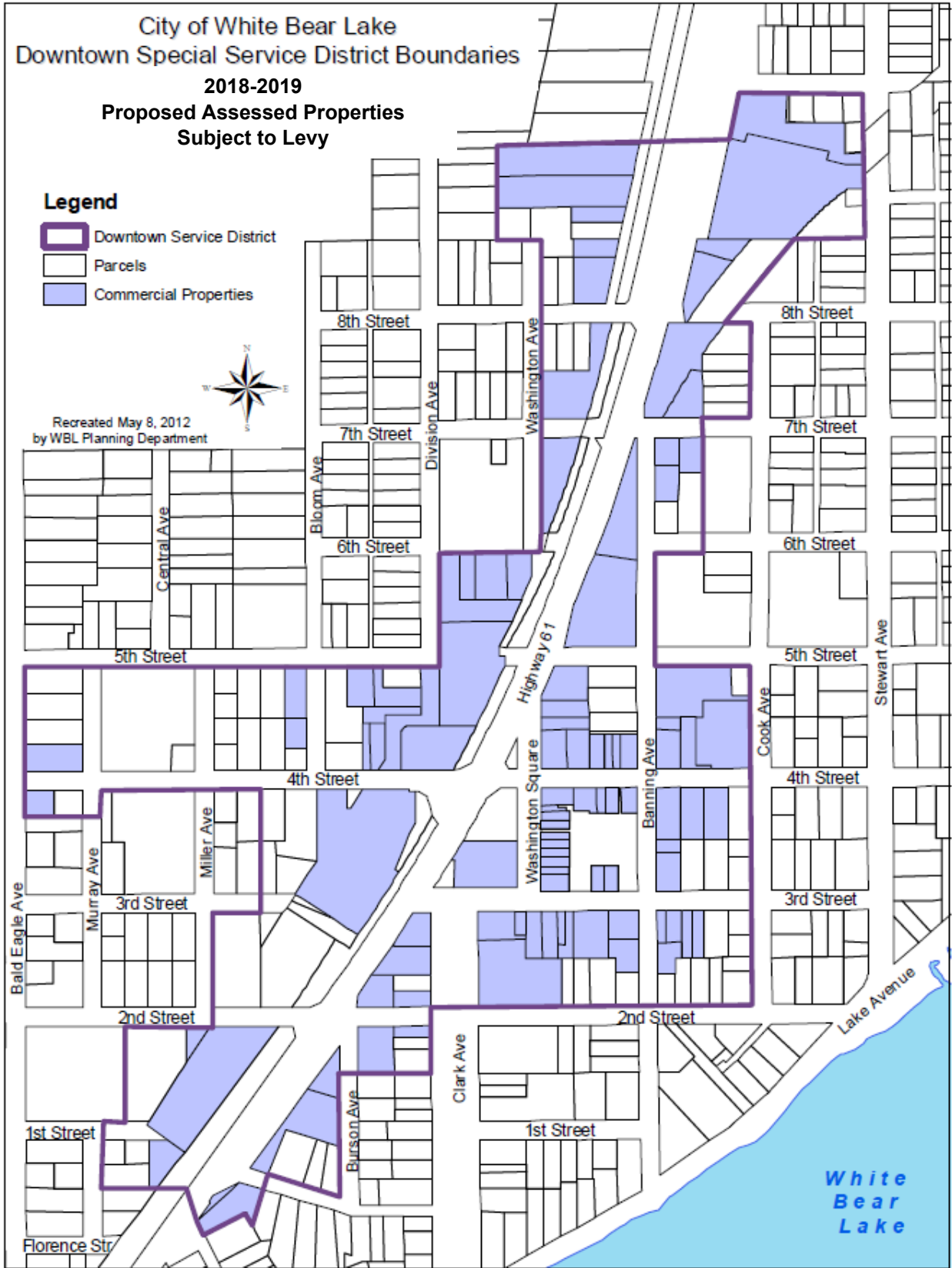
City of White Bear Lake
Downtown Special Service District Boundaries
2018-2019
Proposed Assessed Properties
Subject to Levy

Legend

-  Downtown Service District
-  Parcels
-  Commercial Properties



Recreated May 8, 2012
by WBL Planning Department



White
Bear
Lake

WHITE BEAR LAKE MAIN STREET, INC.

STATEMENT OF REVENUES, EXPENSES AND BUDGET - CASH BASIS
For the One and Twelve Months Ending December 31, 2015

	CURRENT MONTH ACTUAL	YEAR TO DATE ACTUAL	12 MONTHS BUDGET
REVENUE-MAINSTREET			
Assessments to District	\$ 0.00	\$ 46,300.00	\$ 43,000.00
ReaderBoard Fees	975.00	4,230.00	3,200.00
Marketfest	0.00	3,000.00	0.00
Interest	1.41	15.27	20.00
TOTAL REVENUE-MAINSTREET	976.41	53,545.27	46,220.00
EXPENSES - MAIN STREET			
Administrative			
Office Supply	28.29	28.29	0.00
Meeting Expense	0.00	442.40	325.00
Dues	0.00	780.00	800.00
Insurance	0.00	0.00	900.00
Postage	98.00	245.00	200.00
Promotions			
Girls Night Out	0.00	362.50	300.00
Manitou Days	0.00	1,424.03	1,500.00
Dog Days	0.00	130.00	0.00
Ladies Bouquet	0.00	579.50	300.00
Historic House Tour	0.00	500.00	300.00
Advertising-Press Pub	0.00	4,591.58	2,000.00
Calendars-WB Historical Soc	0.00	350.00	350.00
November Open House	457.00	994.50	300.00
Autumnfest - Paint Town Pink	0.00	0.00	2,000.00
Christmas			
Advertising	2,900.00	5,750.00	6,000.00
Trees, Garland	0.00	1,020.62	1,500.00
Carriage/Sleigh Rides	0.00	2,775.00	2,900.00
Posters	0.00	0.00	200.00
Santa	892.50	892.50	900.00
Bag Stuffers	239.24	448.00	700.00
Radio Advertising	10,140.00	16,390.00	10,000.00
TV Advertising	0.00	6,520.00	10,000.00
General Image			
Advertising	5,775.00	6,975.00	5,000.00
TV Advertising	0.00	2,000.00	0.00
Web-Site/Email Contact	1,700.00	2,183.40	900.00
Resident Guides	0.00	4,892.00	4,000.00
Savor Magazine	250.00	450.00	600.00
Spaces Magazine	0.00	0.00	1,500.00
Community Lifestyle Magazine	0.00	1,080.00	1,000.00
Hotel Wrap	1,200.00	2,400.00	0.00
Sign Expense			
Contract Service	80.00	1,060.00	1,040.00
Kiosk/Sign Maintenance	0.00	0.00	160.00
TOTAL EXPENSES-MAINSTREET	23,760.03	65,264.32	55,675.00
MAINSTREET REVENUE OVER(UNDER) EXPENSE	\$ (22,783.62)	\$ (11,719.05)	\$ (9,455.00)

See Accountant's Compilation Report.

WHITE BEAR LAKE MAIN STREET, INC.

STATEMENT OF REVENUES, EXPENSES AND BUDGET - CASH BASIS
For the One and Twelve Months Ending December 31, 2016

	CURRENT MONTH ACTUAL	YEAR TO DATE ACTUAL	12 MONTHS BUDGET
REVENUE-MAINSTREET			
Assessments to District	\$ 0.00	\$ 45,575.00	\$ 45,000.00
ReaderBoard Fees	375.00	3,300.00	3,700.00
Marketfest	4,000.00	4,000.00	0.00
Interest	1.23	18.51	15.00
TOTAL REVENUE-MAINSTREET	4,376.23	52,893.51	48,715.00
EXPENSES - MAIN STREET			
Administrative			100.00
Office Supply	0.00	0.00	400.00
Meeting Expense	0.00	336.00	800.00
Dues	0.00	770.00	900.00
Insurance	0.00	0.00	300.00
Postage	0.00	47.00	
Promotions			2,225.00
Girls Night Out	600.00	2,576.44	1,000.00
Manitou Days	0.00	500.00	500.00
Dog Days	0.00	500.00	600.00
Derby Day	0.00	300.00	500.00
Historic House Tour	0.00	500.00	3,500.00
Advertising-Press Pub	1,425.00	7,385.42	0.00
Bear'ly Open	500.00	1,000.00	0.00
Ladies Bouquet Day	0.00	150.00	0.00
Small Business Saturday	95.00	95.00	350.00
Calendars-WB Historical Soc	0.00	350.00	1,000.00
November Open House	116.87	116.87	
Christmas			6,000.00
Advertising-Press Pub	6,392.00	8,342.00	1,000.00
Trees, Garland	773.32	1,412.70	2,900.00
Carriage/Sleigh Rides	0.00	2,925.00	0.00
Gift Guide	1,200.00	1,200.00	900.00
Santa	0.00	892.50	700.00
Bag Stuffers	88.42	370.13	10,000.00
Radio Advertising	10,380.00	10,380.00	10,000.00
TV Advertising	0.00	0.00	
General Image			7,000.00
Advertising-Other Print	0.00	0.00	0.00
Building Lights	1,000.00	1,000.00	0.00
TV Advertising	0.00	500.00	1,000.00
Web-Site/Email Contact	500.02	1,140.66	5,000.00
Resident Guides	0.00	1,733.00	600.00
Savour Magazine	700.00	950.00	0.00
Spaces Magazine	1,400.00	1,400.00	1,000.00
Community Lifestyle Magazine	0.00	1,080.00	2,400.00
Hotel Wrap	1,200.00	2,400.00	
Sign Expense		980.00	1,040.00
Contract Service	20.00		
TOTAL EXPENSES-MAINSTREET	26,390.63	51,332.72	61,715.00
MAINSTREET REVENUE OVER(UNDER) EXPENSE	\$ (22,014.40)	\$ 1,560.79	\$ (13,000.00)

See Accountant's Compilation Report.



City of White Bear Lake
Finance Department

MEMORANDUM

To: Ellen Richter, City Manager

From: Don Rambow, Finance Director

Date: October 17, 2017

Subject: **Birch Lake Improvement District Special Assessment**

BACKGROUND

The Birch Lake Improvement District (BLID) was created in 2006 pursuant to state statutes and a petition from the affected property owners. The district was created to develop, finance and implement activities which will improve and protect the quality of Birch Lake. The improvement district authorizes the board of directors to seek a special assessment not to exceed \$25,000 per year.

SUMMARY

BLID is requesting an assessment of \$19,026 for calendar year 2017, collectible in 2018. Their 2018 budget provides funding for fiscal 2018 and reflects the following expenditures:

\$ 3,650	Administrative costs (communications and insurance)
10,850	Aerator and aquatic vegetation management
<u>4,526</u>	Special projects
19,026	Total expenditures

All affected property owners received a special assessment certification notice in September 2017. The attached resolution authorizes equal assessment to all property owners with access to Birch Lake totaling \$302.

RECOMMENDED COUNCIL ACTION

It is recommended that the City Council adopt the attached resolution certifying the Birch Lake Improvement District request for \$19,026 for fiscal year 2018.

ATTACHMENTS

Resolution
 Notice of Public Hearing
 Assessment Listing
 BLID Budget
 BLID Annual Report

RESOLUTION NO.

**RESOLUTION ESTABLISHING AND IMPOSING SPECIAL ASSESSMENT FOR THE
YEAR 2017 WITH NO INTEREST ON TAXABLE PROPERTY WITHIN THE
BIRCH LAKE IMPROVEMENT DISTRICT**

WHEREAS, pursuant to the Laws of Minnesota, Chapter 13D and the Order Establishing the Birch Lake Improvement District, the Board of Directors of the District have petitioned for a special assessment to finance water improvements to Birch lake, and;

WHEREAS, published and mailed notice of a public hearing on this resolution has been given and a public hearing has been held on October 24, 2017; and

WHEREAS, the City Council of the City of White Bear Lake determines that it is necessary and appropriate to establish and impose a special assessment in the amount of \$19,026 divided equally among the parcels listed in Attachment A hereto for the year 2017 with no interest upon property within the Birch Lake Improvement District to defray the expense of improvements to Birch Lake.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of White Bear Lake that each parcel listed in Attachment A be assessed the sum of \$302.00 payable prior to November 27, 2017 or thereafter levy for collection in 2018 without interest accrued.

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

September 1, 2017

NOTICE OF PUBLIC HEARING

Notice is hereby given pursuant to MN Stat. Chapter 103B and along with the Birch Lake Improvement District's request for funding 2018 operations that the White Bear Lake City Council conduct a public hearing for a proposal to assess a special tax levy to owners of property abutting Birch Lake within the City of White Bear Lake, for the purpose of performing certain improvements or actions intended to improve the quality of Birch Lake. The total proposed levy for calendar year 2017 for all properties within the district is \$19,000. Said total, if approved, the levy would be divided equally among the total number of assessable parcels equaling \$302.00 per parcel. A list of each eligible parcel is attached.

The Birch Lake Improvement District has submitted this amount to the City for assessing the amount 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 Dale Bacon. Mr. Bacon may be contacted by e-mail at dbacon@msn.com.

The public hearing is scheduled for October 24, 2017, beginning at 7:00 p.m. in the City Council Chambers, 4701 Highway 61 and shall continue until all interested parties have been heard. Questions regarding the hearing of proposed levy may be directed to Don Rambow, Finance Director, 4701 Highway 61 (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/Engineering.

CITY OF WHITE BEAR LAKE
SPECIAL SERVICE DISTRICT LEVY
BIRCH LAKE IMPROVEMENT - 2017 PRELIMINARY
ASSESSMENT # 93201709 / RESOLUTION #

	PIN	NAME	ADDRESS	Assessment Amount
1	153022330008	James T Thein	1339 Hedman Way	302.00
2	153022340001	William Anderson	6230 10th Street	302.00
3	153022340002	City Of White Bear Lake	4701 Highway 61	302.00
4	153022420101	Adam Elazab	4730 Otter Lake Road	302.00
5	163022440061	MMJ Development LLC	5692 Centerville Road	302.00
6	163022440063	Emmaus Companies Inc	355 Commerce Court	302.00
7	153022230010	Geoffrey S Kuppe	1411 Birch Lake Boulevard	302.00
8	153022240013	Thomas L Manke	1435 Birch Lake Blvd N	302.00
9	153022240014	Gregory G Green	1445 Birch Lake Blvd N	302.00
10	153022240015	John Dziura	1453 Birch Lake Blvd N	302.00
11	153022240025	Birch Lake Townhomes	500 Washington Ave S #3000	302.00
12	153022310005	John P Reinhart	1531 Birch Lake Blvd N	302.00
13	153022310006	Michael A Lennon	1525 Birch Lake Blvd N	302.00
14	153022310007	Leann Benjamin Trustee	1515 Birch Lake Blvd N	302.00
15	153022310008	Richard Johnstone	1497 Birch Lake Blvd N	302.00
16	153022310010	Daniel D Anderson	1481 Birch Lake Blvd N	302.00
17	153022310011	Rodney Kreuser	1469 Birch Lake Blvd N	302.00
18	153022310012	City Of White Bear Lake	4701 Highway 61	302.00
19	153022310013	Dale L Bacon	1493 Birch Lake Blvd N	302.00
20	153022320003	Nicholas D Nash	1340 Birch Lake Blvd N	302.00
21	153022320015	City Of White Bear Lake	4701 Highway 61	302.00
22	153022320058	Cloisters At Birch Lake Assoc	971 Sibley Memorial Hwy, #350	302.00
23	153022320062	Cloisters At Birch Lake Assoc	971 Sibley Memorial Hwy, #350	302.00
24	153022320070	Cloisters At Birch Lake Assoc	971 Sibley Memorial Hwy, #350	302.00
25	153022330003	Nicholas Piehl	1405 Highway 96 E	302.00
26	153022330004	Ryan Hoops	1397 Highway 96 E	302.00
27	153022330007	John C Abbott	1353 Hedman Way	302.00
28	153022330009	Theodore Vernon	1337 Hedman Way	302.00
29	153022330010	Conrad P. Nguyen	1323 Hedman Way	302.00
30	153022330011	Norma J Foster	1311 Hedman Way	302.00
31	153022330012	Gary F Norman	1303 Hedman Way	302.00
32	153022330023	Stephen M Laliberte	1387 Highway 96	302.00
33	153022330026	David H Bartle	1367 Hedman Way	302.00

CITY OF WHITE BEAR LAKE
 SPECIAL SERVICE DISTRICT LEVY
 BIRCH LAKE IMPROVEMENT - 2017 PRELIMINARY
 ASSESSMENT # 93201709 / RESOLUTION #

	PIN	NAME	ADDRESS	Assessment Amount
34	153022330028	James Roger Grisim	1417 Highway 96	302.00
35	153022330029	Brent D. Rehaus	1411 Highway 96 E	302.00
36	153022330030	Ronald W Auger	1361 Hedman Way	302.00
37	153022340009	Burnell Brown	1455 Birch Lake Blvd S	302.00
38	153022340010	Shawn P Pettman	1437 Birch Lake Blvd S	302.00
39	153022340011	Douglas J Oneill	1425 Birch Lake Blvd S	302.00
40	153022340014	W Keith Henry	1512 Birch Lake Blvd S	302.00
41	153022340030	Barbara A Peterson	1474 Birch Lake Blvd S	302.00
42	153022340031	Eileen F Flaspeter	1494 Birch Lake Blvd S	302.00
43	153022340032	Daniel R Monroe	1484 Birch Lake Blvd S	302.00
44	153022340033	Paul J Leonhart	1504 Birch Lake Blvd S	302.00
45	153022340039	Andrea Parfievich	1520 Birch Lake Blvd S	302.00
46	153022340040	Richard H Gillitzer	1528 Birch Lake Blvd S	302.00
47	153022420088	Rodney J Hillestad	4696 Otter Lake Rd	302.00
48	153022420089	Patricia Leavitt	4700 Otter Lake Rd	302.00
49	153022420095	Jason A Ritchie	4686 Otter Lake Rd	302.00
50	153022420097	Ann Marie Vadnais	4742 Otter Lake Rd	302.00
51	153022420099	Charles E Arend	4710 Otter Lake Rd	302.00
52	153022420102	David Gadbois	4720 Otter Lake Road	302.00
53	153022430044	Dianne L Lacosse	4680 Otter Lake Rd	302.00
54	153022430045	Keith W Welle	4660 Otter Lake Rd	302.00
55	153022430046	Pamela Jo Strickland	4652 Otter Lake Rd	302.00
56	153022430047	Mark Allen Jacobsen Trustee	4644 Otter Lake Rd	302.00
57	153022430049	Mary Roth	4630 Otter Lake Rd	302.00
58	163022440005	Lynn R Gordon	1295 Hedman Way	302.00
59	163022440006	Sandra L Daubenberger	1291 Hedman Way	302.00
60	163022440010	Mitchell D Jensen	1297 Hedman Way	302.00
61	163022440036	Birch Cove Townhouse Assn	7260 University Ave Ne Ste 340	302.00
62	163022440040	Birch Cove Townhouse Assn	7260 University Ave Ne Ste 340	302.00
63	163022440049	Bremer Bank Na	225 South 6th Street, Suite 200	302.00

19,026.00

**Approved Birch Lake Improvement Budget
January 1 - December 31, 2018**

FIXED COSTS **\$ 3,650**

Aerator operations
Administration
Newsletter
Insurance

AQUATIC VEGETATION MANAGEMENT **\$ 10,850**

Harvester permit
Harvester maintenance
Subcontractor to harvest plant material

SPECIAL PROJECTS **\$ 4,500**

Plant Survey
Restoration Site
Chloride monitoring

TOTAL LEVY AMOUNT **\$ 19,000**

SURPLUS / (DEFICIT) **\$ -0-**

OF PROPERTIES **63**

PER PROPERTY **\$ 302**

Birch Lake Improvement District

2017 Annual Report

Birch Lake is a shallow suburban lake with an area of 123 acres and a maximum depth of 6-8 feet. It is considered to be one of the healthiest lakes within the Vadnais Lake Area Water Management Organization (VLAWMO). Concerns over maintaining the quality led lake property owners to petition the City of White Bear Lake to form the Birch Lake Improvement District (BLID) in 2006.

A board of directors elected by improvement district members governs the Birch lake Improvement District. Current members are; Dale Bacon, Chair; Ryan Hoops, vice chair; Steve Laliberte, secretary, Tom Merritt, treasurer and Jim Grisim, member at large. The board is responsible for implementing the Birch lake Sustainable Lake management plan. These responsibilities include activities such as coordinating scientific studies on lake water quality, maintenance of recreational use of the lake and communication to the membership regarding threats to lake quality.

During 2017, the following activities were carried out by BLID:

The annual cleanup day was held on May 6, 2017.

BLID members continue to participate in VLAWMO Citizen's Water Monitoring Program. This involves taking biweekly lake water samples and making water clarity and lake level readings.

During winter months, BLID operates an aeration system to prevent complete fish kills from oxygen depletion. Muskrat tunneling under the compressor enclosure resulted in system failure at the end of the season. The system has been relocated and reinforced to prevent future disruptions.

Several BLID board members maintain Minnesota DNR certification as a lake services provider. This training focuses on preventing the movement of invasive species from lake to lake.

BLID is supporting VLAWMO to develop a chloride baseline to help better understand the potential impact of road salt on the lake. This involves conducting chloride analysis on monthly water samples taken at the four major inflow points on the lake.

Approximately 1000 largemouth bass and 500 crappies were stocked in the lake in Spring 2017.

BLID provided monetary support to VLAWMO to provide extra maintenance to the restoration project on the north shore of the lake.

BLID has joined with VLAWMO and the City of White Bear Lake to investigate remediation of the wetland area located in the NE corner of Otter Lake Road and 4th Street. This area receives storm water runoff from a surrounding area. An engineering study conducted by Barr Engineering recommends that an iron sand filtration system be installed to remove phosphorous prior to discharge into Birch Lake. VLAWMO has submitted a grant application to the Minnesota Board of Water and Soil Resources to cover \$97000 of the total project cost of \$127000.

VLAWMO has initiated a yearlong program to establish a baseline of the phosphorous input from storm water flowing through the wetlands. This project utilizes automated storm water sampling technology to sample after rainfall events.

A number of factors such as a mild winter, early ice out and a warm spring again contributed to excessive aquatic plant growth in the lake. The 2017 harvesting program was carried out by Warner Outdoor services. The permitted level of harvesting (30 acres) was reached after about seven days of harvesting. The 2017 harvesting activity did not result in a lasting improvement in the recreational use of the lake.

A quarterly newsletter is published in both print and electronic format. The BLID blog at BirchLakeImprovementDistrict.org is operational. The goal is to communicate primarily by electronic format.

The tenth annual BLID meeting was held on June 15 2017. Twenty-two of the 63 parcels in the district were represented. The 2018 operating budget of \$19,000 was approved by the membership for submittal to the White Bear Lake City Council. Dale Bacon and Ryan Hoops were reelected to three-year terms. The next annual meeting is June 20, 2018.

Submitted for the BLID board by Dale Bacon, Chairman
October 11, 2017



City of White Bear Lake
Finance Department

MEMORANDUM

To: Ellen Richter, City Manager
From: Don Rambow, Finance Director
Date: October 17, 2017
Subject: Certification of delinquent utility accounts

BACKGROUND

The City water, sewer, and refuse utilities experience delinquent account collections similar to private enterprises. Bills for actual services received are mailed to each property owner quarterly and a period of 35 days is allowed for payment. The City's Ordinance Code provides that if payment is not received, a one-time late fee of 10% is charged to the user or owner. If payment is more than 60 days delinquent, late notices are sent, and if no payment is made, the City initiates a collection procedure. Minnesota Statutes 444.075, subd. 3e addresses this issue by granting municipalities the authority to certify delinquent utility accounts to property owner's real estate taxes as a special assessment for collection. This statute provides the ability collect unpaid accounts without incurring significant costs.

The City sent notices of potential certification to 962 accounts totaling \$416,500. Customers have made 415 accounts current by remitting \$133,814 against their delinquent notices. The final certification listing totals 547 accounts remaining delinquent with balances totaling \$282,686. This represents a 6.8% decrease in the total number of accounts being assessed compared to 2016. The actual certification amount represents a \$9,229 or 3.4% increase when compared to 2016.

The City maintains a policy whereby water, sewer, and refuse service are not discontinued if accounts become delinquent. The delinquent certification program provides customers with a financing option. The certification process also provides the City with assurance that delinquent utility accounts will be maintained in a near current status by moving past due amounts as of June 1 of each year to property taxes for collection.

SUMMARY

The certification process provides customers with the flexibility to pay delinquent balances as of June 1, 2017 with two payment options. The first payment option would allow partial or complete payment of the delinquent amount by October 13th without incurring any additional costs or interest. The second payment option would be to allow the delinquent amount to be certified to their property taxes to be paid in two equal installments in May 2018 and October 2018. This option includes a 7.5% interest fee along with a \$30 processing fee per account. The resident could effectively have almost two years to pay for their utility service if the certification option is utilized. This payment option does not impact the residents' credit rating.

The total number of delinquent accounts eligible for assessment totals 547 customers and the list is 17 pages long. The list is available for City Council review in the Finance department but has not been attached due to the length of the listing.

Delinquent accounts were notified that they may address the City Council if they have special circumstances and believe the City should defer the certification for the year. Five customers have submitted requests for deferral of their delinquent utility amount from the assessment process. A summary of those requests and possible Council action is provided in the following section. A copy of their letters requesting deferral and a summary of their account activity is attached for the Council's information.

REQUESTS FOR CERTIFICATION EXEMPTION:

3678 Auger

This rental property has a pending assessment totaling \$659.51. The property had a pending assessment the last three years, which were eliminated by October payments. The property owner received notice of the pending assessment and ultimately is responsible for any outstanding utility balance. The outstanding utility balance is between the owner and tenant. If the City would allow deferral of the outstanding balance and no payment would be made, the owner could claim the City is responsible for the balance because we allowed the amount to be carried forward.

It is recommended that the City Council allow the certification process to proceed so that the delinquent amount does not carry over until 2018.

2404 Elm

This property has a pending assessment totaling \$194.95 after the resident paid \$321.78 against the outstanding assessment. The October payment represents the resident's first payment since March 2016. The property incurred a utility assessment in 2016. The resident has informed the City that they intend to clear the pending assessment up by the end of November. Staff can withdraw the assessment if payment is received in November.

It is recommended that the City Council allow the certification process to continue based upon the recent history of limited payments and that the property incurred a utility assessment last year. Any payments received by the City in November would reduce or eliminate the assessment.

2282 Lakeaires

The residents have historically brought their utility account sufficiently current to avoid certification each October. As the letter states this year has been particularly difficult for the resident. The issue is that the resident's total outstanding balance totals \$2,330 of which \$1,792 is scheduled for certification. This amount could be very difficult to eliminate. The residents are longtime home owners and remain responsible for the utility bill. A referral of one year would provide the residents with the ability to bring the account current and allow the City to certify any delinquent amount in 2018.

Based upon the resident's long-time ownership, it is recommended that the pending certification be deferred.

2202 12TH Street

This property has a pending assessment totaling \$339.44. The property utility account has been certified annually since 2008. The last payment was received in the spring of 2008. The last three-year's assessment has averaged \$320.00, which is consistent, the current assessment.

It is recommended that the City Council allow the certification to proceed, which is consistent with prior years.

4844 Peggy

This property has a pending assessment totaling \$467.39 after a \$100.00 payment. The \$100 payment represents the first payment remitted in a year. The resident has over a two year period has made three payments while the outstanding balance has significantly increased. While the resident's letter claims refers to a monthly payment plan of \$100 it would require nearly a year of consistent payments to bring the account current.

It is recommended that the City Council allow the certification process to proceed. This recommendation is based upon the limited payment history and the difficulty of bringing the account current over a twelve-month period.

1921 Garden

This property has a pending assessment totaling \$702.90. The resident submitted payments totaling \$230.00 in 2016. The account was still delinquent by \$438.19, which was certified for collection. The account has incurred certification in 2015 and 2016. Since 2014, the payment option has been to rely on certification for maintaining the account in manageable balance.

Based upon past certification history and limited payments over a three year period, it is recommended that the City Council allow the certification process to proceed.

RECOMMENDED COUNCIL ACTION

The City's utility billing department has worked with customers to arrange payment plans to help them maintain the accounts in a current status. The proposed recommendations related to specific customer requests and represents staff's proposals based upon the information provided. Staff is requesting that the City Council review the proposed utility payment recommendations.

If the Council concurs with the recommendation, the attached resolution is presented which will authorize the City to certify delinquent utility amounts as special assessments against the appropriate properties. City Council deferral of delinquent accounts will be removed from the certification list by staff before submittal to Ramsey County. A complete list of delinquent accounts is available upon request.

ATTACHMENTS

Resolution
Certification Exemption Detail

RESOLUTION NO. _____

**RESOLUTION CERTIFYING DELINQUENT CHARGES RELATED TO THE
MUNICIPAL UTILITY SYSTEM ASSESSMENTS**

WHEREAS, the City has provided sewer, water, refuse services to users of the municipal utilities to properties within the City; and

WHEREAS, the City has invoiced these users for the services and payment on some of these invoices is delinquent, and

WHEREAS, Minnesota Statute §444.075 allows the City to certify charges associated with the municipal utilities as special assessments with the County Auditor.

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

1. Delinquent charges associated with the municipal utilities as tabulated in the attached list dated October 16, 2017 shall be certified to the County Auditor for collection as special assessments.
2. The special assessments shall be due and payable over a term of one (1) year at an annual rate of seven and one-half percent (7.5%).

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

10/12/17

To Whom it may concern,

I am writing this in concerns of my current water bill, which is currently high! My intentions were to pay this before it went to my Landlord's taxes, however I had to pay for a major car repair! I am asking for the city Council to please consider allowing me to make a few smaller payments to make this financially feasible for my family! Thank you!

Sincerely,

Paul C. Mueller

Created Date/Time: 10/17/2017 10:02:52 AM

Customer Number: 00050200

Account Number: 0031607500

Service Address: 3678 AUGER AVE

Mailing Address:

PAUL MUELLER

3678 AUGER AVE

WHITE BEAR LAKE MN 55110-4607

Customer/Account Transaction History

Trans Date	Transaction	Amount	Balance	Date/Time Updated	Batch ID
8/31/2017 0:00	Cycle Billing Due: 10/05/2017	\$149.59	\$815.35	8/31/2017 17:04	3132
7/17/2017 0:00	Penalties - Water	\$16.25	\$665.76	7/17/2017 13:05	10486
5/31/2017 0:00	Cycle Billing Due: 07/05/2017	\$162.54	\$649.51	6/2/2017 12:05	3104
4/17/2017 0:00	Penalties - Water	\$15.41	\$486.97	4/17/2017 11:12	10086
2/28/2017 0:00	Cycle Billing Due: 04/05/2017	\$154.14	\$471.56	3/1/2017 9:34	3076
1/17/2017 0:00	Penalties - Water	\$13.45	\$317.42	1/17/2017 11:02	9696
11/30/2016 0:00	Cycle Billing Due: 01/05/2017	\$134.45	\$303.97	11/30/2016 14:29	3027
10/18/2016 0:00	Penalties - Water	\$14.13	\$169.52	10/18/2016 15:04	9328
10/17/2016 0:00	Payment - Check	(\$150.00)	\$155.39	10/17/2016 10:50	9306
10/17/2016 0:00	Payment - Check	(\$450.00)	\$305.39	10/17/2016 10:50	9306
8/31/2016 0:00	Cycle Billing Due: 10/05/2016	\$143.55	\$755.39	9/1/2016 13:50	2991
7/15/2016 0:00	Penalties - Water	\$14.08	\$611.84	7/15/2016 10:00	8902
5/31/2016 0:00	Cycle Billing Due: 07/05/2016	\$140.81	\$597.76	6/3/2016 14:48	2953
4/15/2016 0:00	Penalties - Water	\$13.32	\$456.95	4/15/2016 11:01	8545
3/7/2016 0:00	Cycle Billing Due: 04/05/2016	\$133.15	\$443.63	3/9/2016 15:07	2909
1/19/2016 0:00	Penalties - Water	\$13.31	\$310.48	1/19/2016 12:35	8240
11/30/2015 0:00	Cycle Billing Due: 01/05/2016	\$133.05	\$297.17	12/1/2015 9:19	2832
10/21/2015 0:00	Payment - Check	(\$420.00)	\$164.12	10/21/2015 13:44	7933
10/21/2015 0:00	Payment - Check	(\$65.88)	\$584.12	10/21/2015 13:41	7932
10/16/2015 0:00	Penalties - Water	\$13.69	\$650.00	10/16/2015 9:27	7899
8/31/2015 0:00	Cycle Billing Due: 10/05/2015	\$136.87	\$636.31	9/3/2015 9:01	2772
8/19/2015 0:00	Payment - Check	(\$120.00)	\$499.44	8/19/2015 15:09	7633
7/15/2015 0:00	Penalties - Water	\$13.56	\$619.44	7/15/2015 14:25	7532
5/29/2015 0:00	Cycle Billing Due: 07/06/2015	\$135.59	\$605.88	6/4/2015 15:28	2718
4/15/2015 0:00	Penalties - Water	\$13.69	\$470.29	4/15/2015 14:39	7201
3/4/2015 0:00	Cycle Billing Due: 04/06/2015	\$136.87	\$456.60	3/6/2015 10:59	2577
1/15/2015 0:00	Penalties - Water	\$13.69	\$319.73	1/15/2015 16:31	6764
11/30/2014 0:00	Cycle Billing Due: 01/06/2015	\$136.87	\$306.04	12/9/2014 9:59	2425
10/28/2014 0:00	Penalties - Water	\$14.18	\$169.17	10/28/2014 15:11	6382
10/21/2014 0:00	Payment - Check	(\$585.00)	\$154.99	10/21/2014 9:47	6342
9/8/2014 0:00	Cycle Billing Due: 10/08/2014	\$144.57	\$739.99	9/10/2014 14:55	2327
7/21/2014 0:00	Penalties - Water	\$13.18	\$595.42	7/21/2014 8:27	5941
5/30/2014 0:00	Cycle Billing Due: 07/07/2014	\$131.77	\$582.24	6/6/2014 11:40	2236



263022330289

P.O. Box 64097 Saint Paul, MN 55164-0097



138564 3 <-**4/6**G51**
 CARR LLC
 300 FLORAL DR W
 SAINT PAUL MN 55126-2307

PROPERTY ADDRESS
 3678 AUGER AVE
ABBREVIATED TAX DESCRIPTION
 CIC NO 785 LAKE GROVE
 LOT 10 BLK 2 KELLER'S LAKE GROVE ADD
PROPERTY IDENTIFICATION NUMBER (P.I.N.)
 263022330289 9346



2017 Property Tax Statement			
2016 Values for Taxes Payable in 2017			
VALUES AND CLASSIFICATION			
Taxable Payable Year		2016	2017
Step 1	Estimated Market Value	\$ 101,000	\$ 125,900
	Improvements Excluded		
	Homestead Exclusion	0	0
	Taxable Market Value	101,000	125,900
	New Improvements/ Expired Exclusions		
	Property Classification	Res Non-Hstd	Res Non-Hstd
	Value Notice sent March 2016		
PROPOSED TAX NOTICE			
Step 2	Proposed tax sent in November 2016.		\$ 1,662.00
	*Note: Did not include special assessments or referenda approved by the voters at the 2016 November election.		

2016	2017	TAXES PAYABLE YEAR
	\$ 0.00	1. Use this amount on Form M1PR to see if you're eligible for a property tax refund. File by August 15. If box is checked, you owe delinquent taxes and are not eligible. <input type="checkbox"/>
\$ 0.00		2. Use these amounts on Form M1PR to see if you are eligible for a special refund.
1,408.00	1,658.00	Property Tax and Credits
0.00	0.00	3. Property taxes before credits
1,408.00	1,658.00	4. Agricultural credits that reduce property taxes
		5. Property taxes after credits
		Property Tax by Jurisdiction
544.53	644.45	6. Ramsey County
41.32	48.78	a. Regional Rail Authority
49.21	58.88	b. County Library
198.87	238.82	7. City or Town - WHITE BEAR LAKE
0.00	0.00	8. State General Tax
240.03	291.94	9. School District 624
262.67	293.15	a. Voter approved levies
		b. Other local levies
28.81	33.97	10. Special taxing districts
42.56	48.01	a. Metropolitan special taxing districts
0.00	0.00	b. Other special taxing districts
0.00	0.00	c. Tax increment
0.00	0.00	d. Fiscal disparity
1,408.00	1,658.00	11. Non-school voter approved referenda levies
		12. Total property tax before special assessments
0.00	0.00	13. Special assessments and charges added to this property tax statement for taxes payable in 2017
		a.
		b.
		c.
		d.
		e.
		f.
		g.
		h.
0.00	0.00	Contamination Tax
\$ 1,408.00	\$ 1,658.00	14. Total Property Tax and Special Assessments

PROPERTY TAX REFUNDS
 You may be eligible for one or more refunds that reduce your property taxes in 2017 – even if you haven't been eligible before.
 See enclosed insert for details or visit www.revenue.state.mn.us.

Property Records & Revenue Contact Information

Web: www.ramseycounty.us/property
Topics
 General – taxes, payments, addresses, special assessments
 Assessing services – value, classification, exemptions
 Homestead
 Delinquent taxes

Location: 90 West Plato Blvd, Saint Paul, MN 55107
Email
 AskPropertyTaxandRecords@co.ramsey.mn.us
 AskCountyAssessor@co.ramsey.mn.us
 AskHomesteads@co.ramsey.mn.us
 AskPropertyTaxandRecords@co.ramsey.mn.us
Telephone
 651-266-2222
 651-266-2131
 651-266-2040
 651-266-2002

Created Date/Time: 10/17/2017 11:29:55 AM
 Customer Number: 00043544
 Account Number: 0010301489
 Service Address: 2404 ELM DR
 Mailing Address:
 WENDY GUNELSON
 2404 ELM DR
 WHITE BEAR LAKE MN 55110-5576

0*

516.73+
 321.78-
 194.95*

Customer/Account Transaction History

Trans Date	Transaction	Amount	Balance		
10/6/2017 0:00	Payment - Check	(\$321.78)	\$452.76	10/6/2017 10:33	10864
9/29/2017 0:00	Cycle Billing Due: 11/06/2017	\$118.29	\$774.54	10/2/2017 14:01	3143
8/15/2017 0:00	Penalties - Water	\$12.68	\$656.25	8/15/2017 10:59	10606
6/30/2017 0:00	Cycle Billing Due: 08/07/2017	\$126.84	\$643.57	6/28/2017 13:05	3113
5/15/2017 0:00	Penalties - Water	\$13.59	\$516.73	5/15/2017 16:28	10176
3/31/2017 0:00	Cycle Billing Due: 05/05/2017	\$135.94	\$503.14	3/31/2017 16:37	3087
2/15/2017 0:00	Penalties - Water	\$10.92	\$367.20	2/15/2017 9:12	9806
12/31/2016 0:00	Cycle Billing Due: 02/06/2017	\$109.15	\$356.28	12/28/2016 16:04	3040
11/15/2016 0:00	Penalties - Water	\$10.92	\$247.13	11/15/2016 11:14	9450
11/7/2016 0:00	Certification Garbage WriteOff	(\$75.75)	\$236.21	11/7/2016 15:31	9420
11/7/2016 0:00	Certification Sewer Write-Off	(\$24.40)	\$311.96	11/7/2016 15:31	9420
11/7/2016 0:00	Certification Water Write-Off	(\$29.90)	\$336.36	11/7/2016 15:31	9420
9/30/2016 0:00	Cycle Billing Due: 11/07/2016	\$109.15	\$366.26	10/3/2016 14:49	3007
8/15/2016 0:00	Penalties - Water	\$11.55	\$257.11	8/15/2016 10:45	9017
6/30/2016 0:00	Cycle Billing Due: 08/05/2016	\$115.51	\$245.56	6/29/2016 14:51	2966
5/16/2016 0:00	Penalties - Water	\$10.92	\$130.05	5/16/2016 10:23	8640
3/31/2016 0:00	Cycle Billing Due: 05/05/2016	\$109.15	\$119.13	4/1/2016 8:25	2918
3/15/2016 0:00	Payment - Check	(\$99.76)	\$9.98	3/23/2016 13:54	8422
2/16/2016 0:00	Penalties - Water	\$9.98	\$109.74	2/16/2016 10:18	8320
12/31/2015 0:00	Cycle Billing Due: 02/05/2016	\$106.71	\$99.76	12/30/2015 15:01	2858
9/30/2015 0:00	Cycle Billing Due: 11/05/2015	\$121.59	(\$6.95)	9/30/2015 10:03	2790
6/30/2015 0:00	Cycle Billing Due: 08/05/2015	\$120.31	(\$128.54)	7/1/2015 16:11	2739
3/31/2015 0:00	Cycle Billing Due: 05/06/2015	\$125.41	(\$248.85)	4/3/2015 11:42	2635
12/30/2014 0:00	Cycle Billing Due: 02/05/2015	\$106.71	(\$374.26)	12/30/2014 16:31	2450
11/13/2014 0:00	Payment - Check	(\$712.06)	(\$480.97)	11/13/2014 10:00	6466
11/7/2014 0:00	Certification Garbage WriteOff	(\$303.00)	\$231.09	11/7/2014 16:24	6441
11/7/2014 0:00	Certification Sewer Write-Off	(\$91.20)	\$534.09	11/7/2014 16:24	6441
11/7/2014 0:00	Certification Water Write-Off	(\$86.77)	\$625.29	11/7/2014 16:24	6441
9/30/2014 0:00	Cycle Billing Due: 11/05/2014	\$106.71	\$712.06	10/3/2014 11:15	2354
8/14/2014 0:00	Penalties - Water	\$11.31	\$605.35	8/14/2014 15:51	6040
6/30/2014 0:00	Cycle Billing Due: 08/05/2014	\$113.07	\$594.04	7/2/2014 10:03	2270
5/19/2014 0:00	Penalties - Water	\$10.67	\$480.97	5/19/2014 13:36	5632
4/4/2014 0:00	Cycle Billing Due: 05/05/2014	\$106.71	\$470.30	4/4/2014 15:40	2115
3/3/2014 0:00	Penalties - Water	(\$10.67)	\$363.59	3/3/2014 15:38	5325

Customer # 00042506
Account # 0010201887

10-3-2017

Dear Sirs,

Bill and I would like it if our past due amount does not go on our 2018 property taxes if at all possible not too.

Our hardship this year was Bill lost his job as Bill flooring December 2016. He couldn't find work until March 2017. It set us back. He has a job now as of March 2017. I am seasonably employed so my income as of right now isn't a lot. Bill had his flooring job for 24 years.

We didn't realize that we had a leak in our toilet so in the spring we had a \$7000 sewer bill. We have been in our home in White Bear 19 years and have faithfully paid our utility bills. We will start paying this bill down. Please call if you have any questions.
Thank you.

William +
Jan King
651-331-0755

Created Date/Time: 10/17/2017 12:29:24 PM
 Customer Number: 00042506
 Account Number: 0010201887
 Service Address: 2282 LAKEAIRES BLVD
 Mailing Address:
 WILLIAM KUNZ
 2282 LAKEAIRES BLVD
 WHITE BEAR LAKE MN 55110-4419

Customer/Account Transaction History

Trans Date	Transaction	Amount	Balance	Date/Time Updated	Batch ID
9/29/2017 0:00	Cycle Billing Due: 11/06/2017	\$163.24	\$2,330.18	10/2/2017 14:01	3143
8/15/2017 0:00	Penalties - Water	\$34.07	\$2,166.94	8/15/2017 10:59	10606
6/30/2017 0:00	Cycle Billing Due: 08/07/2017	\$340.69	\$2,132.87	6/28/2017 13:05	3113
5/15/2017 0:00	Penalties - Water	\$87.30	\$1,792.18	5/15/2017 16:28	10176
3/31/2017 0:00	Cycle Billing Due: 05/05/2017	\$873.04	\$1,704.88	3/31/2017 16:36	3087
2/15/2017 0:00	Penalties - Water	\$34.49	\$831.84	2/15/2017 9:12	9806
12/31/2016 0:00	Cycle Billing Due: 02/06/2017	\$344.85	\$797.35	12/28/2016 16:04	3040
11/15/2016 0:00	Penalties - Water	\$22.27	\$452.50	11/15/2016 11:13	9450
10/17/2016 0:00	Payment - Check	(\$890.60)	\$430.23	10/17/2016 10:31	9304
9/30/2016 0:00	Cycle Billing Due: 11/07/2016	\$222.65	\$1,320.83	10/3/2016 14:49	3007
8/15/2016 0:00	Penalties - Water	\$18.87	\$1,098.18	8/15/2016 10:45	9017
6/30/2016 0:00	Cycle Billing Due: 08/05/2016	\$188.71	\$1,079.31	6/29/2016 14:51	2966
5/16/2016 0:00	Penalties - Water	\$18.24	(\$890.60)	5/16/2016 10:23	8640
3/31/2016 0:00	Cycle Billing Due: 05/05/2016	\$182.35	\$872.36	4/1/2016 8:25	2918
2/16/2016 0:00	Penalties - Water	\$18.28	\$690.01	2/16/2016 10:17	8320
12/31/2015 0:00	Cycle Billing Due: 02/05/2016	\$182.76	\$671.73	12/30/2015 15:01	2858
11/17/2015 0:00	Penalties - Water	\$19.44	\$488.97	11/17/2015 8:21	8016
10/15/2015 0:00	Payment - Check	(\$360.00)	\$469.53	10/15/2015 15:30	7893
9/30/2015 0:00	Payment - Check	(\$785.02)	\$829.53	9/30/2015 18:15	7828
9/30/2015 0:00	Cycle Billing Due: 11/05/2015	\$194.37	\$1,614.55	9/30/2015 10:03	2790
8/14/2015 0:00	Penalties - Water	\$25.49	\$1,420.18	8/14/2015 11:16	7608
6/30/2015 0:00	Cycle Billing Due: 08/05/2015	\$254.91	\$1,394.69	7/1/2015 16:10	2739
5/15/2015 0:00	Penalties - Water	\$30.27	\$1,139.78	5/15/2015 10:19	7332
3/31/2015 0:00	Cycle Billing Due: 05/06/2015	\$302.73	\$1,109.51	4/3/2015 11:41	2635
2/12/2015 0:00	Penalties - Water	\$21.76	\$806.78	2/12/2015 15:05	6905
12/30/2014 0:00	Cycle Billing Due: 02/05/2015	\$217.59	\$785.02	12/30/2014 16:30	2450
11/13/2014 0:00	Penalties - Water	\$27.23	\$567.43	11/13/2014 10:31	6468
10/21/2014 0:00	Payment - Check	(\$200.00)	\$540.20	10/21/2014 9:29	6328
10/7/2014 0:00	Payment - Check	(\$560.00)	\$740.20	10/7/2014 14:26	6242
9/30/2014 0:00	Cycle Billing Due: 11/05/2014	\$272.31	\$1,300.20	10/3/2014 11:14	2354
8/14/2014 0:00	Penalties - Water	\$24.56	\$1,027.89	8/14/2014 15:51	6040
6/30/2014 0:00	Cycle Billing Due: 08/05/2014	\$245.55	\$1,003.33	7/2/2014 10:02	2270
5/19/2014 0:00	Penalties - Water	\$23.31	\$757.78	5/19/2014 13:36	5632

TO WHOM IT MAY CONCERN:

I'm explaining my situation:
IN THE LAST 7 YRS. I HAVE HAD
2-bypass surgeries, 2 TOTAL HIP SURGERIES
2 STENTS PUT IN MY LEGS & I STILL
HAVE HEART FIBRILLATION. I ALSO HAVE
TO HAVE MY BLOOD TAKING EVERY MONTH
FOR MY INR.

BECAUSE OF MY SOCIAL SECURITY
DISABILITY CHECK THAT I RECEIVE,
THE FOLLOWING THINGS I QUALIFY FOR ARE.

- ① MEDICAL ASSISTANCE -
MEDICARE PARTS A & B PREMIUM PAYMENT
MEDICAID.
- ② FOOD SUPPORT
SNAP, EBT (FOOD STAMPS) 2ND HARVEST
& THE FOOD SELF.
- ③ HEATING & ENERGY ASSISTANCE FOR
RAMSEY COUNTY
- ④ PHONE ASSISTANCE - ASSURANCE
I DON'T MAKE ENOUGH MONEY TO
HAVE TO FILE TAXES EACH YEAR.

Acc. # 0020501946
Customer # 0037684

THANK-YOU
George Blensons

10-16-2017

Created Date/Time: 10/17/2017 01:34:32 PM
 Customer Number: 00037684
 Account Number: 0020501946
 Service Address: 2202 12TH ST
 Mailing Address:
 GEORGE KLASONS
 2202 12TH ST
 WHITE BEAR LAKE MN 55110-2651

Customer/Account Transaction History

Trans Date	Transaction	Amount	Balance	Date/Time Updated	Batch ID
9/15/2017 0:00	Penalties - Water	\$8.96	\$445.95	9/15/2017 13:23	10763
7/31/2017 0:00	Cycle Billing Due: 09/05/2017	\$89.59	\$436.99	7/31/2017 12:40	3121
6/16/2017 0:00	Penalties - Water	\$7.96	\$347.40	6/17/2017 9:39	10328
4/28/2017 0:00	Cycle Billing Due: 06/05/2017	\$79.64	\$339.44	5/3/2017 10:42	3099
3/21/2017 0:00	Penalties - Water	\$8.82	\$259.80	3/21/2017 14:57	9967
2/7/2017 0:00	Cycle Billing Due: 03/06/2017	\$88.19	\$250.98	2/7/2017 9:42	3070
12/15/2016 0:00	Penalties - Water	\$7.05	\$162.79	12/15/2016 11:29	9564
11/7/2016 0:00	Certification Water Write-Off	(\$68.62)	\$155.74	11/7/2016 15:30	9420
11/7/2016 0:00	Certification Garbage WriteOff	(\$148.40)	\$224.36	11/7/2016 15:30	9420
11/7/2016 0:00	Certification Sewer Write-Off	(\$95.65)	\$372.76	11/7/2016 15:30	9420
10/31/2016 0:00	Cycle Billing Due: 12/05/2016	\$70.50	\$468.41	10/31/2016 11:30	3016
9/15/2016 0:00	Penalties - Water	\$7.05	\$397.91	9/15/2016 15:54	9138
7/29/2016 0:00	Cycle Billing Due: 09/06/2016	\$70.50	\$390.86	8/1/2016 10:00	2975
6/15/2016 0:00	Penalties - Water	\$7.69	\$320.36	6/15/2016 10:16	8772
4/29/2016 0:00	Cycle Billing Due: 06/06/2016	\$76.86	\$312.67	5/2/2016 14:36	2934
3/16/2016 0:00	Penalties - Water	\$6.81	\$235.81	3/16/2016 11:32	8426
1/29/2016 0:00	Cycle Billing Due: 03/07/2016	\$68.06	\$229.00	1/29/2016 10:05	2879
12/15/2015 0:00	Penalties - Water	\$6.81	\$160.94	12/15/2015 11:48	8122
11/13/2015 0:00	Certification Garbage WriteOff	(\$148.40)	\$154.13	11/16/2015 9:36	8011
11/13/2015 0:00	Certification Sewer Write-Off	(\$105.45)	\$302.53	11/16/2015 9:36	8011
11/13/2015 0:00	Certification Water Write-Off	(\$72.30)	\$407.98	11/16/2015 9:36	8011
10/30/2015 0:00	Cycle Billing Due: 12/07/2015	\$68.06	\$480.28	10/30/2015 10:36	2809
9/15/2015 0:00	Penalties - Water	\$7.15	\$412.22	9/15/2015 16:19	7759
7/31/2015 0:00	Cycle Billing Due: 09/08/2015	\$71.48	\$405.07	8/4/2015 13:52	2754
6/16/2015 0:00	Penalties - Water	\$7.44	\$333.59	6/16/2015 12:01	7432
4/30/2015 0:00	Cycle Billing Due: 06/05/2015	\$74.42	\$326.15	5/5/2015 11:18	2685
3/17/2015 0:00	Penalties - Water	\$7.53	\$251.73	3/17/2015 10:42	7033
1/30/2015 0:00	Cycle Billing Due: 03/05/2015	\$75.30	\$244.20	1/27/2015 13:54	2493
12/12/2014 0:00	Penalties - Water	\$7.15	\$168.90	12/12/2014 10:09	6627
11/7/2014 0:00	Certification Water Write-Off	(\$74.92)	\$161.75	11/7/2014 16:24	6441
11/7/2014 0:00	Certification Garbage WriteOff	(\$148.40)	\$236.67	11/7/2014 16:24	6441
11/7/2014 0:00	Certification Sewer Write-Off	(\$99.75)	\$385.07	11/7/2014 16:24	6441
10/31/2014 0:00	Cycle Billing Due: 12/05/2014	\$71.48	\$484.82	11/5/2014 15:29	2389

9/25/2014 0:00 Penalties - Water
7/30/2014 0:00 Cycle Billing Due: 09/05/2014
6/13/2014 0:00 Penalties - Water
4/30/2014 0:00 Cycle Billing Due: 06/05/2014

\$7.53 \$413.34
\$75.30 \$405.81
\$7.44 \$330.51
\$74.42 \$323.07

9/25/2014 9:44 6192
8/5/2014 15:16 2305
6/13/2014 14:45 5779
5/2/2014 15:50 2178

PROPERTY ID:
153022K/0000

Dear Jen,

As per our conversation last week about my delinquent balance I do have \$100 to put down today towards my balance. This year has been hard with my husband loosing his job for 2 months and my business just starting this year. I can pay \$100 a month on the previous balance to get caught up.

Thank you for understanding

Jessmin Anderson
4844 Peggy Lane
White Bear Lake

EVA S HOCHHALTER
6614 HOKAH DR.
LINO LAKES, MN 55014-1342

17-2/910

20181

Date 10-13-17

PAY TO THE ORDER OF

The City of White Bear
One Hundred Dollars

\$ 100

Dollars

usbank

Memo

One Hundred Dollars

⑆091000022⑆ 104778801142110181

Created Date/Time: 10/17/2017 12:01:07 PM
 Customer Number: 00055744
 Account Number: 0020100426
 Service Address: 4844 PEGGY LA
 Mailing Address:
 JASSMIN HOCHHALTER
 4844 PEGGY LA
 WHITE BEAR LAKE MN 55110-2944

payment of \$100.00 made on 10/13/2017

0.*

567.39+
100.00-
 467.39*

Customer/Account Transaction History

Trans Date	Transaction	Amount	Balance	Date/Time Updated	Batch ID
9/15/2017 0:00	Penalties - Water	\$19.36	\$795.07	9/15/2017 13:24	10763
7/31/2017 0:00	Cycle Billing Due: 09/05/2017	\$193.55	\$775.71	7/31/2017 12:57	3121
6/16/2017 0:00	Penalties - Water	\$14.77	\$582.16	6/17/2017 9:41	10328
4/28/2017 0:00	Cycle Billing Due: 06/05/2017	\$147.70	\$567.39	5/3/2017 11:02	3099
3/21/2017 0:00	Penalties - Water	\$16.14	\$419.69	3/21/2017 14:58	9967
2/7/2017 0:00	Cycle Billing Due: 03/06/2017	\$161.35	\$403.55	2/7/2017 9:54	3070
12/15/2016 0:00	Penalties - Water	\$9.41	\$242.20	12/15/2016 11:31	9564
11/29/2016 0:00	Payment - Check	(\$150.00)	\$232.79	11/29/2016 11:55	9491
10/31/2016 0:00	Cycle Billing Due: 12/05/2016	\$149.76	\$382.79	10/31/2016 11:48	3016
10/12/2016 0:00	Payment - Check	(\$200.00)	\$233.03	10/12/2016 16:13	9286
9/15/2016 0:00	Penalties - Water	\$16.80	\$433.03	9/15/2016 15:56	9138
7/29/2016 0:00	Cycle Billing Due: 09/06/2016	\$167.96	\$416.23	8/1/2016 10:12	2975
6/28/2016 0:00	Payment - Check	(\$100.00)	\$248.27	6/29/2016 12:52	8811
6/15/2016 0:00	Penalties - Water	\$15.35	\$348.27	6/15/2016 10:18	8772
4/29/2016 0:00	Cycle Billing Due: 06/06/2016	\$153.52	\$332.92	5/2/2016 14:52	2934
3/16/2016 0:00	Penalties - Water	\$13.97	\$179.40	3/16/2016 11:33	8426
1/29/2016 0:00	Cycle Billing Due: 03/07/2016	\$139.70	\$165.43	1/29/2016 10:19	2879
12/15/2015 0:00	Penalties - Water	\$2.34	\$25.73	12/15/2015 11:50	8122
10/30/2015 0:00	Cycle Billing Due: 12/07/2015	\$23.39	\$23.39	10/30/2015 10:52	2809

Jennifer Morse

From: Carrie Mugrdechian <mugrde@gmail.com>
Sent: Tuesday, October 17, 2017 3:33 PM
To: Jennifer Morse
Subject: Deliquent balance

Hello,

My name is Carrie Mugrdechian. I am writing to you in hopes of not having my deliquent water/trash bill placed as a assessment on my house/property taxex.

The past year and a half has been very financially difficult for me. I lost a full time job that paid well. The company went under. I had to take another job that did not pay as well, but none the least it paid and was better than unemployment. Unfortunatly it put me behind with many of my bills. My son and I were both on Mn Medical Assistance for awhile, he still is. We also have qualified for the schools free lunch program and I also qualified for Energy Assistance this year.

I have also been diagnosed with arthritis in my back with 2 herniated discs which also makes it difficult to work at times, so some weeks I dont work a full week. That hurts us financially as well.

With this, I hope you will consider our situation. I thank you so very much for your time.

Sincerely

Carrie Mugrdechian
1921 Garden Lane
White Bear Lake, MN 55110
6124005144

Created Date/Time: 10/17/2017 03:40:47 PM

Customer Number: 00052064

Account Number: 0021500376

Service Address: 1921 GARDEN LA

Mailing Address:

CARRIE MUGRDECHIAN

1921 GARDEN LA

WHITE BEAR LAKE MN 55110-6607

Customer/Account Transaction History

Trans Date	Transaction	Amount	Balance	Date/Time Updated	Batch ID
9/15/2017 0:00	Penalties - Water	\$13.86	\$869.68	9/15/2017 13:24	10763
7/31/2017 0:00	Cycle Billing Due: 09/05/2017	\$138.60	\$855.82	7/31/2017 12:52	3121
6/16/2017 0:00	Penalties - Water	\$14.32	\$717.22	6/17/2017 9:40	10328
4/28/2017 0:00	Cycle Billing Due: 06/05/2017	\$143.15	<u>\$702.90</u>	5/3/2017 10:57	3099
3/21/2017 0:00	Penalties - Water	\$14.77	\$559.75	3/21/2017 14:57	9967
2/7/2017 0:00	Cycle Billing Due: 03/06/2017	\$147.70	\$544.98	2/7/2017 9:51	3070
12/15/2016 0:00	Penalties - Water	\$16.23	\$397.28	12/15/2016 11:30	9564
11/7/2016 0:00	Certification Garbage WriteOff	<u>(\$31.32)</u>	\$381.05	11/7/2016 15:31	9420
11/7/2016 0:00	Certification Water Write-Off	<u>(\$161.05)</u>	\$412.37	11/7/2016 15:31	9420
11/7/2016 0:00	Certification Sewer Write-Off	<u>(\$245.82)</u>	\$573.42	11/7/2016 15:31	9420
10/31/2016 0:00	Cycle Billing Due: 12/05/2016	\$162.26	\$819.24	10/31/2016 11:43	3016
9/15/2016 0:00	Penalties - Water	\$18.57	\$656.98	9/15/2016 15:55	9138
7/29/2016 0:00	Cycle Billing Due: 09/06/2016	\$185.66	\$638.41	8/1/2016 10:09	2975
6/15/2016 0:00	Penalties - Water	\$14.56	\$452.75	6/15/2016 10:17	8772
5/16/2016 0:00	Payment - Check	<u>(\$30.00)</u>	<u>\$438.19</u>	5/16/2016 9:43	8637
4/29/2016 0:00	Cycle Billing Due: 06/06/2016	\$169.92	\$468.19	5/2/2016 14:47	2934
3/16/2016 0:00	Penalties - Water	\$10.50	\$298.27	3/16/2016 11:33	8426
3/4/2016 0:00	Payment - Check	<u>(\$50.00)</u>	\$287.77	3/4/2016 10:14	8387
1/29/2016 0:00	Cycle Billing Due: 03/07/2016	\$154.98	\$337.77	1/29/2016 10:15	2879
1/27/2016 0:00	Payment - Check	<u>(\$150.00)</u>	\$182.79	1/27/2016 16:09	8264
12/15/2015 0:00	Penalties - Water	\$14.55	\$332.79	12/15/2015 11:49	8122
11/13/2015 0:00	Certification Garbage WriteOff	<u>(\$222.20)</u>	\$318.24	11/16/2015 9:37	8011
11/13/2015 0:00	Certification Sewer Write-Off	<u>(\$239.40)</u>	\$540.44	11/16/2015 9:37	8011
11/13/2015 0:00	Certification Water Write-Off	<u>(\$154.08)</u>	\$779.84	11/16/2015 9:37	8011
10/30/2015 0:00	Cycle Billing Due: 12/07/2015	\$145.46	\$933.92	10/30/2015 10:47	2809
9/15/2015 0:00	Penalties - Water	\$14.45	\$788.46	9/15/2015 16:20	7759
7/31/2015 0:00	Cycle Billing Due: 09/08/2015	\$144.49	\$774.01	8/4/2015 14:03	2754
6/16/2015 0:00	Penalties - Water	\$13.84	\$629.52	6/16/2015 12:01	7432
4/30/2015 0:00	Cycle Billing Due: 06/05/2015	\$138.42	<u>\$615.68</u>	5/5/2015 11:30	2685
3/17/2015 0:00	Penalties - Water	\$14.35	\$477.26	3/17/2015 10:43	7033
1/30/2015 0:00	Cycle Billing Due: 03/05/2015	\$143.52	\$462.91	1/27/2015 14:05	2493
12/12/2014 0:00	Penalties - Water	\$13.21	\$319.39	12/12/2014 10:11	6627
10/31/2014 0:00	Cycle Billing Due: 12/05/2014	\$132.06	\$306.18	11/5/2014 15:38	2389

10/14/2014 0:00	Payment - Check	(\$375.00)	\$174.12	10/14/2014 9:04	6294
9/25/2014 0:00	Penalties - Water	\$14.68	\$549.12	9/25/2014 9:46	6192
7/30/2014 0:00	Cycle Billing Due: 09/05/2014	\$146.80	\$534.44	8/5/2014 15:26	2305
6/13/2014 0:00	Penalties - Water	\$13.08	\$387.64	6/13/2014 14:46	5779
4/30/2014 0:00	Cycle Billing Due: 06/05/2014	\$130.78	\$374.56	5/2/2014 16:00	2178



113022340053

P.O. Box 64097 Saint Paul, MN 55164-0097



58621 2 AV 0.373 **<297>**2/3**G50****AUTO**5-DIGIT 55110
CARRIE MUGRDECHIAN
1921 GARDEN LN
WHITE BEAR LAKE MN 55110-6607

PROPERTY ADDRESS

1921 GARDEN LN

ABBREVIATED TAX DESCRIPTION

INTERLACHEN GARDENS,,RAMSEY CO
W 20 FT OF LOT 11 & E 60 FT OF LOT 1
2 BLK 1

PROPERTY IDENTIFICATION NUMBER (P.I.N.)

113022340053

9347



2017 Property Tax Statement			
2016 Values for Taxes Payable in 2017			
VALUES AND CLASSIFICATION			
Taxable Payable Year		2016	2017
Step 1	Estimated Market Value	\$ 170,400	\$ 181,700
	Improvements Excluded		
	Homestead Exclusion	21,900	20,900
	Taxable Market Value	148,500	160,800
	New Improvements/ Expired Exclusions		
	Property Classification	Res Hstd	Res Hstd
	Value Notice sent March 2016		
PROPOSED TAX NOTICE			
Step 2	Proposed tax sent in November 2016.		\$ 2,136.00
	*Note: Did not include special assessments or referenda approved by the voters at the 2016 November election.		

2016	2017	TAXES PAYABLE YEAR
	\$ 2,136.25	1. Use this amount on Form M1PR to see if you're eligible for a property tax refund. File by August 15. <input type="checkbox"/> If box is checked, you owe delinquent taxes and are not eligible.
\$ 2,092.71		2. Use these amounts on Form M1PR to see if you are eligible for a special refund.
Property Tax and Credits		
2,092.71	2,136.25	3. Property taxes before credits
0.00	0.00	4. Agricultural credits that reduce property taxes
2,092.71	2,136.25	5. Property taxes after credits
Property Tax by Jurisdiction		
802.87	823.06	6. Ramsey County
60.75	62.31	a. Regional Rail Authority
72.35	75.21	b. County Library
292.40	305.02	7. City or Town - WHITE BEAR LAKE
0.00	0.00	8. State General Tax
		9. School District 624
389.18	408.10	a. Voter approved levies
401.47	387.25	b. Other local levies
		10. Special taxing districts
42.38	43.38	a. Metropolitan special taxing districts
31.31	31.92	b. Other special taxing districts
0.00	0.00	c. Tax increment
0.00	0.00	d. Fiscal disparity
0.00	0.00	11. Non-school voter approved referenda levies
2,092.71	2,136.25	12. Total property tax before special assessments
697.29	509.75	13. Special assessments and charges added to this property tax statement for taxes payable in 2017
		a. 509.75 DEL UTILITY
		b.
		c.
		d.
		e.
		f.
		g.
		h.
0.00	0.00	Contamination Tax
\$ 2,790.00	\$ 2,646.00	14. Total Property Tax and Special Assessments

PROPERTY TAX REFUNDS
You may be eligible for one or more refunds that reduce your property taxes in 2017 – even if you haven't been eligible before.

See enclosed insert for details or visit www.revenue.state.mn.us.



Property Records & Revenue Contact Information

Web: www.ramseycounty.us/property

Location: 90 West Plato Blvd, Saint Paul, MN 55107

Topics
General – taxes, payments, addresses, special assessments
Assessing services – value, classification, exemptions
Homestead
Delinquent taxes

Email
AskPropertyTaxandRecords@co.ramsey.mn.us
AskCountyAssessor@co.ramsey.mn.us
AskHomesteads@co.ramsey.mn.us
AskPropertyTaxandRecords@co.ramsey.mn.us

Telephone
651-266-2222
651-266-2131
651-266-2040
651-266-2002



City of White Bear Lake
Finance Department

MEMORANDUM

To: Ellen Richter, City Manager

From: Don Rambow, Finance Director

Date: October 17, 2017

Subject: **Certification of City expenses incurred servicing private property**

BACKGROUND

Throughout the year, the City has provided various services to numerous property owners who have been billed for these services however, these invoices remain unpaid. These services range from lawn mowing / property clean-up, and removal of trees.

SUMMARY

During the past fiscal year, the City has provided the following services which remain unpaid:

<u>Amount</u>	<u>Description of service</u>
\$ 401.74	Lawn mowing (property clean-up)
<u>2,457.92</u>	Tree removal
<u>2,859.66</u>	Total

Detail of individual billings is included for Council reference.

RECOMMENDED COUNCIL ACTION

It is recommended that the City Council adopt the attached resolution certifying delinquent miscellaneous private property billings for a one (1) year period totaling \$2,859.66 at an annual interest rate of seven and one-half (7.5%) percent.

ATTACHMENTS

Resolution
Certification detail

RESOLUTION NO.

**RESOLUTION CERTIFYING DELINQUENT 2017 MISCELLANEOUS PRIVATE
PROPERTY ASSESSMENT FOR RECOVERY OF CITY EXPENSES**

WHEREAS, Minnesota Statutes §429.101 allows the City to certify special charges associated with servicing property as special assessments with the County Auditor; and

WHEREAS, the City has provided various services to the attached listing of properties, invoiced those properties for services completed and has not been reimbursed as of October 17, 2017.

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

1. Nuisance charges associated with maintaining private property within the City ordinance are certified to the County Auditor for collection as special assessments.
2. The nuisance assessments are authorized per the attached worksheet totaling \$2,859.66 for recovery of the City incurred expenses.
3. Nuisance assessment shall be payable over a term of one (1) year at an annual rate of seven and one-half percent (7.5%).

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
 ASSESSMENT ROLL RAMSEY COUNTY
 November __, 2017
 ASSESSMENT NUMBER 93201711 / RESOLUTION #
 MISCELLANEOUS ITEMS TO BE CERTIFIED TO TAXES 2017

PROPERTY IDENTIFICATION NUMBER	DELIQUENT AMOUNT	PROPERTY OWNER	PROPERTY ADDRESS	DESCRIPTION	INV #
263022140074	532.94	JACQUELINE VOSECKY	2149 ROTH PLACE	TREE REMOVAL	11436
363022230002	470.21	PAUL SMITH	3473 EBBA STREET	TREE REMOVAL	11435
133022320029	480.99	MICHAEL JUDY	2263 4TH STREET	TREE REMOVAL	11411
263022110074	448.86	STEPHEN MATTSON	2221 SIERRA DRIVE	TREE REMOVAL	11410
253022330056	524.92	DALE BOETTCHER	3649 FAIRLANE	TREE REMOVAL	11086
233022220126	133.90	RYAN ANTON	1888 HINCKLEY	LAWN SERVICE	10900
263022420039	133.92	LANE & CHARLOTTE LEMAY	2101 SPRUCE PL	LAWN SERVICE	10899
263022120022	133.92	VICKI BEGORDIS	4035 HAZEL STR	LAWN SERVICE	10897

Total Assessment 2,859.66

2,859.66

CITY WHITE BEAR LAKE

4701 HIGHWAY 61
 WHITE BEAR LAKE, MN 55110
 651-429-8526 fax 651-429-8500

Invoice No.

11436

INVOICE

Customer

Name JACQUELINE VOSECKY
 Address 2149 ROTH PLACE
 City WH BEAR LAKE State MN ZIP 55110

Date 10/6/2017
 CODE VARIOUS

Qty	Description	Unit Price	TOTAL
	BILLING FOR ONE HALF THE COST OF TREE REMOVAL AT 2149 ROTH PLACE TREE : TOTAL COST \$838.00		
1	TREE REMOVAL 4402.6560	\$497.50	\$497.50
1	ST TAX 4400.2420	\$34.20	\$34.20
1	TRANSIT TAX 4400.2421	\$1.24	\$1.24
11436			
		SubTotal	\$532.94
		TOTAL	\$532.94

Payment Details

- Cash
- Check
- #VALUE!

Office Use Only

PLEASE MAKE CHECKS PAYABLE TO THE CITY OF WHITE BEAR LAKE

PAYMENT TERMS: NET DUE UPON RECEIPT OF INVOICE

CITY WHITE BEAR LAKE

4701 HIGHWAY 61
WHITE BEAR LAKE, MN 55110
651-429-8526 fax 651-429-8500

Invoice No.

11435

INVOICE

Customer

Name PAUL & HOLLY SMITH
Address 3473 EBBA STREET
City WH BEAR LAKE State MN ZIP 55110

Date 10/6/2017

CODE VARIOUS

Qty	Description	Unit Price	TOTAL
	BILLING FOR ONE HALF THE COST OF TREE REMOVAL AT 3473 EBBA STREET TREE TOTAL COST: \$878.00		
1	TREE REMOVAL 4402.6560	\$439.00	\$439.00
1	ST TAX 4400.2420	\$30.11	\$30.11
1	TRANSIT TAX 4400.2421	\$1.10	\$1.10
	11435		
	SubTotal		\$470.21
	TOTAL		\$470.21

Payment Details

- Cash
 Check

#VALUE!

Office Use Only

PLEASE MAKE CHECKS PAYABLE TO THE CITY OF WHITE BEAR LAKE

PAYMENT TERMS: NET DUE UPON RECEIPT OF INVOICE

CITY WHITE BEAR LAKE

4701 HIGHWAY 61
 WHITE BEAR LAKE, MN 55110
 651-429-8526 fax 651-429-8500

Invoice No. 11411

INVOICE

Customer

Name MICHAEL JUDY & APRIL PATE
 Address 2263 4TH STREET
 City WH BEAR LAKE State MN ZIP 55110

Date 9/26/2017
 CODE VARIOUS

Qty	Description	Unit Price	TOTAL
	BILLING FOR ONE HALF THE COST OF TREE REMOVAL AT 2263 4TH STREET TOTAL COST OF TREE REMOVAL - \$898.00		
1	TREE REMOVAL 4402.6560	\$449.00	\$449.00
1	ST TAX 4400.2420	\$30.87	\$30.87
1	TRANSIT TAX 4400.2421	\$1.12	\$1.12
	11411		
	SubTotal		\$480.99
	TOTAL		\$480.99

Payment Details

- Cash
 Check
 #VALUE!

Office Use Only

PLEASE MAKE CHECKS PAYABLE TO THE CITY OF WHITE BEAR LAKE

PAYMENT TERMS: NET DUE UPON RECEIPT OF INVOICE

CITY WHITE BEAR LAKE

4701 HIGHWAY 61
WHITE BEAR LAKE, MN 55110
651-429-8526 fax 651-429-8500

Invoice No.

11410

INVOICE

Customer

Name STEPHEN & EMILY MATTSON
Address 2221 SIERRA DRIVE
City WH BEAR LAKE State MN ZIP 55110

Date 9/26/2017

CODE VARIOUS

Qty	Description	Unit Price	TOTAL
	BILLING FOR ONE HALF THE COST OF TREE REMOVAL AT 2221 SIERRA DRIVE TO REMOVE TREE : TOTAL COST \$838.00		
1	TREE REMOVAL 4402.6560	\$419.00	\$419.00
1	ST TAX 4400.2420	\$28.81	\$28.81
1	TRANSIT TAX 4400.2421	\$1.05	\$1.05
	11410		

SubTotal \$448.86

TOTAL \$448.86

Payment Details

- Cash
 Check

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CITY WHITE BEAR LAKE

4701 HIGHWAY 61
 WHITE BEAR LAKE, MN 55110
 651-429-8526 fax 651-429-8500

Invoice No.

11086

INVOICE

Customer

Name DALE & SUSAN BOETTCHER
 Address 3649 FAIRLANE STREET
 City WH BEAR LAKE State MN ZIP 55110

Date 4/14/2017
 CODE VARIOUS

Qty	Description	Unit Price	TOTAL
	BILLING FOR ONE HALF THE COST OF TREE REMOVAL AT 3649 FAIRLANE STREET		
1	TREE REMOVAL 4402.6560	\$490.00	\$490.00
1	ST TAX 4400.2420	\$33.69	\$33.69
1	TRANSIT TAX 4400.2421	\$1.23	\$1.23
	11086		

SubTotal \$524.92

TOTAL \$524.92

Payment Details

- Cash
 Check

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PAYMENT TERMS: NET DUE UPON RECEIPT OF INVOICE

CITY WHITE BEAR LAKE

Invoice No.

10900

4701 HIGHWAY 61
WHITE BEAR LAKE, MN 55110
651-429-8526 fax 651-429-8500

INVOICE

Customer

Name RYAN ANTON
Address 1888 HINCKLEY ST
City WB BEAR LK State MN ZIP 55110

Date 10/19/2016CODE VARIOUS

Qty	Description	Unit Price	TOTAL
1	COMMERCIAL SERVICE - CODE ENFORCEMENT MOW FOR 1888 HINCKLEY ON SEPT 14, 2016 4402.6560	\$125.00	\$125.00
1	STATE TAX 4400.2420	\$8.59	\$8.59
1	TRANSIT TAX 4400.2421	\$0.31	\$0.31
10900			

SubTotal **\$133.90****TOTAL \$133.90****Payment Details**

- Cash
 Check
 #VALUE!

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PAYMENT TERMS: NET DUE UPON RECEIPT OF INVOICE

CITY WHITE BEAR LAKE

4701 HIGHWAY 61
WHITE BEAR LAKE, MN 55110
651-429-8526 fax 651-429-8500

Invoice No.

10899

INVOICE

Customer

Name LANCE LEMAY
CHARLOTTE LEMAY
Address 2101 SPRUCE PLACE
City WH BEAR LK State MN ZIP 55110

Date 10/19/2016

CODE VARIOUS

Qty	Description	Unit Price	TOTAL
1	PROPERTY CLEAN-UP AT 2101 SPRUCE PLACE ON SEPTEMBER 14TH, 2016 4402.6560	\$125.00	\$125.00
1	STATE TAX 4400.2420	\$8.60	\$8.60
1	TRANSIT TAX 4400.2421	\$0.32	\$0.32
	10899		
		SubTotal	\$133.92
		TOTAL	\$133.92

Payment Details

- Cash
 Check
 #VALUE!

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PAYMENT TERMS: NET DUE UPON RECEIPT OF INVOICE

CITY WHITE BEAR LAKE

4701 HIGHWAY 61
WHITE BEAR LAKE, MN 55110
651-429-8526 fax 651-429-8500

Invoice No.

10897

INVOICE

Customer

Name VICKI BEGORDIS
Address 4035 HAZEL STREET
City WH BEAR LK State MN ZIP 55110

Date 10/19/2016

CODE VARIOUS

Qty	Description	Unit Price	TOTAL
1	PROPERTY CLEAN-UP AT 4035 HAZEL STREET ON SEPTEMBER 13TH, 2016 4402.6560	\$125.00	\$125.00
1	STATE TAX 4400.2420	\$8.60	\$8.60
1	TRANSIT TAX 4400.2421	\$0.32	\$0.32
	10897		

SubTotal \$133.92

Payment Details

- Cash
 Check

#VALUE!

TOTAL \$133.92

Office Use Only

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PAYMENT TERMS: NET DUE UPON RECEIPT OF INVOICE



City of White Bear Lake
City Engineer's Office

MEMORANDUM

To: Ellen Richter, City Manager

From: Mark Burch, Public Works Director/City Engineer

Date: October 19, 2017

Subject: **Sports Center Renovation Project Update and City Council Consideration of Plan Approval and Ordering Advertisement for Bids**

BACKGROUND

The City Council is considering undertaking a significant renovation project at the White Bear Lake Sports Center. The Sports Center was originally purchased by the City in 1989 and converted from a tennis facility to an ice arena. The existing building and refrigeration system (which includes the concrete refrigerated floor) are now near the end of their useful life and need to be renovated or replaced.

The City Council authorized a scoping study, which was completed in the summer of 2017, to determine the extent and cost of necessary improvements. Following completion of the scoping study, the Council authorized staff to proceed with design of a renovation project which would replace the rink floor refrigeration system and make improvements including energy efficiency, ADA compliance, plumbing and aesthetics.

SUMMARY

The City engaged a design team from Kraus-Anderson Construction Company and JLG Architects to prepare plans and specifications for the renovation project. Those plans have been completed and the next step is to seek bids for construction which is anticipated for spring 2018.

The proposed Sports Center Renovation Project is designed to incorporate the following major items:

- Removal and replacement of the refrigeration system and rink floor. This will include conversion of the refrigerant used to make ice from freon to ammonia which is the current trend due to the phasing out of freon. The refrigeration system is also designed to accommodate potential future expansion to service a second ice rink.
- Installation of new insulated metal wall and roof panels to improve appearance, increase the insulation factor of the building and eliminate water penetration through the roof.
- Conversion of all internal and external lighting fixtures to LED for energy efficiency and decreased maintenance.
- Renovation and expansion of all restrooms to ensure compliance with current ADA regulations and plumbing codes.

- Drainage improvements to prevent water from leaking into the east side of the building.
- Exterior aesthetic elements such as signage and translucent wall/roof sections on the west side to improve the exterior appearance of the building.
- Replacement of the existing bleacher system to meet ADA standards.
- Installation of a Low E ceiling membrane to improve energy efficiency and the appearance of the ceiling.
- Replacement of the existing building dehumidification system.

There are many other minor and miscellaneous improvements included in the project which will ensure the Sports Center will function for many years after the project.

The project is being designed to a budget of \$5.5 million which is supported by \$3.0 million commitment from the City and a \$2.5 million commitment from the White Bear Lake skating community through the White Bear Lake Area Hockey Association.

Based on the current construction market, the estimated cost of the project is \$5,583,361. This estimate includes a \$232,388 contingency, a \$20,000 landscaping allowance, \$12,000 for relocation of the electric transformer and \$3,500 to remove existing bleachers. Revenue totaling \$20,000 from rebates for energy saving equipment through Xcel Energy is also incorporated into this cost estimate. If the Council desires to proceed with the renovation project, it is recommended that the City proceed to solicit bids based on current estimates and make any necessary revisions for cost savings after bids are received and actual dollar values are known.

Staff is investigating alternatives including possible special legislation, which could reduce or eliminate sales tax paid on major items purchased for this project. This could result in substantial savings.

A proposed Sports Center Renovation Project schedule involves City Council approval of the plans and ordering advertisement for bids at its October 24th meeting, bid letting on November 29th and Council consideration of contract awards at its December 12, 2017 City Council meeting. This schedule ensures that bids are received at the most competitive time and allows contractors adequate advance time to order materials and prepare for an April 1, 2018 construction start and a September 1, 2018 completion. A September 1st completion date allows the skating community to plan for the 2018-2019 skating season.

RECOMMENDED COUNCIL ACTION

Staff recommends the City Council approve the plans and specifications and order the Sports Center Renovation Project advertised for bids.

ATTACHMENTS

Resolution

RESOLUTION NO.:

**RESOLUTION ORDERING IMPROVEMENTS,
APPROVING PLANS AND SPECIFICATIONS
AND AUTHORIZING ADVERTISEMENT FOR BIDS FOR
THE WHITE BEAR LAKE SPORTS CENTER RENOVATION PROJECT**

CITY PROJECT NO. 18-09

WHEREAS, the White Bear Lake Sports Center was constructed in 1989 and has provided an ice skating facility for the community for 29 years; and

WHEREAS, the refrigeration system, including the concrete ice rink floor is at the end of its useful life and needs to be replaced; and

WHEREAS, certain other building envelope, mechanical equipment, electrical updates, ADA and plumbing code improvements are desirable to be completed in conjunction with the refrigeration and rink floor replacements, and

WHEREAS, the White Bear Lake skating community represented by the Hockey Association has encouraged the City to renovate the Sports Center and has committed to assist with funding the proposed improvements, and

WHEREAS, the City has employed the design team of Kraus-Anderson Construction Company and the JLG Architects to design and prepare plans and specifications for renovations to the Sports Center, and

WHEREAS, the plans prepared by Kraus-Anderson Construction Company and JLG Architects have been reviewed by the City's Engineering Department along with construction cost estimates to assist with budgeting for the project, and

WHEREAS, the project plans and specifications are completed and are ready to be advertised for bids.

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

1. Said improvements are hereby ordered as proposed.
2. The City Engineer is hereby designated as the Engineer for these improvements.
3. The plans and specifications are prepared by Kraus-Anderson Construction Company and JLG Architects for the White Bear Lake Sports Center Renovation Project are hereby approved.

4. The Public Works Director/City Engineer shall prepare and cause to be inserted in the official paper an advertisement for bids upon the making of such improvement under such approved plans and specifications. The advertisement shall be published for 21 days, shall specify the work to be done, shall state that bids will be received by the Public Works Director/City Engineer until 11:00 A.M. on Wednesday, November 29, 2017, at which time they will be publicly opened in the City Hall by the City Engineer and City Clerk, will then be tabulated and will be considered by the City Council at 7:00 P.M. on Tuesday, December 12, 2017.

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

Ayes:

Nays:

Passed:

Jo Emerson, Mayor

ATTEST:

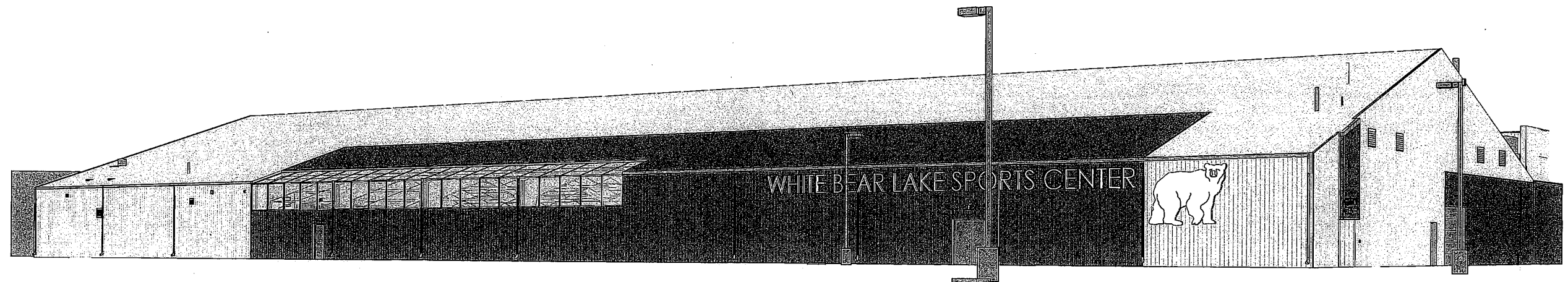
Kara Coustry, City Clerk

Overall Project Budget

 Owner: City of White Bear Lake
 Project: White Bear Lake Sports Center Remodel
 Location: White Bear Lake, MN
 Designer: JLG Architects

Description	WBL Sports Center	TOTALS	Remarks
Initial City Revenue	\$3,000,000	\$3,000,000	
Hockey Association Reimbursement Revenue	\$2,500,000	\$2,500,000	
Utility Rebates	\$20,000	\$20,000	Allowance-TBD
Interest Earnings		\$0	
Total/Available Dollars	\$5,520,000	\$5,520,000	
Pre Construction Costs			
Land Acquisition	\$0	\$0	
Geotechnical Exploration / Soil Borings	\$0	\$0	
Construction Testing / Special Inspections Testing	\$7,500	\$7,500	Allowance
Commissioning	\$0	\$0	
Building Permit Fee/Inspections	\$3,500	\$3,500	Electrical Only
Other Permit Costs	\$0	\$0	None anticipated
Site Survey	\$0	\$0	Work by City
Misc. Owner Expenses	\$0	\$0	None anticipated
Utility Relocation/New Service Charges	\$12,000	\$12,000	Transformer Relocation-Xcel Allowance
Subtotal	\$23,000	\$23,000	
Construction Costs			
Building Construction			
Building Construction	\$4,647,764	\$4,647,764	
General Conditions	\$105,000	\$105,000	
Design Contingency	\$232,388	\$232,388	
Builders Risk Insurance	\$0	\$0	By Owner
Site Sign	\$50,000	\$50,000	Allowance
Parking lot sealcoat and striping	\$0	\$0	
Infrared heat relocation	\$2,850	\$2,850	
Sanitary Sewer Connection	\$0	\$0	
Reconnect Alarm System	\$1,200	\$1,200	Allowance
Subtotal		\$5,039,202	
CM Professional Fees			
Preconstruction Services (Phase 1)	\$69,388	\$69,388	
Design Services (Phase 2)	\$80,680	\$80,680	
CM/Design Fee	\$371,090.72	\$371,091	
Subtotal:		\$521,159	
Furniture Fixtures and Equipment/ Technology			
Furniture Fixtures and Equipment	\$0	\$0	
Technology / Equipment	\$0	\$0	
Subtotal	\$0	\$0	
Owner Costs for Closeout of Construction			
Owner Moving/Relocation Costs	\$0	\$0	
Subtotal	\$0	\$0	
Total Project Costs		\$5,583,361	
Project Balance - Available (over) / under		(\$63,361)	

CITY OF WHITE BEAR LAKE SPORTS CENTER RENOVATION WHITE BEAR LAKE, MN



INDEX OF DRAWINGS	
SHEET NUMBER	SHEET NAME
S001	GENERAL STRUCTURAL NOTES
S100	STRUCTURAL PLANS
S200	STRUCTURAL DETAILS
GENERAL	
G100	COVER SHEET
G101	TITLE SHEET
G102	TYPICAL ASSEMBLIES
G110	LIFE SAFETY PLANS
G120	MOUNTING HEIGHTS
G121	MOUNTING HEIGHTS
CIVIL	
C101	SITE PLAN
C102	DEMOLITION PLAN
C103	UTILITY PLAN
C104	GRADING PLAN
STRUCTURAL	
S100	STRUCTURAL PLANS
S200	STRUCTURAL DETAILS
ARCHITECTURAL	
A101	DEMOLITION PLANS
A201	FIRST FLOOR PLAN - OVERALL
A201a	FIRST FLOOR PLAN - AREA A
A201b	FIRST FLOOR PLAN - AREA B
A202	MEZZANINE FLOOR PLAN - OVERALL
A202a	MEZZANINE FLOOR PLAN - AREA A
A202b	MEZZANINE FLOOR PLAN - AREA B
A203	ROOF PLAN
A210	ENLARGED PLANS, INT. ELEVATIONS
A211	ENLARGED PLANS, INT. ELEVATIONS
A220	SCHEDULES & DOOR DETAILS
A301	EXTERIOR ELEVATIONS
A302	EXTERIOR/GLAZING ELEVATIONS
A401	BUILDING SECTIONS
A501	EXTERIOR WALL SECTIONS
A510	EXTERIOR DETAILS
A511	EXTERIOR DETAILS
A701a	FIRST FLOOR RCP - AREA 'A'

INDEX OF DRAWINGS	
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M101A	FIRST FLOOR PLAN AREA A - FIRE PROTECTION DEMOLITION
M101B	FIRST FLOOR PLAN AREA B - FIRE PROTECTION DEMOLITION
M102A	MEZZANINE FLOOR PLAN AREA A - FIRE PROTECTION DEMOLITION
M102B	MEZZANINE FLOOR PLAN AREA B - FIRE PROTECTION DEMOLITION
M200A	FOUNDATION PLAN AREA A - PLUMBING DEMOLITION
M200B	FOUNDATION PLAN AREA B - PLUMBING DEMOLITION
M201A	FIRST FLOOR PLAN AREA A - PLUMBING DEMOLITION
M201B	FIRST FLOOR PLAN AREA B - PLUMBING DEMOLITION
M202A	MEZZANINE FLOOR PLAN AREA A - PLUMBING DEMOLITION
M202B	MEZZANINE FLOOR PLAN AREA B - PLUMBING DEMOLITION
M301A	FIRST FLOOR PLAN AREA A - VENTILATION DEMOLITION
M301B	FIRST FLOOR PLAN AREA B - VENTILATION DEMOLITION
M302A	MEZZANINE FLOOR PLAN AREA A - VENTILATION DEMOLITION
M302B	MEZZANINE FLOOR PLAN AREA B - VENTILATION DEMOLITION
M401A	FIRST FLOOR PLAN AREA A - FIRE PROTECTION
M401B	FIRST FLOOR PLAN AREA B - FIRE PROTECTION
M402A	MEZZANINE FLOOR PLAN AREA A - FIRE PROTECTION
M402B	MEZZANINE FLOOR PLAN AREA B - FIRE PROTECTION
M500A	FOUNDATION PLAN AREA A - PLUMBING
M500B	FOUNDATION PLAN AREA B - PLUMBING
M501A	FIRST FLOOR PLAN AREA A - PLUMBING
M501B	FIRST FLOOR PLAN AREA B - PLUMBING
M502B	MEZZANINE FLOOR PLAN AREA B - PLUMBING
M601B	FIRST FLOOR PLAN AREA B - VENTILATION
M602A	MEZZANINE FLOOR PLAN AREA A - VENTILATION
M602B	MEZZANINE FLOOR PLAN AREA B - VENTILATION
M603A	ROOF PLAN AREA A - MECHANICAL
M603B	ROOF PLAN AREA B - MECHANICAL
M700	MECHANICAL PLUMBING RISERS
M800	MECHANICAL DETAILS
M900	MECHANICAL SCHEDULES
ELECTRICAL	

INDEX OF DRAWINGS	
SHEET NUMBER	SHEET NAME
E000	ELECTRICAL COVER SHEET
E100	ELECTRICAL SITE PLAN
E101A	FIRST FLOOR PLAN AREA A - ELECTRICAL DEMOLITION
E101B	FIRST FLOOR PLAN AREA B - ELECTRICAL DEMOLITION
E102A	MEZZANINE FLOOR PLAN AREA A - ELECTRICAL DEMOLITION
E102B	MEZZANINE FLOOR PLAN AREA B - ELECTRICAL DEMOLITION
E201A	FIRST FLOOR PLAN AREA A - LIGHTING
E201B	FIRST FLOOR PLAN AREA B - LIGHTING
E202A	MEZZANINE FLOOR PLAN AREA A - LIGHTING
E202B	MEZZANINE FLOOR PLAN AREA B - LIGHTING
E301A	FIRST FLOOR PLAN AREA A - POWER & SYSTEMS
E301B	FIRST FLOOR PLAN AREA B - POWER & SYSTEMS
E302A	MEZZANINE FLOOR PLAN AREA A - POWER & SYSTEMS
E302B	MEZZANINE FLOOR PLAN AREA B - POWER & SYSTEMS
E400	LIGHTING DETAILS
E401	POWER & SYSTEM DETAILS
E500	LIGHTING FIXTURE SCHEDULE
E501	MOTOR & EQUIPMENT PANEL SCHEDULES
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RD01	ICE RINK INDEX, LEGEND & SYMBOLS
RD100	ICE RINK DEMOLITION PLAN
RD100	ICE RINK FLOOR PLAN
RD102	ICE EQUIPMENT ROOM PLAN
RS00	ICE RINK SECTIONS AND DETAILS
RS01	ICE RINK SECTIONS AND DETAILS



City of White Bear Lake
City Manager's Office

MEMORANDUM

To: Ellen Richter

From: Kara Coustry, City Clerk

Date: October 18, 2017

Subject: **Support of proposed Operating Levy Referendum by the White Bear Lake School District #624**

SUMMARY

At its October 10, 2017 City Council meeting, Dr. Wayne Kazmierczak, the Superintendent of White Bear Lake Schools ISD#624, provided information to the Council regarding the upcoming school district operating levy referendum. The operating levy that was approved by voters in 2011 is set to expire after next year and the White Bear Lake Area School Board is requesting voters for a renewal.

BACKGROUND

In 2011, voters passed a local operating levy to support White Bear Lake Area Schools. This levy is set to expire at the conclusion of 2018, resulting in a \$14.2 million reduction in annual revenues if the levy is not renewed. A renewal would result in a continuation of the operating tax for which voters are accustomed. It would not result in an additional tax increase.

Funding from the local operating levy supports programs that provide individual advancement and support for students; expanded district-wide world language, orchestra, and gifted program offerings; 42 college credit courses for our high school students that save approximately \$1.9 million annually on college tuition; and career pathways programs available to our high school students in the areas of manufacturing, construction, information technology and healthcare.

Failure to renew the local operating tax levy will result in cuts to current programs and teachers, which will result in fewer opportunities and larger class sizes for students.

RECOMMENDED COUNCIL ACTION

Consideration of the attached resolution in support of the levy renewal.

ATTACHMENTS

Resolution

RESOLUTION NO

**A RESOLUTION OF SUPPORT FROM THE CITY OF WHITE BEAR LAKE
FOR THE PROPOSED WHITE BEAR LAKE SCHOOL DISTRICT #624
OPERATING LEVY REFERENDUM**

WHEREAS, the operating levy approved by voters in 2011 is expiring at the end of 2018, and the White Bear Lake Area School Board is requesting voters renew the current operating levy, which will not result in a tax increase; and

WHEREAS, 99% of the school districts in Minnesota have some level of local operating levy support from school district property owners; and

WHEREAS, the local operating levy approved by voters in 2011 has allowed the district to offer innovative programs that provide individual advancement and support for students; expanded district-wide world language, orchestra, and gifted program offerings; 42 college credit courses for our high school students that save approximately \$1.9 million annually on college tuition; and career pathways programs available to our high school students in the areas of manufacturing, construction, information technology and healthcare; and

WHEREAS, failure to renew the levy will result in a \$14.2 million reduction in annual revenue, which would result in the elimination of programs and teaching positions which would result in fewer opportunities for students and increased class sizes; and

WHEREAS, White Bear Area Schools continues to be a good steward of the community's investment, receiving a AA bond rating from Standard & Poor's and excellence in financial reporting awards from both the Association of School Business Officials and Government Finance Officers Association for 17 consecutive years;

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE COUNCIL OF THE CITY OF WHITE BEAR LAKE that the City of White Bear Lake supports the operating levy renewal referendum proposed by the White Bear Lake School Board to be voted on by residents in the 2017 election on November 7, 2017.

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

Ayes:

Nays:

Passed:



City of White Bear Lake
City Manager's Office

MEMORANDUM

To: Mayor and City Councilmembers

From: Ellen Richter, City Manager

Date: October 19, 2017

Subject: **Resolution approving an Impact Agreement with LELS – Dispatchers and 2018 wage adjustment**

BACKGROUND

At its regular meeting on September 26, the City Council authorized the City Manager to negotiate an agreement with Ramsey County for emergency dispatch services. The decision came after months of deliberation, weighing the costs and benefits of maintaining an independent service.

The Ramsey County Dispatch Policy Committee will finalize its recommendation to the County Board in November, with a final contract available for City Council consideration at its November 28th meeting. Associated costs presented at the September 26th meeting are not expected to change.

Staff had presented a conservative 5-year cost savings estimate that incorporated assumptions related to maintenance of a 24/7 attended lobby, which relied on current dispatch wages for future staffing costs. Staff has since met with members of the dispatch union and their business agent to negotiate terms of an Impact Agreement, which provides for the severance of dispatch employees following the switch over to Ramsey County, while securing staffing levels through the transition.

Although the terms of the proposed Impact Agreement would remove the dispatcher's job classification and corresponding pay after its closure, current employees would be guaranteed placement (according to seniority) to any position subsequently created in place of the current operation. This arrangement provides the City greater flexibility in planning for future operations and services, and provides the dispatchers with greater certainty regarding the impact of this transition.

SUMMARY

The Impact Agreement differentiates from a Severance Agreement in that it defines terms of employment during the transition, upon which a portion of the severance is predicated. There are currently three (3) dispatchers who have had long-term employment with the City, (2.5 FTE). While incentives are provided in the Impact Agreement for the others to stay on through the transition, they would not benefit from a severance as defined by contract. However, one of the dispatchers recently accepted a job outside the organization, yet has agreed to help part-time through the transition; another dispatcher is a former CSO preparing to be a Police Officer.

The City of Minnetonka, whose dispatchers are also represented by Law Enforcement Labor Services (LELS), recently negotiated an Impact Agreement as they prepare for transition to Hennepin County. Most of the tenants negotiated in Minnetonka were incorporated into the proposed terms described below, with some adjustments necessarily tailored to our circumstances.

The proposed terms of the Impact Agreement recognize years of service, secure employment continuity through the transition period, and provide merit payment:

- Individual Severance
 - Employees with 10 years of service shall receive one-half (1/2) of unused accumulated sick leave, not to exceed 800 hours. Employees who are reemployed by the City following the dispatch closure shall have the option to “roll-over” a portion of their accrued leave and “cash-out” the remaining as severance receiving one-half of that amount. However, the cash-out severance will not exceed 800 hours. A pro-rated severance based on years of service if employed less than 10 years will be paid.
- Individual Benefits
 - The City will continue its medical insurance or deferred compensation contribution for six (6) months beginning the month following closure of dispatch center.
 - The City will offer COBRA Insurance access for 18 months at the employee’s expense once its insurance contribution is discontinued.
 - The City will pay for access to the Employer Assistance Provider for six (6) months following the closure of the dispatch center.
 - The vacation cap of 200 hours will be waived.
- Continuity Program
 - The City will pay 30% of gross income based on actual hours worked from November 1, 2017 – April 30, 2018, or \$8,000, whichever is greater.
 - The City agrees to offer reimbursable expenses for outplacement services of up to \$2,000 per individual and a letter of recommendation.
- Availability and Experience Program
 - The City agrees to offer a tiered program that rewards both the employee’s availability and experience. Members who work November 1, 2017 through the closure of the Dispatch Center will earn an additional percentage of the actual gross income earned during that time based upon the years of service to the City.
 - 0-5 years 5%
 - 6-10 years 10%
 - 11-15 years 15%
 - 16-20 years 20%
 - 21-25 years 25%

- Eligibility Considerations for Individual Benefits, Continuity Pay, and Availability/Experience Program
 - Gross wages from non-working time off such as vacation, holiday, etc. will not be included in the Continuity Pay calculation nor the Availability and Experience Program.
 - To qualify for the Continuity Pay and Availability/Experience Program, the following criteria must be met:
 - Work through the agreed upon end date of April 30, 2018, the estimated closure date for the dispatch center. However, if the City notifies the employees and the Union of an extension request by February 28, 2018, the parties agree to meet to discuss a later date and benefits. At no point will an employee who stays on as dispatch through June 30, 2018, lose the benefits set out in this agreement.
 - Remain in good standing
 - Use no more than 36 hours of sick accrual without a note from a physician, between November 1 and the April 30, 2018, unless that employee qualifies for ADA, FMLA or MN Parental Act.
 - Use no more than 48 hours of vacation or comp time unless previously approved.
 - Signed release and waiver of all claims is required to qualify for any benefits.
- Department Merit
 - The City agrees to a Department MERIT payment of \$1,500 for each member for reaching a transition of PSAP operations.
- Employment with the City
 - The City agrees to hire back personnel as needed, based on seniority, for new positions created to serve in the absence of a Dispatch Center; the rate of pay would be at the level of a Records Clerk Technician.

As described, the Impact Agreement severs employment upon closure of the dispatch operations. However, one employee has expressed an intent to retire following closure of dispatch, and it is anticipated that there will be internal placement opportunities for the other two long-term employees. Staff will bring a recommendation for maintenance of the public safety lobby and corresponding staffing levels to the Council for consideration early 2018.

RECOMMENDED COUNCIL ACTION

Staff met in good faith with the dispatchers to define conditions of on-going employment and severance upon closure of the dispatch center. Attached is a resolution that defines the terms of an Impact Agreement. Included in the resolution is a provision to approve the 2018 LELS labor contract with a 2.75% wage adjustment effective January 1, 2018, or that which equals the Patrol Officers 2018 increase, (whichever is greater), with no other changes to the contract.

ATTACHMENTS

Resolution approving Impact Agreement with LELS – Dispatchers and 2018 Wage Adjustment

RESOLUTION NO.

RESOLUTION APPROVING TERMS OF AN IMPACT AGREEMENT AND 2018 UNION CONTRACT WITH LAW ENFORCEMENT LABOR SERVICES, LELS – DISPATCHERS

WHEREAS, At its regular meeting on September 26, the City Council authorized the City Manager to negotiate an agreement with Ramsey County for emergency dispatch services; and

WHEREAS, staff has since met with members of the dispatch union and their business agent to negotiate terms of an Impact Agreement, which provides for the severance of dispatch employees following the switch over to Ramsey County, while securing staffing levels through the transition; and

WHEREAS, the following proposed terms of the Impact Agreement recognize years of service, secure employment continuity through the transition period, and provide merit payment; and

WHEREAS, Employees with 10 years of service shall receive one-half (1/2) of unused accumulated sick leave, not to exceed 800 hours. Employees who are reemployed by the City following the dispatch closure shall have the option to “roll-over” a portion of their accrued leave and “cash-out” the remaining as severance receiving one-half of that amount. However, the cash-out severance will not exceed 800 hours. A pro-rated severance based on years of service if employed less than 10 years will be paid; and

WHEREAS, the City will continue its medical insurance or deferred compensation contribution for six (6) months beginning the month following closure of dispatch center; and

WHEREAS, the City will offer COBRA Insurance access for 18 months at the employee’s expense once its insurance contribution is discontinued; and

WHEREAS, the City will pay for access to the Employer Assistance Provider for six (6) months following the closure of the dispatch center; and

WHEREAS, the vacation cap of 200 hours will be waived; and

WHEREAS, the City will pay 30% of gross income based on actual hours worked from November 1, 2017 – April 30, 2018, or \$8,000, whichever is greater; and

WHEREAS, the City agrees to offer reimbursable expenses for outplacement services of up to \$2,000 per individual and a letter or recommendation; and

WHEREAS, The City agrees to offer a tiered program that rewards both the employee’s availability and experience. Members who work November 1, 2017 through the closure of the Dispatch Center will earn an additional percentage of the actual gross income earned during that time based upon the years of service to the City; and

- 0-5 years 5%
- 6-10 years 10%
- 11-15 years 15%
- 16-20 years 20%
- 21-25 years 25%

RESOLUTION NO.

RESOLUTION APPROVING TERMS OF AN IMPACT AGREEMENT AND 2018 UNION CONTRACT WITH LAW ENFORCEMENT LABOR SERVICES, LELS – DISPATCHERS

WHEREAS, the City agrees to a Department MERIT payment of \$1,500 for each member for remaining through transition of PSAP operations.

WHEREAS, eligibility Considerations for Individual Benefits, Continuity Pay, and Availability/Experience Program shall be as follows:

- Work through the agreed upon end date of April 30, 2018, the estimated closure date for the dispatch center. However, if the City notifies the employees and the Union of an extension request by February 28, 2018, the parties agree to meet to discuss a later date and benefits. At no point will an employee who stays on as dispatch through June 30, 2018, lose the benefits set out in this agreement;
- Remain in good standing;
- Use no more than 36 hours of sick accrual without a note from a physician, between November 1 and the April 30, 2018, unless that employee qualifies for ADA, FMLA or MN Parental Act;
- Use no more than 48 hours of vacation or comp time unless previously approved;
- Signed release and waiver of all claims is required to qualify for any benefits.

WHEREAS, gross wages from non-working time off such as vacation, holiday, etc will not be included in the Continuity Pay calculation nor the Availability and Experience Program; and

WHEREAS, the City agrees to hire back personnel as needed, based on seniority, for new positions created to serve in the absence of a Dispatch Center; the rate of pay would be at the level of a Records Clerk Technician.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of White Bear Lake, that the City Council hereby approves the terms of the Impact Agreement with the LELS White Bear Lake Dispatchers Union.

FURTHER, BE IT RESOLVED, by the City Council of the City of White Bear Lake that the 2018 LELS White Bear Lake Dispatchers Union Contract including a 2.75% wage increase and no further revised terms are 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:

RESOLUTION NO.

**RESOLUTION APPROVING TERMS OF AN IMPACT AGREEMENT AND 2018 UNION CONTRACT
WITH LAW ENFORCEMENT LABOR SERVICES, LELS – DISPATCHERS**

Kara Coustry, City Clerk



City of White Bear Lake
Community Development Department

MEMORANDUM

To: Ellen Richter, City Manager

From: Anne Kane, Community Development Director

Date: October 19th for the October 24, 2017 City Council Meeting

Subject: Potential Restaurant Tenant / 2125 4th Street

BACKGROUND

In 2013, when Ursula's Wine Café's lease was coming to a close, the City Council authorized assignment of the lease to Red Lantern Sushi and extended it for 36 months with an option for an additional 12 month extension. Red Lantern operated a highly regarded sushi restaurant that won notoriety throughout the industry for the past several years. Unfortunately, recent expansion and staff turnover led to the closure of the White Bear Lake location this past summer.

CURRENT PROPOSAL

Following the closure of the sushi bar, a local restaurateur expressed interest in establishing a craft burger and beer restaurant. The preliminary proposal projects about \$250,000 in investment to renovate the space inside and out, with approximately \$100,000 coming from the City for HVAC, an outdoor deck and other permanent improvements that will remain with the building. The City's investment would be recouped over the initial five (5) year term of the Lease. This particular restaurant operator has successfully demonstrated their skills at their existing establishment and Staff is excited by their vision of a casual dining experience in the existing space.

While the area is guided for future redevelopment in the 2030 Comprehensive Plan, efforts on redevelopment plans for this specific property have not initiated. Staff believes additional façade improvements and activating the space will contribute to the overall vitality of the area and strengthen the regional draw of Downtown White Bear Lake. This investment will also add to the future value of any redevelopment efforts by reinforcing the strong market demand for restaurant offerings in the Downtown West sub-area. The five year lease term, with possible renewal options, corresponds with the projected timeline actual redevelopment efforts would likely require.

RECOMMENDED COUNCIL ACTION

No formal action is requested. Staff is seeking direction from the Council on whether there is interest in financially participating in improving and leasing out the vacant restaurant space. If there is Council interest in pursuing this proposal, final details would be negotiated and the specific terms of a Lease Agreement presented at a subsequent City Council meeting.



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Name of Unit: City of White Bear Lake
Fiscal Year of Report FY2016

Report # 3,375.00

GFOA Member ID Number 233164001

104 - Management's discussion and analysis (MD&A)

Additional Comment:

Refer to page 29. The total long-term debt should foot to the column correctly.

111 - Summary of significant accounting policies (SSAP)

Checklist Question: 11.7

Page 57.

The discussion of the government's policy for eliminating internal activity in the government-wide statement of activities should indicate that interfund services provided and used are not eliminated in the process of consolidation. [GASB-S34: 59, 60, and 115c; Q&A 7.84.2; GAAFR, pages 328-329]

112 - Note disclosure (other than the SSAP and pension-related disclosures)

Checklist Question: 12.17d

Page 71.

The notes should disclose which governmental funds typically have been used in prior years to liquidate pension liabilities (e.g., net pension liability or net other postemployment benefit obligation). [GASB-S34: 119d; Q&A 7.85.6; GAAFR, page 376]

XJKT-33EM

02-05-002****SCH 5-DIGIT 55108 FS
WHITE BEAR LAKE CITY HALL
CURRENT CITY COUNCIL S2 P4
4701 HIGHWAY 61 N 148
SAINT PAUL MN 55110-3277 148 AV/DB 0.347



WebCode

XJKT-33EM



COMPANY NAME	
NAME	TITLE

E-MAIL			
PHONE: (XXX)	XXX	XXXX	Ext.

1. Within the past three years, do you recall receiving information from a pipeline company?
 Yes No
2. How well informed are you regarding pipelines in your community?
 Very well informed Somewhat informed
 Not too informed Not at all informed
3. Do you know how to recognize a pipeline leak?
 Yes No
4. How do you know if there is a pipeline near you?
 Pipeline marker Received mailing
 Line runs through property Other:
5. Are you aware of the National Pipeline Mapping System (NPMS)?
 Yes No
6. Are you familiar with the one-call system/811?
 Yes No
7. If you are planning on digging, which of the following actions will you take? (check all that apply)
 Call 811 Call the one-call
 Call pipeline company Don't know
8. What will you do if you see suspicious activity on or near a pipeline right-of-way? (check all that apply)
 Call 911 Call pipeline company
 Call the one-call/811 Nothing
9. What will you do if you see construction-related activity on or near a pipeline right-of-way? (check all that apply)?
 Call 911 Call pipeline company
 Call the one-call/811 Nothing
10. Which of the following is the safest way for transporting oil or natural gas?
 Tanker truck Rail car
 Pipeline Barge
11. Are you aware of the prevention measures pipeline companies take to maintain safe operations?
 Yes No
12. Does your community have an emergency response plan in the event of a pipeline incident?
 Yes No

COMMENTS: