



AGENDA
REGULAR MEETING OF THE CITY COUNCIL OF
THE CITY OF WHITE BEAR LAKE, MINNESOTA
TUESDAY, MAY 28, 2019
7:00 P.M. IN THE COUNCIL CHAMBERS

1. CALL TO ORDER AND ROLL CALL

PLEDGE OF ALLEGIANCE

2. APPROVAL OF MINUTES

A. Minutes of the Regular City Council Meeting on May 14, 2019

3. APPROVAL OF THE AGENDA

4. VISITORS AND PRESENTATIONS

A. Environmental Club – Video Contest

5. PUBLIC HEARINGS

6. LAND USE

Nothing scheduled

7. UNFINISHED BUSINESS

Nothing scheduled

8. ORDINANCES

Nothing scheduled

9. NEW BUSINESS

A. Resolution to approve the sale of General Obligation Bonds for 2019 Street Improvement Projects

B. Resolution accepting a donation from the White Bear Lake Lions Club

C. Resolution to approve an electrical transformer to service Brick House Restaurant

10. HOUSING AND REDEVELOPMENT ASSOCIATION

A. Call to Order/Roll Call

B. Approval of the Agenda

C. Approval of the Minutes of the May 14, 2019 HRA Meeting

D. Resolution approving amended language to the County Road E Revolving Loan and Grant Program

E. Adjournment

11. CONSENT

A. Acceptance of April Minutes of the Environmental Advisory Commission

B. Resolution authorizing an amendment to the Vadnais Lake Area Water Management Organization (VLAWMO) Joint Powers Agreement (JPA)

C. Resolution authorizing replacement of a fire sprinkler head at Pioneer Manor

12. DISCUSSION

13. COMMUNICATIONS FROM THE CITY MANAGER

14. ADJOURNMENT



**MINUTES
REGULAR MEETING OF THE CITY COUNCIL
OF THE CITY OF WHITE BEAR LAKE, MINNESOTA
TUESDAY, MAY 14, 2019
7:00 P.M. IN THE COUNCIL CHAMBERS**

1. CALL TO ORDER AND ROLL CALL

Chair Kevin Edberg called the meeting to order at 7:02 p.m. Councilmembers Doug Biehn, Dan Jones, Steven Engstran and Bill Walsh (arriving 7:04 p.m.) were present. Mayor Emerson was an excused absence. Staff members present were City Manager Ellen Hiniker, Community Development Director Anne Kane, Finance Director Kerri Kindsvater, City Engineer Paul Kauppi, City Clerk Kara Coustry and City Attorney Troy Gilchrist.

PLEDGE OF ALLEGIANCE

2. APPROVAL OF MINUTES

A. Minutes of the Regular City Council Meeting on April 23, 2019

It was moved by Councilmember **Engstran** seconded by Councilmember **Biehn**, to approve the Minutes of the Regular City Council Meeting on April 23, 2019.

Motion carried unanimously.

3. APPROVAL OF THE AGENDA

Chair Edberg moved 11C to 9A, thereby advancing all other New Business agenda items forward one.

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

Motion carried unanimously.

4. VISITORS AND PRESENTATIONS

A. Brad Falteysek – 2018 Audit Report

Brad Falteysek, the City's Auditor from Abdo, Eick & Meyers, presented the City's Audit report whereby a clean, unmodified opinion was issued. He noted one internal control finding as a result of a prior period adjustment made to an interfund loan account that was not set up properly in 2016. He also noted one legal compliance finding in which three invoices were not paid within 35 days as required by state statute. He added that this is not an uncommon finding for City's.

Mr. Falteysek reported on the City's General Fund, its revenues, expenditures and fund balance of 33.3%, very close to the recommended 35-50% balance. He noted the slight increase in revenues was due primarily to inflation. He reported cash balances below the

auditor's recommended target balances in the water, sewer, refuse, ambulance and License Bureau funds.

As reported in prior years, Mr. Falteysek noted the City's tax rate, tax per capita, debt per capita and debt service rates are much lower than the City's peers.

In response to Councilmember Biehn, Mr. Falteysek clarified that cash balance targets in the Enterprise Funds are recommendations of Abdo Eick & Meyers. Mr. Falteysek also clarified for Councilmember Edberg that the General Accounting Standards Board (GASB) accounting standards only required the City to set fund balance goals for the General Fund.

Councilmember Edberg noted the License Bureau Fund account balance has declined significantly and asked for the auditor's perspective. Mr. Falteysek stated he uses White Bear Lake's License Bureau as an example to others because of its ability to transfer funds to support other funds at the end of the year. There was additional discussion related to the impact of MNLARS and Real ID to operations.

Councilmember Edberg thanked Mr. Falteysek and Finance Director Kindsvater for their work on the audit report.

5. PUBLIC HEARINGS

Nothing scheduled

6. LAND USE

A. Consent

1. Consideration of a Planning Commission recommendation for approval of a request by Keith Hisdahl for a Planned Unit Development located at 1966 & 1978 Highway 96. (Case No. 19-3-PUD). **Resolution No. 12391**
2. Consideration of a Planning Commission recommendation for approval of a request by Grant Raykowski variances to demolish the existing detached garage and reconstruct with a larger structure at 2503 Manitou Island. (Case No. 19-2-V). **Resolution No. 12392**
3. Consideration of a Planning Commission recommendation for approval of a request by Joe Braman for setback variances to install an above ground pool at 1860 Clarence Street. (Case No. 19-3-V). **Resolution No. 12393**

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

B. Non-Consent

1. Consideration of a Planning Commission recommendation for approval of a request by Mark and Nancy Moe for a Conditional Use Permit for a home accessory apartment at 2524 Crestline Drive. (Case No. 19-2-CUP)

Community Development Director Kane stated the subject site, 2524 Crestline Drive, is on the south side of Crestline Drive, east of Bellaire, and along the

northern shore of Heiner's Pond. The property and surrounding properties are zoned R-3 – Single Family residential and S – Shoreland overlay district. The lot is 25,000 square feet and has a single family home with a two-car garage.

Ms. Kane explained the applicants, Nancy and Mark Moe, are proposing to provide an accessory unit in the basement. Consequently, they are requesting a conditional use permit for a home accessory apartment. The accessory apartment is 830 square feet with 38% of the habitable living area, which complies with code size requirements. Ms. Kane added the entrance to this unit is around the back of the house facing the pond, and completely unseen from the street, which also complies with the code.

Ms. Kane reported that the code requires enough off street parking for all vehicles parked at the residence. The two-car garage and equally sized driveway, with a parking tab along the west side, provide ample parking for a number of vehicles. She added that parking was the concern addressed by two neighbors in this case.

Ms. Kane stated the code requires all accessory apartments cease upon transfer of title unless reissued by the City Council. If the applicant sells the home, the new owner will need to reapply to utilize the accessory unit. Further, should the applicants wish to rent the accessory apartment to someone other than a family member, a rental license will be required.

Ms. Kane summarized that the proposal meets the City's accessory apartment standards and the Conditional Use Permit is consistent with the Comprehensive Plan. She forwarded the Planning Commission's unanimous recommendation to approve the request, subject to the conditions listed in the resolution.

Nancy Moe, the applicant, noted that trends for new construction included home health care worker suites, which provide the ability for homeowners to age in place. She also noted a shortage of places to live in White Bear Lake.

It was moved by Councilmember **Jones** seconded by Councilmember **Biehn** to approve **Resolution No. 12394** for a request by Mark and Nancy Moe for a Conditional Use Permit for a home accessory apartment at 2524 Crestline Drive. (Case No. 19-2-CUP).

On a related topic, Councilmember Edberg asked Ms. Kane her thoughts about Airbnb's in White Bear Lake. Ms. Kane reported some teachers rent their homes over the summer and online today there were only a couple locations listed within the City's limits. Ms. Kane expressed an interest in providing regulation, noting this could be done next year when the Comprehensive Plan is reflected in the City's Zoning code.

Motion carried unanimously.

7. UNFINISHED BUSINESS

Nothing scheduled

8. ORDINANCES

A. First Reading of an Ordinance Amendment for Shafer Richardson Project Rezoning

Community Development Director Kane reported the subject site is 4.6 acres in size and is comprised of five lots located at the northwest corner of County Road E and Linden Avenue. Four of the five parcels are currently zoned B-4 – General Business. The fifth parcel – the easternmost parcel - is split-zoned: B-4 on the south three-fourths of the lot and R-6 – Medium Density Residential on the northern one-fourth.

She explained that Schafer Richardson is proposing to rezone all five parcels to R-7 - High Density Residential for the purpose of constructing a 4-story market-rate apartment building. Because the site has already been reguided to “High Density Residential”, it logically follows to approve a zoning district that corresponds to the future 2030 land use designation.

Ms. Kane stated the subject site is an appropriate location for the higher density, transit-oriented type development due to its access to a roadway designated as a minor expander under County jurisdiction. It is also close to the planned Bruce Vento Regional Trail extension and more importantly, the Rush Line Bus Rapid Transit corridor.

Ms. Kane forwarded a Planning Commission recommendation to approve the proposed rezoning. Regardless of the Schafer Richardson proposal, R-7 zoning is the most appropriate zoning district for the subject site until the creation of a Transit Oriented Development district.

Councilmember Walsh asked whether Ramsey County had approved turning in from County Road E and Ms. Kane confirmed they will allow right-in and right-out access.

9. NEW BUSINESS

A. Resolution denying massage therapy establishment license

Ms. Hiniker reported on staff’s recommendation for denial of a massage therapist business license for Lee Anderson and his wife Sara Wang-Anderson (Applicants) at 1979 Whitaker Avenue. She explained the Applicants received a building permit to renovate the location in February and licensing staff reached out to Mr. Anderson after becoming aware of the proposed business and notified them of the City’s license requirements for massage. The Applicants submitted a business application for Vita Day Spa on April 12.

Lee Anderson of 5526 Utah Ave. N., New Hope, MN explained there have been misunderstandings. He mistakenly put the wrong date for his wife’s birthday on the application. He also admitted to allowing a therapist to work without a massage license at Vita Day Spa in Shoreview because it was taking too long for the license approval.

Mr. Anderson explained that Vita Day Spa is more than just a massage establishment. He noted they have received state salon licensing and passed state and city inspections at the location.

Regarding advertisement of the business on rubmap.com, Mr. Anderson explained that as soon as he learned about his wife placing an advertisement on this website, he contacted them to be removed from the site. He stated the website is from New Zealand and has not been responsive to his request for removal of their business.

Related to the Plymouth Police report stating that Mr. Anderson recanted his statement that an unlicensed massage therapist ever worked at Vita Day Spa in Shoreview, Mr. Anderson explained it was difficult to understand the name of the therapist they were asking about because he was driving and talking hands-free at the time the police called. He did not recognize the employee's name and stated she did not work there. He later realized they were calling about one of his employees, at which time he called them back and confirmed her employment at his Shoreview location.

At Councilmember Edberg's request, City Attorney Gilchrist provided his perspective, stating the Council may choose to accept staff's recommendation for denial, or vote to approve the massage establishment license. Mr. Gilchrist pointed to three primary issues: incorrect information on the application (date of birth); history of violations of health and public safety ordinances (unlicensed massage practitioner); display or depiction of advertisements suggesting illegal services are available at the establishment (advertisement on rubmap.com). Mr. Gilchrist pointed out these reasons have been cited in previous applications as basis for denial.

Councilmember Jones spoke to the underlying issues related to massage therapy businesses, the need for cities to tighten ordinance provisions and the importance of accuracy on the application. He expressed concern for the Applicants' significant investment in this location prior to applying for licensure. Councilmember Jones expressed the strongest concern for the statement Mr. Anderson made that business was slow and that is why the advertisement was placed on rubmap.com. He appreciated the Applicants showed up to speak on behalf of the application, but with these issues, he would be hard-pressed to explain to constituents that this is a reputable business.

Councilmember Edberg reviewed the City's options with the City Attorney and received clarification that applicants may reapply for the same license again in one year. City Attorney Gilchrist stated the Council may vote either to approve or deny the license. If the Council votes to approve the license, Mr. Gilchrist recommended Council give direction to prepare a resolution of approval with appropriate findings to support that decision.

It was moved by Councilmember **Walsh**, seconded by Councilmember **Jones**, to approve **Resolution No. 12399** denying a massage therapy establishment license.

Councilmember Walsh stated that businesses are welcome in White Bear Lake, but the potential for exploitation and sex trafficking in the massage business commands a higher level of scrutiny over these licenses. He noted his consistency with applying higher standards to massage therapist applications, with little tolerance for issues and flags such as in this case. While he appreciated Mr. Anderson explaining these issues to the Council, he was not compelled to overturn staff's recommendation for denial based on findings from the background investigation.

Councilmember Biehn appreciated the applicant coming forward, but he shared the concerns others have expressed. He stated that because the applicant came forward today, he would be much more open to reconsidering license approval should the

applicants reapply after a year. Because of the reasons listed, he could not support the granting of a license at this time.

Motion carried unanimously.

B. Resolution authorizing 4th and Otter Lake Road property acquisition

City Engineer Kauppi reported on an opportunity to acquire a remnant parcel at the intersection of 4th and Otter Lake Road. Vadnais Lake Area Management Organization (VLAWMO) originally looked to acquire this property from Desoto Associates about purchasing the site for stormwater management improvements.

Mr. Kauppi explained that it made the most sense for the City to own the property with drainage and utility easements for VLAWMO's purposes. Although there are no plans currently, the City has an interest in this property for future intersection alignment improvements. As such, Mr. Kauppi forwarded staff's recommendation to accept the donated property from Desoto Associates LLC and approve the issuance of a drainage and utility easement for VLAWMO to make its improvements.

It was moved by Councilmember **Biehn**, seconded by Councilmember **Engstran**, to approve **Resolution No. 12395** authorizing 4th and Otter Lake Road property acquisition.

Councilmember Walsh noted the tax loss of \$172 a year.

Motion carried unanimously.

C. Resolution authorizing 2018 budgeted expenditures to be carried over to 2019

Finance Director Kindsvater reported that a fire truck approved for purchase in 2018, was not able to be assembled until 2019. She also noted a few miscellaneous projects budgeted in 2018 that staff was unable to achieve prior to year-end. Ms. Kindsvater stated these are capital improvement projects staff would still like to accomplish and asked for Council's approval to carry forward these previously approved items into 2019.

It was moved by Councilmember **Biehn**, seconded by Councilmember **Jones**, to approve **Resolution No. 12396** authorizing 2018 budgeted expenditures to be carried over to 2019.

Motion carried unanimously.

D. Resolution authorizing re-conveyance of property to the State of Minnesota

Community Development Director Kane reported the subject property is part of the larger Lakewood Village subdivision platted in 1978. In 1995, the parcel was tax forfeited back to the State of Minnesota through Ramsey County. Ms. Kane stated in 1999 the City requested the ability to use this parcel for a public purpose – “public open space, drainage purposes and/or park purposes”. Then in 2005, the City applied for a revised Use Deed through Ramsey County indicating the property would be used for “Storm water treatment area”.

Ms. Kane explained that Mr. Bruggeman is under contract to purchase the adjacent property to the east to develop a small office building. He inquired about purchasing the land to enable a larger project to be built. After discussing the matter with Ramsey County, staff learned that unless the City is using Outlot C in compliance with the 2005 Amended Use Deed for storm water detention, the property must be conveyed back to Ramsey County. The Engineering Department evaluated the parcel's potential to provide storm water treatment for a broader area and concluded, given its location, would only benefit itself and the adjacent property to the east.

Ms. Kane reported that once the use of the parcel is conveyed back to the state, Ramsey County will determine if it is buildable and if so, it will go through the County's public auction process for tax-forfeited properties. If it is deemed un-buildable, the adjoining property owner would be eligible to purchase the property. In either scenario, she said, the opportunity to place this parcel back on the tax rolls would be possible.

It was moved by Councilmember **Engstran**, seconded by Councilmember **Jones**, to approve **Resolution No. 12397** authorizing re-conveyance of property to the State of Minnesota.

Motion carried unanimously.

E. Resolution appointing Jim Rathburn as Administrative Hearing Officer

City Manager Hiniker reported that Mr. Rathburn is an active member in the community, has a law degree and experience in both law and in business. She forwarded staff's recommendation for his appointment as the Administrative Hearing Officer for the City of White Bear Lake.

It was moved by Councilmember **Jones**, seconded by Councilmember **Biehn**, to approve **Resolution No. 12398** appointing Jim Rathburn as Administrative Hearing Officer.

Motion carried unanimously.

Chair Edberg recessed the City Council meeting at 8:34 p.m.

10. HOUSING AND REDEVELOPMENT AUTHORITY

Refer to the HRA Minutes for an account of the following:

- A. Call to Order/Roll Call
- B. Approval of the Agenda
- C. Approval of the Minutes of the January 8, 2019 HRA Meeting
- D. Resolution authorizing a Request for Proposals to solicit proposals for a Comprehensive Housing Needs Assessment
- E. Adjournment

Chair Edberg reconvened the City Council meeting at 8:41 p.m.

11. CONSENT

- A. Acceptance of Planning Commission meeting minutes from April 29, 2019

B. Acceptance of Park Commission meeting minutes from March 21, 2019

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

Motion carried unanimously.

Chair Edberg excused Member Walsh from the City Council meeting at 8:42 p.m.

12. DISCUSSION

A. Emerald Ash Borer Management program

City Manager Hiniker referenced three (3) financial scenarios provided in the Council's packet related to the City's ash tree program. Ms. Hiniker highlighted risks with a prolonged tree care program should the insects become resistant to treatment. She noted that treatment plans may range from \$2 – \$6 million over the long term.

City Engineer Kauppi stated the tree care program was reviewed in light of a possible opportunity for tree replacement out of the Water Gremlin settlement, through the tree trust. He estimated 500 trees would be slotted for replacement in White Bear Lake. Mr. Kauppi explained there is an opportunity to replace more ash trees earlier in the process through this tree trust. The city would have upfront costs for tree removal and stump grinding (approximately \$800/tree). He estimated \$200,000 would be saved through the free tree trust program.

Mr. Kauppi noted Emerald Ash Borer continues to be discussed at the legislative level so there may be additional opportunity for future funding to deal with this problem. He referenced \$25,000 in the budget and \$70,000 in remaining kick-start funding for the ash tree program.

Councilmember Jones questioned the City's policy of tackling park trees before boulevard trees. Mr. Kauppi agreed there were many policy questions. He mentioned the park trees are the City's responsibility while the boulevard trees are those of the homeowner, but this is an epidemic and perhaps management of ash trees in boulevards should taken by the City.

Ms. Hiniker pointed out that the boulevard trees were included in the assumptions presented to Council in the scenarios. Mr. Kauppi stated that all inventoried ash trees were included in the scenarios; however, many are potentially small enough in diameter for City staff to remove, time permitting. He mentioned that stump grinding and tree replacement would be still need to be outsourced.

Councilmember Edberg mentioned that now with a better understanding of the long-term implications of the ash tree program, it would be useful to have a future discussion about the value of these trees to the community.

In response to Councilmember Edberg, Ms. Hiniker noted the budget has been set this year, but staff had been looking at a 15-year program with treatment continuing every three years. She reported a shift of thinking that tree replacement should be more deliberate on a yearly basis. She added the opportunity to partner with this tree trust

program does drive the timeline for discussion and more numbers will be relayed when they become available.

13. COMMUNICATIONS FROM THE CITY MANAGER

- Lions Club contributed \$3,200 from gambling to the Fire Department for equipment at the south Fire Department.
- Lions Club will be hosting a Public Safety Appreciation grill-out at the south Fire Station at 5:30 p.m. on May 23.
- Law Enforcement Memorial is Thursday, May 16 in Mounds View mid-day.
- Work Session next Tuesday, May 21 to review the long-range capital improvement plan at 6:00 p.m. The October work session will revisit the CIP
- Councilmember Jones mentioned Thursday, May 16 is Touch-a-Truck Day (5:00 p.m.)
- Updates from the City Engineer/Public Works Director Kauppi
 - Thank you to volunteers and staff who supported Arbor Day, Sat. May 4 and the City's designation as Tree City USA.
 - The Water Treatment Plant is down for annual maintenance. The auger and gearbox components need to be replaced, but the plant is expected to be back online by the end of this week.
 - Annual spring hydrant flushing is tentatively planned for Monday, May 20.
- Update from the Community Development Director Kane
 - Please RSVP for the Metropolitan Council Chair representative who will be hosting a meet and greet at Boatworks Commons on Wednesday, May 29 at noon. Others in attendance will be members from the Economic Development Corporation, the Chamber of Commerce, School District, Ramsey County and other Metropolitan Council staff.

14. ADJOURNMENT

There being no further business before the Council, it was moved by Councilmember **Jones** seconded by Councilmember **Engstran** to adjourn the regular meeting at 9:17 p.m.

Kevin Edberg, Chair

ATTEST:

Kara Coustry, City Clerk



City of White Bear Lake
Finance Department

MEMORANDUM

To: Ellen Richter, City Manager

From: Kerri Kindsvater, Finance Director

Date: May 21, 2019

Subject: **Authorizing approximately \$2.1 Million General Obligation Bond Sale – 2019A for the Annual Street Improvement Projects**

BACKGROUND

The City Council awarded contracts for the annual street reconstruction and mill and overlay street maintenance projects at the April 4, 2019 meeting. In preparation for these contract awards, financial summaries presented to Council in previous meetings included long term funding support through bond issuance and property owner special assessments for both projects.

City staff has been working with Ehlers, Inc. to determine the funding needs and the bond structure based on project costs and projected special assessment data.

FINANCING OBLIGATION

The pre-sale report prepared by Ehlers, Inc. anticipates an annual bond payment obligation of approximately \$139,000 over the 20-year bond life of the \$2,100,000 issue. The following resources will fund the annual debt obligation:

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| City Tax Levy | \$ 85,000 |
| Special Assessments to Property Owners | <u>54,000</u> |
| Total Estimated Annual Payment | <u>\$139,000</u> |

Any shortfall in the payment projections would require an increase in City's commitment to ensure the debt obligation is satisfied.

RECOMMENDED COUNCIL ACTION

Staff recommends the Council adopt the resolution authorizing Ehlers to assist in the bond sale, establishing June 25, 2019 as the meeting for considering the bond sale proposal, setting June 25, 2019 as the date for awarding the bond sale, and authorizing Ehlers and City staff to participate in preparation of an official statement for the bonds.

ATTACHMENTS

Resolution providing for the sale of \$2,100,000 General Obligation Bonds, Series 2019.
Pre-sale report for \$2,100,000 General Obligation Bonds, Series 2019.

RESOLUTION NO.

**RESOLUTION PROVIDING FOR THE SALE OF
APPROXIMATELY \$2,100,000 GENERAL OBLIGATION BONDS, SERIES 2019A**

WHEREAS, the City Council of the City of White Bear Lake, Minnesota has heretofore determined that it is necessary and expedient to issue the City's \$2,100,000 General Obligation Bonds, Series 2019A (the "Bonds"), to finance the 2019 Street Improvement Projects in the City; and

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

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

1. Authorization; Findings. The City Council hereby authorizes Ehlers to assist the City for the sale of the Bonds.
2. Meeting; Proposal Opening. The City Council shall meet at 7:00 P.M. on June 25, 2019, for the purpose of considering proposals for and awarding the sale of the Bonds.
3. Official Statement. In connection with said sale, the officers or employees of the City are hereby authorized to cooperate with Ehlers and participate in the preparation of an official statement for the Bonds and to execute and deliver it on behalf of the City upon its completion.

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

Ayes:

Nays:

Passed:

Jo Emerson, Mayor

ATTEST:

Kara Coustry, City Clerk

May 28, 2019

Pre-Sale Report for

City of White Bear Lake, Minnesota

\$2,100,000 General Obligation Improvement Bonds,
Series 2019A



Prepared by:

Stacie Kvilvang, CIPMA
Senior Municipal Advisor

Shelly Eldridge, CIPMA
Senior Municipal Advisor

Executive Summary of Proposed Debt

| | |
|---------------------|---|
| Proposed Issue: | \$2,100,000 General Obligation Improvement Bonds, Series 2019A |
| Purposes: | <p>The proposed issue includes financing for the 2019 street improvement projects in the City.</p> <p>Debt service will be paid from tax levy and special assessments. The City intends to levy a total of \$937,000 in special assessments to benefitting property owners, of which \$140,550 (15%) is anticipated to be collected in pre-paid assessments (the pre-paid assessments reduced the Bond amount accordingly). The remaining \$796,450 of special assessments will be collected in years 2020 to 2034 for the reconstruction portion and 2020 to 2029 for the mill and overlay portion at a rate of 2% over the True Interest Costs of the Bonds. Annual assessments are paid on an equal principal basis.</p> |
| Authority: | <p>The Bonds are being issued pursuant to Minnesota Statutes, Chapters:</p> <ul style="list-style-type: none"> • 429 • 475 <p>Because the City is assessing at least 20% of the project costs, the Bonds can be a general obligation without a referendum and will not count against the City’s debt limit.</p> <p>The Bonds will be general obligations of the City for which its full faith, credit and taxing powers are pledged.</p> |
| Term/Call Feature: | <p>The Bonds are being issued for a term of 21 years. Principal on the Bonds will be due on February 1 in the years 2021 through 2040. Interest is payable every six months beginning February 1, 2020.</p> <p>The Bonds will be subject to prepayment at the discretion of the City on February 1, 2029 or any date thereafter.</p> |
| Bank Qualification: | <p>Because the City is expecting to issue no more than \$10,000,000 in tax exempt debt during the calendar year, the City will be able to designate the Bonds as “bank qualified” obligations. Bank qualified status broadens the market for the Bonds, which can result in lower interest rates.</p> |
| Rating: | <p>The City’s most recent bond issues were rated by Standard & Poor’s. The current ratings on those bonds are “AA+”. The City will request a new rating for the Bonds.</p> <p>If the winning bidder on the Bonds elects to purchase bond insurance, the rating for the issue may be higher than the City’s bond rating in the event that the bond rating of the insurer is higher than that of the City.</p> |

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| <p>Basis for Recommendation:</p> | <p>Based on our knowledge of the City’s situation, the objectives communicated to us, our advisory relationship as well as characteristics of various municipal financing options, we are recommending the issuance of general obligation bonds as a suitable financing option for the following reasons:</p> <ul style="list-style-type: none"> - This coincides with the City’s past practices to finance this type of project with this type of debt issue. - This is the best viable option available to finance these types of projects under State law. - This is the most overall cost-effective option that still maintains future flexibility for the repayment of debt. |
| <p>Method of Sale/Placement:</p> | <p>We will solicit competitive bids for the purchase of the Bonds from underwriters and banks.</p> <p>We will include an allowance for discount bidding in the terms of the issue. The discount is treated as an interest item and provides the underwriter with all or a portion of their compensation in the transaction.</p> <p>If the Bonds are purchased at a price greater than the minimum bid amount (maximum discount), the unused allowance may be used to reduce your borrowing amount.</p> |
| <p>Premium Pricing:</p> | <p>In some cases, investors in municipal bonds prefer “premium” pricing structures. A premium is achieved when the coupon for any maturity (the interest rate paid by the issuer) exceeds the yield to the investor, resulting in a price paid that is greater than the face value of the bonds. The sum of the amounts paid in excess of face value is considered “reoffering premium.” The underwriter of the bonds will retain a portion of this reoffering premium as their compensation (or “discount”) but will pay the remainder of the premium to the City. The amount of the premium varies, but it is not uncommon to see premiums for new issues in the range of 2.00% to 10.00% of the face amount of the issue. This means that an issuer with a \$2,000,000 offering may receive bids that result in proceeds of \$2,040,000 to \$2,200,000.</p> <p>For this issue of Bonds we have been directed to use the net premium to reduce the size of the issue for the project. The resulting adjustments may slightly change the true interest cost of the issue, either up or down.</p> <p>The amount of premium can be restricted in the bid specifications. Restrictions on premium may result in fewer bids, but may also eliminate large adjustments on the day of sale and unintended impacts with respect to debt service payment. Ehlers will identify appropriate premium restrictions for the Bonds intended to achieve the City’s objectives for this financing.</p> |
| <p>Review of Existing Debt:</p> | <p>We have reviewed all outstanding indebtedness for the City and find that there are no refunding opportunities at this time.</p> <p>We will continue to monitor the market and the call dates for the City’s outstanding debt and will alert you to any future refunding opportunities.</p> |

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| Continuing Disclosure: | Because the City has more than \$10,000,000 in outstanding debt (including this issue) and this issue is over \$1,000,000, the City will be agreeing to provide certain updated Annual Financial Information and its Audited Financial Statement annually, as well as providing notices of the occurrence of certain reportable events to the Municipal Securities Rulemaking Board (the “MSRB”), as required by rules of the Securities and Exchange Commission (SEC). The City is already obligated to provide such reports for its existing bonds, and has contracted with Ehlers to prepare and file the reports. |
| Arbitrage Monitoring: | Because the Bonds tax-exempt obligations, the City must ensure compliance with certain Internal Revenue Service (IRS) rules throughout the life of the issue. These rules apply to all gross proceeds of the issue, including initial bond proceeds and investment earnings in construction, escrow, debt service, and any reserve funds. How issuers spend bond proceeds and how they track interest earnings on funds (arbitrage/yield restriction compliance) are common subjects of IRS inquiries. Your specific responsibilities will be detailed in the Tax Certificate prepared by your Bond Attorney and provided at closing. You have retained Ehlers to assist you with compliance with these rules. |
| Investment of and Accounting for Proceeds: | In order to more efficiently segregate funds for this project and maximize interest earnings, we recommend using an investment advisor, to assist with the investment of bond proceeds until they are needed to pay project costs. Ehlers Investment Partners, a subsidiary of Ehlers and registered investment advisor, will discuss an appropriate investment strategy with the City. |
| Risk Factors: | Special Assessments: We have assumed \$140,550 in pre-paid special assessments. If the City receives a significant amount of additional pre-paid assessments or does not levy the assessments as scheduled, it may need to increase the levy portion of the debt service to make up for lower interest earnings than the expected assessment interest rate. |
| Other Service Providers: | <p>This debt issuance will require the engagement of other public finance service providers. This section identifies those other service providers, so Ehlers can coordinate their engagement on your behalf. Where you have previously used a particular firm to provide a service, we have assumed that you will continue that relationship. For services you have not previously required, we have identified a service provider. Fees charged by these service providers will be paid from proceeds of the obligation, unless you notify us that you wish to pay them from other sources. Our pre-sale bond sizing includes a good faith estimate of these fees, but the final fees may vary. If you have any questions pertaining to the identified service providers or their role, or if you would like to use a different service provider for any of the listed services please contact us.</p> <p>Bond Counsel: Kennedy & Graven, Chartered</p> <p>Paying Agent: Bond Trust Services Corporation</p> <p>Rating Agency: S&P Global Ratings (S&P)</p> |

| | |
|-----------------|--|
| Summary: | <p>The decisions to be made by the City Council are as follows:</p> <ul style="list-style-type: none"> • Accept or modify the finance assumptions described in this report • Adopt the resolution attached to this report. |
|-----------------|--|

This presale report summarizes our understanding of the City’s objectives for the structure and terms of this financing as of this date. As additional facts become known or capital markets conditions change, we may need to modify the structure and/or terms of this financing to achieve results consistent with the City’s objectives.

Proposed Debt Issuance Schedule

| | |
|--|-----------------------|
| Pre-Sale Review by City Council: | May 28, 2019 |
| Due Diligence Call to review Official Statement: | Week of June 10, 2019 |
| Distribute Official Statement: | Week of June 10, 2019 |
| Conference with Rating Agency: | Week of June 17, 2019 |
| City Council Meeting to Award Sale of the Bonds: | June 25, 2019 |
| Estimated Closing Date: | July 18, 2019 |

Attachments

- Estimated Sources and Uses of Funds
- Estimated Proposed Debt Service Schedule
- Resolution Authorizing Ehlers to Proceed With Bonds Sale

Ehlers Contacts

| | | |
|-------------------------|-----------------|----------------|
| Municipal Advisors: | Shelly Eldridge | (651) 697-8504 |
| | Stacie Kvilvang | (651) 697-8506 |
| Disclosure Coordinator: | Silvia Johnson | (651) 697-8580 |
| Financial Analyst: | Alicia Gage | (651) 697-8551 |

The Preliminary Official Statement for this financing will be sent to the City Council at their home or email address for review prior to the sale date.

City of White Bear Lake, Minnesota

\$2,100,000 General Obligation Improvement Bonds, Series 2019A

Issue Summary - 20 Years

Assumes Current Market BQ AA+ Rates plus 25bps

Total Issue Sources And Uses

Dated 07/01/2019 | Delivered 07/01/2019

| | 19-01/ 19-06 Reconstruction | 19-04/ 19-13/ 19-14 Mill and OL | Issue Summary |
|--|--------------------------------|---------------------------------------|-----------------------|
| Sources Of Funds | | | |
| Par Amount of Bonds | \$1,175,000.00 | \$925,000.00 | \$2,100,000.00 |
| Prepaid Assessments | 95,100.00 | 45,450.00 | 140,550.00 |
| MSA Funds | 679,000.00 | - | 679,000.00 |
| Funds from Reserves or Other Sources | 920,000.00 | - | 920,000.00 |
| Total Sources | \$2,869,100.00 | \$970,450.00 | \$3,839,550.00 |
| Uses Of Funds | | | |
| Total Underwriter's Discount (1.200%) | 14,100.00 | 11,100.00 | 25,200.00 |
| Costs of Issuance | 26,297.62 | 20,702.38 | 47,000.00 |
| Deposit to Capitalized Interest (CIF) Fund | 16,963.33 | 13,377.29 | 30,340.62 |
| Deposit to Project Construction Fund | 2,807,125.00 | 927,706.00 | 3,734,831.00 |
| Rounding Amount | 4,614.05 | (2,435.67) | 2,178.38 |
| Total Uses | \$2,869,100.00 | \$970,450.00 | \$3,839,550.00 |

City of White Bear Lake, Minnesota

\$2,100,000 General Obligation Improvement Bonds, Series 2019A

Issue Summary - 20 Years

Assumes Current Market BQ AA+ Rates plus 25bps

Debt Service Schedule

| Date | Principal | Coupon | Interest | Total P+ | Fiscal Total |
|--------------|-----------------------|----------|---------------------|-----------------------|--------------|
| 07/01/2019 | - | - | - | - | - |
| 02/01/2020 | - | - | 30,340.62 | 30,340.62 | 30,340.62 |
| 08/01/2020 | - | - | 26,006.25 | 26,006.25 | - |
| 02/01/2021 | 130,000.00 | 1.900% | 26,006.25 | 156,006.25 | 182,012.50 |
| 08/01/2021 | - | - | 24,771.25 | 24,771.25 | - |
| 02/01/2022 | 130,000.00 | 1.950% | 24,771.25 | 154,771.25 | 179,542.50 |
| 08/01/2022 | - | - | 23,503.75 | 23,503.75 | - |
| 02/01/2023 | 125,000.00 | 1.950% | 23,503.75 | 148,503.75 | 172,007.50 |
| 08/01/2023 | - | - | 22,285.00 | 22,285.00 | - |
| 02/01/2024 | 125,000.00 | 2.000% | 22,285.00 | 147,285.00 | 169,570.00 |
| 08/01/2024 | - | - | 21,035.00 | 21,035.00 | - |
| 02/01/2025 | 125,000.00 | 2.050% | 21,035.00 | 146,035.00 | 167,070.00 |
| 08/01/2025 | - | - | 19,753.75 | 19,753.75 | - |
| 02/01/2026 | 125,000.00 | 2.150% | 19,753.75 | 144,753.75 | 164,507.50 |
| 08/01/2026 | - | - | 18,410.00 | 18,410.00 | - |
| 02/01/2027 | 120,000.00 | 2.250% | 18,410.00 | 138,410.00 | 156,820.00 |
| 08/01/2027 | - | - | 17,060.00 | 17,060.00 | - |
| 02/01/2028 | 120,000.00 | 2.350% | 17,060.00 | 137,060.00 | 154,120.00 |
| 08/01/2028 | - | - | 15,650.00 | 15,650.00 | - |
| 02/01/2029 | 120,000.00 | 2.450% | 15,650.00 | 135,650.00 | 151,300.00 |
| 08/01/2029 | - | - | 14,180.00 | 14,180.00 | - |
| 02/01/2030 | 120,000.00 | 2.600% | 14,180.00 | 134,180.00 | 148,360.00 |
| 08/01/2030 | - | - | 12,620.00 | 12,620.00 | - |
| 02/01/2031 | 95,000.00 | 2.700% | 12,620.00 | 107,620.00 | 120,240.00 |
| 08/01/2031 | - | - | 11,337.50 | 11,337.50 | - |
| 02/01/2032 | 100,000.00 | 2.750% | 11,337.50 | 111,337.50 | 122,675.00 |
| 08/01/2032 | - | - | 9,962.50 | 9,962.50 | - |
| 02/01/2033 | 100,000.00 | 2.800% | 9,962.50 | 109,962.50 | 119,925.00 |
| 08/01/2033 | - | - | 8,562.50 | 8,562.50 | - |
| 02/01/2034 | 100,000.00 | 2.850% | 8,562.50 | 108,562.50 | 117,125.00 |
| 08/01/2034 | - | - | 7,137.50 | 7,137.50 | - |
| 02/01/2035 | 100,000.00 | 2.950% | 7,137.50 | 107,137.50 | 114,275.00 |
| 08/01/2035 | - | - | 5,662.50 | 5,662.50 | - |
| 02/01/2036 | 65,000.00 | 3.000% | 5,662.50 | 70,662.50 | 76,325.00 |
| 08/01/2036 | - | - | 4,687.50 | 4,687.50 | - |
| 02/01/2037 | 75,000.00 | 3.050% | 4,687.50 | 79,687.50 | 84,375.00 |
| 08/01/2037 | - | - | 3,543.75 | 3,543.75 | - |
| 02/01/2038 | 75,000.00 | 3.100% | 3,543.75 | 78,543.75 | 82,087.50 |
| 08/01/2038 | - | - | 2,381.25 | 2,381.25 | - |
| 02/01/2039 | 75,000.00 | 3.150% | 2,381.25 | 77,381.25 | 79,762.50 |
| 08/01/2039 | - | - | 1,200.00 | 1,200.00 | - |
| 02/01/2040 | 75,000.00 | 3.200% | 1,200.00 | 76,200.00 | 77,400.00 |
| Total | \$2,100,000.00 | - | \$569,840.62 | \$2,669,840.62 | - |

Yield Statistics

| | |
|-----------------------------------|-------------|
| Bond Year Dollars | \$20,980.00 |
| Average Life | 9.990 Years |
| Average Coupon | 2.7161135% |
| Net Interest Cost (NIC) | 2.8362279% |
| True Interest Cost (TIC) | 2.8342060% |
| Bond Yield for Arbitrage Purposes | 2.6912614% |
| All Inclusive Cost (AIC) | 3.1076872% |

IRS Form 8038

| | |
|---------------------------|-------------|
| Net Interest Cost | 2.7161135% |
| Weighted Average Maturity | 9.990 Years |

Series 2019A GO Imp Bonds | Issue Summary | 5/20/2019 | 1:42 PM



City of White Bear Lake, Minnesota

\$2,100,000 General Obligation Improvement Bonds, Series 2019A

Issue Summary - 20 Years

Assumes Current Market BQ AA+ Rates plus 25bps

Detail Costs Of Issuance

Dated 07/01/2019 | Delivered 07/01/2019

COSTS OF ISSUANCE DETAIL

| | |
|-------------------|--------------------|
| Municipal Advisor | \$22,000.00 |
| Bond Counsel | \$12,000.00 |
| Rating Agency Fee | \$12,000.00 |
| Miscellaneous | \$1,000.00 |
| TOTAL | \$47,000.00 |

City of White Bear Lake, Minnesota

\$2,100,000 General Obligation Improvement Bonds, Series 2019A

Issue Summary - 20 Years

Assumes Current Market BQ AA+ Rates plus 25bps

Debt Service Schedule

| Date | Principal | Coupon | Interest | Total P+I | CIF | Net New D/S | 105% of Total | Assessments | Levy/(Surplus) |
|--------------|-----------------------|----------|---------------------|-----------------------|--------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| 02/01/2020 | - | - | 30,340.62 | 30,340.62 | (30,340.62) | - | - | - | - |
| 02/01/2021 | 130,000.00 | 1.900% | 52,012.50 | 182,012.50 | - | 182,012.50 | 191,113.13 | 99,911.27 | 91,201.86 |
| 02/01/2022 | 130,000.00 | 1.950% | 49,542.50 | 179,542.50 | - | 179,542.50 | 188,519.63 | 96,950.55 | 91,569.08 |
| 02/01/2023 | 125,000.00 | 1.950% | 47,007.50 | 172,007.50 | - | 172,007.50 | 180,607.88 | 93,989.83 | 86,618.05 |
| 02/01/2024 | 125,000.00 | 2.000% | 44,570.00 | 169,570.00 | - | 169,570.00 | 178,048.50 | 91,029.11 | 87,019.39 |
| 02/01/2025 | 125,000.00 | 2.050% | 42,070.00 | 167,070.00 | - | 167,070.00 | 175,423.50 | 88,068.39 | 87,355.11 |
| 02/01/2026 | 125,000.00 | 2.150% | 39,507.50 | 164,507.50 | - | 164,507.50 | 172,732.88 | 85,107.67 | 87,625.21 |
| 02/01/2027 | 120,000.00 | 2.250% | 36,820.00 | 156,820.00 | - | 156,820.00 | 164,661.00 | 82,146.95 | 82,514.05 |
| 02/01/2028 | 120,000.00 | 2.350% | 34,120.00 | 154,120.00 | - | 154,120.00 | 161,826.00 | 79,186.23 | 82,639.77 |
| 02/01/2029 | 120,000.00 | 2.450% | 31,300.00 | 151,300.00 | - | 151,300.00 | 158,865.00 | 76,225.51 | 82,639.49 |
| 02/01/2030 | 120,000.00 | 2.600% | 28,360.00 | 148,360.00 | - | 148,360.00 | 155,778.00 | 73,264.79 | 82,513.21 |
| 02/01/2031 | 95,000.00 | 2.700% | 25,240.00 | 120,240.00 | - | 120,240.00 | 126,252.00 | 44,549.06 | 81,702.94 |
| 02/01/2032 | 100,000.00 | 2.750% | 22,675.00 | 122,675.00 | - | 122,675.00 | 128,808.75 | 42,824.58 | 85,984.17 |
| 02/01/2033 | 100,000.00 | 2.800% | 19,925.00 | 119,925.00 | - | 119,925.00 | 125,921.25 | 41,100.10 | 84,821.15 |
| 02/01/2034 | 100,000.00 | 2.850% | 17,125.00 | 117,125.00 | - | 117,125.00 | 122,981.25 | 39,375.62 | 83,605.63 |
| 02/01/2035 | 100,000.00 | 2.950% | 14,275.00 | 114,275.00 | - | 114,275.00 | 119,988.75 | 37,651.14 | 82,337.61 |
| 02/01/2036 | 65,000.00 | 3.000% | 11,325.00 | 76,325.00 | - | 76,325.00 | 80,141.25 | - | 80,141.25 |
| 02/01/2037 | 75,000.00 | 3.050% | 9,375.00 | 84,375.00 | - | 84,375.00 | 88,593.75 | - | 88,593.75 |
| 02/01/2038 | 75,000.00 | 3.100% | 7,087.50 | 82,087.50 | - | 82,087.50 | 86,191.88 | - | 86,191.88 |
| 02/01/2039 | 75,000.00 | 3.150% | 4,762.50 | 79,762.50 | - | 79,762.50 | 83,750.63 | - | 83,750.63 |
| 02/01/2040 | 75,000.00 | 3.200% | 2,400.00 | 77,400.00 | - | 77,400.00 | 81,270.00 | - | 81,270.00 |
| Total | \$2,100,000.00 | - | \$569,840.62 | \$2,669,840.62 | (30,340.62) | \$2,639,500.00 | \$2,771,475.00 | \$1,071,380.80 | \$1,700,094.20 |

Significant Dates

| | |
|-------------------|-----------|
| Dated | 7/01/2019 |
| First Coupon Date | 2/01/2020 |

Yield Statistics

| | |
|-----------------------------------|-------------|
| Bond Year Dollars | \$20,980.00 |
| Average Life | 9.990 Years |
| Average Coupon | 2.7161135% |
| Net Interest Cost (NIC) | 2.8362279% |
| True Interest Cost (TIC) | 2.8342060% |
| Bond Yield for Arbitrage Purposes | 2.6912614% |
| All Inclusive Cost (AIC) | 3.1076872% |

City of White Bear Lake, Minnesota

\$796,450 General Obligation Improvement Bonds, Series 2019A

Issue Summary - Assessments

2% over TIC - Equal Principal

Assessments

| Date | Principal | Coupon | Interest | Total P+I |
|--------------|---------------------|----------|---------------------|-----------------------|
| 12/31/2020 | 61,681.67 | 4.800% | 38,229.60 | 99,911.27 |
| 12/31/2021 | 61,681.67 | 4.800% | 35,268.88 | 96,950.55 |
| 12/31/2022 | 61,681.67 | 4.800% | 32,308.16 | 93,989.83 |
| 12/31/2023 | 61,681.67 | 4.800% | 29,347.44 | 91,029.11 |
| 12/31/2024 | 61,681.67 | 4.800% | 26,386.72 | 88,068.39 |
| 12/31/2025 | 61,681.67 | 4.800% | 23,426.00 | 85,107.67 |
| 12/31/2026 | 61,681.67 | 4.800% | 20,465.28 | 82,146.95 |
| 12/31/2027 | 61,681.67 | 4.800% | 17,504.56 | 79,186.23 |
| 12/31/2028 | 61,681.67 | 4.800% | 14,543.84 | 76,225.51 |
| 12/31/2029 | 61,681.67 | 4.800% | 11,583.12 | 73,264.79 |
| 12/31/2030 | 35,926.66 | 4.800% | 8,622.40 | 44,549.06 |
| 12/31/2031 | 35,926.66 | 4.800% | 6,897.92 | 42,824.58 |
| 12/31/2032 | 35,926.66 | 4.800% | 5,173.44 | 41,100.10 |
| 12/31/2033 | 35,926.66 | 4.800% | 3,448.96 | 39,375.62 |
| 12/31/2034 | 35,926.66 | 4.800% | 1,724.48 | 37,651.14 |
| Total | \$796,450.00 | - | \$274,930.80 | \$1,071,380.80 |

Significant Dates

| | |
|--------------------|------------|
| Filing Date | 1/01/2020 |
| First Payment Date | 12/31/2020 |

City of White Bear Lake, Minnesota

\$538,900 General Obligation Improvement Bonds, Series 2019A

19-01/19-06 Reconstruction - Assessments

2% over TIC - Equal Principal

Assessments

| Date | Principal | Coupon | Interest | Total P+I |
|--------------|---------------------|----------|---------------------|---------------------|
| 12/31/2020 | 35,926.67 | 4.800% | 25,867.20 | 61,793.87 |
| 12/31/2021 | 35,926.67 | 4.800% | 24,142.72 | 60,069.39 |
| 12/31/2022 | 35,926.67 | 4.800% | 22,418.24 | 58,344.91 |
| 12/31/2023 | 35,926.67 | 4.800% | 20,693.76 | 56,620.43 |
| 12/31/2024 | 35,926.67 | 4.800% | 18,969.28 | 54,895.95 |
| 12/31/2025 | 35,926.67 | 4.800% | 17,244.80 | 53,171.47 |
| 12/31/2026 | 35,926.67 | 4.800% | 15,520.32 | 51,446.99 |
| 12/31/2027 | 35,926.67 | 4.800% | 13,795.84 | 49,722.51 |
| 12/31/2028 | 35,926.67 | 4.800% | 12,071.36 | 47,998.03 |
| 12/31/2029 | 35,926.67 | 4.800% | 10,346.88 | 46,273.55 |
| 12/31/2030 | 35,926.66 | 4.800% | 8,622.40 | 44,549.06 |
| 12/31/2031 | 35,926.66 | 4.800% | 6,897.92 | 42,824.58 |
| 12/31/2032 | 35,926.66 | 4.800% | 5,173.44 | 41,100.10 |
| 12/31/2033 | 35,926.66 | 4.800% | 3,448.96 | 39,375.62 |
| 12/31/2034 | 35,926.66 | 4.800% | 1,724.48 | 37,651.14 |
| Total | \$538,900.00 | - | \$206,937.60 | \$745,837.60 |

Significant Dates

| | |
|--------------------|------------|
| Filing Date | 1/01/2020 |
| First Payment Date | 12/31/2020 |

City of White Bear Lake, Minnesota

\$257,550 General Obligation Improvement Bonds, Series 2019A
19-04/19-13/19-14 Mill and OL - Assessments
2% over TIC - Equal Principal

Assessments

| Date | Principal | Coupon | Interest | Total P+I |
|--------------|---------------------|----------|--------------------|---------------------|
| 12/31/2020 | 25,755.00 | 4.800% | 12,362.40 | 38,117.40 |
| 12/31/2021 | 25,755.00 | 4.800% | 11,126.16 | 36,881.16 |
| 12/31/2022 | 25,755.00 | 4.800% | 9,889.92 | 35,644.92 |
| 12/31/2023 | 25,755.00 | 4.800% | 8,653.68 | 34,408.68 |
| 12/31/2024 | 25,755.00 | 4.800% | 7,417.44 | 33,172.44 |
| 12/31/2025 | 25,755.00 | 4.800% | 6,181.20 | 31,936.20 |
| 12/31/2026 | 25,755.00 | 4.800% | 4,944.96 | 30,699.96 |
| 12/31/2027 | 25,755.00 | 4.800% | 3,708.72 | 29,463.72 |
| 12/31/2028 | 25,755.00 | 4.800% | 2,472.48 | 28,227.48 |
| 12/31/2029 | 25,755.00 | 4.800% | 1,236.24 | 26,991.24 |
| Total | \$257,550.00 | - | \$67,993.20 | \$325,543.20 |

Significant Dates

| | |
|--------------------|------------|
| Filing Date | 1/01/2020 |
| First Payment Date | 12/31/2020 |



City of White Bear Lake
City Manager's Office

MEMORANDUM

To: Ellen Richter, City Manager
From: Kara Coustry, City Clerk
Date: May 22, 2019
Subject: **Donation from the White Bear Lions Club for the Bear Lake Picnic Pavilion**

BACKGROUND / SUMMARY

The White Bear Lake Lion's Club, through its gambling proceeds, has donated \$9,261.00 to the City of White Bear Lake's Park Improvement Fund. This donation is for work on the Lion's Pavilion in Lakewood Hills Park. The Lion's Club originally funded the construction of the Lions Club pavilion in 1993.

Work was performed by RedLine Architectural Sheet Metal in which 385 sq feet of metal wall panels, 350 sq ft of metal soffits and 260 LF of metal fascia was fabricated and installed.

RECOMMENDED COUNCIL ACTION

Staff recommends the Council adopt the attached resolution to formally recognize the White Bear Lake Lions Club donation of funds to improve the Lion's Club picnic pavilion at Lakewood Hills Park.

ATTACHMENTS

Resolution

Scope of Work

RESOLUTION NO.

**A RESOLUTION ACCEPTING A DONATION FROM THE WHITE BEAR LAKE
LION'S CLUB TO THE CITY OF WHITE BEAR LAKE**

WHEREAS, the City of White Bear Lake is generally authorized to accept donations of real and personal property pursuant to Minnesota Statutes Section 465.03 for the benefit of its citizens, and is specifically authorized to accept gifts.

WHEREAS, the White Bear Lions Club contributed \$9,261 to the City of White Bear Lake on May 9, 2019 to pay for sheet metal work on the Lion's picnic pavilion in Lakewood Hills Park.

WHEREAS, all such donations have been contributed to the city for the benefit of its citizens, as allowed by law; and

WHEREAS, the City Council finds that it is appropriate to accept the donation offered.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of White Bear Lake that the donation described above is accepted and shall be used for sheet metal work on the Lion's picnic pavilion in Lakewood Hills Park.

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



RedLine
Architectural Sheet Metal

| | | | |
|-----------------|---|----------------------|-----------------------------|
| TO: | Andy | DATE: | 4-17-2019 |
| COMPANY: | City of White Bear Lake | TIME: | 11:00 A.M. |
| PROJECT: | 2110 Orchard Lane White Bear Lake Picnic Pavilion | FAX #: | awietecki@whitebearlake.org |
| FROM: | John Weyandt | # OF PAGES: | 1 |
| PHONE: | Cell. 612-490-0291 | RETURN FAX #: | 651-202-3646 |
| EMAIL: | john@redlineasm.com | | |

Sections Bidding: Metal Wall Panels, Metal Soffit Panels, and Metal Fascia

Notes: All material will be strapped down, covered and secure from elements at the end of each workday. Workers will keep clean job site as they work.

Scope of Work To Be Completed: Approx. 385 sqft Metal Wall Panels, 350 sqft Metal Soffits, Metal Fascia

- * Fabricate and install Metal Flat Lock Wall Panels with trims, sill, and j channels associated with
- * Fabricate and install Metal Flat Lock Soffit Panels with j channels associated with
- * Fabricate and install Metal Fascia System approx. 260 LF
- * 24 gauge color Classic Green CMG 35 year warranty
- * Fasteners and sealants associated with above scope of work

REDLINE ASM can perform the work described above for the sum of: \$9,261.00
(Nine Thousand Two Hundred Sixty One Dollars.)

Bid is good for 45 days from the above date. Any change to the work or material listed above will be addressed through a written change order form. Work and material will not be altered until the change order is agreed on and signed by both parties

OIL CANNING IS NOT A CAUSE FOR REJECTION. OIL CANNING IS A NATURAL OCCURRENCE IN METAL WORK THAT IS MADE WORSE BY POOR CARPENTRY AND FRAMING THAT THE METAL IS BEING ATTACHED TO. BIDS GOING TO SUBCONTRACTORS OF GENERALS ARE RESPONSIBLE FOR THE GENERAL CONTRACTORS TO BE AWARE OF OIL CANNING ISSUES

Please Sign/Date/Return VIA Fax or Mail:

Sign: _____ Date: _____

Any questions please call John Weyandt @ 612-490-0291



City of White Bear Lake
City Manager's Office

MEMORANDUM

To: Mayor and City Council

From: Ellen Hiniker, City Manager

Date: May 23, 2019

Subject: **New electrical transformer to service Downtown Businesses**

BACKGROUND / SUMMARY

Brick House Food and Drink is preparing to open this fall at 4746 Washington Avenue in downtown White Bear Lake. It was recently discovered that 3-phase electrical service is required to service the restaurant's equipment and a new transformer will be needed. Because there is no space available immediately adjacent to the building, staff worked with representatives of Main Street to identify alternative locations in the area.

It is anticipated that business owners will need to upgrade their electrical capacity as building uses on that block change over time. Therefore, to minimize the need for placement of additional transformers in the future, staff is requiring Brick House to size the transformer casing accordingly.

Two location options were ultimately identified, 1) behind Grandma's Bakery, 2) next to the shared dumpster enclosure. Each of these two options are not without impact. Placement of an 8' x 6' transformer behind Grandma's Bakery will obstruct the view of backdoor shop entrances, which were upgraded after the dumpsters were moved into the new enclosure. However, placement of the transformer adjacent to the enclosure will take a parking space. Although, staff anticipates gaining at least one parking space in the lot next year after it has been reconstructed.

While members of Main Street had differing opinions regarding their preferred options, they have expressed support of the new transformer. Staff believes placement of the transformer adjacent to the dumpster enclosure would have less of a visual impact, and is sympathetic to the efforts made a few years ago to clean up the back area of the businesses along 4th Street through the establishment of a shared refuse service.

RECOMMENDED COUNCIL ACTION

Staff recommends approval of the attached resolution authorizing placement of a new transformer adjacent to the dumpster enclosure in the lot behind Washington Avenue to be paid for by Brick House and sized to accommodate future electrical needs for adjacent businesses.

ATTACHMENTS

Resolution

RESOLUTION NO.

**RESOLUTION APPROVING PLACEMENT OF AN ELECTRICAL TRANSFORMER
IN THE CITY LOT BEHIND WASHINGTON AVENUE
TO SERVICE DOWNTOWN BUSINESSES**

WHEREAS, many businesses in the downtown area are serviced by 220 volt; and

WHEREAS, most commercial buildings today are equipped with 3-phase wire to service 3-phase motors which are more efficient for higher capacity equipment; and

WHEREAS, Brick House Food & Drink is renovating an older building on Washington Avenue that will include electrical upgrades requiring a 3-phase transformer; and

WHEREAS, Brick House has agreed to provide a transformer with capacity to add on other businesses as needed; and

WHEREAS, after consideration of alternatives, it was determined that placement of the new transformer adjacent to the dumpster enclosure in the lot behind Washington Avenue would have the least impact.

NOW, THEREFORE, BE IT RESOLVED that the White Bear Lake City Council hereby approves installation of an electrical transformer in the lot behind Washington Avenue to service downtown businesses.

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



**MINUTES OF THE MEETING OF THE
HOUSING AND REDEVELOPMENT AUTHORITY
OF WHITE BEAR LAKE, MINNESOTA
HELD ON TUESDAY, MAY 14, 2019**

1. CALL TO ORDER AND ROLL CALL

HRA Chair Biehn convened the meeting of the Housing and Redevelopment Authority at 8:34 p.m.

Members Doug Biehn, Kevin Edberg, Steven Engstran, Dan Jones and Bill Walsh were present.

2. APPROVAL OF THE AGENDA

HRA Chair Biehn added 10C - Approval of the Minutes of the January 8, 2019 HRA Meeting and shifted the rest of the agenda items forward.

It was moved by Member **Walsh** seconded by Member **Jones** to approve the Agenda as amended.

The motion carried unanimously.

3. APPROVAL OF THE MINTUES

It was moved by Member **Edberg** seconded by Member **Engstran** to approve the Minutes of the January 8, 2019 HRA Meeting.

The motion carried. Member Walsh abstained.

4. RESOLUTION AUTHORIZING A REQUEST FOR PROPOSALS TO SOLICIT PROPOSALS FOR A COMPREHENSIVE HOUSING NEEDS ASSESSMENT

Community Development Director Kane mentioned discussion during the April 23 City Council meeting at which staff provided an overview of the Housing Section of the Draft Comprehensive Plan. She stated it is clear there is a need for additional housing options in White Bear Lake to serve a spectrum of the population.

Ms. Kane relayed staff's requests to engage an outside research firm to conduct a comprehensive housing needs assessment. The assessment would be used to guide future development and ensure the adoption of appropriate housing related tools, programs and policies. Prior to engaging firms in a request for proposal ("RFP") process, staff is seeking input from the Housing and Redevelopment Authority to ensure the assessment provides adequate information to inform well guided policy decisions.

Chair Biehn inquired as to the timeline. Ms. Kane stated the deadline for the RFP would be June 13, so this would be brought back to the HRA on June 25. She mentioned that many cities complete these studies routinely every 3-5 years. Ms. Kane noted the study should take approximately 6-8 weeks.

Member Walsh receive clarification the cost of \$15,000-20,000 would come from the HRA rather than the General Fund and that sufficient funds are available.

Member Edberg felt it important that responses to the RFP also provide strategies to increase workforce housing and affordable housing (his priorities). He would like a clear articulation of the City's competitive advantages in the housing market. From this analysis, he would like to understand the City's capacity of adding and supporting a larger population without changing current housing stock. Finally, Member Edberg would like to understand alternative structures used by other communities such as land trusts, cooperatives and the like.

It was moved by Member **Edberg**, seconded by Councilmember **Walsh**, to adopt **HRA Resolution No. 19-02** authorizing a Request for Proposals to solicit proposals for a Comprehensive Housing Needs Assessment.

Motion carried unanimously.

5. ADJOURNMENT

There being no further business before the HRA, Chair **Biehn** adjourned the HRA meeting at 8:41 p.m.

Doug Biehn, Chair of HRA

Ellen Hiniker, Executive Director



City of White Bear Lake
Community Development Department

MEMORANDUM

To: Ellen Hiniker, City Manager
From: Tracy Shimek, Housing & Economic Development Coordinator
Date: May 22, 2019 for the May 27, 2019 City Council Meeting
Subject: County Road E Revolving Loan & Grant Program language amendment

BACKGROUND

In 2017 the Housing and Redevelopment Authority authorized the creation of a County Road E Revolving Loan and Grant Program (“RLGP”) modeled after the Downtown Revolving Loan and Grant Program to encourage private redevelopment and investment in commercial properties along the County Road E corridor by small and medium size business.

SUMMARY

In working with a potential purchaser of a property at the County Road E and Bellaire intersection staff recognized an inconsistency in language between the Downtown RLGP and the County Road E RLGP. The former allows downtown businesses to utilize grant funds for façade improvements without utilizing the revolving loan fund provided the work being completed would otherwise be eligible for a grant, whereas County Road E businesses are required to utilize the revolving loan fund to be eligible to receive a façade improvement grant. Staff seeks to rectify this inconsistency by amending the language of the County Road E RLGP to mirror that of the Downtown RLGP grant requirements. Staff believes encouraging investment into façade improvement of County Road E properties by businesses who would otherwise be eligible for the grant but for the source of their project financing is consistent with the intention of the RLGP and demonstrates the City’s commitment to supporting small and medium size business along the County Road E corridor. Grant funds are budgeted on an annual basis and are separate from the revolving loan funds, therefore distribution of grants without accessing revolving loan funds does not negatively impact the long-term viability of the fund.

RECOMMENDED COUNCIL ACTION

Please forward the attached resolution to the Housing and Redevelopment Authority for consideration at its May 27th meeting, which, if approved, amends the language of the County Road E façade grant to be consistent with the Downtown façade grant requirements.

ATTACHMENTS

Resolution

**HOUSING AND REDEVELOPMENT AUTHORITY
RESOLUTION NO.**

**RESOLUTION APPROVING AN AMENDMENT TO THE COUNTY ROAD E
REVOLVING LOAN AND GRANT PROGRAM LANGUAGE**

WHEREAS, the White Bear Lake Housing and Redevelopment Authority established the County Road E Revolving Loan and Grant Program (RLGP) in 2017 to encourage physical improvements and private investment from local businesses and property owners; and

WHEREAS, amending the language of the façade grant requirements for the County Road E Revolving Loan and Grant program to mirror the requirements of the Downtown Revolving Loan and Grant program façade grant requirements brings the two programs into alignment resulting in the equitable distribution of façade grant funds

WHEREAS, the City recognizes façade improvements of commercial properties along the County Road E corridor represent a significant investment on the part of small and medium size business owners while benefiting the community as a whole,

NOW, THEREFORE BE IT RESOLVED by the Board of Commissioners (“the Commissioners”) of the Housing and Redevelopment Authority in and for the City of White Bear Lake, Minnesota (the "Authority") authorizes following amendment to the language of the County Road E Revolving Loan and Grant Program:

XVI. BUILDING FAÇADE GRANTS

In order to encourage building façade improvements that are more aesthetic in nature, a grant is available provided ~~the applicant is receiving a loan concurrently~~ **at least \$20,000 worth of other work is done.** The grant works as follows:

Up to \$2,000 in grant money will be awarded to an owner to make façade improvements to County Road E buildings provided that at least \$20,000 in other improvements which are eligible under the RLGP are made ~~through local program financing~~. An additional grant of \$500 is available for each additional \$10,000 ~~financed through the program~~ of eligible improvements, up to a total grant of not more than \$3,000 per business.

Additional grants are permitted on properties with multiple businesses consistent with the above outlined formula, but shall not exceed \$3,000 per project, or a total of \$5,000 per property. Properties with more than one business applying for the program must follow this formula for grants to be awarded. The grant component of the program is limited to businesses directly located along County Road E (see attached map). Eligible grant expenditures include repairing, replacing and installing of siding, brickwork, mansards, cornices, entrances, exterior doors and windows, decorative details, awnings and exterior lighting; sign removal or repair or replacement; and building identification.

**HOUSING AND REDEVELOPMENT AUTHORITY
RESOLUTION NO.**

Prior to incurring expenses for which a grant is sought, applicants must have the proposed work approved in writing by the City HRA staff. Grant monies are not available for “sweat equity”. Grants will be distributed upon final inspection by the City and submittal of a paid invoice.

The foregoing resolution approving the amended language to the County Road E Revolving Loan and Grant Program was offered by Member _____, and was supported by Member _____, was declared carried on the following vote:

Ayes:
Nays:
Passed:

Dan Jones, Vice Chair

ATTEST:

Ellen Hiniker, Executive Director

**HOUSING AND REDEVELOPMENT AUTHORITY
RESOLUTION NO.**

**RESOLUTION APPROVING AN AMENDMENT TO THE COUNTY ROAD E
REVOLVING LOAN AND GRANT PROGRAM LANGUAGE**

WHEREAS, the White Bear Lake Housing and Redevelopment Authority established the County Road E Revolving Loan and Grant Program (RLGP) in 2017 to encourage physical improvements and private investment from local businesses and property owners; and

WHEREAS, amending the language of the façade grant requirements for the County Road E Revolving Loan and Grant program to mirror the requirements of the Downtown Revolving Loan and Grant program façade grant requirements brings the two programs into alignment resulting in the equitable distribution of façade grant funds

WHEREAS, the City recognizes façade improvements of commercial properties along the County Road E corridor represent a significant investment on the part of small and medium size business owners while benefiting the community as a whole,

NOW, THEREFORE BE IT RESOLVED by the Board of Commissioners (“the Commissioners”) of the Housing and Redevelopment Authority in and for the City of White Bear Lake, Minnesota (the "Authority") authorizes following amendment to the language of the County Road E Revolving Loan and Grant Program:

XVI. BUILDING FAÇADE GRANTS

In order to encourage building façade improvements that are more aesthetic in nature, a grant is available provided at least \$20,000 worth of other work is done. The grant works as follows:

Up to \$2,000 in grant money will be awarded to an owner to make façade improvements to County Road E buildings provided that at least \$20,000 in other improvements which are eligible under the RLGP are made. An additional grant of \$500 is available for each additional \$10,000 of eligible improvements, up to a total grant of not more than \$3,000 per business.

Additional grants are permitted on properties with multiple businesses consistent with the above outlined formula, but shall not exceed \$3,000 per project, or a total of \$5,000 per property. Properties with more than one business applying for the program must follow this formula for grants to be awarded. The grant component of the program is limited to businesses directly located along County Road E (see attached map). Eligible grant expenditures include repairing, replacing and installing of siding, brickwork, mansards, cornices, entrances, exterior doors and windows, decorative details, awnings and exterior lighting; sign removal or repair or replacement; and building identification.

**HOUSING AND REDEVELOPMENT AUTHORITY
RESOLUTION NO.**

Prior to incurring expenses for which a grant is sought, applicants must have the proposed work approved in writing by the City HRA staff. Grant monies are not available for "sweat equity". Grants will be distributed upon final inspection by the City and submittal of a paid invoice.

The foregoing resolution approving the amended language to the County Road E Revolving Loan and Grant Program was offered by Member _____, and was supported by Member _____, was declared carried on the following vote:

Ayes:
Nays:
Passed:

Dan Jones, Vice Chair

ATTEST:

Ellen Hiniker, Executive Director

City of White Bear Lake Environmental Advisory Commission

MINUTES

| | | |
|-----------------------------------|---|-------------------------|
| Date: April 17, 2019 | Time: 6:30pm | Location: WBL City Hall |
| COMMISSION MEMBERS PRESENT | Chris Greene, Bonnie Greenleaf, Rick Johnston, Gary Schroeher (Chair), June Sinnett | |
| COMMISSION MEMBERS ABSENT | Sheryl Bolstad, Robert Winkler | |
| STAFF PRESENT | Connie Taillon, Environmental Specialist | |
| VISITORS | None | |
| NOTETAKER | Connie Taillon | |

1. CALL TO ORDER

The meeting was called to order at 6:34 pm.

2. APPROVAL OF AGENDA

The commission members reviewed the agenda and had no changes. Commissioner Johnston moved, seconded by Commissioner Sinnett, to approve the agenda as presented. Motion carried, vote 5/0.

3. APPROVAL OF MINUTES

a) March 20, 2019 regular meeting

The commission members reviewed the March 20, 2019 draft minutes and had no changes. Commissioner Greenleaf moved, seconded by Commissioner Greene, to approve the minutes of the March 20, 2019 meeting as presented. Motion carried, vote 5/0.

4. VISITORS & PRESENTATIONS

Dan Sandor, Postdoctoral Associate, Turfgrass Science, University of Minnesota was in attendance to discuss turfgrass alternatives and water conservation measures. All lawn grasses are cool season grasses, meaning they actively grow in cooler weather and slow in warmer weather. Management in hotter months cause stress. He recommended mowing the grass at a higher mower setting and only removing a third of the leaf blade at a time, and focusing on spring and fall fertilizing. The U of M extension website provides guidelines for fertilizer application rates. If the soil is compacted, Dan recommended aerating the lawn every couple of years in the fall and filling the holes with a sand/fertilizer mixture. He also recommended leaving grass clippings on the lawn to provide nutrients to the soil. This practice does not cause thatch to build up.

Dan noted that irrigation restrictions tend to increase irrigation use. Overwatering has more severe consequences than under watering. Lawn grass only needs one inch of water per week, including rainfall. He suggested timing how long it takes to fill a tuna can to determine how long to run the irrigation each week, and to also check to make sure the pavement is not being irrigated. Rain and soil moisture sensors help prevent overwatering. Soil moisture sensors installed in the root zone are most efficient at saving water and can be retrofitted to existing controllers. Irrigation systems sold after 2003 are required to have rain shutoffs; however, there are no compliance officers checking these systems.

The U of M is researching drought tolerant fescues as alternatives to Kentucky bluegrass. They are working with MnDOT to find grasses that perform well in snow pack and high salt areas. Fine fescue is a species that is drought and salt tolerant but does not tolerate foot traffic. Tall fescue is appropriate in recreational areas but does not tolerate wet areas with prolonged ice cover. Both species will grow in shady conditions. Additional information on low input turf alternatives can be found on the U of M website at lowinputturf.umn.edu.

5. UNFINISHED BUSINESS

a) Adopt a Drain program

Staff reported that the Adopt a Drain website is now live. Staff is working with VLAWMO to promote the Adopt a Drain program in the Goose Lake subwatershed. VLAWMO and the City plan to purchase customized Goose Lake welcome packets and yard signs for residents in the Goose Lake subwatershed who sign up to adopt a drain. VLAWMO will also purchase customized door hangers to promote the program. VLAWMO is looking for volunteers to distribute the door hangers. Commissioner Greene stated that the Boy Scouts might be interested in distributing door hangers. Staff will connect Commissioner Greene with the VLAWMO Adopt a Drain coordinator.

b) Downtown area recycling

Commissioner Johnston reported on the results of his survey of the downtown area trash and recycling containers. There are 28 trash containers and 8 recycling containers within two square blocks, from Highway 61 to Cook, and 3rd to 5th. Commissioner Johnston recommended pairing recycling bins with trash bins, providing clear instructions on the containers, and providing a different shaped opening bins for recycling. Commissioner members viewed photos of two examples of combined trash and recycling designs. Commission members reviewed the options and recommend the Excel Dome Top from Clean River with the round recycling opening, clear signage stating 'trash' and 'cans and bottles' with photos, and a forest green and light brown color to complement the Downtown area street lighting and building colors. Staff stated Ramsey County offers a public recycling container grant to cover the cost to purchase the containers. Staff will work on next steps and contact the County to get more information about the public space recycling container grant.

Commissioner Johnston also surveyed the trash and recycling in the Boatworks Commons area and found contamination in the recycling container. To reduce contamination, he recommended switching the position of the trash and recycling container, installing a circular opening on the recycling container and stenciling "bottles and cans" on the lid, and emptying the trash more frequently.

c) Pollinator plantings in parks

Chair Schroeher provided an update on his meeting with the Parks Commission in February. The Parks Commission seemed receptive to planting more pollinator plants and bee friendly lawns. They expressed interest in continuing the conversation about pollinator plantings and will consider planting pollinator plants as part of Arbor Day. Chair Schroeher will follow up with the Parks Commission to determine next steps.

d) 2019 Environmental Resources Expo

The commission members discussed changes to the exhibitor list. Rush Line will be removed from this list and the U of M Turfgrass Science added. Chair Schroeher volunteered to invite a representative from the Adopt a Drain program to exhibit at the event. Commissioner Greenleaf reported that the MN State Horticultural Society will provide books and a membership to be raffled at the event. The commission members want to give away a rain barrel again this year. Staff will purchase the rain barrel through the Recycling Association of Minnesota this month.

6. NEW BUSINESS

None

Commission member left at 8:20pm

7. DISCUSSION

a) Staff updates

- MPCA Site Review
The MPCA has not yet started their planned April testing. Staff will provide an update on any progress at the May 15th meeting.
- Spring into Horticulture - April 20
The Spring Into Horticulture event on April 20th at Century College will feature a topic on gardening for pollinators. The event is from 11am to 2 pm at Lincoln Mall on the East Campus.
- SWPPP Annual Meeting - April 23
Staff will present the City's 2018 Surface Water Pollution Prevention Program activities at the April 23rd City Council Meeting.
- Resilient Turf Workshop – May 21
The City is hosting a Resilient Turf Workshop at City Hall on May 21st from 6pm to 7:30pm, in partnership with Rice Creek Watershed District and Blue Thumb: Planting for Clean Water.

b) Commission member updates

Chair Schroeher provided an update on the statewide environmental commission conference held on Saturday, April 13. Approximately 60 people from various communities attended. Each community came prepared to share recent initiatives. Eden Prairie and Mahtomedi offer grants for low flow toilets and showerheads. The grant is funded through their internal budget. St Anthony Village plants pollinator gardens in City parks and encourages residents to plant pollinator gardens. The Mayor conducts tours of these gardens. Shoreview Public Works Department gives out tracking devices to track water use. There are also phone apps that monitor water use. Commission members expressed interested in researching the water tracking phone apps.

The Clean Energy Resource Teams (CERT's) presented on how to get people engaged. There were four breakout sessions, each focusing on a different topic: water use, transportation, recycling, and turf care. There were also panel discussions including high school students that are on Environmental Commissions. Chair Schroeher noted that some of the environmental commissions allow student representatives to vote.

c) Do-outs

Commission members and staff discussed items on the current do-out list and added the following:

- Staff to connect Commissioner Greene with Nick Voss at VLAWMO to coordinate the door hanging volunteer effort in Goose Lake priority areas.
- Staff to create a scaled map showing proposed trash/recycling container locations and present to the project to Public Works staff.
- Commissioners and staff will continue to invite their respective Expo participants.
- Staff will purchase a rain barrel from the EAC budget to give away at the Expo
- Chair Schroeher to continue working with the Parks Department on pollinator plantings
- Staff will research water use tracking app and add information in the fall newsletter.

d) May agenda

Include Adopt a Drain program, Environmental Resource Expo, and Conservation MN guest.

8. ADJOURNMENT

The next meeting will be held at City Hall on May 15, 2019 at 6:30pm. Commissioner Johnston moved, seconded by Commissioner Sinnott, to adjourn the meeting at 8:30 pm. Motion carried, vote 4/0.



City of White Bear Lake
City Manager's Office

MEMORANDUM

To: Ellen Hiniker, City Manager

From: Kara Coustry, City Clerk

Date: May 13, 2019

Subject: **Amendment to the Vadnais Lake Area Water Management Organization JPA**

BACKGROUND

The City of White Bear Lake is a participating member of the Vadnais Lake Area Water Management Organization (VLAWMO) Joint Powers agreement. The latest Joint Powers agreement was signed into effect in 2017. Other participating local governments consist of Gem Lake, Lino Lakes, North Oaks, Vadnais Heights and White Bear Township. VLAWMO develops and amends the water management plan as a requirement of the Metropolitan Surface Water Management statute and operates programs to support protection, preservation and conservation.

Councilmember Dan Jones serves as the City's representative and the Chair on VLAWMO Board of Directors. Councilmember Bill Walsh serves as the alternate.

SUMMARY

VLAWMO is seeking to apply for insurance coverage through the League of Minnesota Cities Insurance Trust (LMCIT). To enable insurance coverage through the LMC, the League is requiring VLAWMO to update its JPA with all cities.

RECOMMENDED COUNCIL ACTION

Staff recommends the Council adopt the attached resolution authorizing the Mayor and City Clerk to sign the amended VLAWMO JPA.

ATTACHMENTS

Resolution
VLAWMO Letter of Request
Amended JPA

RESOLUTION NO.

**RESOLUTION APPROVING THE REVISED JOINT POWERS AGREEMENT
TO PROTECT AND MANAGE THE VADNAIS LAKE AREA WATERSHED**

WHEREAS, the City of White Bear Lake (the “City”) is party to a joint powers agreement entitled JOINT POWERS AGREEMENT TO PROTECT AND MANAGE THE VADNAIS LAKE AREA WATERSHED (the “Joint Powers Agreement”); and

WHEREAS, the Joint Powers Agreement provides for the establishment of the Vadnais Lake Area Water Management Organization, organized in accordance with the Metropolitan Surface Water Management Act, Minn. Stat. § 103B.201 et seq., and Minn. Stat. § 471.59, which is managed by a Board of Directors (“Board”); and

WHEREAS, the Board has determined it can save approximately 20% on the cost of insurance by contracting with the League of Minnesota Cities Insurance Trust (LMCIT); and

WHEREAS, LMCIT requires a change to the liability clause of the Joint Point Powers Agreement; and

WHEREAS, the Joint Powers Agreement can only be amended with the agreement of all member communities; and

WHEREAS, the City Council has determined that it is reasonable, prudent and in the best interest of the public to approve the amended Joint Powers Agreement.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of White Bear Lake, Minnesota, authorizes the Mayor and City Clerk to sign the amended VLAWMO Joint Powers Agreement, which supersedes and replaces the existing Joint Powers Agreement, and is hereby approved and adopted as presented.

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

**FIRST AMENDMENT TO THE JOINT POWERS AGREEMENT
TO PROTECT AND MANAGE THE VADNAIS LAKE AREA WATERSHED**

This First Amendment (“Amendment”) to the Joint Powers Agreement to Protect and Manage the Vadnais Lake Area Watershed (“Joint Powers Agreement”) is entered into by and among the Cities of Gem Lake, Lino Lakes, North Oaks, Vadnais Heights, and White Bear Lake and the Township of White Bear (collectively, the “Members”), all of which are parties to the Joint Powers Agreement.

WHEREAS, the Vadnais Lake Area Water Management Organization (“VLAWMO”) is interested in obtaining insurance coverage through the League of Minnesota Cities Insurance Trust; and

WHEREAS, certain amendments are needed to the Joint Powers Agreement to facilitate obtaining the insurance coverage, to ensure VLAWMO and its Members have full access to the coverage offered, and to expressly address liabilities.

NOW, THEREFORE, the parties hereto hereby agree as follows:

1. Amendments. Subdivision 14 of the Joint Powers Agreement is hereby amended by adding the underlined material as follows:

Subdivision 14. Insurance and Liability. VLAWMO may contract for or purchase such insurance as the Board deems necessary for its protection. The Members agree as follows with respect to liability of VLAWMO and the Members:

- 1) VLAWMO is a separate and distinct public entity to which the Members have transferred all responsibility and control for action taken pursuant to this Agreement.
- 2) VLAWMO shall defend and indemnify the Members, and their officers, employees, and volunteers, from and against all claims, damages, losses, and expenses, including attorney fees, arising out of the acts or omissions of the Board of Directors in carrying out the terms of this Agreement. This Agreement does not constitute a waiver on the limitations of liability set forth in Minnesota Statutes, section 466.04.
- 3) Nothing herein shall be construed to provide insurance coverage or indemnification to an officer, employee, or volunteer of any member for any act or omission for which the officer, employee, or volunteer is guilty of malfeasance in office, willful neglect of duty, or bad faith.
- 4) To the fullest extent permitted by law, action by the Members to this Agreement are intended to be and shall be construed as a “cooperative activity,” and it is the intent of the Members that they shall be deemed a “single governmental unit” for purposes of liability, as set forth in Minnesota Statutes, section 471.59, subd. 1a, and provided further that for purposes of that statute, each part to this Agreement expressly declines responsibility for the acts and omissions of another Member. The Members are not

liable for the acts or omissions of another Member to this Agreement except to the extent they have expressly agreed in writing to be responsible for the acts or omissions of the other Members.

- 5) Any excess or uninsured liability shall be borne equally by all the Members, but this does not include the liability of any individual officer, employee or volunteer that arises from his or her own malfeasance, willful neglect of duty, or bad faith.
2. Limited. No other changes to the Joint Powers Agreement are intended as a result of this Amendment.
3. Authorizations. Once this Amendment is approved and executed by all of the Members, VLAWMO is authorized to do each of the following:
- a) Incorporate the amendments into the Joint Powers Agreement, which shall serve as the official Joint Powers Agreement between the Members;
 - b) Provide each Member a copy of the fully executed Amendment and of the updated Joint Powers Agreement; and
 - c) Post a copy of the updated Joint Powers Agreement on VLAMO's website.

IN WITNESS WHEREOF, the parties, by action of their governing bodies, have agreed and entered into this Amendment effective as of _____, 2019.

CITY OF GEM LAKE

By _____
Mayor

Dated ___/___/___

Attest _____
City Clerk

CITY OF LINO LAKES

By _____
Mayor

Dated ___/___/___

Attest _____
City Clerk

CITY OF NORTH OAKS

By _____
Mayor

Dated ___/___/___

Attest _____
City Clerk

CITY OF VADNAIS HEIGHTS

Dated ___/___/___

By _____
Mayor

Attest _____
City Clerk

CITY OF WHITE BEAR LAKE

Dated ___/___/___

By _____
Mayor

Attest _____
City Clerk

WHITE BEAR TOWNSHIP

Dated ___/___/___

By _____
Chair

Attest _____
Town Clerk



City of White Bear Lake
Community Development Department

MEMORANDUM

To: Ellen Hiniker, City Manager
From: Tracy Shimek, Housing & Economic Development Coordinator
Date: May 23, 2019 for the May 27, 2019 City Council Meeting
Subject: **Pioneer Manor Fire Sprinkler Head Replacement**

BACKGROUND

During the course of a recent inspection, the City's Fire Marshal noted that many of the building's sprinkler heads were corroding. He also found that the air compression system, which provides the necessary pressure to activate the sprinkler system in case of an emergency, was not a hard-wired system.

SUMMARY

Upon completion of the Fire Marshal's inspection, staff asked Pioneer Manor property management to secure bids to have the sprinkler heads replaced and the air compressor system upgraded. Following the receipt of three bids for \$22,140, \$18,090 and \$14,895 to replace the sprinkler heads and install a fixed compressor system, staff directed Pioneer Manor property management to move forward with the lowest bid submitted by Fire Construction Services ("FCS"). Due to a higher number of sprinkler heads than the original count, the final project cost was \$16,061.

While this expenditure was not anticipated in the 2019 budget, staff felt it was imperative to act expeditiously to ensure this equipment was functioning at peak performance. Pioneer Manor's fund balance can comfortably absorb this expenditure.

RECOMMENDED COUNCIL ACTION

Please forward the attached resolution to the City Council for consideration at its May 28th meeting authorizing payment in the amount of \$16,061 to Fire Construction Services for work completed at Pioneer Manor.

ATTACHMENT

Resolution

RESOLUTION NO.

**RESOLUTION AUTHORIZING PAYMENT TO FIRE CONSTRUCTION SERVICES
FOR WORK COMPLETED REPLACING SPRINKLER HEADS AND THE
SPRINKLER SYSTEM'S AIR COMPRESSOR FOR
PIONEER MANOR LOCATED AT 2225 SIXTH STREET**

WHEREAS, Pioneer Manor requires capital improvements to ensure the City's initial investment in the facility is maintained to serve the community for years to come; and

WHEREAS, an inspection revealed a number of corroded sprinkler heads and sub-optimal air compressor configuration; and

WHEREAS, a properly functioning sprinkler system is a critical life-safety system; and

WHEREAS, three competitive bids were solicited; and

WHEREAS, Fire Construction Services ("FCS") was the lowest qualified bid at \$14,895; and

WHEREAS, in completing the work FCS encountered 33 more sprinkler heads than initially anticipated resulting in a final cost of \$16,061; and

WHEREAS, FCS has completed the required work in an expeditious manner to the satisfaction of the City's Fire Marshall; and

WHEREAS, the Pioneer Manor Enterprise Fund currently has a reserve balance of \$155,000 and

NOW THEREFORE BE IT RESOLVED by the City Council of the City of White Bear Lake, Minnesota, as follows: payment in the amount of \$16,061 to Fire Construction Services for work completed replacing the sprinkler heads and the air compressor system for Pioneer Manor at 2225 Sixth Street.

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

May 16, 2019

Ellen Hiniker, City Manager
City of White Bear Lake
4701 Highway 61 N
White Bear Lake, MN 55110-3277

Dear Ms. Hiniker:

The Metropolitan Council has prepared preliminary population and household estimates for your community as of April 1, 2018. This is an annual process governed by Minnesota Statutes 473.24. Please note that these estimates are different from the Council's local forecasts that your community has reviewed before. Forecasts look ahead to the coming decades; the annual estimates communicated below look back in time to the previous year.

2018 Annual Population Estimate

The Metropolitan Council estimates that the City of White Bear Lake had 25,458 people and 10,624 households as of April 1, 2018. Household size averaged 2.365 persons per household.

How was this estimate calculated?

We estimate households and population with a housing-stock-based method, which involves three questions:

- 1. How many housing units did your community have?*
- 2. How many households occupied these housing units?*
- 3. How many people lived in these occupied housing units?*

This letter includes an overview of our estimation method along with a report showing the data inputs and calculations used to develop the preliminary estimates. For more information, visit <https://www.metrocouncil.org/populationestimates>, or contact me at 651-602-1513.

Can this estimate be compared to last year's estimate?

Each year, we update our data and refine our methods, so preliminary estimates from different years are not directly comparable. We don't recommend taking the difference between the 2017 and 2018 estimates to calculate growth between 2017 and 2018. Instead, we recommend examining growth since the 2010 Census.

How can my community provide feedback on this estimate?

We welcome discussion of the preliminary estimates and invite you to review and comment on them. Please send any written comments or questions to Matt Schroeder, Metropolitan Council Research, 390 Robert Street North, Saint Paul, MN 55101; or by e-mail to Matt.Schroeder@metc.state.mn.us. *Under Minnesota Statutes 473.24, we must receive your comments, questions, or specific objections, in writing, by June 24, 2019.*

What happens after my community provides feedback?

The Council will certify final estimates by July 15, 2019 for state government use in allocating certain funds.

I have also enclosed a flyer about the Census Bureau's New Construction Program. Please consider participating in this effort, as it will ensure a complete 2020 Census count and improve the accuracy of future years' estimates.

Sincerely,



Matt Schroeder
Principal Researcher

White Bear Lake city, Ramsey County

2018 Annual Population Estimate

Published May 16, 2019 (preliminary; distributed for local government review)



| | Housing units | Occupancy rate | Households | Persons per household | Population in households | Population in group quarters | Total population |
|---------------|---------------|----------------|------------|-----------------------|--------------------------|------------------------------|------------------|
| 2018 Estimate | 10,716 | 97.30% | 10,427 | 2.373 | 24,744 | 327 | 25,071 |
| 2010 Census | 10,265 | 94.95% | 9,747 | 2.356 | 22,965 | 429 | 23,394 |

The Metropolitan Council estimates population using the housing stock method, which answers three main questions for each community as of April 1, 2018.

First, how many housing units did the community have?

- We start with housing units measured by the 2010 Census, then add units built between 2010 and 2017, based on permits reported to us by communities. Permit data is available on our website (https://stats.metc.state.mn.us/data_download/DD_start.aspx).
 - We assume that 95% of single-family detached units and 90% of townhome/duplex/triplex/quadplex units permitted in 2017 were completed and occupiable by April 1, 2018; the remainder are assumed to have been completed after that date and will count toward next year's estimates (for April 1, 2019).
 - Multifamily units permitted between 2010 and 2017 are assumed to be completed if they received a certificate of occupancy by April 1, 2018. The remaining units will count toward next year's estimates if they received a certificate of occupancy by April 1, 2019. According to our records, White Bear Lake permitted 0 multifamily units before 2017 that were not open by April 1, 2018, and permitted 0 units in 2017 that were not open by April 1, 2018.
 - Manufactured home data comes from our annual surveys of manufactured home park operators and local governments.
 - Data on other housing (boats, RVs, etc. used as housing) comes from the most recent American Community Survey data; this housing is included in the estimates only if occupied.
- We also examine other housing stock changes reported by communities. These include demolitions, building conversions (units added or lost), boundary changes (units annexed in or out), and other changes reported by city and township staff.

| | Housing stock April 1, 2010 | Permitted and built since 2010 | Other changes since 2010 | Housing stock April 1, 2018 |
|--|-----------------------------|--------------------------------|--------------------------|-----------------------------|
| <i>Single-family detached</i> | 6,445 | 50 | -39 | 6,456 |
| <i>Townhome (Single-family attached)</i> | 1,169 | 16 | 0 | 1,185 |
| <i>Duplex/triplex/quadplex</i> | 256 | 2 | 0 | 258 |
| <i>Multifamily (5 or more units)</i> | 2,395 | 362 | 60 | 2,817 |
| <i>Accessory dwelling units (ADU)</i> | 0 | 0 | 0 | 0 |
| <i>Manufactured homes</i> | 0 | | | 0 |
| <i>Other units</i> | 0 | | | 0 |
| Total | 10,265 | | | 10,716 |

White Bear Lake city, Washington County

2018 Annual Population Estimate

Published May 16, 2019 (preliminary; distributed for local government review)



| | Housing units | Occupancy rate | Households | Persons per household | Population in households | Population in group quarters | Total population |
|---------------|---------------|----------------|------------|-----------------------|--------------------------|------------------------------|------------------|
| 2018 Estimate | 214 | 92.06% | 197 | 1.964 | 387 | 0 | 387 |
| 2010 Census | 214 | 92.52% | 198 | 2.035 | 403 | 0 | 403 |

The Metropolitan Council estimates population using the housing stock method, which answers three main questions for each community as of April 1, 2018.

First, how many housing units did the community have?

- We start with housing units measured by the 2010 Census, then add units built between 2010 and 2017, based on permits reported to us by communities. Permit data is available on our website (https://stats.metc.state.mn.us/data_download/DD_start.aspx).
 - We assume that 95% of single-family detached units and 90% of townhome/duplex/triplex/quadplex units permitted in 2017 were completed and occupiable by April 1, 2018; the remainder are assumed to have been completed after that date and will count toward next year's estimates (for April 1, 2019).
 - Multifamily units permitted between 2010 and 2017 are assumed to be completed if they received a certificate of occupancy by April 1, 2018. The remaining units will count toward next year's estimates if they received a certificate of occupancy by April 1, 2019. According to our records, White Bear Lake permitted 0 multifamily units before 2017 that were not open by April 1, 2018, and permitted 0 units in 2017 that were not open by April 1, 2018.
 - Manufactured home data comes from our annual surveys of manufactured home park operators and local governments.
 - Data on other housing (boats, RVs, etc. used as housing) comes from the most recent American Community Survey data; this housing is included in the estimates only if occupied.
- We also examine other housing stock changes reported by communities. These include demolitions, building conversions (units added or lost), boundary changes (units annexed in or out), and other changes reported by city and township staff.

| | Housing stock April 1, 2010 | Permitted and built since 2010 | Other changes since 2010 | Housing stock April 1, 2018 |
|--|-----------------------------|--------------------------------|--------------------------|-----------------------------|
| <i>Single-family detached</i> | 94 | 0 | 0 | 94 |
| <i>Townhome (Single-family attached)</i> | 0 | 0 | 0 | 0 |
| <i>Duplex/triplex/quadplex</i> | 0 | 0 | 0 | 0 |
| <i>Multifamily (5 or more units)</i> | 120 | 0 | 0 | 120 |
| <i>Accessory dwelling units (ADU)</i> | 0 | 0 | 0 | 0 |
| <i>Manufactured homes</i> | 0 | | | 0 |
| <i>Other units</i> | 0 | | | 0 |
| Total | 214 | | | 214 |

The Metropolitan Council's housing-stock-based approach to estimating population involves answering three questions.

**HOW MANY
HOUSING UNITS
ARE IN THE
COMMUNITY?**

Housing units in 2010
(U.S. Census)

+

**Changes to housing stock
since 2010**
(Metropolitan Council surveys)

We start with the housing units from the 2010 Census, then we add units identified in our annual surveys of residential construction (building permits and other housing stock changes) and manufactured housing parks. This results in the estimated number of housing units in each community, broken down by the type of housing.

**HOW MANY
HOUSEHOLDS
OCCUPY THESE
HOUSING UNITS?**

Occupancy rates
*(U.S. Census Bureau
and U.S. Postal Service)*

Not all of these housing units are occupied; some are vacant.

To estimate the number of households, we examine occupancy rates in the community for different types of housing. These data come from the U.S. Census Bureau's American Community Survey and Decennial Census as well as the U.S. Postal Service.

This results in the estimated number of households in each community, again broken down by the type of housing.

**HOW MANY PEOPLE
LIVE IN THESE
OCCUPIED HOUSING
UNITS?**

**Average household sizes
(persons per household)**
(U.S. Census Bureau)

Finally, we examine the average household sizes in the community for different types of housing. These data come from the U.S. Census Bureau's American Community Survey and Decennial Census.

To arrive at the total population, we add in residents of "group quarters" (places like correctional facilities, college dormitories, emergency housing shelters, and nursing homes), measured by our annual survey of such facilities.

The data inputs for your community are shown in the enclosed report.

For more detail, see the estimates methodology, available from <https://www.metrocouncil.org/populationestimates>.

2020 Census New Construction Program

What Is the New Construction Program?

The New Construction Program will help ensure that the U.S. Census Bureau's address list is as complete and accurate as possible by Census Day, April 1, 2020. The New Construction Program is the opportunity for you to submit city-style mailing addresses for new units where construction began during or after March 1, 2018 and the address was not submitted to the Census Bureau as part of another geographic partnership program since March 2018.



Addresses must have basic construction (closing the structure to the elements) completed by Census Day.



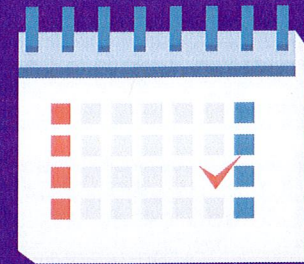
Why Participate?

Participation in the New Construction Program

helps to ensure an accurate population count in your community; helps the government distribute more than \$675 billion in funds annually for infrastructure, programs, and services; and helps your community plan for future needs.

Who Can Participate?

The New Construction Program is offered to federally recognized tribes with a reservation and/or off-reservation trust lands, states, counties, cities (legally incorporated places), and townships (minor civil divisions) that contain blocks where the Census Bureau plans to mail questionnaires to housing units for the 2020 Census. In other areas, the Census Bureau will have enumerators deliver 2020 Census questionnaires to all housing units in each block and record addresses for any new housing units.



Schedule

- April–May 2019: Mail out of invitation phase materials to participants.
- September 2019: Mail out and review of response materials to participants. Participants have 45 calendar days from the receipt of materials to complete their review.
- September 2019: Census Bureau will provide training Webinars to participants.
- November 2019: Deadline for submitting addresses.
- April 1, 2020: Census Day.

Contact Information

E-mail address:

GEO.2020.NC@census.gov

Phone Number: 1-844-242-1765

Web site:

www.census.gov/programs-surveys/decennial-census/about/new-construction.html

April 30, 2019

Ellen Richter, City Manager
City of White Bear Lake
4701 Highway 61
White Bear Lake, MN 55110

Dear Ellen:

Part of the way we keep our municipal partners informed about services provided by Northeast Youth & Family Services (NYFS) to residents in your community is through quarterly reports.

Enclosed is a copy of a report outlining the services provided in 2019 through this most recent quarter. We also included the final report for 2018, now that our new information analyst has settled in and is caught up on work. Thanks for your patience.

Contract services are those outlined in our agreement. These services are assured to all community residents regardless of their ability to pay. Non-contract services represent those received by your residents through other programs at NYFS. Taken together, this report demonstrates how your partnership helps leverage resources for all services received by your residents. To compliment the hard statistics we like to provide a success story which brings those numbers to life.

If you have any questions about this report or would like to talk about any other aspect of our partnership please don't hesitate to contact me at jerry@nyfs.org or at 651-379-3404.

Sincerely,



Jerry Hromatka
President & CEO

City of White Bear Lake Township
Report Period: January 1, 2018 to December 31, 2018

The following is a brief report on Northeast Youth & Family Services' programs that directly affect the residents of your community. If you have any questions about this report, please call Jerry Hromatka, President & CEO, at (651) 379-3404.

| | |
|---|-----------------|
| Annual City Contract for Service 2018 | \$19,956 |
| Total cost of all services through December 31 | \$28,281 |

(Please note that these numbers represent the actual cost of services provided, not what NYFS charges clients for these services. Because of your collaboration with NYFS, many of these services are offered free of charge or on a sliding-fee scale based on income.)

| Services Provided | City Totals | | |
|---|--------------|------------|---------------------|
| | # of Clients | Hours | Service Cost |
| Contracted Services | | | |
| Mental Health | 21 | 157 | \$ 19,625.00 |
| Diversion Services | 11 | 98 | \$ 3,900.00 |
| Senior Chore | | | |
| Youth | 3 | 2 | \$ 50.00 |
| Seniors | 9 | 188 | \$ 4,706.25 |
| Total for Contracted Services | 44 | 445 | \$ 28,281.25 |
| Totals for all Individual Services | 44 | 445 | \$ 28,281.25 |

*In addition to services provided by NYFS Staff, as part of the Diversion Program, 11 youth provided 139 hours of community service valued at \$1390.

City of White Bear Lake Township
Report Period: January 1, 2019 to March 31, 2019

The following is a brief report on Northeast Youth & Family Services' programs that directly affect the residents of your community. If you have any questions about this report, please call Jerry Hromatka, President & CEO, at (651) 379-3404.

| | |
|--|-----------------|
| Annual City Contract for Service 2019 | \$20,514 |
| Total cost of all services through March 31 | \$3,565 |

(Please note that these numbers represent the actual cost of services provided, not what NYFS charges clients for these services. Because of your collaboration with NYFS, many of these services are offered free of charge or on a sliding-fee scale based on income.)

| Services Provided | City Totals | | |
|---|--------------|-----------|--------------------|
| | # of Clients | Hours | Service Cost |
| Contracted Services | | | |
| Mental Health | 7 | 25 | \$ 3,125.00 |
| Diversion Services | 3 | 11 | \$ 440.00 |
| Total for Contracted Services | 10 | 36 | \$ 3,565.00 |
| Totals for all Individual Services | 10 | 36 | \$ 3,565.00 |

*In addition to services provided by NYFS Staff, as part of the Diversion Program, 2 youth provided 38 hours of community service valued at \$380.

Northeast Youth and Family Services Success Story

Diversion

Here is a story from last summer

A youth was sent to our Diversion program for a Disorderly Conduct charge for his behavioral issues at school, which included, yelling at teachers, encouraging negative classmates and damage to property. He was already attending an alternative learning school after being kicked out of his original school for similar behaviors. His negative school behavior was prolonged and encouraged by his classmates that were a negative influence and he got in more trouble encouraging their negative behaviors as well.

As this youth has been going through diversion, he has learned to talk through his issues, not cause disruptions in school, and does to not engage with negative friends. He stated he is able to find other ways to deal with his problems by checking his behavior, asking the teacher for help and not engaging with his negative influencing friends. When they start causing disruptions, he refocuses on his own work and what he needs to do. He is taking responsibility for his own behaviors and not trying to put himself in unnecessary situations.

Now that he is able to be a positive influence and control his own behavior, he will be able to attend his regular school in the fall of 2019. He is even taking summer classes to make sure he is all caught up with credits. He will be able to graduate on time since his previous issues made it difficult to pass all of his classes. He is also excited and motivated for going back to his regular school. He is making plans for studying and staying on task so that his grades allow him to play football.

On top of all this, he has been getting along at home better with his mom and siblings. He is being more of a positive influence and helping around the house. Previously he would not help around the house and didn't want to listen when his mom asked him to do something. He is going out of his way to have better communication and help his mom with his younger siblings. Overall, he is taking responsibility for his actions, changing his behaviors and how he reacts to situations that he doesn't agree with and is a positive influence for others.

May 21, 2019

Ellen Richter
City Manager
City of White Bear Lake
4701 Highway 61
White Bear Lake, MN 55110

Dear Ellen:

There are many factors that contribute to the success of NYFS, but three stand out above the rest. Our greatest source of strength is our quality services and staff, community partnerships and varied funding streams. We currently find two of those factors under stress.

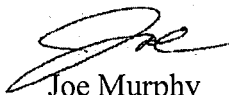
All businesses are feeling the effects of the tightening labor market and the field of mental health is no exception. At a time when the stigma of mental health is on the decline and more people are seeking services, we find ourselves competing for a shrinking pool of therapists. In response we have retooled our salary ranges to attract and retain employees in human services but especially mental health.

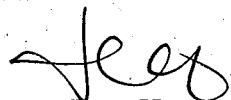
Over the past eight years we made the transition from an agency heavily reliant on grants to an organization that receives a greater share of funds through fees: primarily insurance reimbursement for mental health. While most people have some form of insurance, many have high total out of pocket deductible thresholds and ongoing co-payments. Few insurance providers cover the true cost of providing services. The result is a financial strain on the recipient and provider of services. Municipal support is one means by which NYFS reduces the strain, but conditions continue to worsen.

In response to these conditions we are implementing a number of strategies, one of which involves reaching out to our municipal partners to request consideration of a larger increase in their annual support. Currently we use the CPI-U as the benchmark in determining a municipal's annual support of NYFS. We are asking that municipal partners consider an additional 5% increase above the CPI-U. We anticipate this will put the increase in annual support about 8% over last year.

We value our long term partnership with you and thank you in advance for seriously considering our request as you prepare your budget for the upcoming fiscal year. If you and/or others in your municipality need greater understanding of the NYFS situation as you make this budget commitment, please feel free to ask us to meet with you to discuss further.

Our appreciation for your continued support.


Joe Murphy
NYFS Board Chair


Jerry Hromatka
President & CEO