



AGENDA
REGULAR MEETING OF THE CITY COUNCIL OF
THE CITY OF WHITE BEAR LAKE, MINNESOTA
TUESDAY, MARCH 27, 2018
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 Regular City Council Meeting on March 13, 2018

3. APPROVAL OF THE AGENDA

4. VISITORS AND PRESENTATIONS

A. Dale Grambush – Marketfest update

B. Presentation Jack Serier – Ramsey County

C. Presentation on Emerald Ash Borer – Gary Johnson, University of Minnesota Department Forestry Services

D. Arbor Day Proclamation

5. PUBLIC HEARINGS

Nothing scheduled

6. LAND USE

Nothing scheduled

7. UNFINISHED BUSINESS

Nothing scheduled

8. ORDINANCES

Nothing scheduled

9. NEW BUSINESS

A. Resolution approving an agreement with Rainbow Tree Company for arborist services

B. Resolution ordering project, approving specifications and authorizing advertisement for bids for the 2018 Bituminous Seal Coating Project, City Project No.: 18-02

- C. Resolution ordering project, approving specifications and authorizing advertisement for bids for the 2018 Crack Sealing Project, City Project No.: 18-03
- D. Resolution approving an agreement with Ramsey County for election services
- E. Resolution receiving a feasibility report on the proposed Centerville Road Street and traffic signal improvements and ordering a public hearing on the proposed improvements (City Project No. 18-16)
- F. Resolution calling for public hearing on a proposed property tax abatement
- G. Resolution calling for public hearing to identify a qualified user of the Sports Center
- H. Resolution of support of legislation related to Lake Level Litigation

10. CONSENT

- A. Resolution accepting federal passport fee increase effective April 2, 2018
- B. Resolution ordering Public Hearing for Stormwater Pollution Prevention Program (SWPPP)
- C. Resolution approving wine, strong beer and Sunday liquor licenses at Burger Bar
- D. Resolution approving an off-sale liquor license at The Cellars Wines & Spirits

11. DISCUSSION

Nothing scheduled

12. COMMUNICATIONS FROM THE CITY MANAGER

13. ADJOURNMENT



**MINUTES
REGULAR MEETING OF THE CITY COUNCIL
OF THE CITY OF WHITE BEAR LAKE, MINNESOTA
TUESDAY, MARCH 13, 2018
7:00 P.M. IN THE COUNCIL CHAMBERS**

1. CALL TO ORDER AND ROLL CALL

Chair Kevin Edberg called the meeting to order at 7:00 p.m. Councilmembers Kevin Edberg, Steven Engstran, Dan Jones, and Bill Walsh in attendance. Mayor Jo Emerson and Councilmember Doug Biehn were excused absence. Staff members present were City Manager Ellen Richter, Finance Director Don Rambow, City Engineer Mark Burch, Assistant City Engineer Jesse Farrell, City Clerk Kara Coustry and City Attorney Andy Pratt.

PLEDGE OF ALLEGIANCE

2. APPROVAL OF MINUTES

It was moved by Councilmember **Jones** seconded by Councilmember **Walsh**, to approve the Minutes of the Regular City Council Meeting on February 27, 2018.

Motion carried unanimously.

3. APPROVAL OF THE AGENDA

Councilmember Edberg moved that that Public Hearing items 5A and 5B will be heard prior to 4A.

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

Motion carried unanimously.

5. PUBLIC HEARINGS

- A. Resolution ordering improvements, approving plans and specifications and authorizing advertisement for bids for the 2018 Street Reconstruction Project, City Project Nos. 17-06, 18-01 & 18-06.

City Engineer Burch explained that the City Council ordered this public hearing to consider improvements proposed in the 2018 Street Reconstruction Project. Property owners affected by proposed projects have been notified of the public hearing and have been provided with a copy of proposed assessment roll. The Engineering Department also conducted informational meetings in the fall to discuss the improvements with property owners and the City's assessment policy for proposed improvements.

Mr. Burch provided an overview of the 2018 proposed street reconstruction projects totaling 3.4 million dollars. Assessments make up a third of the costs at \$810,000, and the City funds the remaining 2.6 million.

Mr. Burch described one section along Old White Bear Avenue in which the project runs from Cottage Park Road at Lions Park to South Shore Drive. The Mark Sather Trail around the lake would be continued from Cottage Park Road at Lions Park into the curve of South Shore Blvd. The city will be coordinating significant utility work to incorporate replacement of the gas line and sewer line. Also, the city is coordinating with Metropolitan Council Environmental Services for the installation of a new force main for the sanitary sewer line. A stormwater treatment facility will be incorporated in the ditch between White Bear Avenue and Old White Bear Avenue. Decorative Shepard's hook street lights are also being installed along the trail.

Mr. Burch addressed the next segment of reconstruction to include the Birch Lake Blvd South along the south side of Birch Lake, which is a dead end cul-de-sac off Otter Lake Road. A trail segment will be added along the lakeside, which will continue an existing trail around Birch Lake. Ramsey County would only need to complete a small portion of trail along Otter Lake Road to complete the trail around Birch Lake. The trail will be along the lakeside with a surmountable curb, and will connect to the Highway 96 trail. A portion of the trail will be narrowed from 8 feet to 6 feet to accommodate a home which is in the city's right-of-way.

Mr. Burch explained the largest project site includes the oldest section of the city, east of Highway 61. Both the streets and alleyways will be reconstructed. Utilities in this area date back to the 1920's and will be assessed for replacement. Xcel Energy will replace gas mains and services going into homes. Sanitary Sewer line replacement is also an option for residents. Mr. Burch directed residents who still desire televising of sanitary sewer lines to call the Engineering Department as soon as possible. The water mains are in good condition but there are many galvanized service pipes, which will be replaced with copper and add expense to affected residents. Storm sewer will also be improved with water treatment basins.

City Engineer Burch proposes adding a sidewalk on the south side of 11th Street from Stewart Avenue to Johnson Avenue for better access to West Park. On 9th Street, only the south sidewalk would be replaced, but it would be extended to Stewart Avenue. A water main will be added under 9th Street almost to Lake Avenue. Water services will also be added to properties along 9th Street, which will offer the ability for residents to tap into a shorter line for improved water service.

Mr. Burch explained that those who oppose the assessment would need to bring their appeal forward during the assessment hearing in September. If an appeal is sought, it must be filed within 30 days of the assessment hearing in September. The test is showing that the improvements benefit your property value by the amount of the assessment.

Chair Edberg opened the public hearing at 7:33 p.m.

Doug Bartolomeo at 2287 8th Street lives on the corner of Morehead and touches an alley. Mr. Bartolomeo thought the city has been fair related to its corner assessment policy, but he does not agree with the proposed alleyway assessment policy. He derives no benefit, no services, no utilities from the alleyway, which is only visual to him. Additionally, he reported that twenty years ago, the city would not allow him to redirect his driveway to the alleyway. Mr. Bartolomeo proposes a better, fairer assessment for alleyway improvements would be to assess only those homes who access the alleyway rather than all the homes along the alleyway.

Chair Edberg recapped that the question is whether Mr. Barolomeo's property is positively impacted by improvements to the alleyway. Mr. Burch mentioned that this is the city's first attempt to repair and assess for alleyways. He further explained that the special assessment benefit is to the property, rather than its current use. Mr. Burch explained that the property may at some point in time access the alleyway, which is what the appraiser looks at when assessing benefit to the property.

Mr. Bartolomeo clarified that although staff stands behind the appraiser's recommendations related to special assessments, the City Council still has discretion to set a different policy. Mr. Burch confirmed this. Mr. Bartolomeo expressed desire to address this issue prior to the September appeal process, which would be time consuming and expensive and thanked the Council for their consideration.

Sandra Samuelson of 4926 Johnson Avenue also expressed concern with alleyway assessments being unfair. The ally between 8th and 9th Street goes from Johnson Avenue and dead ends at Lake Avenue. The people at the beginning of the alley do not use the alley like the people at the end use the alley. For fairness, Ms. Samuelson believed that the people driving a shorter distance along the alleyway should be assessed a lower amount than those driving the full length of the alleyway to access their homes. Additionally, the two largest assessments on the rolls are to retired couples on a fixed income.

Chair Edberg asked Mr. Burch to address deferments. Mr. Burch explained there is a clause in the assessment policy that allows seniors to have their assessment deferred, with interest, until the property is sold. Mr. Burch explained that assessments need to be uniform, fair and benefit the property by the amount of the assessment, which is how the appraiser determines assessments.

Eric Lindberg at 4927 Johnson Avenue is in favor of the road improvements but concerned over the sidewalk addition in front of his property. By widening roads and adding sidewalks, the city is taking away from the quaintness of the area and the reason he purchased his home there. Mr. Lindberg believes his property will be the most negatively impacted due to the proximity of his home to the street. The sidewalk will be just 8-10 feet from his house and along an old retaining wall. He asked for reconsideration of the sidewalk portion of the project only. By adding a sidewalk, the city is adding impervious pavement, reducing infiltration and removing trees - all things the city does not want to do. He also shares concern related to the alleyway assessment, believing his property derives no benefit from the alley.

Diane Carlson at 4891 Johnson Avenue is supportive of the street improvement program but expressed concern related to 8th Street only being expanded to 24 feet maximum. She expressed concern there would be no sidewalk going in on 8th Street between Moorehead and Johnson Avenue. With no sidewalk and by allowing parking on both sides of the street, cars are unable to pass and people are unable to back out of their driveways.

In response, Mr. Burch explained that the city has been attempting to establish a reasonable grid of sidewalks rather than putting sidewalks along every street. Special events in the area do make it difficult for parking, but this is true throughout the city. The city can assess the use of the road after it is reconstructed to determine appropriate parking signage. Ms. Richter added, a similar issue occurred on 11th street in which emergency vehicles were finding it difficult to maneuver before "no parking" signs were added on one side of the street.

Jim Nash at 2277 9th Street mentioned that over 20 years ago, the city elevated the alley by laying asphalt on top the existing alleyway. This created a holding pond in his driveway. He cautioned the city against moving too quickly and emphasized that drainage be addressed. He indicated that many cars park on 9th and Stewart from events and the nearby hotel. Today these cars can park up on the surmountable curb to facilitate traffic flow, but unsurmountable curb will change this. He wondered what regulations might follow to facilitate traffic flow. He also stands by his neighbors on the south side related to the sidewalk.

City Engineer Burch acknowledged that drainage will be fixed, which should solve the issue with water ponding on Mr. Nash's driveway. Mr. Burch explained that residential roads are designed narrower now to reduce impervious surface and cost. Mr. Nash clarified his purpose for commenting about narrow streets and unsurmountable curb. He stated that in Germany, they designed streets with salients to slow the flow of traffic.

Jeff Klosner at 1520 South Lake Blvd S stated he lives on a low end of the street, which is a naturally draining street with sandy soils. He expressed concern about the addition of a sidewalk, which will result in the road being narrowed, loss of on-street parking and removal of two oak trees. He expressed concern with sidewalk safety where South Lake Blvd meets Otter Lake Road stating there is a five foot shoulder with a steep drop down to the lake. He pointed out that there already exists sidewalk sufficient to get around the lake using Highway 96.

Mr. Burch explained that stormwater treatment facilities will be implemented for compliance with the watershed districts. Infiltration systems will help treat the water before going into the lake. He did explain that by shifting the road further south, the oak trees will now be retained. The only tree that will be lost is the Catalpa tree. Mr. Burch shared that the city continues to work with Ramsey County to complete the last trail segment around the lake.

Kim Koeppen at 2291 9th Street stated she read that walkable neighborhoods often do not have sidewalks because sidewalks create the illusion that speeding is okay. People tend to slow down when there are not sidewalks to watch for people walking in the streets. She mentioned their neighborhoods have a growing influx of children and asked if a car count had been conducted to assess non-resident traffic.

Lance Basile at 4871 Morehead Avenue stated he was generally onboard with the improvements. He has an alley driveway. His assumption is there will be a smooth transition where the driveway meets the alleyway so that it will not have to be fixed after the fact. He also questioned whether the assessment will result in his property values increasing such that his taxes will be higher in the future.

Mr. Burch explained that a section of each driveway will be cut out and restored back to its location after the alley is completed, for a smooth apron. The city also has a program in which residential homeowner's may, at their own expense, use the same contractor to replace their driveway. With regard to the property value and the tax impact from that, Mr. Burch explained that appraisers are looking at the value of having an improved street to the home, which includes storm sewer, sanitary sewer and water service. It is his opinion the County assessor will look at holding the value steady rather than bumping it up. Finance Director Rambow stated that appraisers look at the sales of like homes in the general area to set property values.

Christopher Hughes 4984 Stewart Avenue is being assessed for an alley, although it is in need of repair. He spoke in favor of the sidewalks. He often walks and runs and he reported there is no safe route to get from Stewart Avenue to the Mark Sather Trail given the narrow streets, amount of traffic and cars turning and creating bottlenecks. He is not aware of a traffic study that sidewalks reduce walkability and would like to see those statistics. He encouraged the Council to consider the greater good of the city and create a safe passage from Stewart Avenue to Lake Avenue.

Dan Monroe at 1484 South Birch Lake Blvd stated that South Lake Blvd is a dead end with little daily traffic. People walk with strollers and they do fine either walking in the road or on the gravel apron of the road. He does not believe that the trail is needed and questioned its funding and the infiltration systems along the roads.

Mr. Burch explained that the trail is funded by the city and about one-third the cost of street repairs is being assessed to homeowners. Infiltration systems will collect stormwater running on the east side (away from the lake) of the street using a perforated pipe and gravel infiltration trenches. Mr. Burch explained that there will be a surmountable curb along the lake side.

Steve Goranson at 4927 Morehead Avenue expressed concern over being assessed for the alley of which he has only driven a handful of times. He questioned whether a sidewalk on 9th Street was needed if there is one on 7th Street and 11th Street. He knows the city maintains the sidewalk, but he alluded to the amount of snow making it difficult to walk along right now and stated that people usually walk in the street because of this.

Mr. Burch explained that sidewalks are either snow-blown or plowed by the city, but they are not cleared to bare pavement due to stress on equipment and sidewalks. The city's policy is to plow sidewalks so they are passable and remain open. This policy had been established to keep kids out of the streets as they walk to school.

Bill Parenteau at 4930 Morehead Avenue was not in favor of the sidewalks. He believes the current network of sidewalks is adequate. From a safety standpoint, he would like to see a stop sign at the corner of 9th and Morehead to slow the traffic down. Traffic currently goes both ways and it is just a matter of time before there is an accident.

Elizabeth Casper at 2286 11th Street inquired as to the width of the alley because their garage abuts the alley. She expressed concern for being assessed for the alley, which they do not use. Ms. Casper also explained that not many people walk on 11th Street and those that do, can safely walk in the street. Ms. Casper questioned why sidewalk wasn't being added from Stewart to Highway 61 and asked why the gate on 12th Street was locked. On the east side of the lot, a grass street is often blocked by traffic and the only fire hydrant is across the street near the grass street. It is concerning that plows no longer plow the grass street. Her request for plowing was not responded to by Public Works, nor was her phone call returned. Ms. Casper finally expressed concern with drainage on her road and in her neighbor's basement since the hotel had been built.

In response, Mr. Burch explained the alleys will be reconstructed to a 12 foot width. Staff has noticed the drainage issue in that neighborhood and as a result, stormwater will be diverted through other systems further south on Stewart Avenue.

Dan Monroe at 1484 South Birch Lake Blvd explained that the street is fine in its current condition. It has low daily traffic flow for which a mill and overlay should suffice. He also does not believe that guttering along the road is needed. Concentrating water down

a gutter system will lead to issues with chemicals and fertilizers, which today are handled efficiently by draining in the sandy soils of everyone's yards.

Mr. Burch explained that the street has been deteriorating and has needed patching. He also shared that guttering along the road helps maintain the integrity of the road. The stormwater infiltration system is a requirement of the city's stormwater permits.

Andrea Klosner at 1520 South Lake Blvd confirmed that curbing on her street was indeed surmountable, which will assist with parking along her street. She was opposed to the trail going through without first finishing the County's piece of the trail to delay the intrusion of their lakefront property. Ms. Klosner also noted that the homeowners' association funds the care of Birch Lake and she suggested that as trail access to the lake increases and everyone gets the benefit of it, that the city should pay to maintain Birch Lake.

Tracy Montgomery at 2261 11th Street is undergoing a lot split and was curious about her assessment. Mr. Burch asked her to contact their office for a quick calculation of their street fee in lieu of assessment.

Chair Edberg thanked everyone who spoke for the comments and civility throughout the process. He closed the public hearing at 8:33 p.m.

Councilmember Walsh encouraged homeowners to finish shoveling their sidewalks as a community-wide effort. He shared concerns that were expressed about the Otter Lake Road trail extension and confirmed that the County is nearly ready to begin. Councilmember Walsh stated that the sidewalk around the lake is a high priority for him. He mentioned there are opportunities when the County reconstructs that road to look at the rumble strip and if funding is available, to complete the trail segment.

Councilmember Jones stated he also supports the trail extension around Birch Lake and this is a good time to tackle it. Councilmember Jones implored the residents of that neighborhood to hold Ramsey County accountable for street reconstruction. He cautioned not to let Ramsey County get away with a mill and overlay to that portion of Otter Lake Road. He explained that pushing tar on that road is not good for the lake, which VLAWMO supports – so the taxpayers do help take care for the cleanliness of Birch Lake.

Regarding the sidewalk, Councilmember Jones explained that if folks lived in the City of Minneapolis, they would get fined for not clearing their sidewalks. White Bear Lake supports its seniors by clearing sidewalks to one inch of snow, making it easier to shovel. He stated that sidewalks were not in the long-term comprehensive plan and asked that this portion of the project be tabled for further discussion, especially in the absence of Councilmember Biehn.

Councilmember Jones stated that the costs are the costs because there are improvements. There are a number of ways to spread assessments. For example, White Bear Township assess 100% of the cost of street improvements to the homeowner. Or a city could add these costs to its tax levy, but Councilmember Jones believes assessment of 33% is the fairest calculation. He questioned assessments to those who cannot access the alley. Finally, Councilmember Jones noted that as always there are no special interest organizations present to speak about the importance of sidewalks and trails.

Chair Edberg addressed sidewalks first and noted Councilmember Jones's motion to table that portion of the project. Although sidewalks on 9th and 11th were not in the

comprehensive plan, he stated, there have been numerous discussions around livability and walkability of neighborhoods, which are enhanced by sidewalks.

Secondly, Chair Edberg addressed alley assessments. He stated that the alley policy is new and Council has not yet had an opportunity to see it applied in the community. Chair Edberg is sympathetic to the work staff has done, but if the city has prevented residents from connecting to make use of the alley, he questions whether alley improvements are a betterment to property. He would like to hear more on this topic.

Chair Edberg mentioned the trail segment around Birch Lake Blvd was also called to question. Councilmember Walsh understands that homeowners around the lake would rather not have additional community traffic on the trail. He pointed out that the community at-large would ask why the trail wasn't built around the lake if was to be routed to Highway 96 instead. The better place to walk is around the lake.

Chair Edberg recapped that several comments were made regarding street safety related to road signs and parking signs. He stated that the Council and staff are open to those conversations after reconstruction is completed and traffic patterns can be reviewed.

Councilmember Walsh wanted the record to reflect that the city will need to issue debt in the form of bonds in order to complete these proposed street projects. Projects this year will require over 2 million in bonding to be paid back over the next 20 years. He stated that funding street reconstruction through borrowing is a new practice for the city and will continue to be the practice for the coming years through the completion of the city's road reconstruction program.

At City Manager Richter's request, Mr. Burch spoke to the tight schedule starting in April. Relative to the sidewalk portion of the project, he suggested the best course of action would be to bid and advertise the full project including sidewalks, then delete sidewalks from the project if that is the ultimate decision. City Manager Richter suggested that once bids are received, more conversation about sidewalks can occur at the meeting accepting the bids and approving the work (April 10th).

City Manager Richter explained that the alley assessment policy will be brought back for discussion at an upcoming meeting to allow for more discussion and a review of pros and cons for different assessment formulas. Ms. Richter reiterated that bids would be available for the April 10 City Council meeting, which will be an appropriate time for the sidewalk discussion for those who are interested.

It was moved by Councilmember **Walsh** seconded by Councilmember **Engstran** to approve **Resolution No. 12181** ordering improvements, approving plans and specifications and authorizing advertisement for bids for the 2018 Street Reconstruction Project

Motion carried unanimously.

- B. Resolution ordering improvements approving plans and specifications and authorizing advertisement for bids for the 2018 Mill and Overlay Project, City Project Nos. 18-13 and 18-18.

City Engineer Burch explained that mill and overlay is used on streets that had been designed to an engineering standard. The top 1-2 inches is milled and replaced, or in the case of 11th Street this year, the total pavement is replaced. Total cost of improvements will

be \$485,000 with \$127,000 in assessments and \$359,000 in city funds covering the remainder.

Mr. Burch reported there are two areas for mill and overlay projects this year. The first is on 11th Street, which is a dead end cul de sac requiring total pavement replacement. Gravel will be added to increase the street crown for improved drainage. Mr. Burch also mentioned improvements to the catch basin of a storm sewer outfall on the east end of the cul de sac. The second focus for mill and overlay is on Sumac and Manitou Streets. Two inches will be milled and relayed. These projects move quickly because there are no utilities and the curb and guttering remain in place.

In response to Councilmember Jones, Mr. Burch explained that a tighter schedule calling for a completion date in July rather than August should assist with milled roads sitting for extended periods like last year.

Councilmember Edberg opened the public hearing at 9:01 p.m.

Jim from the audience refused to provide his name and address. He asked related to the structure at the end of 11th Street whether debris from the apron will be address. Mr. Burch confirmed this. Jim inquired as to the pond as well. Mr. Burch explained the city has been in conversation with contractors. Mr. Burch confirmed that soil borings on 11th Street have more gravel than at first anticipated, which have the potential to result in lower project costs and lower assessments. Mr. Burch also confirmed that the street crown will be 2 inches and not 2.5 inches.

Jim expressed concern with the turnaround time required for this bid, with bids opening on April 4th and a decision by the Council on April 10th. He stated his office calls that a flash project and the city will not get very many bids. Mr. Burch explained that the project is being advertised according to the law and the city has been speaking with contractors who have assisted staff with various solutions throughout this process.

Councilmember Edberg closed the public hearing at 9:07 p.m.

Councilmember **Jones** motioned to have Jim's comments stricken from the record. Councilmember **Walsh** seconded.

Councilmember Jones did not believe it fair to all the other residents who were required to provide their name and address for the record. Councilmember Walsh agrees that it helps the conversation to know where the resident lives. Councilmember Jones stated that we should either require it or not. He thinks it is difficult for residents to put themselves out there. Chair Edberg explained that the purpose of a public hearing is to hear comments from residents.

Motion failed 2:2. Councilmember Jones and Councilmember Walsh aye. Chair Edberg and Councilmember Engstran nay.

It was moved by Councilmember **Engstran** seconded by Councilmember **Jones**, to approve **Resolution No. 12182** ordering improvements approving plans and specifications and authorizing advertisement for bids for the 2018 Mill and Overlay Project, City Project Nos. 18-13 and 18-18

Motion carried unanimously.

4. VISITORS AND PRESENTATIONS

a. Joe Mansky, Ramsey County Elections

Joe Mansky, the Ramsey County Elections Manager, spoke to elections this year as the city's administrator of elections. Mr. Mansky explained that election security and accuracy are of paramount interest. Mr. Mansky relayed that recently purchased election equipment is unplugged, which means that numbers are reported slower, but not vulnerable to hacking that occurred in the 2016 election. During two recent audits including a recount, Ramsey County demonstrated 100% accuracy.

Mr. Mansky explained that the networked part of the system is voter registration, which is more vulnerable as a result. Ramsey County has been working with the Secretary of State to make that process more secure. Ramsey County recently received a grant in the amount of \$329,000 to help pay for transition to electronic poll books accessed through tablets that will be provided to each polling location in 2019. When voters check in at the registration table, they will only see their own information.

Mr. Mansky explained that this year's elections will be controversial, and therefore busy, with no incumbent Governor and both Senators on the ballot. He mentioned the presidential primary will return in 2020 for the first time since 1992. Party chairs can jointly decide on an earlier date, although the latest date for the primary is the 1st Tuesday in March. Mr. Mansky opined that the primary will likely be earlier to set a date apart from others and maximize publicity in Minnesota.

Mr. Mansky described recent changes with elections have resulted in huge increases in the number of people coming out to vote early. The last two State elections have set records in terms of the number of people who voted prior to Election Day. In preparation for early voting activities, the County is increasing the number of early voting locations from five (5) last year, to 11 locations this year. A Ramsey County voter will be able to cast a vote at any of those early voting locations.

Finally, Mr. Mansky explained that elections continue to become increasingly contentious and controversial. Ramsey County understands the environment and is prepared to deal with it.

Councilmember Edberg thanked Joe Mansky for the work that he does and for keeping elections transparent in Minnesota.

City Manager Richter also thanked Joe Mansky for addressing the Council on the topic of elections. She explained that the city had a contract with Ramsey County for election services last year. Ms. Richter shared that consideration for renewal of an Election Services agreement will be brought before Council at the next meeting. She stated that with continuous changes occurring to the Elections process, it becomes increasing complex to coordinate election activities with the County.

Councilmember Walsh asked for Mr. Mansky's sense of when early voting will plateau. Mr. Mansky believed that this year Ramsey County will reveal one-third early voted, with the next presidential election early vote count expected to be 45-50% and a leveling out at about 60%, ultimately. There are some Minnesotans who will continue to vote on Election Day. He explained the early voting activities are stronger in communities that are more rural.

In response to Councilmember Walsh, Mr. Mansky explained Ramsey County has been acting as the centralized location for processing and counting absentee ballots since 2010. From a security standpoint, Mr. Mansky feels this is the best way to go and it frees up the election judges who used to count those at the end of an Election Day.

Finally, Councilmember Walsh inquired as to Mr. Mansky's Supreme Court case regarding what may be worn in the polling place. Mr. Mansky was impressed with and opined that more Americans would be proud to see their Supreme Court Justices in action. Mr. Mansky explained that this law was enacted during special session in 1912 when Governor Eberhart who was in office at that time felt pressure from his supporters to enact some progressive era legislation, including the Corrupt Practices Act. This act prohibited display of political material in the polling places. Mr. Mansky supports the law as it was enacted 106 years ago as he knows no one who wants to be solicited in the polling place.

Councilmember Jones inquired as to the timeframe designated for early voting. Mr. Mansky explained that State law dictates a seven day early voting period in which ballots may be voted, rather than collected and counted later. In fact, Mr. Mansky intends to ask legislators for 15 days of early voting in the future.

Councilmember Edberg stated he appreciates that the State of Minnesota retains its physical ballots for purposes of hard-copy backup.

Mr. Mansky invited anyone to see first-hand the elections operations at Ramsey County.

6. LAND USE

A. Consent

1. Consideration of Planning Commission recommendation for a resolution approving a PUD Amendment for Northern Tool & Equipment (15-1-Sa2). **Resolution No. 12183**
2. Consideration Planning Commission recommendation for a resolution granting seven variances in order to reconstruct the parking lots at St. Pius X Catholic Church (18-2-V). **Resolution No. 12184**

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

Motion carried unanimously.

7. UNFINISHED BUSINESS

Nothing scheduled

8. ORDINANCES

Nothing scheduled

9. NEW BUSINESS

A. Resolution authorizing the City to sell bonds for 2018 Street Improvement Projects

Finance Director Don Rambow explained that this is one-step in the process for selling bonds. This resolution has been adopted in past years, but it is anticipated that this year the city will act on a bond sale.

It was moved by Councilmember **Walsh**, seconded by Councilmember **Jones**, to adopt **Resolution No. 12185** authorizing the City to sell bonds for 2018 Street Improvement Projects.

Motion carried unanimously.

B. Resolution authorizing a grant application for Old White Bear Avenue Trail

Community Development Director Kane reported that for the past several years, the city has applied for grant funds for construction of the portion of the Lake Links Regional Trail along the west and north shores of White Bear Lake. As a regional trail, this project has been highly ranked, and each time the City has been successful in receiving those grant funds. Grant funds awarded by the DNR have helped the City construct an uninterrupted trail from Lion's Park to Ramsey Beach

Ms. Kane explained that the next segment of the lakefront trail system extends along Old White Bear Avenue from Lion's Park to South Shore Boulevard and extending east to connect with Hazel Street. This segment represents one more critical link needed to further the vision of one day having a complete trail all the way around White Bear Lake, as well as connecting the neighborhoods, parks and schools south of White Bear Lake with neighborhoods, schools and community assets north of the lake.

Ms. Kane forwarded staff's recommendation for approval of the attached resolution without the typo in the title "multi-use". This resolution authorizes a grant agreement with the Metropolitan Council for general obligation bond proceeds totaling \$130,000 from the Recreation Open Space Development Grant Program to assist with the construction of this trail segment.

It was moved by Councilmember **Walsh**, seconded by Councilmember **Engstran**, to adopt **Resolution No. 12186** authorizing a grant application for Old White Bear Avenue Trail.

Councilmember Walsh added that there were many meetings with residents on Old White Bear who were concerned about how this would affect their driveways, speed, lighting and safety. He stated that when this project is done, he believed many people will be happy with the result.

Councilmember Jones stated that he would pay for this link if they grant did not cover it because this is the key link between the north and south portions of the city.

Motion carried unanimously.

C. Resolution approving an impound agreement with St. Paul Animal Control

City Manager Richter explained that Hillcrest Animal Hospital, who had serviced the city for decades, is no longer providing impound services. The city proposed contracting with St. Paul Animal Control for animal impound services. To mitigate driving distance to the St. Paul facility, the Police Department installed four crates to hold animals overnight.

With use of social media posts, it is hoped a lost animal would be identified prior to being transported to St. Paul Animal Control.

Ms. Richter shared that the Police Department had their first dog under this new system last night. After the Police Department posted the dog on social media, there were 632 shares resulting in a total of 39,000 views, and the dog was claimed by its owner prior to being transported to St. Paul Animal Control. It is the city's hope this new practice will result in fewer dogs being transported to St. Paul.

Councilmember Edberg inquired as to dangerous dogs and other nuisance animals. City Manager Richter explained that this agreement only changes where the animals are taken and does not change the way in which the city handles them.

Councilmember Jones asked whether residents should expect their animal is at the Police Department and Ms. Richter clarified that an owner should first contact the Police Department to confirm their animal's whereabouts before driving to St. Paul.

It was moved by Councilmember **Engstran**, seconded by Councilmember **Jones**, to adopt **Resolution No. 12187** approving an impound agreement with St. Paul Animal Control.

Motion carried unanimously.

D. Resolution authorizing Mayor to send letter to White Bear Lake Conservation District on behalf of the City Council

Councilmember Edberg stated it was suggested at the last Council meeting that the city initiate conversation with other communities relative to excessive reserve balances of the White Bear Lake Conservation District (WBLCD). Mr. Edberg explained that since time, City Manager Richter drafted the letter before Council this evening, which was also shared with at least two other communities, White Bear Township and Birchwood.

City Manager Richter relayed that Mayor Emerson was still actively working to contact the Mayors of neighboring communities. Ms. Richter reported that three other communities are actually considering acting on the letter.

Mike Parenteau, one of two City of White Bear Lake volunteer representatives on the WBLCD, outlined the actions he had attempted to take to correct the fund balance issue. He made a friendly amendment to consider a 10% budget cut, then a 5% budget cut when that didn't pass, but nothing worked. When the WBLCD budget was released, which was clearly holding a reserve balance exceeding their own reserve policy, Mr. Parenteau called the Chair and Committee to plead his case and suggested that each of the cities' apportionments be reduced to spend down the high reserve balance.

Mr. Parenteau explained it would be very helpful to include the city's letter related to high fund balance in the WBLCD packet in time for their March 20, 2018 meeting.

Councilmember Edberg expressed his respect for the WBLCD and the work they do. He does not have an interest in reducing the WBLCD's ability to do this work, but he believes the organization could operate a full year without additional funding and still have another 1.5 years left in funding.

Councilmember Walsh asked for a characterization of arguments from other communities' members. Mr. Parenteau stated that the Conservation District takes it personally that they

do a good job in caring for the lake. The WBLCD assumes liability in taking care of the lake for thousands of people and it is difficult when costs continue to increase. Part of having a reserve balance means confidence in carrying through on the things that need to be addressed when they need to be addressed.

Councilmember Jones thanked Mr. Parenteau for his 30 years of volunteer service on the WBLCD. He encouraged the WBLCD buffer dedicated funds within their budget to build in the flexibility needed by a smaller organization who is reliant on iffy grant funding or increased costs of patrol on the lake.

City Attorney, Andy Pratt researched the city's obligation for funding the WBLCD. The expenses of all municipalities that coordinate payments to the district must be in proportion to their net tax capacity. Another statute states the municipality shall provide the funds it needs to meet its proportion of the total cost to be born as certified by the district board. Finally, Mr. Pratt shared a portion of the statute stating that a fund balance may fall unexpectedly due to a municipality's inability to meet its annual assessment on time, or if at all.

It was moved by Councilmember **Jones**, seconded by Councilmember **Walsh**, to adopt **Resolution No. 12188** authorizing Mayor to send letter to White Bear Lake Conservation District on behalf of the City Council.

Motion carried unanimously.

E. Resolution approving annual business license renewals

City Manager Richter reported there were no failures resulting from tobacco compliance checks this year. She forwarded a recommendation for approval of business licenses for the new business cycle beginning April 1, 2018 – March 31, 2019.

It was moved by Councilmember **Jones**, seconded by Councilmember **Walsh**, to adopt **Resolution No. 12189** approving annual business license renewals.

Motion carried unanimously.

F. Resolution approving annual liquor license renewals

City Manager Richter explained that there were no issues resulting from alcohol compliance checks this year. Sergeant Butte, as a regional alcohol awareness server trainer, has been well received for his training of servers in area businesses. There were calls of concern noted in Chief Swanson's report. Ms. Richter reported that the White Bear Lake Police Department has been very satisfied with their relationship with the local businesses who have been more proactively reaching out to the Police Department. Ms. Richter forwarded a recommendation for approval of liquor licenses for the new business cycle beginning April 1, 2018 – March 31, 2019.

It was moved by Councilmember **Walsh**, seconded by Councilmember **Engstran**, to adopt **Resolution No. 12190** approving annual liquor license renewals.

Councilmember Jones gave credit to the businesses listed in the report for the strides they made toward alcohol compliance.

Motion carried unanimously.

- G. Resolution authorizing Mayor to file an appeal with the Department of Natural Resources to contest recent amendments to the City's water appropriations permit.

City Manager Richter reported that Judge Marrinan has yet to rule on the January hearing in which a motion for a stay was also to be considered. In the meantime, the DNR submitted a request for an interim stay of the ruling, which was granted on Friday. Ms. Richter explained it is not yet clear how this impacts the amendments that were already placed on the city's permits as of February 28. The city's permits currently contain the court's restrictions including the residential irrigation ban.

Ms. Richter explained the next step is to move forward with an appeal process to appeal the DNR's amendment to the city's permits as arbitrary and capricious. An administrative law judge would hear this appeal. There are at least 5 of 11 confirmed communities that are joining in this effort. Ms. Richter stated the city will know more by the next Council meeting the impact of this appeal and how it plays into adoption of an ordinance to ban irrigation.

It was moved by Councilmember **Jones**, seconded by Councilmember **Engstran**, to adopt **Resolution No. 12191** authorizing Mayor to file an appeal with the Department of Natural Resources to contest recent amendments to the City's water appropriations permit.

Motion carried unanimously.

10. CONSENT

- A. Acceptance of January Park Advisory Commission Minutes: Environmental Advisory Commission; Minutes of the White Bear Lake Conservation District and February Planning Commission Minutes
- B. Resolution approving an amendment to Ramsey County SWAT agreement to accommodate the addition. **Resolution No. 12192**

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

Motion carried unanimously.

11. DISCUSSION

Nothing scheduled

12. COMMUNICATIONS FROM THE CITY MANAGER

- Councilmember Jones congratulated Chair Edberg for casting a vote on 5A, which was historic as the Acting Mayor was only recently granted this power through a recent revision to the City's Charter.
- Rush Line planning process

Community Development Director Anne Kane recapped that last fall the preferred alternative was designated along its route on the Ramsey County Rail right-of-way and north on Highway 61. The mode was designated as bus rapid transit. The next phase

lines this project up for FTA funding by measuring it against other transit projects being planned in other metropolitan areas across the country.

Ms. Kane highlighted the environmental analysis phasing plan, which is a two year process that Ramsey County kicked off in January. Ms. Kane explained that after completion of each of four tasks in this phase, an update will be provided to the Council. Ms. Kane explained that the city's greatest control will be in station area planning and land use planning including improvements that help support the transit and users getting to it. Ms. Kane explained that the terminus of bus rapid transit requires less of an imprint than light rail.

Ms. Kane shared the four stations serving the White Bear Lake Community include downtown, Marina Triangle, Cedar Avenue and County Road E stops. Much of this planning will be concluded by 2019 to allow ample time for public review. Ms. Kane reported that Assistant City Engineer Jesse Farrell and she serve on the technical advisory committee with neighboring community representatives, which will be meeting monthly. Mayor Emerson is working on a smaller local task group for station area planning along with a member from the Planning Commission, Economic Development Corporation, Chamber of Commerce including a downtown business owner and a representative from Century College.

Councilmember Jones mentioned that Cedar Avenue has no infrastructure lending itself to a successful station on that road. Ms Kane explained that community base maps identifying sidewalks, utilities, right-of-way plans, etc. within a quarter mile of each station are already being gathered for an assessment of the environment. Station design itself will be more uniform across stations.

➤ Dog beach discussion, April 10, 2018 City Council meeting

City Manager Richter noted that this item will be brought back before the City Council at its April 10, 2018 meeting. No pets are allowed in the Council Chambers.

➤ Dispatch Transition

City Manager Richter described \$190,000 was budgeted for a new phone system, which was redirected to cover costs associated with transitioning dispatch services to Ramsey County. Staff anticipates staying within that budget, which will be considerably less. Expenses to date include the addition of some computers in each of the fire engines for the ability to communicate with Ramsey County Dispatch. There was also a station alerting system added as a requirement of Ramsey County.

➤ Xcel light conversion

Ms. Richter reported that Xcel completed its conversion of the city's cobra street lights to LED.

➤ Arbor Day

City Engineer Burch reported that the Parks Commission is planning and Arbor Day celebration on May 5th. He encouraged any volunteer groups looking to participate to contact the Engineering Department for information about park clean up and tree planting activities within the city.

➤ Sports Center

City Engineer Burch explained that some of the demolition work has been completed at the Sports Center. The bleachers and some ceiling materials have been removed. The arena is truly on its last leg and the city is hopeful to make it just two more weeks on the current refrigerant system.

13. ADJOURNMENT

There being no further business before the Council, it was moved by Councilmember **Walsh** seconded by Councilmember **Jones** to adjourn the regular meeting at 10:22 p.m.

Jo Emerson, Mayor

ATTEST:

Kara Coustry, City Clerk

PROCLAMATION

Arbor Day May 5, 2018

WHEREAS, the City of White Bear Lake has historically been committed to maintaining the urban forest in City parks and throughout the City by adding to and replacing its valuable tree stock; and

WHEREAS, the City annually confirms its commitment to the urban forest by promoting public awareness of forestry issues through tree planting projects, tree pruning and maintenance seminars, invasive species control projects and other educational opportunities; and

WHEREAS, the City recognizes Arbor Day as an annual occasion during which the community pauses to recognize the importance of trees and their impact on our environment and daily lives and encourages public awareness of urban forestry issues; and

WHEREAS, trees in our City increase property values, enhance the economic vitality of business areas and beautify our community and park system; and

WHEREAS, trees are a source of joy and spiritual renewal; and

WHEREAS, the Mayor and City Council desire to extend their support for, and recognition of, the importance of trees within our City.

NOW, THEREFORE, I, Jo Emerson, Mayor of the City of White Bear Lake, do hereby proclaim May 5, 2018, as Arbor Day in White Bear Lake and with fellow members of the City Council, the Park Board and City staff do hereby call upon all White Bear Lake residents to participate in the annual Arbor Day observance.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City of White Bear Lake to be affixed this 13TH day of March, 2018.

Jo Emerson, Mayor



City of White Bear Lake
City Engineer's Office

MEMORANDUM

To: Ellen Richter, City Manager

From: Mark Burch, Public Works Director/City Engineer

Date: March 22, 2018

Subject: **Agreement for Arborist Services with Rainbow Tree Company for Assistance with Emerald Ash Borer (EAB) Infestations in the City of White Bear Lake**

BACKGROUND / SUMMARY

The Emerald Ash Borer (EAB) beetle has been confirmed in White Bear Lake and we are preparing a plan to manage the loss of ash trees over the next 10 to 15 years. The Parks Department has solicited expertise from professional arborists for assistance with a management program and an expert from the University of Minnesota will make a presentation to the City Council on March 27th to provide information to the Council as well as the public. The goal of the program we are proposing is to manage the loss of ash trees over as many years as possible to control costs and maintain the existing forest while we replant new trees for the future.

As a result of our investigation into management programs and companies that offer assistance, we are recommending that the City Council enter into an agreement with Rainbow Tree Company to work with the City by providing certified arborists to assess tree conditions on both public and private property and to furnish treatment services at competitive rates. Under the terms of the agreement, Rainbow Tree Company will distribute informational literature to private property owners on EAB and provide no cost consultations for private property owners as well as the City. If property owners or the City decide to proceed with treatment or removal of trees, they can use any tree company that is licensed in the City. Rainbow Tree Company, however, is providing very competitive rates for these services for private property owners and a discounted rate to the City.

Additionally, Rainbow Tree Company is currently completing an ash tree inventory of all public ash trees in the City. The inventory should be completed by the end of March and will help us plan a management strategy for ash trees on public property. A map of the ash trees inventoried to date is attached.

RECOMMENDED COUNCIL ACTION

Staff recommends Council approve an agreement for professional arborist services with Rainbow Tree Company for assistance with managing the EAB infestation in White Bear Lake.

ATTACHMENTS

Resolution

RESOLUTION NO.

RESOLUTION APPROVING AN AGREEMENT WITH RAINBOW TREE COMPANY FOR PROFESSIONAL SERVICES REGARDING MANAGING THE EMERALD ASH BORER INFESTATION IN WHITE BEAR LAKE

WHEREAS, Emerald Ash Borer (EAB) has been detected in the City, and

WHEREAS, historically in other states EAB has devastated the ash tree population in a very short time frame, and

WHEREAS, the City of White Bear Lake desires to manage the effects of the loss of ash trees in the City through a program which includes treatment, scheduled removal and reforestation, and

WHEREAS, the City desires to enter into an agreement with Rainbow Tree Company for assistance with managing the EAB infestation in White Bear Lake.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of White Bear Lake that;

1. The agreement with Rainbow Tree Company for professional arborist services is hereby approved.
2. The City Manager is hereby directed to execute the agreement with Rainbow Tree Company.

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

Ayes:
Nays:
Passed:

Jo Emerson, Mayor

ATTEST:

Kara Coustry, City Clerk

From: [Carisa Vermeersch](mailto:Carisa.Vermeersch)
To: [Carisa Vermeersch](mailto:Carisa.Vermeersch)
Subject: FW: Blvd ash project update
Date: Thursday, March 22, 2018 8:41:02 AM

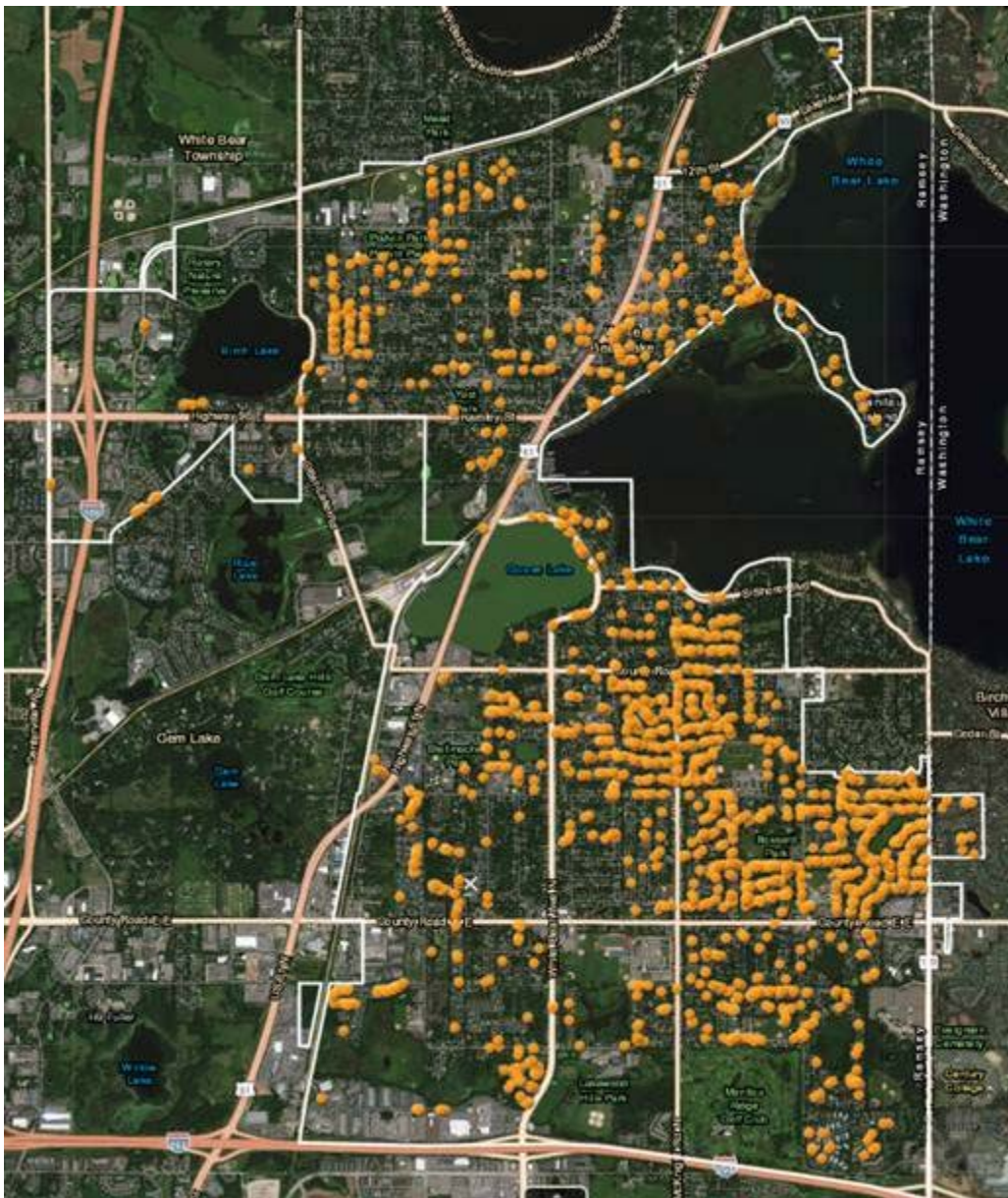
From: Jeffrey M. Hafner [<mailto:jhafner@rainbowtreecare.com>]
Sent: Wednesday, March 21, 2018 4:41 PM
To: Mark Burch <mburch@whitebearlake.org>
Subject: RE: Blvd ash project update

Hi Mark.

Our technicians are getting close to completion. The streets are done and they have moved on to collecting the ash trees in the parks.

Currently 1770 trees with a total DBH of 35,500 inches. Averging 20" per tree.

In preparation for your Council meeting next week, I will send you the tree totals as of the end of day Friday. The final data will need some clean-up before the project will be officially done, but you will have some very accurate numbers to discuss on the 27th.



Thanks for asking.

Jeff

Jeff Hafner

Rainbow Treecare

Office: 952-252-0596

Cell and Text: 612-290-4779



City of White Bear Lake
City Engineer's Office

MEMORANDUM

To: Ellen Richter, City Manager

From: Mark Burch, Public Works Director/City Engineer

Date: March 20, 2018

Subject: **Ordering 2018 Bituminous Seal Coating Project
City Project 18-02**

BACKGROUND / SUMMARY

The Engineering and Public Works Departments are preparing for the 2018 Bituminous Seal Coating Project by patching streets, contracting for joint and crack sealing and preparing specifications for seal coating. The City undertakes seal coating projects on a regular basis to maintain the wearing surface of the streets, seal small cracks to prevent water penetration and improve the overall appearance of the roadway.

SUMMARY

In 2018, we are proposing to perform seal coating of City streets in various locations throughout the city. Some of these streets were last seal coated in 2011. Other streets are those which were reconstructed or milled & overlaid in 2012 and are now showing signs of wear. It is important to seal the surface of these streets before they degrade to a point where more extensive maintenance needs to be performed.

The main arterial streets will be seal coated using a grey trap rock as the cover aggregate and the lower volume residential streets will be seal coated using a pea gravel stone as the cover aggregate. The trap rock is used on the higher volume arterial streets because it is more durable but it is also more expensive. The less expensive pea gravel aggregate works well on lower volume residential streets. The 2018 Bituminous Seal Coating Project will be completed in late July and August.

The attached maps indicate the streets that are proposed for seal coating in 2018. The streets which are proposed for rehabilitation (either reconstruction or mill & overlay) from 2019 through 2023 are excluded due to their planned improvements.

The estimated cost of the seal coating project for 2018 is \$275,855. Funding for the seal coating program is allotted in the Interim Construction Fund. We anticipate continuing seal coating projects annually. These projects have been programmed into the Capital Improvement Plan.

RECOMMENDED COUNCIL ACTION

Our recommendation is that the Council adopt the resolution ordering the 2018 Bituminous Seal Coating Project and authorizing advertisement for bids.

ATTACHMENTS

Resolution

North and South Seal Coat Maps

RESOLUTION NO.:

**RESOLUTION ORDERING PROJECT, APPROVING SPECIFICATIONS
AND AUTHORIZING ADVERTISEMENT FOR BIDS
FOR THE 2018 BITUMINOUS SEAL COATING PROJECT
CITY PROJECT NO: 18-02**

WHEREAS, the City Engineer has prepared specifications for the 2018 Seal Coating Project – City Project No.: 18-02, and has presented such specifications to the City Council for approval.

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

1. The City Engineer is hereby designated as the Engineer for this improvement and has prepared specifications for the making of such improvements.
2. The specifications are hereby approved.
3. The 2018 Seal Coating Project is hereby ordered.
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 10 days, shall specify the work to be done, shall state that bids will be received by the Public Works Director/City Engineer until 10:00 a.m. on Wednesday, April 18, 2018, 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 Council at 7:00 p.m. on April 24, 2018, in the Council Chambers.

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

Ayes:

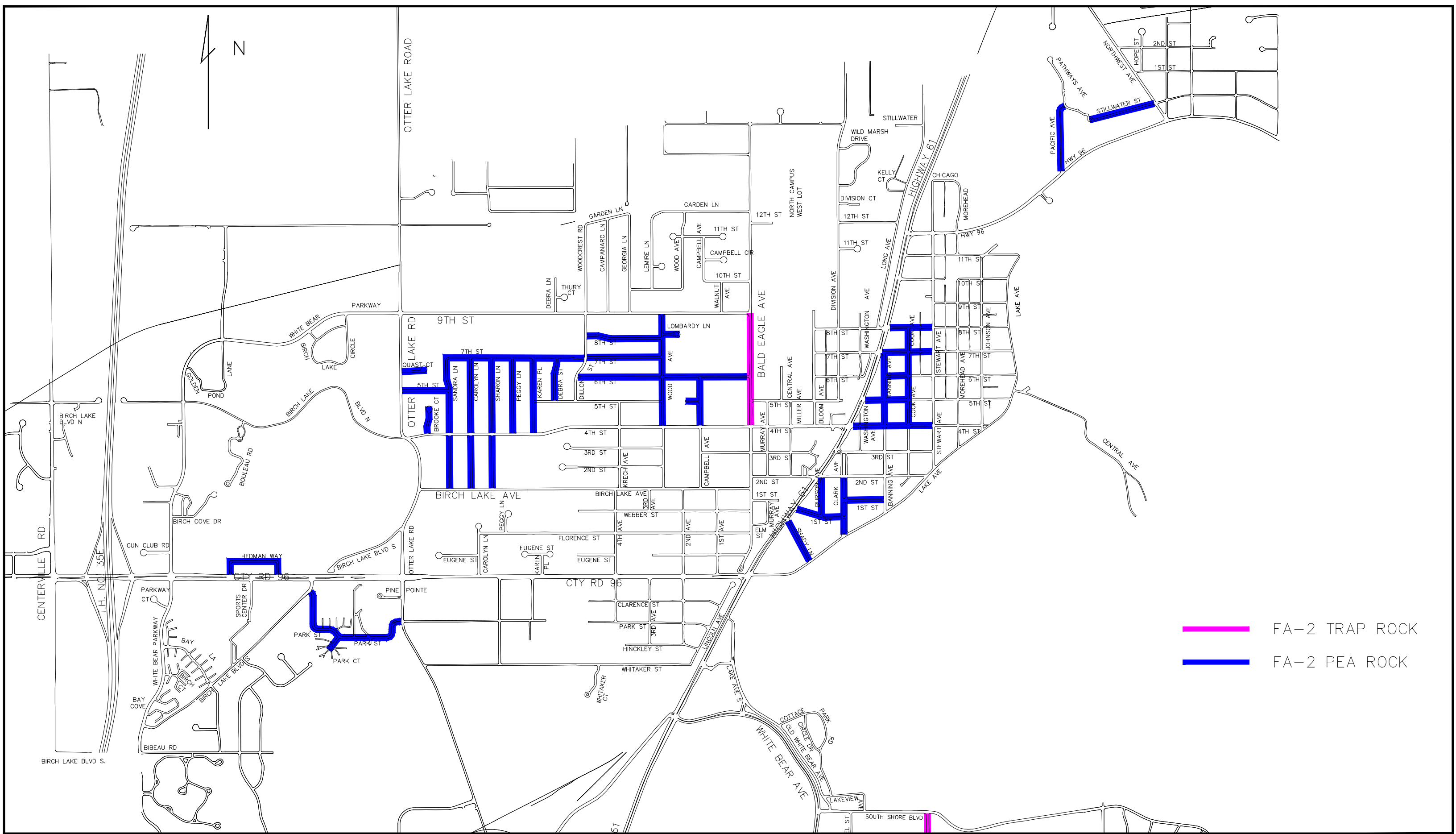
Nays:

Passed:

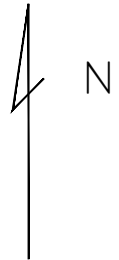
Jo Emerson, Mayor



ATTEST:

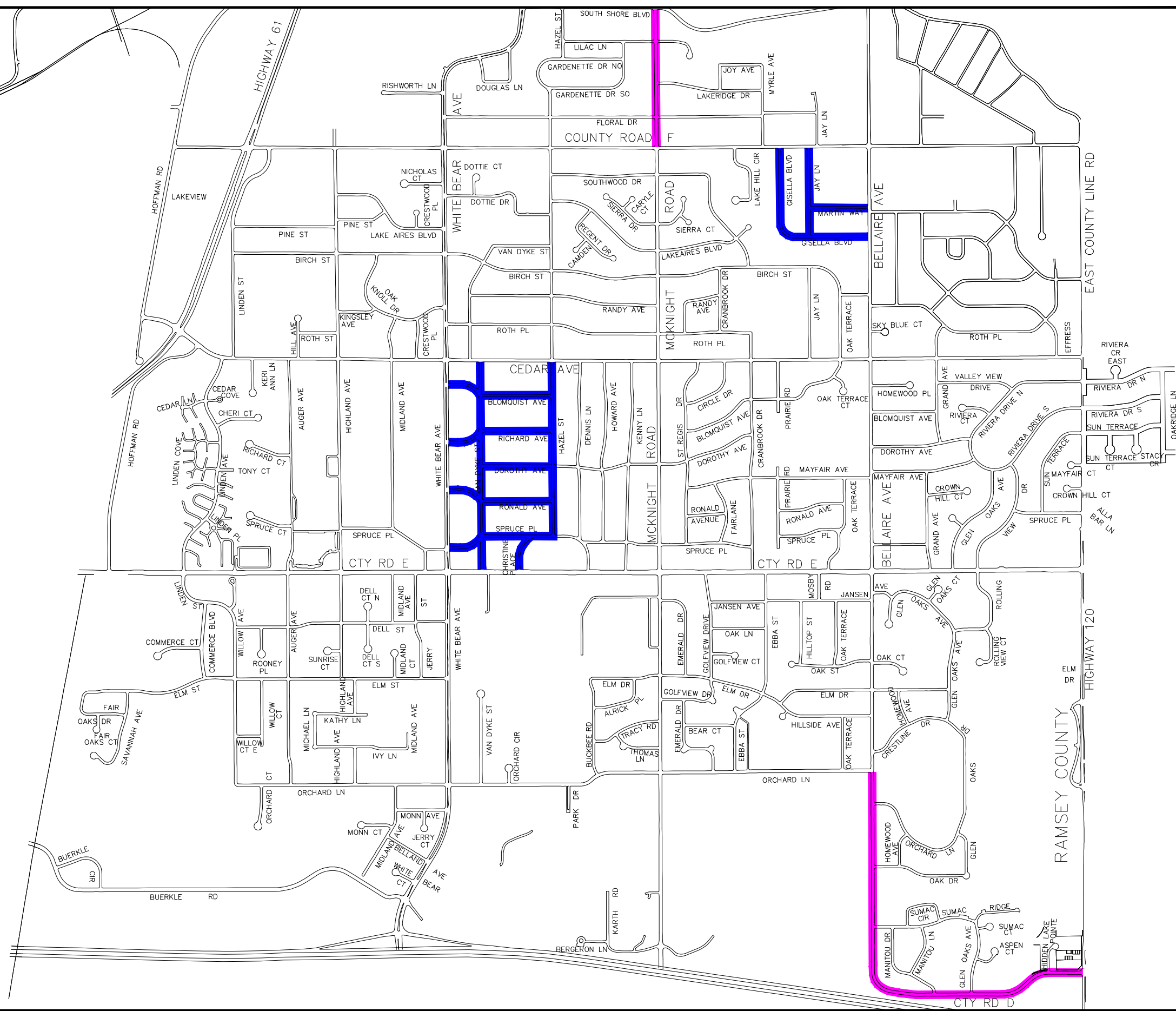
Kara Coustry, City Clerk



2018 NORTH SEAL COAT MAP



-  FA-2 TRAP ROCK
-  FA-2 PEA ROCK



2018 SOUTH SEAL COAT MAP



City of White Bear Lake
City Engineer's Office

MEMORANDUM

To: Ellen Richter, City Manager

From: Mark Burch, Public Works Director/City Engineer

Date: March 22, 2018

Subject: **Ordering 2018 Crack Sealing Project
City Project 18-03**

BACKGROUND / SUMMARY

As part of the City's ongoing Pavement Management Program, the Engineering Department is preparing for the 2018 Crack Sealing Project. The City undertakes crack sealing projects on a regular basis to maintain the wearing surface of the streets and seal cracks to prevent water penetration into the base and subbase where it weakens the street and causes failures. It is important to seal the cracks in these streets before the surface degrades to a point where more extensive maintenance needs to be performed.

SUMMARY

The crack sealing project involves cleaning of random cracks in bituminous street pavements with a router and then filling the cracks with a hot, liquid, rubberized sealant. The crack sealing process is accomplished ahead of the sealcoating operation so that the smaller random cracks not sealed by the crack sealing contractor are sealed by the seal coat emulsion. On streets that are 5 years old or have been resurfaced in the last 5 years, we are also recommending to seal the edge of the pavement along the lip of the concrete gutter. This also helps to prevent water from penetrating into the base.

The attached maps indicate the streets that are proposed for crack sealing in 2018. The estimated cost of the crack sealing project for 2018 is \$100,585. Funding for the crack sealing project is allotted in the Interim Construction Fund. We anticipate crack sealing projects annually. These projects have been programmed into the Capital Improvement Plan.

RECOMMENDED COUNCIL ACTION

Our recommendation is that the Council adopt the resolution ordering the 2018 Crack Sealing Project and authorizing advertisement for bids.

ATTACHMENTS

Resolution
North and South Crack Sealing Maps

RESOLUTION NO.: _____

**RESOLUTION ORDERING PROJECT, APPROVING SPECIFICATIONS
AND AUTHORIZING ADVERTISEMENT FOR BIDS
FOR THE 2018 CRACK SEALING PROJECT
CITY PROJECT NO: 18-03**

WHEREAS, the City Engineer has prepared specifications for the 2018 Crack Sealing Project – City Project No. 18-03, and has presented such specifications to the City Council for approval.

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

1. The City Engineer is hereby designated as the Engineer for this improvement and has prepared specifications for the making of such improvements.
2. The specifications are hereby approved.
3. The 2018 Crack Sealing Project is hereby ordered.
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 10 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, April 18, 2018, 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 Council at 7:00 p.m. on April 24, 2018, in the Council Chambers.

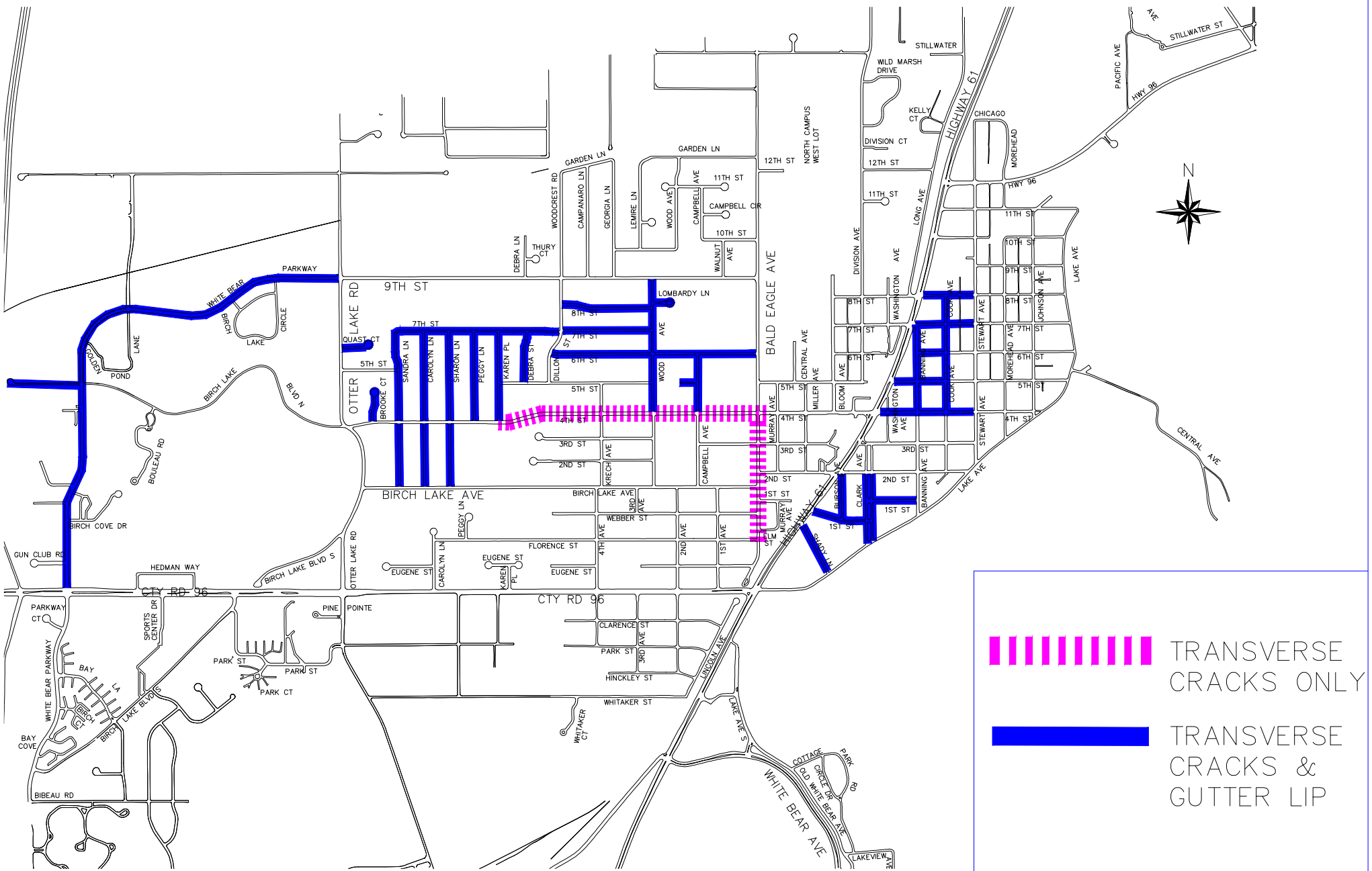
The foregoing resolution, offered by Councilmember _____, and supported by Councilmember _____, was declared and carried on the following vote:

Ayes:
Nays:
Passed:

Jo Emerson, Mayor

ATTEST:

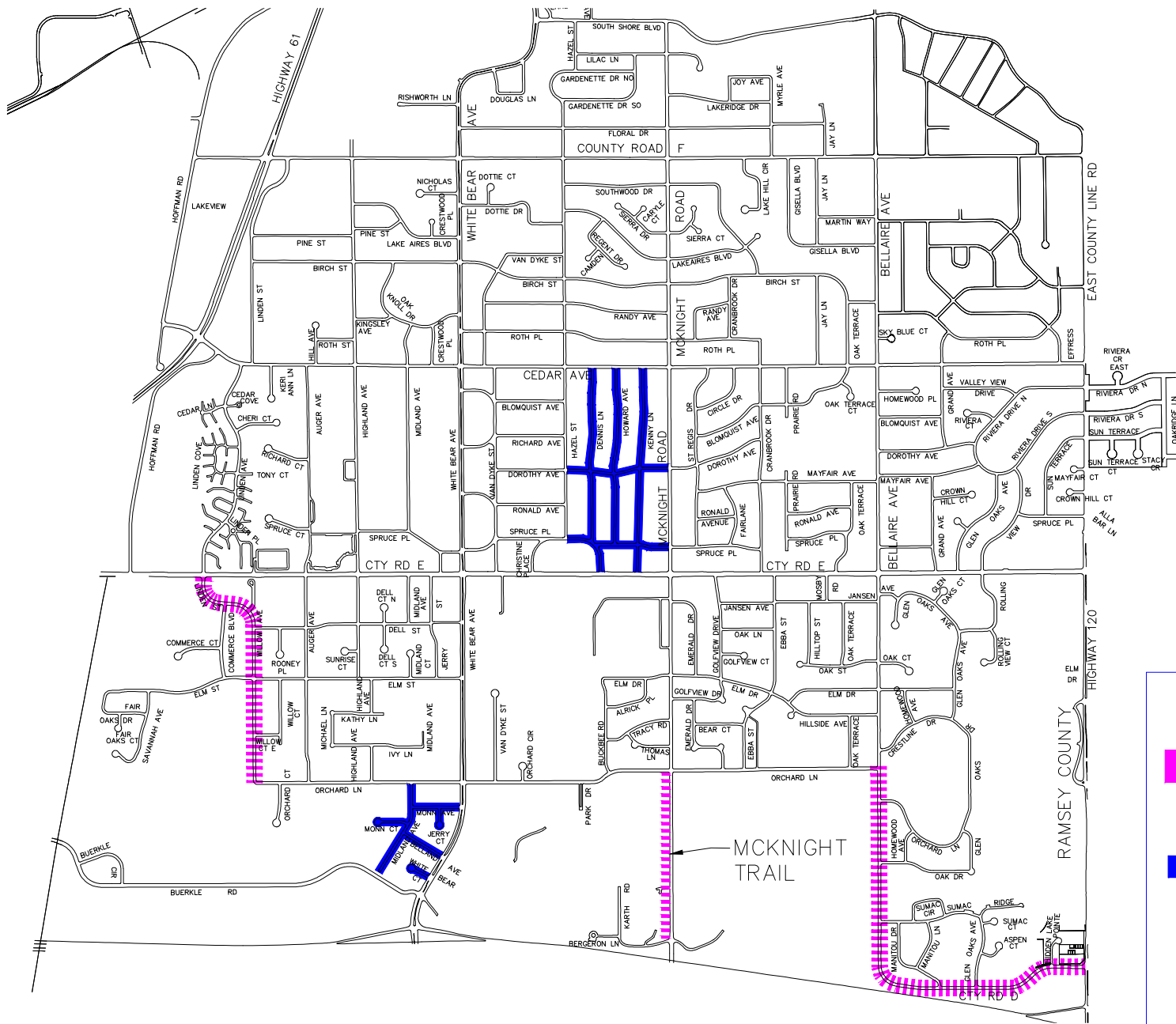
Kara Coustry, City Clerk





CITY OF
 WHITE BEAR LAKE
 ENGINEERING DEPARTMENT
 4701 HIGHWAY 61
 WHITE BEAR LAKE
 MINNESOTA 55110-3227
 (651) 429-8531 FAX (651) 429-8500

2018 CRACK SEAL
 LOCATIONS
 STREET MAINTENANCE
 CITY PROJECT #18-03

DATE March 22, 2018



 TRANSVERSE CRACKS ONLY
 TRANSVERSE CRACKS & GUTTER LIP

CITY OF
 WHITE BEAR LAKE
 ENGINEERING DEPARTMENT
 4701 HIGHWAY 61
 WHITE BEAR LAKE
 MINNESOTA 55110-3227
 (651) 429-8531 FAX (651) 429-8500

2018 CRACK SEAL
 LOCATIONS
 STREET MAINTENANCE
 CITY PROJECT #18-03

DATE March 22, 2018



City of White Bear Lake
City Manager's Office

M E M O R A N D U M

To: Ellen Richter, City Manager

From: Rick Juba, Assistant City Manager

Date: March 21, 2018

Subject: **Contract with Ramsey County for Elections Administration**

BACKGROUND

During the 2016 General Election, the City of White Bear Lake experienced a 55% increase in early votes cast through the no-excuse absentee balloting process.

	Total Votes Cast	AB & Early Votes	% of AB & Early
2014 General Election	9,406	1,094	12%
2016 General Election	14,173	3,640	26%

As voters become more familiar with the early voting process, it is anticipated that one (1) in three (3) will vote early during the 2018 statewide election. The next presidential election could see 50% participation in early voting.

Cities around the state have had to expend significant resources to accommodate the absentee balloting process. Ramsey County Elections officials recognized that these activities are disruptive to other functions handled in City Halls and ran a successful pilot program during the 2017 local and school district elections with centralized early voting locations. These locations were spread throughout the County, with one being the downtown White Bear Lake Library, and staffed by Ramsey County Election Judges. Any White Bear Lake resident who was eligible to vote could vote early at any one of Ramsey County's centralized voting locations under this program.

Because Ramsey County was already administering the School District Election and running the aforementioned early voting pilot program, the City elected to contract with Ramsey County to administer the City's election duties in 2017. While the administration of the elections went smoothly, the City did receive complaints about presentation of the flag at a few polling places. If council authorizes staff to enter into contract with Ramsey County, Staff would take an active role in ensuring the polling places were set up in the manner accustomed by our residence.

At the regular City Council meeting on March 13, 2018, Ramsey County Elections Manager Joe Mansky discussed the current trends in elections with the City Council. He reported that in 2018 Ramsey County will expand the centralized early voting program from five (5) locations to eleven (11) locations and that the County is preparing for continued growth in early voting as well as controversy in the election process.

SUMMARY

As the complexity of election administration grows, so does City Staff's reliance on Ramsey County. Staff is recommending the City Council approve a three year contract with Ramsey County for the administration of elections, which would include the 2020 Presidential Election. The City's costs would be \$87,000 for 2018, and \$101,000 for 2019-2020 total. The terms of the contract would allow the City to terminate this contract by June 1, 2019 if dissatisfied. The costs include all regular elections with the exception of the 2020 primary, which will be determined by the County in 2019. It should be noted that the County used most of the City's existing election judges in 2017 and would continue that practice in 2018.

The City's 2018 Elections budget is \$94,000. Approximately 30% of this budget reflects existing staff assigned to the administration of elections. The reassignment of staff duties to accommodate elections has become increasingly difficult as additional responsibilities to the City Clerk and Assistant City Manager positions have been assigned. Elections administration for City staff warrants only seasonal attention and is not built into the daily/weekly responsibilities of staff. Consequently, the election season detracts from regular administrative duties. Staff believes contracting with Ramsey County is overall more efficient, cost effective and will contribute to positive voter experience.

RECOMMENDED COUNCIL ACTION

Staff recommends the Council adopt the resolution approving Ramsey County to operate its 2018-2020 Elections Administration.

ATTACHMENTS

Resolution

RESOLUTION NO.

AUTHORIZING EXTENDING AN AGREEMENT BETWEEN THE CITY OF WHITE BEAR LAKE AND RAMSEY COUNTY FOR ELECTION SERVICES IN 2018-2020

WHEREAS, Ramsey County provided Municipal Election Services through an extendable agreement in 2017; and

WHEREAS, Ramsey County wishes to extend that agreement for election services for the City of White Bear Lake as they expand their centralized voting location model for all early voting activities; and

WHEREAS, Ramsey County would realize efficiencies by operating the City's elections along with the majority of the other cities in the County and proposes providing Municipal election services at a cost less than the City budgeted in 2018; and

WHEREAS, The term of the agreement would extend from previous June 15, 2017 agreement and last through December 31, 2020.

NOW THEREFORE BE IT RESOLVED, by the City Council of the City of White Bear Lake that the Mayor and City Manager are authorized to execute an agreement with Ramsey County for Municipal Election Services within the City of White Bear Lake, MN.

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

Ayes:
Nays:
Passed:

Jo Emerson, Mayor

ATTEST:

Kara Coustry, City Clerk



City of White Bear Lake
City Engineer's Office

MEMORANDUM

To: Ellen Richter, City Manager
From: Mark Burch, Public Works Director/City Engineer
Date: March 22, 2018
Subject: Centerville Road Street and Traffic Signal Improvements

BACKGROUND / SUMMARY

The final phase of the development of the property near the 1.0 MG reservoir (formerly known as the Lande Property) is under construction and a new Lunds/Byerlys store is scheduled to open in September 2018. As a result of the traffic generated by development of all the property north of County Road 96 on both sides of Centerville Road certain street improvements and a new traffic signal are necessary. The City in cooperation with Ramsey County, White Bear Township and the developer of the Lunds/Byerly's site has been working to design improvements which will benefit the entire area. While the project has been anticipated for many years, the current development schedule requires that the improvements be completed during the 2018 construction season. In order to accomplish this project in an accelerated time frame, Ramsey County has requested (see attached letter) that the City administer the project. In order to meet the accelerated schedule, the City has worked with the developer (Division 25, LLC) and their consulting engineer (Alliant Engineering) to design the street improvements and the traffic signal on Centerville Road. Division 25 has funded all the engineering work.

As we move forward with the improvements to Centerville Road, we are planning to have the construction contract awarded by the City but all design and construction services accomplished by Alliant Engineering. The developer has agreed to guarantee funding for all of the improvements and engineering costs minus the contributions from the County, City and Township which are yet to be determined. A formal agreement will be presented to the City Council prior to the City committing to any contractual obligations for this project. It is anticipated that any City funding for this project would come from assessments to benefiting property owners which would include an assessment to the City owned water tower parcel. An appraisal report to determine the benefits to both City and Township parcels as a result of the street and traffic signal improvements is being completed by Dahlen & Dwyer, the City's appraisal consultant.

In order to keep this aggressive project schedule moving forward, we are requesting that the City Council consider the following actions at its March 27th meeting:

1. Accept the letter from Ramsey County requesting that the City lead and administer the Centerville Road Street and Traffic Signal Improvement Project.

2. Accept the feasibility report prepared by Alliant Engineering for the Centerville Road Street and Traffic Signal Improvements.
3. Order an improvement public hearing to be conducted at the April 24, 2018 City Council Meeting.
4. Order the Centerville Road Street and Traffic Signal Improvement Project advertised for bids.

If the City Council approves the requested actions on March 27th, we will coordinate the improvement public hearing for April 24, 2018 City Council meeting. After the public hearing on April 24th, the Council may consider formally ordering the project.

The next action in the project schedule will be to open bids on April 27th. The bids would then be forwarded to the City Council for consideration at its meeting on May 8th. Construction could commence on May 21st and be completed by August 31, 2018. Additional action items that the City Council will have to consider at its May 8th meeting will be a traffic signal agreement with Ramsey County and White Bear Township and a developers agreement with Division 25 which guarantees the funding for the project. These agreements are currently being drafted and will be ready for Council consideration on May 8, 2018.

RECOMMENDED COUNCIL ACTION

Staff requests that the City Council approve the resolutions and keep the Centerville Road Street and Traffic Signal Improvement Project moving forward toward a successful completion this fall.

ATTACHMENTS

Resolution
Ramsey County Letter

RESOLUTION NO.

RESOLUTION RECEIVING A FEASIBILITY REPORT ON THE PROPOSED CENTERVILLE ROAD STREET AND TRAFFIC SIGNAL IMPROVEMENTS AND ORDERING A PUBLIC HEARING ON THE PROPOSED IMPROVEMENTS (CITY PROJECT NO. 18-16)

WHEREAS, certain street and traffic signal improvements are necessary to accommodate traffic on Centerville Road north of County Road 96, and

WHEREAS, Ramsey County has requested City assistance with facilitating certain street and traffic signal improvements on Centerville Road from County Road 96 to the north, and

WHEREAS, a feasibility report on the proposed improvements has been prepared by Alliant Engineering, and

WHEREAS, the feasibility report is hereby presented to the City Council, and

WHEREAS, the City Council desires to assess a portion of the cost of the improvements to the benefitting properties in the City, and

WHEREAS, an appraisal report and assessment roll will need to be prepared to determine the benefit to adjoining properties, and

WHEREAS, the City Council desires to hold a public hearing on the proposed Centerville Road improvements, and

WHEREAS, the City desires to determine the cost of the proposed improvements by soliciting bids for construction.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of White Bear Lake that;

1. The feasibility report on the Centerville Road Street and Traffic Signal Project is hereby accepted.
2. A public hearing is hereby ordered on the proposed assessment rolls for the Centerville Road Street and Traffic Signal Improvements to be held at the April 24, 2018 City Council meeting.
3. The Council hereby orders advertisement for bids for the Centerville Road as designed by Alliant Engineering
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 Direction/City Engineer until 11:00 a.m. on Friday, April 27, 2018, 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 considered by the City Council at 7:00 p.m. on Tuesday, May 8, 2018.

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

Ayes:
Nays:
Passed:

Jo Emerson, Mayor

ATTEST:

Kara Coustry, City Clerk

March 22, 2018

Mr. Mark Burch
City of White Bear Lake
4701 Highway 61
White Bear Lake, MN 55110

Re: Centerville Road Improvements

Dear Mr. Burch,

Ramsey County has requested the City of White Bear Lake administer the Centerville Road improvements required for the new Lunds/Byerly's development. Improvements include a median, traffic signal and road widening for turn lanes on Centerville Road which is County State Aid Highway 59. The City will provide design engineering, project administration and construction inspection for the project. A forthcoming cost share agreement will detail the County's funding responsibilities.

If you have any questions or concerns please contact me at 651-266-7105 or erin.laberee@co.ramsey.mn.us.

Sincerely,



Erin Laberee, PE
Traffic Engineer

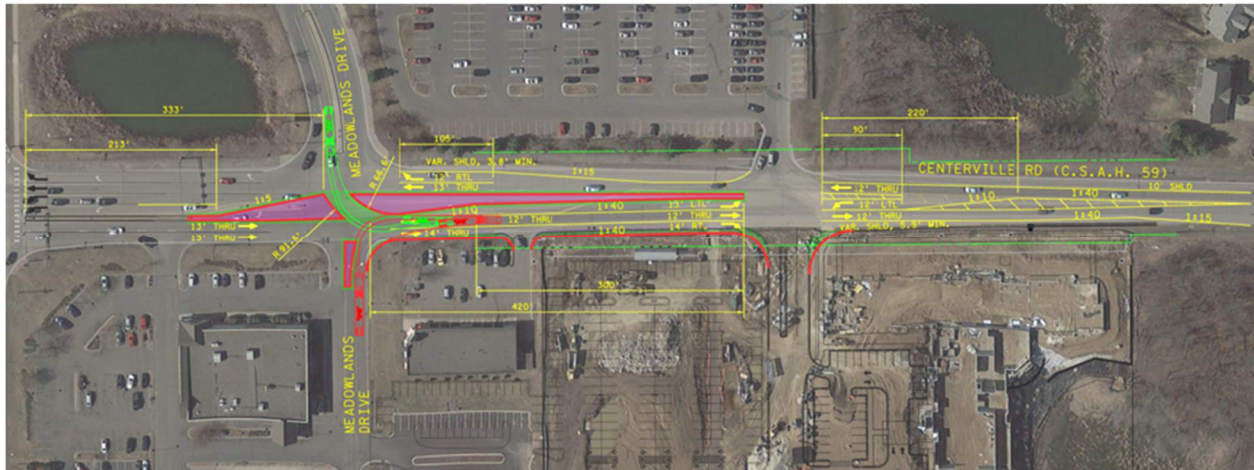
***CITY OF WHITE BEAR LAKE
ENGINEERING DEPARTMENT***

FEASIBILITY REPORT

for the

CENTERVILLE ROAD IMPROVEMENT PROJECT

March 22, 2018



Streets included in the Centerville Road Improvement Project:

Centerville Road (CSAH 59) from:
Highway 96 to 500 feet north of the Cub Foods / Tower Crossings Driveway

CITY PROJECT NO. 18-16

Prepared By: Alliant Engineering, Inc.

Prepared For: City of White Bear Lake, Ramsey County, White Bear Township, Division 25 LLC

FEASIBILITY REPORT
for the
CENTERVILLE ROAD IMPROVEMENT PROJECT

March 22, 2018

CITY PROJECT NO. 18-16
Centerville Road

I hereby certify that this feasibility report was prepared by me or under my direct supervision and I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.



Steve Weser, P.E.
Alliant Engineering, Inc.
License No. 40545

3/22/18

Date

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EXHIBITS

- Exhibit 1 – Project Location Map (see page 1)
- Exhibit 2 - Centerville Road Conceptual Layout

APPENDICES

- Appendix A – City Council Resolution No. 12127 Approving Project
- Appendix B – Supporting Traffic Studies
- Appendix C1 – Letter Announcing April 4, 2018 Public Information Meeting
- Appendix C2 – City Project No. 18-16 Public Meeting Outline
- Appendix D – Project Financing Summary
- Appendix E – Preliminary Assessment Rolls (Pending)
- Appendix F – Local Improvement Guide (City Assessment Policy)

I. Introduction

Division 25, LLC is proposing the development of a parcel of land in the City of White Bear Lake, Ramsey County. The parcel is located east of Centerville Road and includes the Lande Property and the City's Water Tower Site. Phase I of the development consisted of a 113-unit senior living facility developed by Oppidan. Phase I was approved by the City Council on August 12, 2015. The facility was constructed in 2016. As part of the approval process, the City Council required that access be provided to the parcels to the south to be consistent with the City's Comprehensive plan.

Phase II of the development consists of a 46,975 square foot grocery store. This development was approved by City Council on December 12, 2017. As part of the approval process, the City required that additional improvements be made to Centerville Road (in consultation with Ramsey County), and that the Centerville Road / Cub Foods / Tower Crossings Driveway intersection be signalized. In addition, the City again required that an access route be provided to the properties south of the site to the new signalized intersection at Cub Foods/Senor Living Driveway.

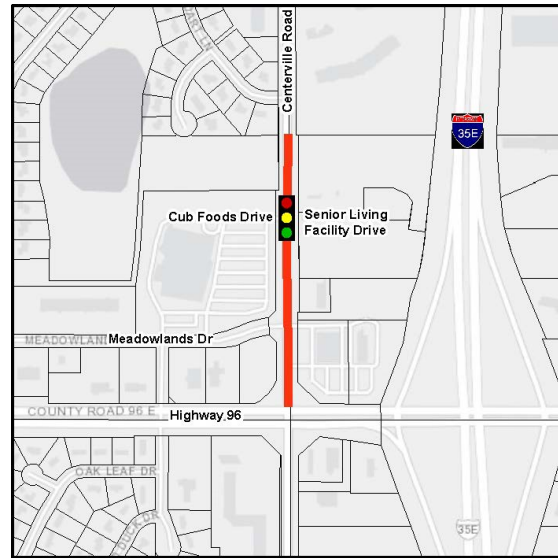


Exhibit 1 – Project Location Map

A traffic study was prepared in 2015 for Phase I of the development and included an estimate of Phase II conditions. A Phase II traffic study (January 2017) amended the Phase I study to account for updates to the plan, including an anticipated large grocery store. An addendum to the Phase II traffic study (October 2017) accounted for the change to a smaller grocery store. The traffic studies are included in the appendix.

Growing traffic congestion at this intersection is a potential safety problem, and an area of concern for both the City, County, and Township. Southbound traffic on Centerville Road at County Road 96 tends to back up during peak hours, disrupting traffic on Meadowlands Drive. To address these concerns, changes in lane geometry were developed in consultation with Ramsey County to improve safety and traffic flow on Centerville Road through the Meadowlands Drive intersection. The proposed modifications prohibit northbound and southbound left turns from Centerville Road to Meadowlands Drive, and the westbound left turn from Meadowlands Drive to Centerville Road. Because of a lack of access options, the left turn movement from Meadowlands Drive to northbound Centerville Road was maintained to prevent traffic cutting through the Cub Foods parking lot.

The improvements included in the proposed 2018 Centerville Road project have been identified through the result of a traffic study and coordination with Ramsey County, who maintains and operates the roadway. The improvements are consistent with the City's Comprehensive Plan for the area. Through evaluation of these infrastructure components and input from property owners, the Engineering Department is recommending these improvements to the City Council.

If the Council decides to proceed with these improvements, the next step in the public improvement process would be to conduct a formal public improvement hearing. A public improvement hearing could

be conducted on April 24, 2018, if the City Council were to order the hearing at its March 27, 2018 meeting.

II. Project Scope

The scope of this report is to analyze the section of Centerville Road indicated above and to determine the engineering and fiscal feasibility of providing the necessary improvements. The study will discuss the existing conditions, proposed improvements, estimated construction costs, and overhead costs (i.e. administration, engineering, fiscal, and legal expenses). Current public improvement policies adopted by the White Bear Lake City Council will be used as a guideline to discuss financing methods for the proposed improvements.

III. Existing Conditions

Centerville Road

Centerville Road is maintained and operated by Ramsey County. The roadway is a two-lane undivided roadway, with turn lanes at the intersections with County Road 96, Meadowlands Drive, and Cub Foods / Tower Crossings Driveway.

Intersection Traffic Control

The intersections traffic control in the project area are:

- CSAH 96 / Centerville Road – Traffic Signal
- Meadowlands Drive / Centerville Road – Stop controlled on Meadowlands Drive
- Cub Foods / Tower Crossings Driveway / Centerville Road – Stop controlled on Cub Foods / Tower Crossings Driveway

Pedestrian and Bicycles

There is an existing multi-use trail on the east side of Centerville Road through the project limits. A sidewalk was recently installed along the east side of Centerville Road in front of the senior housing facility. Pedestrians must cross Centerville Road at the traffic signal at CSAH 96, or at their own risk at Meadowlands Drive or the Cub Foods / Tower Crossings Driveway.

Private Utilities

There are power lines located within the Centerville right-of-way on both sides of the roadway. As part of Phase I of the development, the power lines were relocated underground from the driveway to the north to provide fire department access to the facility. South of the driveway, the power lines are overhead on wood poles. There are also communications lines along the corridor.

Public Utilities

The Cub Foods / Tower Crossings driveway provides access to the water tower site on the east side of Centerville Road. There is City watermain located along the east side of Centerville Road and White Bear Township operates a watermain along the west side of the road. There is a sanitary sewer line running down the middle of Centerville Road.

IV. Proposed Improvements

Centerville Road

The following improvements to Centerville Road are being implemented:

- **Center Median** – The center median on Centerville Road at CSAH 96 is being extended northward to the Cub Foods / Tower Crossings Driveway. The median will provide additional capacity and improve safety by prohibiting some traffic movements along the corridor. The median will be opened at Meadowlands Drive to provide access for eastbound-northbound vehicles. Ramsey County requested that this opening be provided to address concerns of the property owner to the west. Because of lack of access alternatives, vehicles would likely cut-through the Cub Foods parking lot if this movement was prohibited at Meadowlands Drive.
- **Northbound Auxiliary Lane** – A continuous northbound lane is being provided from CSAH 96 to the Cub Foods / Tower Crossings Driveway. The purpose of this lane is to provide additional capacity, and to provide a lane for right turning vehicles at Meadowlands Drive, Tires Plus, and the Cub Foods / Tower Crossings Driveway.
- **Widening for U-Turn at Cub Foods / Tower Crossings Driveway** – Because the installation of the median will prohibit westbound to southbound left turns at Meadowlands Drive, and at the Tires Plus driveway, the intersection of Cub Foods / Tower Crossings Driveway will be widened to accommodate passenger vehicles making a u-turn movement to travel southbound. This intersection will be signalized and safely designed to allow for u-turns.

Intersection Traffic Control

The following improvements will be made with regards to intersection traffic control:

- **Traffic Signal at Cub Foods / Tower Crossings Driveway / Centerville Road** – A traffic signal will be installed at this intersection. The intersection will provide safe access on to Centerville Road from both the east and west driveways. This traffic signal will also provide access to southbound Centerville for properties on the east side, via an access road through the properties, or via a u-turn movement at the intersection.
- **Restricted Movements at Meadowlands Drive / Centerville Road** – The intersection will remain stop-controlled on Meadowlands Drive. However, several movements will be prohibited to improve safety and capacity, including the westbound to southbound left turn, through movements on Meadowlands Drive across Centerville Road, and left turn movements from Centerville to Meadowlands Drive.

Access to Properties to the South

The proposed development includes an access route that provides access from the properties to the south to the proposed intersection of Cub Foods / Tower Crossings Driveway and Centerville Road. This access is consistent with the City's Comprehensive Plan, and provides a path for the properties to the south to safely access southbound Centerville Road.

Pedestrians and Bicycles

The City's Comprehensive Plan calls for a mixed-use trail along Centerville Road. In addition, the County's long-range plan recommends off-road pedestrian and bicycle accommodations. A sidewalk will be added along the east side of Centerville Road as part of the development project. The Centerville Road Improvement Project will provide the grading work for the sidewalk. The proposed signal system at the Cub Foods / Tower Crossings Driveway intersection will have assessable pedestrian signal (APS) improvements and count down timers. ADA pedestrian curb ramps and cross walk marking improvements will be made at the intersection.

Private Utilities

Overhead power lines will be relocated along the east side of Centerville Road as part of the Centerville Road Improvement Project and as part of the grocery store development. Several power poles owned by a second utility will be relocated along the west side of Centerville Road in conjunction with the intersection reconstruction to accommodate the signal system and U-turn movement. Private communication lines will be adjusted along the west side of Centerville Road to accommodate the roadway and storm sewer improvements.

Public Utilities

The proposed intersection improvements will result in watermain adjustments including relocation of hydrants and adjustments of valve boxes. Sanitary sewer castings will be adjusted to match proposed road grades.

V. Permits

Several permits will be required prior to construction of the proposed improvements. The Engineering Department has been working closely with the Vadnais Lake Area Water Management Organization (VLAWMO) and the other partner agencies in determining the feasibility of the proposed stormwater quality improvements. Required permits include, but are not limited to, the following: (See Table 1)

Table 1
Permits

AGENCY	PURPOSE
Minnesota Pollution Control Agency (MPCA)	Phase II NPDES – General Stormwater Permit for Construction Activities
Vadnais Lake Area Water Management Organization	Plan Review
Ramsey County	Work in County Rights-of-Way

VI. Public Information Meeting

The Engineering Department will conduct an initial public information meeting on April 4, 2018. A Public Hearing to discuss the project is proposed on April 24, 2018.

VII. Estimated Project Costs

The estimated costs for the proposed improvements are summarized in Table 2. The estimated total project improvement cost is \$1,132,000.00. Engineering and construction administration and inspection costs will be borne directly by the developer and indirectly by the project agency partners. Engineering costs are expected to be approximately 17% of the total construction costs. Bidding services, construction administration, inspection, and materials testing costs are expected to be approximately 17% of the total construction costs. The project is anticipated to be financed through a combination of special assessments to benefited properties (according to the City's Assessment Policy), County and private funds, and possibly City and Township funds.

Table 2
Project Cost Estimate

Item	Cost
Median Construction	\$246,000.00
Remaining Roadway Improvements (without signal and median)	\$273,000.00
Traffic Signal Installation	\$320,000.00
Engineering	\$142,000.00
Bidding, Construction Administration, Inspection, and Testing	\$142,000.00
Total Improvement Cost	\$1,123,000.00

VIII. Financing and Assessments

The improvements discussed in this report for the 2018 Centerville Road Project are anticipated to be financed through a combination of special assessments to benefited properties (according to the City's Assessment Policy), County and private funds, and possibly City and Township funds. The anticipated cost allocation by item is as follows:

1. The installation of a median on Centerville Road is anticipated be funded by a combination of County State Aid funds, special assessments, private funds, and possibly City and Township funds.
2. The remaining roadway reconstruction improvements are anticipated to be funded by a combination of special assessments and private funds.
3. The installation of a traffic signal at Centerville Road and Cub Foods / Tower Crossings Driveway is anticipated to be funded by a combination of private funds and possibly special assessments to benefitting properties.

All of the property owners who would receive benefits from the proposed improvements and who would be assessed for all or a portion of the improvements are listed on the Proposed Assessment Rolls in Appendix E of this report. The assessment spreadsheets indicate the owner, the address of the property, the assessable footage of the property and the amount of the proposed assessment.

The City's Assessment Policy for public improvements allows for the distribution of the proposed assessments for commercial properties over a 20-year period.

The City Assessment Policy is included in Appendix F.

IX. Project Schedule

The proposed project schedule is as follows.

PROPOSED PROJECT SCHEDULE

City Council receives Feasibility Report	March 27, 2018
City Council orders Public Improvement Hearing	March 27, 2018
City Council orders Project	March 27, 2018
City Council approves Plans and Specifications	March 27, 2018
City Council authorizes Advertisement for Bids	March 27, 2018
City Council holds Public Improvement Hearing	April 24, 2018
Bids Opened	April 27, 2018
City Council awards Bid	May 8, 2018
Begin Construction	May 21, 2018
Construction Substantially Complete	August 31, 2018
City Council sets date for Assessment Hearing	August 28, 2018
City Council holds Assessment Hearing	September 25, 2018

X. Feasibility, Necessity, and Cost-Effectiveness

The proposed improvements included in the Centerville Road Improvement Project consisting of street, traffic signalization, storm sewer, sidewalk and trails reconstruction are feasible from an engineering standpoint, necessary, and cost effective if constructed under a single project as proposed. These improvements would greatly improve the safety and mobility for residents, commuters, and businesses along Centerville Road.

The improvements can most effectively and economically be constructed if undertaken through a coordinated contract that would cause the improvements to be installed in the proper sequence.

XI. Conclusion

Our recommendation to the City Council is that if improvements are to be constructed, that the street, traffic signalization, sidewalk and trails be installed as proposed in this feasibility report.

The estimated cost of these improvements, including the proposed assessments, is reasonable and comparable with similar improvements being constructed in other cities in the metropolitan area.

EXHIBIT 2

Conceptual Layout



City of White Bear Lake
Finance Department

MEMORANDUM

To: Ellen Richter, City Manager
From: Don Rambow, Finance Director
Date: March 22, 2018
Subject: Public Hearing for Sport Center Project Financing

BACKGROUND

The City Council authorized significant improvements to the Sport Center facility on December 12, 2017. These improvements anticipate project costs to be approximately \$5.5 million. The White Bear Hockey Association has indicated that it intends to provide an up-front contribution totaling \$500,000. The remaining renovation improvements totaling \$5 million will be financed through a 20-year bond.

The White Bear Hockey Association will contribute future resources to offset an additional \$2 million of the debt obligation including appropriate interest charges. The City will provide sufficient resources including appropriate tax levy commitments to finance any remaining debt obligation. It is estimated that current resources will provide City debt service payments and no additional tax levies will be necessary.

FINANCING PROPOSAL

Refrigeration system replacement and upgrading can be separated from other facility improvements and financed as “equipment certificates or bonds”. The refrigeration improvements will require bond issuance totaling \$1.875 million. These bonds will provide \$1,796,682 towards project costs.

General Obligation Abatement bonds totaling \$3.340 million will provide \$3,203,318 of the remaining project costs. Abatement bonds identify certain properties within the City, that City taxes are pledged to finance the debt obligation. A public hearing is required to be held for the proposed abatement.

A resolution setting a public hearing on April 24, 2018 to establish “abatements” for the bonds is attached for Council consideration.

QUALIFIED FACILITY USER

Sport Center facility utilization by the White Bear Hockey Association exceeds more than 10% of the available time. This significant utilization requires that the bonds be designated as “qualified 501(C) 3 bonds”.

A resolution setting a public hearing for the Council to consider this recommendation is attached for Council consideration.

RECOMMENDED COUNCIL ACTION

Staff recommends the Council adopt the resolutions establishing April 24, 2018 for a public hearing to:

1. Consider abatements for the purpose of financing Sport Center improvements
2. Identify a Sport Center user as a qualified 501(C) 3 entity

ATTACHMENTS

Resolution Calling for Public Hearing on a Proposed Property Tax Abatement

Notice of Public Hearing Regarding Proposed Property Tax Abatement

Resolution Calling for Public Hearing to Identify a Qualified User of the Sport Center

Notice of Public Hearing to Identify a Qualified User of the Sport Center

CITY OF WHITE BEAR LAKE, MINNESOTA

RESOLUTION NO. _____

**RESOLUTION CALLING PUBLIC HEARING ON A PROPOSED
PROPERTY TAX ABATEMENT**

BE IT RESOLVED By the City Council of the City of White Bear Lake, Minnesota (the “City”), as follows:

1. Pursuant to Minnesota Statutes, Sections 469.1812 through 469.1815, as amended (the “Act”), the City may grant an abatement of all or a part of the taxes levied by the City on real property within its boundaries (the “Abatement”) and issue general obligation bonds to finance public infrastructure improvements (the “Abatement Bonds”); provided, however, that the City Council first holds a public hearing regarding the proposed Abatement.

2. The City proposes to issue Abatement Bonds in the approximate principal amount of \$3,340,000 to finance public infrastructure improvements related to the renovation and upgrading of the City’s Sports Center located at 1328 Highway 93 East in the City.

3. In accordance with the Act, the City Council hereby calls for a public hearing on Tuesday, April 24, 2018, at 7:00 PM, to consider the proposed Abatement for the purposes described herein.

4. The City Clerk is authorized and directed to publish a notice of public hearing in substantially the form set forth in EXHIBIT A attached hereto in a newspaper of general circulation in the City more than ten (10) but less than thirty (30) days before the date of the public hearing.

5. City staff and consultants are authorized to take all other actions needed to bring the proposed Abatement and issuance of the Abatement Bonds before the City Council.

Adopted by the City Council of the City of White Bear Lake, Minnesota, this 27th day of March, 2018.

Mayor

ATTEST:

City Clerk

EXHIBIT A

NOTICE OF PUBLIC HEARING

CITY OF WHITE BEAR LAKE

**NOTICE OF PUBLIC HEARING REGARDING A PROPOSED PROPERTY TAX
ABATEMENT**

NOTICE IS HEREBY GIVEN that the City Council of the City of White Bear Lake, Minnesota (the “City”) will meet on Tuesday, April 24, 2018, at or after 7:00 PM, at City Hall, 4701 Highway 61 in the City, to hold a public hearing concerning a proposal that the City abate all or a portion of property taxes levied by the City on properties located in City with the following property identification numbers (the “Property”):

[Insert PIDs or other description of Property]

The total amount of the taxes proposed to be abated by the City on the Property is estimated to be approximately \$3,340,000. The City Council will consider the property tax abatement in connection with financing certain public infrastructure improvements related to the renovation and upgrading of the City’s Sports Center located at 1328 Highway 96 East in the City.

All interested persons may appear and be heard at the public hearing either orally or in writing, or may file written comments with the City Clerk before the hearing.

Dated: [Date of Publication]

BY ORDER OF THE CITY COUNCIL OF THE
CITY OF WHITE BEAR LAKE, MINNESOTA

/s/ Kara Coustry
City Clerk
City of White Bear Lake, Minnesota

CITY OF WHITE BEAR LAKE, MINNESOTA

RESOLUTION NO.

**RESOLUTION CALLING A PUBLIC HEARING TO IDENTIFY A
QUALIFIED USER OF THE SPORTS CENTER IN THE CITY OF
WHITE BEAR LAKE**

BE IT RESOLVED By the City Council of the City of White Bear Lake, Minnesota (the “City”), as follows:

1. Pursuant to Minnesota Statutes, Chapter 475, as amended, and Minnesota Statutes, Sections 469.1812 through 469.1815, as amended, the City proposes to issue general obligation bonds (the “Bonds”) in the approximate principal amount of \$3,340,000 in order to finance public infrastructure improvements related to the renovation and upgrading of the City’s Sports Center located at 1328 Highway 96 East in the City (the “Project”).

2. The City owns the Sports Center and will own the Project but intends to allow one or more nonprofit organizations use the Sports Center and Project. Pursuant to Section 145 of the Internal Revenue Code of 1986, as amended (the “Code”), the City is authorized to designate the Bonds as “qualified 501(c)(3) bonds” if the City identifies one or more nonprofit organizations from federal income taxation under Section 501(a) of the Code, as a result of the application of Section 501(c)(3) of the Code, as “qualified 501(c)(3) users” of the Project (the “Qualified User”); provided, however, that the City Council first holds a public hearing on the proposal to designate the Qualified User as a qualified 501(c)(3) user.

3. The City Council hereby calls for a public hearing on Tuesday, April 24, 2018, at 7:00 PM, to consider the proposal to identify the Qualified User of the Project and thus designate the Bonds as qualified 501(c)(3) bonds under the Code.

4. The City Clerk is authorized and directed to publish a notice of public hearing in substantially the form set forth in EXHIBIT A attached hereto in a newspaper of general circulation in the City at least fourteen (14) days before the date of the public hearing.

5. City staff and consultants are authorized to take all other actions needed to bring the proposed Qualified User and issuance of the Bonds as qualified 501(c)(3) bonds under the Code before the City Council.

Adopted by the City Council of the City of White Bear Lake, Minnesota, this 27th day of March, 2018.

Mayor

ATTEST:

City Clerk

CITY OF WHITE BEAR LAKE

NOTICE OF PUBLIC HEARING TO IDENTIFY A QUALIFIED USER OF THE SPORTS CENTER IN THE CITY OF WHITE BEAR LAKE

NOTICE IS HEREBY GIVEN that the City Council of the City of White Bear Lake, Minnesota (the “City”) will meet on Tuesday, April 24, 2018, at or after 7:00 PM, at City Hall, 4701 Highway 61 in the City, to hold a public hearing to consider the sale of general obligation bonds of the City (the “Bonds”) to be issued in the approximate aggregate principal amount of \$3,340,000, a portion of the proceeds of which will be used to finance certain public infrastructure improvements related to the renovation and upgrading of the City’s Sports Center located at 1328 Highway 96 East in the City (the “Project”). The Project will be owned by the City. A public hearing is required to designate the Bonds as qualified 501(c)(3) bonds pursuant to Section 145 of the Internal Revenue Code of 1986, as amended (the “Code”). The purpose of the public hearing is to identify one or more nonprofit organizations exempt from federal income taxation under Section 501(a) of the Code, as a result of the application of Section 501(c)(3) of the Code, as qualified 501(c)(3) users of the Project, including but not limited to the White Bear Lake Area Hockey Association, a Minnesota nonprofit corporation and organization described in Section 501(c)(3) of the Code (the “Qualified User”).

The City is expected to enter into a long-term use agreement with the Qualified User and may enter into long-term use agreements in the future with other qualified 501(c)(3) organizations regarding use of the Project.

Following the public hearing, the City Council will consider the adoption of a resolution approving the issuance of the Bonds as qualified 501(c)(3) bonds. At the time and place fixed for the public hearing, the City Council will give all persons who appear at the hearing an opportunity to express their views with respect to the proposal. In addition, interested persons may direct any questions or file written comments respecting the proposal with the City Clerk, at or prior to said public hearing.

Dated: [Date of Publication]

**BY ORDER OF THE CITY COUNCIL OF THE
CITY OF WHITE BEAR LAKE, MINNESOTA**

/s/ Kara Coustry
City Clerk
City of White Bear Lake, Minnesota



City of White Bear Lake
City Engineer's Office

MEMORANDUM

To: Ellen Richter, City Manager

From: Mark Burch, City Engineer

Date: March 22, 2018

Subject: **Resolution of support for Bill S.F. No. 3573 and H.F. No. 4003**

BACKGROUND / SUMMARY

As a result of the District Court order on August 30, 2017, the Department of Natural Resources (DNR) has placed restrictions on the City of White Bear Lake's water appropriation permit. Restrictions include requiring a plan to convert to a surface water source, a plan to enforce a residential irrigation ban (under certain lake level conditions), a plan to limit per capita water use and a requirement to report on collaborative conservation efforts. These conditions are currently effective on the City's amended water appropriation permit.

After this ruling, the City joined with the DNR in filing a motion to amend the findings and conclusions of law, and requested a stay in the order pending completion of the appeal process. This motion was heard on January 26, 2018, but Judge Marrinan has yet to rule on the motion for a stay.

In the meantime, the City Council adopted a resolution during its March 13, 2018 Council meeting authorizing the Mayor to file for a contested case hearing on the amendments with the DNR Commissioner stating the City's objections to the amendments. That letter was mailed to the DNR on March 19, 2018. With this action, the amendments to the City's permit are not effective until a contested case hearing can be conducted.

In addition to these actions by the City and DNR, bills have been introduced in both the MN House and MN Senate that would restrict DNR enforcement of the court ordered amendments. This would apply to the water appropriations permits for all of the affected Cities. Staff has prepared a resolution of support for both of these bills for the City Council's consideration.

RECOMMENDED COUNCIL ACTION

Staff recommends Council adopt the attached resolution of support.

ATTACHMENTS

Resolution

RESOLUTION NO.

**RESOLUTION IN SUPPORT OF BILL S.F. NO. 3573 AND H.F. NO. 4003
REGARDING ENFORCEMENT OF GROUNDWATER APPROPRIATION PERMITS IN
THE CITY OF WHITE BEAR LAKE**

WHEREAS, the Department of Natural Resources (DNR) was court ordered to amend the City of White Bear Lake's water appropriation permit, and

WHEREAS, restrictions require a plan to convert to a surface water source, a plan to enforce a residential irrigation ban, a plan to limit per capita water use and a requirement to report on collaborative conservation efforts, and

WHEREAS, after this ruling, the City joined with the DNR in filing a motion to amend the findings and conclusions of law as well as a motion to stay the ruling until the appeal process is exhausted, and

WHEREAS, the District Court Judge has yet to rule on that motion for a stay; and

WHEREAS, bills have been introduced in both the MN House and MN Senate that would restrict the DNR's enforcement of the court ordered amendments; and

WHEREAS, if these bills pass the MN House and Senate they would nullify the District Court Judge's ruling until the appeal process is exhausted.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of White Bear Lake supports SF No. 3573 and H.F. No. 4003.

BE IT FURTHER RESOLVED, that the City Clerk is hereby directed to forward copies of this resolution of support to House and Senate representatives.

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

Ayes:
Nays:
Passed:

Jo Emerson, Mayor

ATTEST:

Kara Coustry, City Clerk



City of White Bear Lake
City Manager's Office

MEMORANDUM

To: Ellen Richter, City Manager
From: Kara Coustry, City Clerk
Date: March 8, 2018
Subject: Acceptance of federal passport fee increase

BACKGROUND / SUMMARY

The U.S. Department of State will be increasing the passport processing fee from \$25.00 to \$35.00 effective April 2, 2018. When the City adopted the annual fee schedule for 2018, the passport processing fee was set to \$25.00. To recover the additional cost of processing passports for the federal government, the City will need to increase the passport processing fee from \$25.00 to \$35.00 effective April 2, 2018.

RECOMMENDED COUNCIL ACTION

Staff recommends that the City Council adopt the attached resolution which increases the passport processing fee from \$25.00 to \$35.00 effective April 2, 2018.

ATTACHMENTS

Resolution

RESOLUTION NO.

A RESOLUTION ACCEPTING THE FEDERAL PASSPORT FEE INCREASE

WHEREAS, The U.S. Department of State will increase its passport processing fee from \$25.00 to \$35.00 effective April 2, 2018, and;

WHEREAS, The City of White Bear Lake is a passport processing facility, which forwards a portion of collected fees to the federal government, and;

WHEREAS, The City of White Bear Lake had already adopted its fee schedule for 2018 setting its passport processing fee at \$25.00, and;

WHEREAS, The City of White Bear Lake desires recovery of the full passport processing fee.

NOW THEREFORE, BE IT RESOLVED that the White Bear Lake City Council approves an increase to the passport processing fee from \$25.00 to \$35.00 effective April 2, 2018.

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

Ayes:
Nays:
Passed:

Jo Emerson, Mayor

ATTEST:

Kara Coustry, City Clerk



City of White Bear Lake
City Engineer's Office

MEMORANDUM

To: Ellen Richter, City Manager
From: Mark Burch, City Engineer
Date: March 21, 2018
Subject: **Ordering 2017 Annual Public Meeting and Annual Report on the City's Storm Water Pollution Prevention Program (SWPPP)**

BACKGROUND / SUMMARY

The City of White Bear Lake maintains a Storm Water Pollution Prevention Program (SWPPP) which is required by the Minnesota Pollution Control Agency (MPCA) for its General Storm Water Permit for Municipal Separate Storm Sewer Systems (MS4s). The goal of the City of White Bear Lake's SWPPP is to improve the quality of the storm water runoff discharged from the City's storm sewer system. The City's SWPPP describes how the City proposes to accomplish improved storm water quality through implementation of six Minimum Control Measures (MCM) that are required by the MPCA.

The six MCM's included in the City's program are:

1. Public education and outreach
2. Public participation and involvement
3. Illicit discharge detection and elimination
4. Construction site storm water runoff controls
5. Post construction storm water management
6. Pollution prevention/good housekeeping for municipal operations

The City is implementing Best Management Practices (BMPs) to support each of the MCM's and annually reviews the plan and the BMPs employed to ensure they are meeting the goals set forth in the SWPPP.

The Engineering Department is preparing the City's 2017 Annual Report on our SWPPP and the City Council is being requested to schedule a public meeting to be held on April 24, 2018. Although the public meeting is no longer a specific requirement of the MS4 Permit, we feel it is still a valuable forum for staff to educate the City Council and the public about our SWPPP and allow feedback on it. At the public meeting we will present an overview of the City's SWPPP and activities that were accomplished in 2017 which support the six MCM's. After the public meeting, the Engineering Department will prepare the final annual report and submit it to the MPCA.

RECOMMENDED COUNCIL ACTION

Staff recommends the City Council order a public meeting on the City's SWPPP to be held at the regular City Council meeting on April 24, 2018. If the Council adopts the resolution, the Engineering Department will prepare the required advertisements and prepare a draft 2017 Annual Report for discussion at the April 24th public meeting.

ATTACHMENTS

Resolution

RESOLUTION NO.: _____

**RESOLUTION ORDERING A PUBLIC MEETING TO BE HELD ON
APRIL 24, 2018 TO DISCUSS THE CITY OF WHITE BEAR LAKE'S
STORM WATER POLLUTION PREVENTION PROGRAM (SWPPP)**

WHEREAS, the City of White Bear Lake adopted a Storm Water Pollution Prevention Program (SWPPP) in March, 2003 to comply with the Minnesota Pollution Control Agency requirements for obtaining a General Storm Water Permit for Municipal Separate Storm Sewer Systems; and

WHEREAS, the permit was updated and renewed on October 22, 2008; and

WHEREAS, the permit was updated and renewed on April 3, 2014; and

WHEREAS, the City of White Bear Lake desires to hold an annual public meeting to review the Storm Water Pollution Prevention Program, the status of compliance with permit conditions, the appropriateness of the Best Management Practices listed in the Storm Water Pollution Prevention Program and the City's progress towards achieving the measurable goals included in the program.

NOW, THEREFORE, BE IT RESOLVED, that

1. The City Council of White Bear Lake hereby orders a public meeting be held at the regular City Council meeting on April 24, 2018 to review the City's Storm Water Pollution Prevention Program and receive public comments on the program.
2. The comments received at the public meeting will be recorded and considered as the City prepares its 2017 annual report to the Minnesota Pollution Control Agency on its Storm Water Pollution Prevention Program.

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
City Manager's Office

MEMORANDUM

To: Ellen Richter, City Manager

From: Kara Coustry, City Clerk

Date: March 21, 2018

Subject: **On-sale wine, 3.2 and Sunday liquor licenses at The Good Table Restaurant Group dba Burger Bar**

BACKGROUND/SUMMARY

The City received an application from Leonard and Benjamin Pratt on behalf of The Good Table Restaurant Group II, LLC dba Burger Bar for an on-sale wine, 3.2 liquor and Sunday liquor licenses on the premises located at 2125 4th Street, White Bear Lake, MN. The Police Department completed a financial and criminal background check related to the application and found nothing that precludes approval of the requested liquor licenses. The required liquor liability insurance certificate has been submitted and the full application is on file for review.

It is anticipated that the Burger Bar will be opening middle to end of April, subject to equipment delivery and installation.

RECOMMENDED COUNCIL ACTION

Staff recommends approval of the attached resolution for on-sale wine, 3.2 and Sunday liquor licenses as no concerns were identified through the application process and all license requirements have been met.

ATTACHMENTS

Resolution

RESOLUTION NO.

**RESOLUTION AUTHORIZING ON-SALE 3.2, WINE AND SUNDAY LIQUOR LICENSES
FOR THE GOOD TABLE RESTAURANT GROUP II, LLC DBA BURGER BAR**

WHEREAS, the City of White Bear Lake received an application from Leonard and Benjamin Pratt for On-Sale 3.2 Wine and Sunday Liquor Licenses for The Good Table Restaurant Group II, LLC dba Burger Bar; and

WHEREAS, The Good Table Restaurant Group submitted the required insurance and satisfied the financial and criminal background investigation for which the Police Department found nothing adverse that would preclude approval of these licenses; and

WHEREAS, the approval of any liquor licenses would be valid through the normal business cycle, effective April 1, 2018 through the end of the business cycle on March 31, 2019.

NOW, THEREFORE, BE IT RESOLVED that the White Bear Lake City Council approves the issuance of On-Sale 3.2, Wine and Sunday Liquor Licenses as follows:

The Good Table Restaurant Group II, LLC
Burger Bar
2125 4th Street
White Bear Lake, MN 55110

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

Ayes:
Nays:
Passed:

Jo Emerson, Mayor

ATTEST:

Kara Coustry, City Clerk



City of White Bear Lake
City Manager's Office

MEMORANDUM

To: Ellen Richter, City Manager
From: Kara Coustry, City Clerk
Date: March 21, 2018
Subject: **Off Sale Liquor License – The Cellars Wines & Spirits of White Bear Lake**

BACKGROUND / SUMMARY

The Cellars Wines & Spirits of White Bear Lake is current licensed for off-sale liquor under Theodore Reeck. The city received an application from the new owner, Chad Robert Moe, for an off-sale liquor license at:

The Cellars Wines & Spirits of White Bear Lake
dba The Cellars Wines & Spirits
2675 County Road E
White Bear Lake, MN 55110

The Police Department completed a background investigation on the new owner, Chad Robert Moe, and found nothing that would preclude issuance of the off sale liquor license. The full application is on file in the City Manager's office.

RECOMMENDED COUNCIL ACTION

Staff recommends approval of the off-sale liquor license to Chad Robert Moe at The Cellars Wines and Spirits of White Bear Lake.

ATTACHMENTS

Resolution

RESOLUTION NO.

**RESOLUTION APPROVING AN OFF-SALE LIQUOR LICENSE TO
TO THE CELLARS WINES & SPIRITS OF WHITE BEAR LAKE
UNDER THE NEW OWNERSHIP OF CHAD ROBERT MOE**

WHEREAS, the City of White Bear Lake received an application for an off-sale liquor license from Chad Robert Moe on behalf of The Cellars Wines & Spirits of White Bear Lake, dba The Cellars Wines & Spirits; and

WHEREAS the off-sale liquor license is located at 2675 County Road E, White Bear Lake, MN; and

WHEREAS the trade name for the establishment is The Cellars Wines and Spirits under new ownership of Chad Robert Moe; and

WHEREAS the Police Department completed a background investigation and found nothing adverse that would preclude approval of the off-sale liquor license; and

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of White Bear Lake approves issuance of an off-sale liquor license effective April 1, 2018 – March 31, 2019 as follows:

Chad Robert Moe, owner
The Cellars Wines & Spirits of White Bear Lake
dba The Cellars Wines & Spirits
2675 Country Road E
White Bear Lake, MN 55110

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

Ayes:
Nays:
Passed:

Jo Emerson, Mayor

Kara Coustry, City Clerk