CITY COUNCIL MEETING

VIRTUAL MEETING - Cable Channel 18 - www.townsquare.tv/webstreaming

MONDAY, APRIL 13, 2020

6:30 P.M.

Due to the Spread of COVID-19, City of West St. Paul public meetings will be held virtually until further notice. Members of the public may monitor meetings by tuning in to Cable Channel 18 or online at www.townsquare.tv/webstreaming during the posted meeting times. Meetings can be viewed on-demand starting the day following the original airing at www.wspmn.gov/agendacenter. Items requesting public input will do so via telephone call-in during live broadcasts only. Please view meetings during their original posted times to participate.

1. **Call to Order**

2. **Roll Call**

3. **Pledge of Allegiance**

4. **Adopt the Agenda**

5. **Citizen Comments - Call in**

   Individuals may address the City Council about any item not included on the regular agenda. Speakers are requested to call the Public Input Phone Line, state their name and address for the Clerk's record. Generally, the City Council will not take official action on items discussed at this time, but may typically refer the matter to staff for a future report or direct that the matter be scheduled on an upcoming agenda.

6. **Council Comments**

7. **Proclamations, Presentations and Recognitions**

   A. Donation to City

      Documents:

      COUNCIL REPORT - DONATIONS TO THE CITY.PDF
      RESOLUTION - DONATIONS TO THE CITY.PDF

8. **Consent Agenda**

   All items on the Consent Agenda are considered to be routine and have been made available to the City Council at least two days prior to the meeting; these items will be enacted by one motion. There will be no separate discussion of these items unless a Council member or citizen so requests, in which event the item will be removed from this agenda and considered under separate motion.

   A. Minutes of February 10, 2020 - OCWS and Council

      Documents:

      02-10-20 OCWS MINUTES.PDF
      02-10-20 COUNCIL MINUTES.PDF

B. Minutes of February 24, 2020 - OCWS and Council

Documents:

02-24-20 OCWS MINUTES.PDF
02-24-20 COUNCIL MINUTES.PDF

C. Minutes of March 9, 2020 - OCWS and Council

Documents:

03-09-20 OCWS MINUTES.PDF
03-09-20 COUNCIL MINUTES.PDF

D. Minutes of March 11, 2020 - Town Hall Meeting

Documents:

03-11-20 TOWN HALL MTG MINUTES.PDF

E. Minutes of March 23, 2020 - Regular Council

Documents:

03-23-20 COUNCIL MINUTES.PDF

F. List of Claims for April 13, 2020

Documents:

COUNCIL REPORT - 4.13.2020 CLAIMS.PDF

G. February Financial Report

Documents:

FEBRUARY FINANCIAL REPORT.PDF
FEBRUARY BANK REC REPORT.PDF
UBS FEBRUARY.PDF
FEBRUARY 2020 GENERAL FUND BUDGET TO ACTUAL.PDF

H. Business Licensing

Documents:

COUNCIL REPORT - LICENSE APPLICATION DENIAL - KRONGTHONG CLAPPING.PDF

I. Rental Licensing

Documents:

COUNCIL REPORT - RENTAL LICENSING.PDF

J. Materials Testing Contract for CP 20-1

Documents:

COUNCIL REPORT - MATERIALS TESTING CONTRACT CP 20-1.PDF

9. **Public Hearing**

10. **New Business**

11. **Old Business**

    A. Final Reading - Rezoning 895 Robert St. from B5 to PRD, Planned Residential Development, with B5 - North Gateway Mixed Use Underlying Zoning

    Documents:

    COUNCIL REPORT - FINAL READING OF REZONING 895 ROBERT ST.PDF
    ORDINANCE 20-006 - REZONING 895 ROBERT ST.PDF

12. **Adjourn**

If you need an accommodation to participate in the meeting, please contact the ADA Coordinator at 651-552-4108 or email ADA@wspmn.gov at least 5 business days prior to the meeting
www.wspmn.gov EOE/AA

CITY OF WEST ST. PAUL

City Council Report

To: **Mayor and City Council**

Through: **Ryan Schroeder, City Manager**

From: **City Staff**

Date: **April 13, 2020**

Donations to the City

BACKGROUND INFORMATION:

The below described individuals and/or organizations have donated to the City:

Dakota Electric Association has graciously donated $500 to the West St Paul Parks & Recreation Department for its annual kid's safety camp.

Marge Vanderhoff has graciously donated $500 in gift cards from Fireside to be used by our first responders in the Fire and Police Departments.

FISCAL IMPACT:

		Amount
Fund:	101	$1,000.00
Department:	Various	
Account:		

STAFF RECOMMENDATION:

Publically thank the above listed individuals and organizations and accept their generous donations by adopting the attached resolution.

CITY OF WEST ST. PAUL
DAKOTA COUNTY, MINNESOTA

RESOLUTION NO. 20-

RESOLUTION ACCEPTING DONATIONS TO THE CITY

WHEREAS, the below listed organization has donated funds to the City:

Dakota Electric Association has graciously donated $500.00 to the Parks and Recreation Department:

Marge Vanderhoff has graciously donated $500.00 in gift cards from Fireside to be used by our first responders in the Fire and Police Departments

AND WHEREAS, these funds will be used for the annual kid's safety camp and first responders, and

WHEREAS, the Mayor and City Council acknowledge the generosity of this organization and extend their appreciation to them for their consideration and generous donations.

NOW, THEREFORE, BE IT RESOLVED that the West St. Paul Mayor and City Council accept this donation on behalf of the City and authorize City Staff to expend these funds in the manner described therein.

Adopted by the City Council of the City of West St. Paul, Minnesota, this 13th day of April 2020.

Attest:

_____ _____

David J. Napier, Mayor Shirley R Buecksler, City Clerk

City of West St. Paul
Open Council Work Session Minutes
February 10, 2020

1. Roll Call

Mayor Napier called the meeting to order at 5:30 p.m.

Present: Mayor Dave Napier
Councilmembers Wendy Berry, Lisa Eng-Sarne,
Anthony Fernandez (arrived at 5:32 p.m.), John Justen, Bob Pace and
Dick Vitelli

Absent: None

Also Present: City Manager Ryan Schroeder
City Attorney Kori Land
Fire Chief Mark Juelfs
Lt. Matt Swenke
Human Resources Director Debra Gieseke
Finance Director Char Stark
Parks & Public Works Director/City Engineer Ross Beckwith
City Clerk Shirley Buecksler

2. Review and Approve the OCWS Agenda

Council approved the OCWS agenda, as presented.

3. Review the Regular Meeting Consent Agenda

Mayor Napier said one correction was made to Item 10A of the January 27. 2020 Regular Council minutes.

Council approved the Regular Meeting Consent Agenda, as amended.

4. Agenda Item(s)

A. Public Safety Committee Recommendations

City Manager Schroeder said the Public Safety standing committee of the Council met on October 22 and December 3, 2019 and most recently on February 4, 2020. At this most recent meeting, the committee:

- Provides specific recommendations on which sidewalk and crosswalks should be of greatest priorities. Absent contrary Council direction, it is anticipated that each of these recommendations would be included in future budget and CIP discussions.

- Referring to the minutes, Schroeder said there are several items included on what the committee recommended, which will come back to a future OCWS, in particular Emerson sidewalk. There are some significant constraints along Emerson that should be talked through, including large trees.

- Suggests that the Engineer provide a recommendation for a No Parking designation on a portion of Kathleen Drive near Marie Avenue.

  - Schroeder said the City Engineer looked at it and there is a recommendation on the Regular Council meeting tonight.

- Suggests that no action be taken regarding traffic calming related to Carrie Street north of Thompson Avenue but that the future Thompson/Oakdale roundabout project be continued to be pursued and that pedestrian facilities continue to be pushed as a priority for this area.

  - Schroeder said that Staff would rather look at it after some of the development occurs in the area. The committee agreed that it wasn't timely.

- Made specific recommendations to expand housing rehabilitation program efforts.

  - Schroeder said Jason Peterson is here tonight for any questions during the EDA Work Session.

- Affirmed the suggestion on how best to narrow committee scope.

  - Schroeder said this is addressed in the committee minutes. If Council supports these changes, then we would come back with some document that puts this into place. There were four items that the committee agreed with the proposed scope of:

    1) Street and sidewalk/pedestrian project reviews
    2) Neighborhood scale traffic calming/signage request reviews and policy
    3) Code enforcement/rental housing/problem properties
    4) Review of public safety neighborhood hot spot issues

Schroeder said the committee also had a brief discussion that a future OCWS should be targeted to review the Rental Density Ordinance and that the City should research allowance of Accessory apartments.

Mayor Napier said he likes #7 of the committee's February 4, 2020 minutes and the idea of discussing the scope of the committee and narrowing it down to everything

related to public safety. He would also like to have ward representation from each ward, so this group should discuss that. We have one Ward 2 rep and two Ward 3 reps, with no representation from Ward 1, so he would like to go back and fix that. If we're talking sidewalks, Mayor Napier said he wants to ensure that group is represented, as well, so it's not perceived that Ward 2 and 3 are getting higher attention when it comes to sidewalk safety.

Attorney Land said it's a bit awkward unless someone currently on the committee is willing to step aside. If both Ward 3 reps want to be on the committee, you may need to draw straws.

Councilmember Vitelli said he doesn't feel slighted by not being on the committee and that he doesn't want to kick off either one.

Mayor Napier said it's more perception, which is reality for people.

Councilmember Pace said it doesn't matter to him.

Councilmember Eng-Sarne said she has the longest commute, which is hard to get to her other job, so she would be willing to step aside.

Attorney Land said it needs to be a motion at the table, either now or on the next agenda.

Councilmember Justen suggested that Councilmember Eng-Sarne could join the Public Works Committee and she could swap with Councilmember Vitelli. Councilmember Eng-Sarne said she is also on the Environmental Committee, and then it would be equal representation. Mayor Napier said he will look at it.

Councilmember Vitelli said parking on Kathleen Drive will be better if only on one side.

Councilmember Justen said he had some thoughts on the housing rehabilitation program and will wait for the EDA meeting. The limitations in #7 of the minutes make sense, Under #8, the idea of coming back to that committee about the rental density ordinance, he thinks we need full Council on any changes to the rental density ordinance.

Councilmember Eng-Sarne asked Councilmember Justen if he would add accessory apartments to that. Councilmember Justen said, if we are talking purely public safety related, I don't know if accessory apartments relate to public safety. Mayor Napier said he doesn't think so.

Councilmember Justen said we need to be careful what we lump into public safety, for public perception. For example, housing rehab being within public safety can

come across very wrong to some people and makes him uncomfortable to what the resident reaction may be.

On behalf of the committee, Councilmember Berry said she doesn't think it's the intent to bring something through without bringing it to Council to discuss.

Mayor Napier said the biggest thing for him, agreeing with Councilmember Justen, is trying to squeeze something that is not a public safety issue, necessarily, into a public safety committee. It might not give someone an opportunity to come and sit in on it.

Mayor Napier said his intent was not to have that go to the committee. He made a statement at the Council meeting that "Mayor Napier hopes Staff will find ways to implement NeighborWorks and see if it works for our City and bring forward to the Council for discussion." I was hoping Staff was going to work through it first. But Councilmember Eng-Sarne mentioned at the beginning of her statement that she thought this would be good to be discussed at the Public Safety Committee. So Mayor Napier said there was a misunderstanding and he didn't realize it was going to be discussed at that meeting. It was a great discussion but he had hoped Staff would have discussed it first.

Schroeder said he did work through it first but he had 15 or 16 items and they wouldn't make it through OCWS. He just wanted some input and the committee was meeting. Since they had already talked about it twice, he ran it by them again for feedback first before bringing it to Council.

Reading through #6, Mayor Napier said there is not a lot there that represents a public safety issue.

Councilmember Vitelli said he thinks it should be a work session item and doesn't know how you assign that to any specific committee.

Councilmember Berry said she thinks the problem is trying to find time to discuss all of those in an OCWS because they're all so packed into an hour and a half. There isn't enough time to figure everything out and it doesn't work. Public safety may not be the answer but there should be other options than just three hours a month to get through big things like this.

Mayor Napier said we can also talk about it at the Council table, too. We don't have to take action but can have an open discussion when we have a light agenda.

Councilmember Justen asked if there has ever been any thought, considering how much we have to get through, to having an OCWS that is not bound by a termination with a meeting following. As in, not prior to the actual Regular Council meeting but at a time when we can get through things. For example, one Monday is an OCWS and we go until we're done, the next Monday is the Regular Council meeting. He said he

shares the feeling that a lot of times we cannot get in deep enough into a conversation because we don't have enough time and need to get out to the Council table.

Mayor Napier said he would be find with trying to do it on a separate day. He likes that tonight we have one item.

Councilmember Vitelli likes the idea of adding it to a light agenda and we could talk all night.

Councilmember Pace asked if the Mayor wished #6 wasn't part of the Public Safety Committee. Mayor Napier said he is questioning whether it fits. Councilmember Pace agreed with everyone's assessment to a certain point. This is the first OCWS in a long time where we have time for further discussion. He asked if it's as simple as calling it the Public Safety and Housing Committee and, when something like this comes up, let the safety committee vet some of this stuff for us.

Councilmember Vitelli asked if that isn't more of an EDA item. Councilmember Pace asked the Mayor if he is looking to have the housing item separate.

Mayor Napier said it was an hour and a half discussion at the Public Safety Committee. We could set a meeting aside and talk it out, he said. They've already done most of the work and have initiatives on paper.

Councilmember Justen commented that parliamentary procedures change at the table, so he doesn't know if we can have a brainstorming environment at the table. Mayor Napier said we can, but it's awkward. Sitting around the OCWS table is more conducive to working, he said.

Councilmember Fernandez said the way we are doing it is how he would like to continue. Certain things work better getting fleshed out in a small group, work on those things, and bring them to OCWS because sometimes what happens is that we wait for the right time to have the right meeting at OCWS. This is the exception tonight with a light meeting. It will never get done otherwise. At some point, some bodies have to get together to say we're going to do this or we're not going to do this. Action plans and steps have come out of this. We took this item to the small group and put wheels on it and brought it to this body. Having been in difficult things throughout life, he said that's how things happen in breakout groups. The fact is that we are actually looking at some things. At work shop, we have the City Manager and other City Staff there. A prime example is sidewalks. We're going to get sidewalks. It's not like we are pushing against one issue or another. Sometimes it takes that to find out what the feasibility of it is. You have to look at things through a microscope before you can pull the lens up and see the whole picture. That's how both this body and Staff make better decisions. I like it the way it is to flesh things out, he said.

Councilmember Justen said we are all on equal footing at this table and now we've taken a chunk of things to that subcommittee. He said he is not worried about a power

struggle but it seems odd to have half of the elected representatives cut out of the first stage of large scale planning like this. I think there is reason for everyone to meet on other days so things like this that need to get on the OCWS and can get worked out. The problem is if you start breaking it out into a subcommittee, where half of us aren't there, it seems like we are removing some people who may have equivalent ideas. Such as the housing items, there are some things that I may have questions or objections about, but now it's sitting in front of me in this fleshed out plan, and now those who were not on the subcommittee, we need to go back and dig out the items that were already proposed and pushed forward. My understanding is the original idea of the Public Safety Committee and the Public Works Committee was in reaction to something that happened. Right now it seems arbitrary to have three people making a larger portion of the lead-up decision making, other than the other three on the Council.

Any idea you have, Councilmember Fernandez said, don't be encumbered by this right here. No more than three Councilmembers was by design. All three on the committee are people who want to proactively get some things done. There is a long history of things stumbling. Ideas happen but they need more to get them going. If you have an idea like that, find some other Councilmembers and work on it to get it done. It's the only way we can get these initiatives done. We have to start getting creative because we are cash strapped. The City Manager is very open to that stuff and that's how we move forward. We can't have paralysis by analysis, Councilmember Fernandez said.

Mayor Napier said he wants to make it clear that we haven't sat on our hands. The City Manager was given initiatives at the beginning of the year and soon we will have a report of what we've accomplished so far. Everything costs money but the part of the pedestrian plan that is critical here is laying out a plan first of all, prioritizing areas, and how we are going to pay for it. The pedestrian plan is there, we know which sidewalks are dead-ended, which need to be fixed, or install new ones. Trying to get that prioritized and where we are going to go next, other than each street project that comes up and where we will add sidewalks, he asked Schroeder for his feedback.

Schroeder said on the Consent Agenda tonight is some discussion about that. It talks through, for the most part, where progress has been made. I agree that this Council has not been sitting on its hands. Both sides of this conversation are valid. I understand the concern that you cannot have a portion of the Council making decisions but that was not the intent. He said it may be his fault but he just wanted some input because there is quite a bit here on how do you design a housing rehab program. We have the CDA plan to rely upon but what this OCWS had said in January was to go back and create one that will take us to the next level. I could have written that up but I just wanted some feedback from somebody, and this committee was already meeting and was a good place to get some feedback. I understand that next time I will ask for either direction from OCWS or suggest that we create a separate task force because I understand the concerns. It is always a concern for any Council that everyone wants to be involved equally and respected equally.

Mayor Napier said the critical piece is identifying the scope of the committee and having that clearly laid out. He appreciates that the committee Chair suggested they look at it so that it is clearly laid out and understood by everyone and every resident as to what the scope of the committee will stay within.

Councilmember Vitelli said he, personally, does not have a problem with the Public Safety Committee looking at the housing rehab program. Is it a good fit, no. Is the Public Works Committee better, no. Perhaps it should be in Economic Development. It's not bad to be in the Public Safety Committee, he said.

Councilmember Fernandez said the only thing with the housing item is we are looking at areas with a high amount of summary abatement and issues we specifically studied. Do you not feel sidewalks and paths are public safety? The response was no, they are public safety. Councilmember Fernandez continued and said we are not too far off. This all kind of ties into one another. Sometimes it comes down to whether you want Staff in their offices doing it or when they have three Councilmembers voting to provide an idea on it.

Schroeder said he has his direction and understands where the Mayor and Council is on this. He said we will come back on the scope so that we have certified that. Mayor Napier said he appreciates everyone coming in early to work on the committee and wants to ensure we are all on the same page.

Councilmember Fernandez said that maybe there are certain things like 1010 Dodd that may need a special task force. Task forces still need to happen, that's how it's going to get done. If we stick to the regimented rules, we need to have that in our muscle memory. This is important, he said. It makes Staff's job much easier.

5. Adjourn

Motion was made by Councilmember Vitelli and seconded by Councilmember Berry to adjourn the meeting at 6:05 p.m.

All members present voted aye. Motion carried.

David J. Napier
Mayor
City of West St. Paul

City of West St. Paul
City Council Meeting Minutes
February 10, 2020

1. Call to Order

Mayor Napier called the meeting to order at 6:34 p.m.

2. Roll Call

Present:	Mayor Dave Napier Councilmembers Wendy Berry, Lisa Eng-Sarne, Anthony Fernandez, John Justen, Bob Pace and Dick Vitelli
Absent:	None
Others Present:	City Manager Ryan Schroeder City Attorney Kori Land Lt. Matt Swenke Human Resources Director Debra Gieseke Finance Director Char Stark Parks & Public Works Director/City Engineer Ross Beckwith City Clerk Shirley Buecksler

3. Pledge of Allegiance

4. Adopt the Agenda

Motion was made by Councilmember Vitelli and seconded by Councilmember Justen to adopt the agenda, as presented.

Vote: 6 ayes / 0 nays. Motion carried.

5. OCWS Briefing

Mayor Napier said the Council held a work session prior to the regular meeting to discuss the following topics:

A. Public Safety Committee Recommendations

6. Citizen Comments

The following citizens addressed the Council:

- Kevin Hendricks, Ward 3, shared that the Dakota County Library has many programs scheduled for Black History Month, including a presentation at the Wentworth Library on February 12, 2020 at 5:30 p.m.
- Connye LaCombe, Ward 3, said she was disappointed by the last Council meeting by the way it was run, as well as the number of people attending and the actions by those regarding the Wakota Life item that was discussed.

- Ken Paulman, Ward 3, said he was disturbed by the last Council meeting and stated that people were intimidated and physically prevented from entering the Council Chambers to speak.
- Mary McCauley, Ward 3, spoke about the indigenous people and also the use of pronouns as self-identifiers.
- Sandra Michael, Ward 3, said she has been out of her home at Charlton Place since July 4, 2019 due to flooding at that time.

7. Council Comments

Councilmember Eng-Sarne said that the Council, as a body, would like to acknowledge and recognize all of the words spoken at the January 27, 2020 City Council meeting. Council has been discussing how we can do better and acknowledge that we needed more public safety at the last meeting. We will continue working with Staff to do better but noted that most meetings won't be as big, emotional or controversial as the last one. Please continue to provide your feedback.

Councilmember Eng-Sarne mentioned that Burger Time had a fire recently and are reopening on Friday. As a community, she suggested that we go out and support them in the next two weeks to keep a local business local.

Councilmember Eng-Sarne said that Sola Salons has brought 40 entrepreneurs into West St. Paul, with a lot of them now working closer to home and closer to many of their clients, as well. Sola Salons is a positive addition to West St. Paul.

Councilmember Eng-Sarne thanked Councilmember Berry for bringing forward the proclamation for Black History Month.

Councilmember Justen said he received many comments regarding the last Council meeting when he and other Councilmembers recused themselves. People at the meeting felt their comments and information were not heard by the recused Councilmembers but he wants them to know that Councilmembers Berry, Eng-Sarne and himself immediately streamed the entire meeting and heard everything that was said and wants everyone to understand that and make that clear.

Councilmember Vitelli said Mayor Napier did a fantastic job controlling the crowd at the January 27th Council meeting, listening to everyone who wanted to speak and showed extreme patience running the meeting. Regarding the individual who followed people to their cars, Lt. Swenke looked into it and had a conversation with this person.

Councilmember Vitelli said the building at Wakota fell between the guidelines and those who voted for it didn't want a lawsuit, so we approved it. They have been here 37 years and this is the first time he has heard any issue with them. He had no idea the crowd would be that large at the meeting.

Councilmember Berry expressed her apologies to anyone who didn't feel safe at the January 27th meeting. This is your City Hall and to have hundreds of people here and bringing threats, harassment and firearms is unacceptable. She feels confident that Staff has looking deeply into

the meeting's events and have developed plans to ensure it doesn't happen again. I hope our residents know that we have their best interests at heart and that things which took place at our last meeting won't discourage anyone from speaking here again. I'm glad that those of you who were at the January 27th meeting, and are here tonight, came up to speak again.

Councilmember Berry said she is happy that we are recognizing Black History Month and taking the time to remind everyone how important black people have been and continue to be so instrumental in making our country what it is today. Celebrating Black History Month shall allow us to pause and remember the stories of the sacrifices and suffering black people continue to endure for the sake of our racial equality. It is also important to understand that black oppression still exists today, and Celebrating Black History Month shall continue to remind us that black lives matter.

Councilmember Vitelli added that if anyone has a problem with our Police Department, please bring it to the City Council's attention. He personally has never heard of anyone having a problem with our Police Department and would like to hear about it.

Mayor Napier said Sola Salon is a great addition to our community. We toured the facility and it was nothing but top class. It's attracting people to our community to visit the stylists who have set up shop there. Entrepreneurs can have their own style shop without all the overhead. It's a really nice model and, if you haven't seen it, stop in and help those stylists be successful.

Mayor Napier said the January 27th Council meeting caught him off guard but that he stayed true to our process. Leading by the heart, I always been fair and kind, representing 20,000 people in our community the best I can. The type of environment we had on January 27th is a tough situation to handle. I have seen probably 80-100 Conditional Use Permits and plat reviews since I've been on Council, since 2012. I have followed the process on every one: open the public hearing, listen to the testimony, bring back to Council for discussion, and see if there is a move for action. I have received emails and have offered to have a discussion with anyone who wants to talk about it. I talked with one person about how I ran the meeting. Other than that, I haven't heard from anyone else, but I am always willing to take your call at any time.

To the Women of West St. Paul, I have had nothing but respect for what you do for our community. I have supported you and I believe in you. I believe that anyone who wants to be involved to better our community should be accepted. I have always done that with respect. I appreciate and thank you for what you have done for the city of West St. Paul.

8. Proclamations, Presentations and Recognitions

Mayor Napier presented a proclamation recognizing February 2020 as Black History Month and thanked Councilmember Berry for bringing it forward.

9. Consent Agenda

Motion was made by Councilmember Berry and seconded by Councilmember Justen to approve the following items on the Consent Agenda, as presented:

A. Minutes of January 13, 2020
- OCWS Minutes
- Regular Council Minutes

B. Minutes of January 27, 2020
- OCWS Minutes
- Regular Council Minutes

C. List of Claims for February 10, 2020 in the Amount of $618,023.92

D. Budget Adjustment for the IT Server Project from the Vehicle and Equipment Capital Fund to the IT Technology Capital Fund for $135,000

E. City Licensing for:

- Resolution No. 20-017 Concurring with the Issuance of an Application to Conduct Off-Site Gambling – South Robert Street Business Association, February 22, 2020 at Thomas Irvine Dodge Nature Center, 365 Marie Avenue West, West St. Paul

F. Rental Licensing in the Amount of $5,333.50 for:

- 226 Annapolis Street West (Apartment – Renewal)
- 234 Annapolis Street West (Apartment – Renewal)
- 330 Annapolis Street West (Apartment – Renewal)
- 800 Dodd Road (Apartment – Renewal)
- 126 Logan Avenue East (Apartment – Renewal)
- 108, 110, 114 Bernard Street East (Apartment – Renewal)
- 1266 Gorman Avenue (Apartment – Renewal)
- 218 Annapolis Street West (Apartment – Renewal)
- 884 Bidwell Street (Apartment – Renewal)
- 183 Annapolis Street West (Apartment – Renewal)
- 834 Allen Avenue (Apartment – Renewal)
- 966 Smith Avenue (Apartment – Renewal)
- 1425 Bidwell Street (Apartment – Renewal)
- 1435 Bidwell Street (Apartment – Renewal)
- 1445 Bidwell Street (Apartment – Renewal)
- 795/803 Dodd Road (Triplex – Renewal)
- 908 Gorman Avenue (Duplex – Renewal)
- 124 Bernard Street West (Duplex – Renewal)
- 922/924 Smith Avenue (Duplex – Renewal)
- 1008 Cherokee Avenue (Duplex – Renewal)
- 976 Dodd Road (Duplex – Renewal)
- 917 Bellows Street (Duplex – Renewal)
- 203 Annapolis Street West (Duplex – Renewal)
- 1312 MacArthur Avenue (Single Family – New)
- 1140 Charlton Street (Single Family – Renewal)

- 1031 Robert Street (Single Family – Renewal)
- 1924 Bidwell Street (Single Family – Renewal)
- 1962 Stryker Avenue (Single Family – Renewal)
- 1990 Stryker Avenue (Single Family – Renewal)
- 76 Crusader Avenue (Single Family – Renewal)

G. Insurance Agent of Record - Contract with Maguire Agency from January 1, 2020 through January 1, 2023
H. Receipt of Year End Council Initiatives Status
I. Parking Restrictions on Kathleen Drive

- Resolution No. 20-018 Establishing Parking Restrictions on Kathleen Drive from Westview Drive to Marie Avenue

Vote: 6 ayes / 0 nays. Motion carried.

10. Public Hearings

There were no Public Hearings.

11. New Business

A. Appointments to the Planning Commission

Mayor Napier brought forward his recommendations to the Planning Commission as:

Morgan Kavanaugh
Dan McPhillips

Motion was made by Councilmember Vitelli and seconded by Councilmember Fernandez to affirm Mayor Napier's recommendation to reappoint Morgan Kavanaugh and Dan McPhillips to the Planning Commission.

Vote: 6 ayes / 0 nays. Motion carried.

B. First Reading of an Ordinance Approving the Sale of Thompson Oaks Golf Course to the Economic Development Authority for Redevelopment Purposes

City Attorney Land introduced the following proposed ordinance for its first reading:

"An Ordinance Approving the Sale of Property Located Within the City of West St. Paul, Minnesota, to the West St. Paul Economic Development Authority"

Motion was made by Councilmember Berry and seconded by Councilmember Eng-Sarne to approve the first reading and call for a second reading of the ordinance to be held at a Public Hearing at the City Council meeting on February 24, 2020.

Vote: 6 ayes / 0 nays. Motion carried.

12. Old Business

There was no old business to discuss.

13. Adjourn

Motion was made by Councilmember Berry and seconded by Councilmember Eng-Sarne to adjourn the meeting at 7:08 p.m.

All members present voted aye. Motion carried.

David J. Napier
Mayor
City of West St. Paul

City of West St. Paul
Open Council Work Session Minutes
February 24, 2020

1. Roll Call

Mayor Napier called the meeting to order at 5:30 p.m.

Present: Mayor Dave Napier
Councilmembers Wendy Berry, Lisa Eng-Sarne,
John Justen, Bob Pace and Dick Vitelli

Absent: Councilmember Anthony Fernandez (excused)

Also Present: City Manager Ryan Schroeder
City Attorney Kori Land
Lt. Matt Swenke
Finance Director Char Stark
Parks & Public Works Director/City Engineer Ross Beckwith
Community Development Director Jim Hartshorn
City Clerk Shirley Buecksler

Luke Moren, Engineer - Kimley-Horn
Brady Busselman, Practice Leader, Commercial – Sambatek
Ben Schultes, Vice President – Jerry's Enterprises, Inc.

2. Review and Approve the OCWS Agenda

Motion was made by Councilmember Eng-Sarne and seconded by Councilmember Justen to approve the OCWS agenda, as presented.

All members present voted aye. Motion carried.

3. Review the Regular Meeting Consent Agenda

The resolution to establish West St. Paul as a Bird City, USA, will be removed from the Consent Agenda to be introduced and approved with all other items on the Consent Agenda.

4. Agenda Item(s)

A. Thompson/Oakdale Trail Feasibility Study Update

At the January 13, 2020 City Council meeting, the City accepted a $30,000 Local Communities Grant from Dakota County. This grant was to fund a bicycle and pedestrian feasibility report along Thompson Avenue (Robert Street to Trunk Hwy

52) and Oakdale Avenue (Wentworth Avenue to Butler Avenue). The City hired the engineering firm Kimley-Horn to prepare the feasibility report. Dakota County staff have been involved, as well, since these are both county roads.

City staff recently met with St. Croix Lutheran High School and the Living Longer Stronger group to discuss the study and listen to their bike and pedestrian concerns along these corridors. The Park and Recreation Committee also had a discussion about the different options. A public Open House is scheduled for 5:00 p.m. to 7:00 p.m. on March 5 at the St. George Orthodox Church, which is along the corridor. Feedback from all of these meetings will be used to help guide the feasibility report. The completion of the feasibility report will provide facility recommendations and costs estimates needed for grant applications.

Project costs will be dependent on the facilities that are ultimately recommended. Two big costs will be right-of-way and retaining walls, which will vary based on each option. Staff is planning to submit for the upcoming Metropolitan Council Regional Solicitation grant this spring which, if successful, would pay for a percentage of the construction costs. Since both of these corridors are on county roads, Dakota County would also be a funding partner.

City Engineer Beckwith introduced Luke Moren, Engineer with Kimley-Horn, who passed out designs with views of different options. One of Thompson Avenue and two of the Oakdale corridor.

Mr. Moren provided the attached presentation for Council. He said they have come up with a recommended option for the Thompson Avenue roadway corridor. A multi-use on the south side of the trail and a sidewalk on the north stretch. The south side of Thompson Avenue has a couple of development projects going on. As part of that redevelopment, they would be required to build that trail, as part of the project. We already have the fiscal advantage of those two developments building the trail for the City, as well as the City owns right-of-way within the golf course.

Beckwith said the County would like to see a trail on one side and a sidewalk on the other.

Mayor Napier said we have an idea of what to expect with the County, having just gone through the construction of Wentworth Avenue. They wanted the exact same thing.

Mr. Moren said the County is in support of this recommendation on Thompson Avenue.

Councilmember Pace said we are supposed to get a roundabout at Thompson and Oakdale, and the County wants the City to take Thompson Avenue back. Is there any bearing on this? Beckwith said this is one piece of the puzzle. It is 2024 construction dollars.

Councilmember Vitelli asked if three is trail on the other side of Highway 52 on Thompson. Councilmember Pace said there are sidewalks on Wentworth and both sides of Thompson. Councilmember Vitelli said we definitely need it.

Councilmember Justen said he used to run a business in the area and the majority of foot traffic is on the south side because of the bus stop on the corner, so this makes sense.

As the golf course property begins to develop, Mr. Moren said it's a destination and will be convenient for them.

Mr. Moren said Oakdale is a little less clear. It's not as obvious of a recommended pedestrian and bike facility. Option A includes a multi-use trail, east side from Wentworth to Butler, additional sidewalk could be added to the west side. Option B has bike lanes with sidewalk utilizing the existing shoulders on each side of Oakdale Avenue to provide the pedestrian facility, a sidewalk could be constructed on the west side of Oakdale. The school said they would fund a portion of the trail on their property.

Councilmember Vitelli asked if there are 10 foot parking lanes on both sides and if it's even feasible to move the center line to the west and use some of the existing area, separated with a curb. Mr. Moren said we could shift lanes and open up some of that right-of-way with retaining walls. We will continue to look at it with the study but want to look first at the bike lanes and trails. There is some cost analysis.

Councilmember Pace said he lives on that street and bikes on it. In front of his house there is the stripe on both sides. You can walk or bike all the way to Thompson. It's dangerous with cars parked and you have to veer into traffic. Going on the east side, the river to river trail is at Emerson and then goes down to Thompson and crosses at the new development at the golf course. It's important to keep that river to river trail continuity there. He said he would not be in favor of anything on the street because bikes and pedestrians need to be off road. Or make it no parking but the residents wouldn't be happy.

Councilmember Justen said he would only be in favor of off street trail, unless the cost was insanely prohibitive.

Councilmember Berry said this was discussed at the Park and Recreation Committee meeting. If we want to get people out and walking, moms won't take strollers on the bike trail.

Councilmember Pace said St. Croix Lutheran voiced their concern for students crossing at Moreland. If this gets constructed it would be cool to have crosswalk painting or a sign.

Mr. Moren said we received feedback that students are using Moreland or walking up to Butler. We would recommend enhanced crossing or bumping in the western curbline to make that a safe place or channelize people to cross there.

Mayor Napier said with students living there, a lot of them cross Robert Street.

Beckwith said we can look at bump outs or enhanced crosswalks.

Mayor Napier said it will be a huge challenge with easements and right-of-ways. Not every resident wants one going across their yard. It can enhance or degrade the property. Mayor Napier said he appreciates that we have this study done and can look at the feasibility of it.

Councilmember Justen asked about mature trees where the property trail is on the drawing. This is a big objection for residents who have mature trees. Mr. Moren said it's more of an issue on Thompson. They will need to look at this in detail, he said.

For Option B, Mr. Moren said it will be more cost effective to put in bike lanes versus a trail. Bikers do use the shoulders now to access the bike lanes at Annapolis and into St. Paul. He questioned if bike lanes from Wentworth to Butler should continue to Annapolis.

Mr. Moren said those are the two options we're looking at now. We met with the Park and Recreation Committee. Generally, they are in support of anything for either of these corridors. On Thompson, they agreed and liked the idea of either option of trail or bike lanes and the sidewalk on the west side. There were some differing opinions for the off street trail versus the bike lanes, but we didn't get a consensus. The suggestion was to bring it to the March 5 Open House for feedback.

Councilmember Vitelli said if you eliminate parking on one side and raise the bike lane with a curb, he assumes that would eliminate all the walls. A protected bike lane. Can bikes travel in opposite directions on the same trail? Mr. Moren said if we were to move the curb line in and the trail in, there could be bikes traveling in both directions and parking on the west side. This is probably a cost factor to look at, and the County will need to buy into it.

Councilmember Vitelli said looking for trail on the east side, not striping it, would actually raise it up as a trail. Councilmember Berry said Minneapolis stripes and has pylons. Mr. Moren said that is a protected bike lane but there's not width to take one of the shoulders and make a two way bike lane. Per State aid standards, 10 feet isn't enough to convert to a two way bike lane.

Councilmember Eng-Sarne asked if we are going to be coming back with additional comparison of numbers or if this is to determine one path. Beckwith said we will be back at the end of March with information from the Open House and preliminary numbers at that point.

Councilmember Eng-Sarne said, generally, she would support trail off the street but is also trying to remember back to October and November when this was a hotter topic. This is a directive we can do well, she said.

Councilmember Vitelli asked what timeframe they're looking for. Beckwith said it will be 2024 construction.

Councilmember Vitelli asked City Manager Schroeder about funding. Schroeder said it will be interesting to see how his cost estimate matches what they come back with. The County is looking at a different cost sharing formula that would be to our benefit. They are looking for some changes. The Council has provided direction through the CIP; this would take a few years of that.

Councilmember Justen asked if Thompson would be far less costly. Mr. Moren said that is correct. Schroeder said we have abatement funds allocated towards the south side of that. Councilmember Justen added that, as we have things going in there, it would be nice to get the trail going and that Hy-Vee would appreciate us moving quickly.

Mayor Napier thanked Mr. Moren for the presentation.

B. Cub Foods Outlot Proposal Review

Community Development Director Hartshorn introduced Brady Busselman of Sambatek and Ben Schultes, Vice President of Jerry's Enterprises.

Hartshorn said on August 23rd, 2010, City Council approved multiple applications for the development of several out lots at the 10 Acres Shopping Center (2001 – 2069 Robert Street).

Due to the extended period of time that has passed since the initial approvals were made and the fact that drive-throughs are no longer allowed in the front yard, Staff decided to bring two options forward to the City Council for discussion and recommendation:

> Option A – Proposed out lot, similar to initial approval with a drive-through abutting Robert Street.
>
> Option B – Proposed out lot, with the building up to the road with the drive-through in the side yard.

Staff has reviewed and discussed both options with the applicant, and the applicant has stated that Option A is more desirable, as the design allows for the stacking of more cars in the drive-through.

Hartshorn presented an older drawing from 10 years ago with two drive-throughs approved as Option A. He also provided a drawing that includes Starbucks to the north (needs a drive-through), Xfinity and another tenant. If we put the drive-through 25 feet from the roadway with shrubbery to block it, Starbucks liked this option a lot.

Option B shows a horseshoe. The problem is the stacking. There is minimal stacking and Starbucks would not approve of this option.

For tonight, Hartshorn said we are looking for direction on which option to pursue. If they move the buildings to the west, we will lose a row or two of parking. We also talked in the past about easing up on some of our shopping center district parking.

Mayor Napier asked if this is considered from the Cub driveway or how much frontage it takes up.

Mr. Schultes said the Chase building on Option B is to the south. It would abut to Outlot A on Mendota and South Robert Street. The top of the drawing shows a walkway from the grocery store building all the way to Robert Street. The main entrance is coming in from Robert. Going north, it's the only way to get access to this property.

Mr. Schultes said we have tried to jump start it over the past couple of years and largely went off the old plan, not knowing that it would need to be revised substantially. We are here to air it out a little bit and see what Council thinks of supporting the previously approved plan, which would be our preference.

Councilmember Vitelli asked about Option A, if it would be immediately south of the entrance into the center of the property that goes right up to the Cub store. The entrance is north farther, Mr. Schultes said.

Mayor Napier asked if Outlot A is owned by the City. Hartshorn said yes.

Councilmember Pace said he is personally in favor of Option A and said he doesn't know why we would restrict development. We have all been waiting for something to happen there.

Councilmember Justen said the building we see in Option A is in fact taking up a similar amount of room as the building in Option B. In the drawings, they appear to be different sizes and asked if they are relatively similar. Mr. Busselman said that's correct, it's just the scaling. We started with Option A and thought the 6,000 feet is what fit there. Option B was only designed to get the horseshoe and squeeze in as much building as we could. Councilmember Justen said they would lose about 300 square feet because of the horseshoe.

Councilmember Berry asked if the drive-through goes around the building in Option A. Mr. Schultes said yes, they could queue cars around the building. Mr. Busselman

said we counted from the ordering window to the end is eight cars. Mr. Schultes said Option B would be four cars. They would have to come in and order and make the curve, but there is only room for four cars before interfering with traffic.

Councilmember Vitelli said, adding up the footage on the horseshoe, you're at 191 feet. At 25 feet per car, you would still have 9 ½ cars in the horseshoe. Mr. Busselman said the key is the cars stacked behind the order board because that's where the first car stops. That's where there is a delta of four vehicles. Even though you're still providing some storage, it's not the volume Starbucks would desire.

Councilmember Berry said she likes Option A. Mayor Napier agreed.

Mayor Napier asked if they have any restaurants in the queue. Mr. Schultes said there is nothing scheduled for restaurants right now. There is one vacant or uncommitted bay on the south side at this time. The next most logical place to go is along Mendota on the south side and where we will start working on next.

Councilmember Justen asked if the concern with Option A, from the City's perspective, was just the visibility of the drive-through. Is there room enough for notable screening? Hartshorn said that's why we are pushing the buildings 20 feet into the shopping area so we have the room to do that.

Mr. Busselman said, with Option A, there is 15 1/2 feet from the property line to the curb. The sidewalk is all in the right-of-way.

Councilmember Vitelli said he has no problem giving up parking in the parking lot.

Mr. Busselman said we haven't done a parking study but thinks there is plenty of parking available.

Mayor Napier said we are excited for it and hoping it gets the rest of it going, also. Maybe we can partner with our gateway sign at that time.

Councilmember Pace asked about their timeframe. Mr. Busselman said when we initially met with Staff last fall, the message was that this was in line with the approved planned development from 2010 and was, therefore, a process that could go straight to building permit. But that changed and would impact our timeline. Starbucks is already ready to go. If we cannot go straight to building permit, it would be an issue and could push it to 2021.

City Attorney Land said the Chase building eliminates the drive-through and moves things around. There are no drive-through lanes on Option B, and it changes the dimensions of everything that we felt it was a significant enough amendment to their approved Site Plan, that it would need Planning and Council. However, this would only take two months. Because of the Chase building addition, it would include both of those parcels. If the dimensions are the same as what was approved, that would be

find, but she said she assumes they want the Chase building at the same time, which is a difference.

Councilmember Vitelli asked if the plan approved 10 years ago would only be with a drive-through. Attorney Land said yes, because that is what was approved. Both buildings had drive-throughs.

Councilmember Berry said Option A is just one building with one drive-through and asked why we cannot go with that one. Attorney Land said they can if they want to pull a building permit on that building. The problem is the Chase building.

Councilmember Justen said the Chase building is also in Option A, just not in the drawing. Attorney Land said that is the issue – the drawing changed.

Mr. Busselman said on the original Site Plan there was a drive-through that came all the way around, but Chase now wants an ATM.

Councilmember Vitelli said that's all an improvement. Attorney Land said if you look at what was approved, this is a different plan. The Planning Commission approved a Site Plan with specific dimensions and specific buildings with drive-throughs.

Councilmember Vitelli asked if the Chase building fits the dimensions of where it would be with a drive-through around it. Attorney Land said she does not know. Councilmember Vitelli said if it does and the building is within the dimensions of where it would have been with a drive-through, we wouldn't need to go to the Planning Commission again.

Attorney Land said we can take a look at what's being proposed. If it's doing the math and dimensions and the proposed building for Starbucks – if it's close enough, we can say that.

Mayor Napier said he would still like the Planning Commission to look it over, review it and move things along as fast as we can. They could even call a special meeting.

Councilmember Pace said he approves 100% and would like to move it along quickly.

Attorney Land said we could have it on the March 17 Planning Commission agenda and the following Council agenda.

Mr. Busselman said they will move forward with the north building, Starbucks and a building permit, and will discuss Chase at a Planning Commission meeting.

Mayor Napier agreed and thanked them for coming.

5. Adjourn

Motion was made by Councilmember Eng-Sarne and seconded by Councilmember Justen to adjourn the meeting at 6:19 p.m.

All members present voted aye. Motion carried.

David J. Napier
Mayor
City of West St. Paul

City of West St. Paul
City Council Meeting Minutes
February 24, 2020

1. Call to Order

Mayor Napier called the meeting to order at 6:30 p.m.

2. Roll Call

Present:	Mayor Dave Napier Councilmembers Wendy Berry, Lisa Eng-Sarne, John Justen, Bob Pace and Dick Vitelli
Absent:	Councilmember Anthony Fernandez (excused absence)
Others Present:	City Manager Ryan Schroeder City Attorney Kori Land Police Chief Brian Sturgeon Human Resources Director Debra Gieseke Finance Director Char Stark Parks & Public Works Director/City Engineer Ross Beckwith Community Development Director Jim Hartshorn City Clerk Shirley Buecksler

3. Pledge of Allegiance

4. Adopt the Agenda

Motion was made by Councilmember Vitelli and seconded by Councilmember Berry to adopt the agenda, as presented.

Vote: 5 ayes / 0 nays. Motion carried.

5. OCWS Briefing

Mayor Napier said the Council held a work session prior to the regular meeting to discuss the following topics:

A. Thompson/Oakdale Trail Feasibility Study Update
B. Cub Foods Outlot Proposal Review

6. Citizen Comments

None.

7. Council Comments

Councilmember Eng-Sarne said we are excited to welcome Food Smith to West St. Paul on March 9th. Also big news is that Hy-Vee will be ready to begin construction in October.

Councilmember Eng-Sarne thanked South Robert Street Business Association, Dodge Nature Center, and everyone at the City who helped put on the Winter Fun Fest. It was 46 degrees, packed with attendees, and everyone had a great time. She hopes it will continue at Dodge Nature Center because it was a lot of fun.

Councilmember Justen said he also attended Winter Fun Fest with his two children. There were an amazing amount of kids there, and he talked with people who said they were there for the first time. As someone who has a deep and abiding love for Dodge Nature Center in our community, Councilmember Justen said he couldn't be happier with the event.

Councilmember Justen reminded everyone to join and provide feedback at this year's Town Hall meetings, which are scheduled for:

Wednesday, March 11th, from 6:00 pm to 8:00 pm at Harmon Park
Thursday, March 19th, from 1:00 pm to 3:00 pm at St. Stephen's Church
Saturday, March 21st, from 10:00 am to Noon at Wentworth Library

Councilmember Vitelli said the street lights are out on the east side of Robert Street at Marie Avenue and Wentworth Avenue until the frost is out of the ground and they can be repaired.

Councilmember Berry said Winter Fun Fest was a success and a lot of fun. Dodge Nature Center was a great location for it. Thanks to South Robert Street Business Association, Dodge Nature Center and City Staff for their work on this event.

Councilmember Berry said the City Clerk started the absentee voting process for the Presidential Nomination Primary and it was a great kickoff to election season. She thanked Election Judges Larry Sachi, Julie Eastman, Rita Dolan, Howard Cutts and Gary Pagel for their recent help with health care facility voting. Also big thanks to all of the Election Judges who will be helping our city's voters at the Primary on Tuesday. Please go out and vote.

Mayor Napier said he wasn't able to attend Winter Fun Fest but he received messages and photos from both Dodge Nature Center and South Robert Street Business Association, showing what a great success it was. This partnership of combining their individual events into one large event proved successful with over 3,000 people attending this great community event in the middle of winter. He thanked everyone for being there and making it happen.

Mayor Napier said that both he and Councilmember Berry serve on the South Metro Fire Board. Some updates on what they are doing include:

- Two new fire engines are currently being assembled in Wyoming, Minnesota.
- The Board elected Public Member Dennis Wipperman – Mayor Napier gave a shout-out to Mr. Wipperman for his time and commitment serving on the Board for several terms now.
- The Night to Shine Event is a prom night for people ages 14 and older with special needs and has been hosted by St. Croix Lutheran School for the past four years.

Mayor Napier thanked and gave a shout-out to the South Metro Fire Department and West St. Paul Police Department Staff for their participation in this event

for the fourth year. Some Staff from South Metro Fire told him that this is one of the most fun activities they have participated in while serving on the Department.

- A Swearing In was held for new Firefighter Jake McCann. Mayor Napier congratulated Firefighter McCann and welcomed him to a great team.

8. Proclamations, Presentations and Recognitions

A. Proclamation – Rose Slomba Day

Mayor Napier read a proclamation in honor of Rose Slomba, born on leap day February 29, 1920, recognizing her 100 years of life and congratulating Rose on her 25th leap day birthday.

B. Introduction and Oath of Office for New Police Officer

Chief Sturgeon introduced new West St. Paul Police Officer Aaron Stone. Mayor Napier administered the Oath of Office, and Badge 2623 was pinned to his uniform by his fiancée, Jenna. Mayor Napier welcomed Officer Stone to the West St. Paul community.

C. Open to Business Presentation

Council heard a presentation on the Open to Business program.

D. Donations to the City

Motion was made by Councilmember Vitelli and seconded by Councilmember Pace to adopt Resolution No. 20-019 Accepting Donations to the City, in the amount of $1,000 from St. George Antiochian Orthodox Church towards the Police Department's Crime Prevention and Community Outreach efforts.

Vote: 5 ayes / 0 nays. Motion carried.

Mayor Napier thanked St. George Antiochian Orthodox Church for their generous donation.

Other announcements:

City Attorney Land announced that the Planning Commission training session will be held at 4:30 p.m. on March 17, 2020, prior to the start of the Planning Commission meeting. This was posted as a meeting but everyone is welcome to attend.

Mayor Napier announced that the Annual Food Drive is taking place again this year, with Hamburger Challenge cards available for purchase from Neighbors, Inc. in South St. Paul.

Mayor Napier also announced that the State of the City Address is scheduled for 8:30 a.m. on May 7, 2020 at Evolve, located at 260 Wentworth Avenue East in West St. Paul.

9. Consent Agenda

Motion was made by Councilmember Berry and seconded by Councilmember Vitelli to approve the following items on the Consent Agenda, as presented:

A. List of Claims for February 24, 2020 in the Amount of $1,518,452.84
B. Financial Reports for January 2020
C. Resolution No. 20-020 Declaring Certain Property Surplus and Authorizing Sale and/or Disposal Thereof, including:

- 2005 Dodge Caravan, VIN 2D4GP44LX5R431564

D. Rental Licensing in the Amount of $2,409.00 for:

- 460 Stanley Street East (Apartment – New Owner)
- 937 Humboldt Avenue (Apartment – Renewal)
- 237 Bernard Street West (Apartment – Renewal)
- 264/266 Annapolis Street East (Apartment – Renewal)
- 40 Annapolis Street West (Apartment – Renewal)
- 188 Curtice Street West (Duplex – Renewal)
- 110 Bernard Street West (Duplex – Renewal)
- 921 Hall Avenue (Duplex – Renewal)
- 235 Dakota Street (Duplex – Renewal)
- 989 Smith Avenue (Duplex – Renewal)
- 1087 Stryker Avenue (Duplex – Renewal)
- 884/886 Cherokee Avenue (Duplex – Renewal)
- 1116 Humboldt Avenue (Duplex – Renewal)
- 174/176 Annapolis Street West (Duplex – Renewal)
- 1109 Harmon Avenue (Single Family – Renewal)
- 930 Humboldt Avenue (Single Family – Renewal)
- 225 Thompson Avenue East (Single Family – Renewal)
- 1096 Stryker Avenue (Single Family – Renewal)
- 1146 Stryker Avenue (Single Family – Renewal)
- 962 Livingston Avenue (Single Family – Renewal)

E. Resolution No. 20-021 Appointing Additional Election Judges for the March 3, 2020 Presidential Nomination Primary, August 11, 2020 Primary, and the November 3, 2020 General Election
F. Resolution No. 20-022 Establishing West St. Paul as a Bird City, U.S.A.
G. Sanitary Sewer Inflow and Infiltration Services Agreement with the City of Newport
H. Coordinated Mental Health Response Pilot Memorandum of Understanding Extension and Resolution No. 20-023 Authorizing Execution of Agreement

Vote: 5 ayes / 0 nays. Motion carried.

10. Public Hearings

A. Final Reading of Ordinance No. 20-002 Approving the Sale of the Thompson Oaks Golf Course to the Economic Development Authority for Redevelopment Purposes

City Attorney Land provided an overview the ordinance and answered questions from Council.

Mayor Napier opened the Public Hearing at 7:01 p.m.

Seeing no one wishing to speak, Mayor Napier closed the Public Hearing at 7:01 p.m.

Motion was made by Councilmember Vitelli and seconded by Councilmember Pace to approve Ordinance No. 20-002 Approving the Sale of Property Located Within the City of West St. Paul, Minnesota, to the West St. Paul Economic Development Authority.

Vote: 5 ayes / 0 nays. Motion carried.

11. New Business

A. Award Dome Safety Entrance Construction Bid

Motion was made by Councilmember Pace and seconded by Councilmember Vitelli to award the reconstruction of the dome safety exits to TMG Construction, in the amount of $372,885.00.

Vote: 5 ayes / 0 nays. Motion carried.

B. Alcohol Compliance Failures – License Sanction Hearings

Motion was made by Councilmember Vitelli and seconded by Councilmember Eng-Sarne to adopt Resolution No. 20-024 Imposing Sanctions Upon Retail Intoxicating Liquor License Holder El Nuevo Morelos Mexican Restaurant.

Vote: 5 ayes / 0 nays. Motion carried.

Motion was made by Councilmember Vitelli and seconded by Councilmember Berry to adopt Resolution No. 20-025 Imposing Sanctions Upon Retail Intoxicating Liquor License Holder Smith Liquors.

Vote: 5 ayes / 0 nays. Motion carried.

Motion was made by Councilmember Justen and seconded by Councilmember Berry to remove the stay of $200 and impose the full $500 civil penalty, and adopt Resolution No. 20-026 Imposing Sanctions Upon Retail Intoxicating Liquor License Holder Faust Co., LLC dba R&B Liquor, as amended.

Vote: 5 ayes / 0 nays. Motion carried.

C. Tobacco Compliance Failures – License Sanction Hearings

Motion was made by Councilmember Vitelli and seconded by Councilmember Justen to adopt Resolution No. 20-028 Imposing Sanctions Upon Retail Tobacco License Holder Steven's Tobacco, Inc.

Vote: 5 ayes / 0 nays. Motion carried.

Motion was made by Councilmember Justen and seconded by Councilmember Pace to adopt Resolution No. 20-027 Imposing Sanctions Upon Retail Tobacco License Holder Jerry's Enterprises, Inc.

Vote: 5 ayes / 0 nays. Motion carried.

12. Old Business

There was no old business to discuss.

13. Adjourn

Motion was made by Councilmember Berry and seconded by Councilmember Justen to adjourn the meeting at 7:28 p.m.

All members present voted aye. Motion carried.

David J. Napier
Mayor
City of West St. Paul

City of West St. Paul
Open Council Work Session Minutes
March 9, 2020

1. Roll Call

Mayor Napier called the meeting to order at 5:00 p.m.

Present: Mayor Dave Napier
Councilmembers Wendy Berry, Lisa Eng-Sarne,
Anthony Fernandez, John Justen, Bob Pace and Dick Vitelli

Absent: None

Also Present: City Manager Ryan Schroeder
City Attorney Kori Land
Police Chief Brian Sturgeon
Fire Chief Mark Juelfs
Parks & Public Works Director/City Engineer Ross Beckwith
Community Development Director Jim Hartshorn
Finance Director Char Stark
Human Resources Director Debra Gieseke
City Clerk Shirley Buecksler

Kari Gill, Deputy Executive Director & Director of Housing Development, Dakota County Community Development Agency
Michael McLaughlin, Consultant, Urban Works

2. Review and Approve the OCWS Agenda

Motion was made by Councilmember Eng-Sarne and seconded by Councilmember Berry to approve the OCWS agenda, as presented.

All members presented voted aye. Motion carried.

3. Review the Regular Meeting Consent Agenda

Motion was made by Councilmember Vitelli and seconded by Councilmember Eng-Sarne to approve the Consent Agenda, as presented.

All members present voted aye. Motion carried.

4. Agenda Item(s)

A. Prevailing Wage Ordinance Review

In December 2019, during deliberations regarding the Dominium affordable housing project proposed on the former Kmart site it was asked if there was a prevailing wage requirement for the project. At that time, the developers responded that they did not include the costs of a prevailing wage requirement within their project pro forma and such a requirement would likely cause the developer to remove their entitlement request due to the project cost increase they asserted would occur.

The question created a review of projects since the 2007 adoption of the local prevailing wage ordinance, whether similar requirements exist elsewhere, impacts, and thoughts about how best to administer the ordinance.

West St. Paul's ordinance is the only ordinance of this type that currently exists within Dakota County. The County itself has a prevailing wage policy, as does the City of Hastings. However, neither of these policies relate to private development projects. No other city within the County has a prevailing wage policy at all.

The City has been involved in a number of projects for which prevailing wage is a component of the project. With any project including State, Federal, or Metropolitan Council grants there is a prevailing wage requirement. Included have been such as Robert Street reconstruction, the County Wentworth reconstruction, and the Marie/Oakdale trail project. The river to river tunnel, for 2020 construction, also has such a requirement. Council should be apprised that the most significant financial tools for some private development projects, which are housing tax credits and availability of housing revenue bonds, do not include a prevailing wage provision.

The City Attorney has provided to Council a compendium of private development projects since ordinance adoption. A few of these projects were recipients of either Federal, State, or Metropolitan Council grants and, as such, these projects included a prevailing wage requirement because of that funding. Other projects did not meet threshold requirements. Others appear to have met thresholds but if, in fact, they paid prevailing wage, the City did not monitor nor require ordinance compliance within project approvals and development agreements. The City Attorney has opined that a post agreement compliance requirement would not be timely.

The net of the above is straight forward. The larger policy discussion regards future implications and fiscal impact to City project investments going forward. For instance:

- With Tax Increment Financing (TIF) developments, we must provide a finding that "but for" the investment of future increments the project would not go forward. For the project at hand, it has been suggested that the project would not generate increments sufficient to cause the project to proceed under a prevailing wage requirement.

- If alternatively, there would be increment capacity to overcome purported cost increases, the result is a generalized property taxpayer impact of the increased subsidy that may be beyond the positive economics created for the public of the project in the first place.
- It is well established that in a redevelopment community the need for investment in projects is significantly greater than is the case in greenfield development. The TIF required for the Dominium project has been suggested to be entirely due to the cost of the real estate versus the valuation of that real estate in the project. In other words, the increment reduces the land cost closer to the economic value of the land. This same requirement does not exist within greenfield development parcels with which most West St. Paul projects compete. This land cost write down is required in this case regardless of the construction cost of the project.
- A future development taken on by a private entity "may" be expansion of the Ice Arena. The project proposers have suggested that they believe they will receive, in part, donated labor. However, under the current ordinance it "may" be the case that their project would be subject to the prevailing wage ordinance.

What we are suggesting, Schroeder said, is that the current ordinance may be too broad in its effect. Staff would recommend the ordinance be amended in order to provide Council with the opportunity to conduct a case-by-case analysis of application of the ordinance to future individual projects.

City Attorney Land also provided a memo regarding development projects since just prior to establishment of the prevailing wage ordinance, as well as a 2007 memo from the City Attorney's office regarding the ordinance proposal and a copy of the ordinance itself.

Schroeder said there are four to six projects which prevailing wage could have applied but, for one reason or another, we did not administer the ordinance against the project. LA Fitness and Rooftop 252 projects just barely met the qualifications because there was a minimum floor on subsidies and they just exceeded the minimum floor by a few thousand dollars. The Hy-Vee and Darts projects. A Community Development Agency (CDA) demolition grant on the parcel that we're going to talk about a little later where the EDA granted a $60,000 subsidy to the CDA. Schroeder said we may not have talked about it at the Council or EDA tables, but the CDA paid prevailing wage on that.

The second question, Schroeder said, is whether the City audited prevailing wage. Typically, we have not provided for an audit. The ordinance provides us the opportunity to audit but I do not believe we have, typically, over the years.

There are two questions at this point. What happens about past and what happens going forward. Schroeder recommended that, while we may not have appropriately administered the ordinance, for anything we have a development agreement on, it would be difficult to go back. For us to go back and tell them it needs to be revisited

would be difficult. The pro forma on those development projects would change. As represented by Dominium, they believe for their project, if they're subject to the prevailing wage ordinance, their metrics would change, as they represented to this group in December or January. Their project would not proceed under the prevailing wage ordinance. We believe this provides some opportunity to revisit the ordinance, to talk about what's intended by the ordinance, what might not have been intended, and if there are ways to improve that ordinance in some manner.

Schroeder said one suggestion is that there is value for Council to have some flexibility. The ordinance, as the City Attorney would state, does not provide the flexibility that a Council might want, as that policy drafted in a different form might provide to the Council.

City Attorney Land added that the list prepared for Council is not exhaustive. There were other projects that were not meeting the threshold. We tried to include the ones that, in hindsight, should have triggered the ordinance but for one reason or another we didn't apply it.

Mayor Napier said the memo was really good and laid out well where we're at.

Councilmember Fernandez asked, if we have this prevailing wage, how do we state this to those who have development agreements now, with money spent on development. Councilmember Fernandez said he would assume they would have a strong case in court.

Attorney Land said we have contracts for certain development agreements that both sides have already bargained for. To open that negotiation, they would have to agree voluntarily. I don't think we can impose the ordinance on them unilaterally. It may end up them with them terminating the contract or in litigation.

Councilmember Fernandez said, with Dominium's project in front of us, it is a balancing act. It's work force house and, if we don't do something with this ordinance, we could potentially be denying something that is greatly needed and the first of its kind in the county.

Mayor Napier said this ordinance was developed in 2007 and none of us were here. It would be interesting to go back and find out the intent of it. He said he thinks the intent is we are letting projects and we are subsidizing with tax abatement. It's their dollars paid pretax and we got them down to 12 years. He said he is struggling with this one.

Councilmember Justen commented that this ordinance was passed in 2007 but we never enforced it.

Mayor Napier said we've enforced it on our projects.

Councilmember Justen said the ordinance isn't about our projects. With this ordinance, specific to us giving City assistance, we have never enforced it. Whose responsibility would this have fallen under?

To provide some context, Attorney Land said in the 2007 timeframe when everything was in a downturn economically, the prevailing wage ordinance wasn't at the top of our list of things. It was how do we help the developer get the project done. While this was on the books, it did not come back to the surface between the group of people that were working on the development projects. It wasn't an intentional omission. We were more focused on getting projects to the table and to the EDA to help the city.

Councilmember Justen said if we are more focused, then we are choosing to ignore it. If it's more important to get things to the EDA. He said he is frustrated because now we are in a situation with a better economy and, now when there's reason to use prevailing wage, we're pulling back from it. He said he feels like we are changing an ordinance midstream, simply to make one project work. The project we have has the problems that the land cost is too high. The TIF is to offset the land cost. We are providing a way for them to underpay workers. He said he is totally uncomfortable with that idea. He doesn't know the quality of the contractors if they're not paying prevailing wage. Everything about this he finds really problematic, he said.

Councilmember Vitelli said he was not here in 2007. When he brought it up, he thought it was when the City built something like garages or a new City Hall or an ice arena, of that nature. That's the impression he was under about the intent of the ordinance. His understanding was that it was always something we built, not something we contributed to. Attorney Land disagreed.

Councilmember Vitelli said he agrees with what Councilmember Justen said. You're not going to find a non-union electrical contractor that isn't paying close to the prevailing wage in this market. Dominium built those big ones in Cottage Grove. Did they have any labor problems with the unions there? Attorney Land said no. Councilmember Vitelli said for the majority of the large contractors, he assumes they would build with the prevailing wage. He said he doesn't know how we fix this.

Mayor Napier said there is a reason other Cities in Dakota County don't have it.

Councilmember Fernandez said St. Paul went against their prevailing wage to build Cossetta's. It happens in bigger cities. It's unfortunate, but the reality of it.

Councilmember Vitelli asked the City Attorney how to wordsmith this so it only applies to a new City Hall, ice arena, or something our taxpayer dollars are paying for.

Attorney Land said if you want to retool the ordinance, the intent was if we give financial assistance to a developer, they would have to pay prevailing wage. She said it could be retooled.

Councilmember Vitelli said it's unfair for us to try and enforce it at this point. We have no recourse other than to retool it, unless you want to risk that Dominium will do prevailing wage and won't walk away.

Councilmember Pace said he agrees with the City Manager. Even though the ordinance is from 2007, a lot of things have changed to bring us up to date and he thinks it's antiquated. He doesn't like changing it for one project but thinks we need to be real here. They're in a money pinch because of a land deal, but they are also building low income housing. Don't think we can have it both ways, but he thinks it should be retooled to give the Council freedom to do more with developers.

Councilmember Justen said he is not saying to retroactively go back to existing development agreements. He doesn't think the lack of enforcement sets a precedence going forward. Without a development agreement with Dominium, he said that's the point for him. We need to figure this out now. He's still uncomfortable that it is somehow invalid. We failed to enforce it but that doesn't change the fact that we should have been enforcing it. He doesn't think there would be much of an argument that we didn't enforce it before.

Councilmember Berry asked about the people who didn't use prevailing wage and if those workers would be able to go back and ask for prevailing wage. Attorney Land said there is a statute of limitations.

Councilmember Vitelli asked Ms. Gill what the CDA would do. She said they will do both – they do one or the other.

Councilmember Pace said, following up with Councilmember Berry, we don't know if we didn't enforce prevailing wage on previous agreements.

To comment on Councilmember Justen's statement, Councilmember Fernandez said he understands, but the one thing is if we find out this ordinance is nuanced in modern times, we might want to look at some different variations of this ordinance to be fair and just. And how we are going to massage this into a more nimble process so we can move some projects forward.

Mayor Napier said he likes what Councilmember Justen said. Once we're made aware of it, we have to deal with it. This project is hinging on this right now. If we uphold the ordinance, the project goes away, so we need to decide soon. We either revisit the ordinance or we enforce it. We need to make that decision tonight.

Councilmember Justen said getting workforce housing and such built, the CDA is building workforce housing and using prevailing wage. Mayor Napier said that is with full taxpayer money. Councilmember Vitelli agreed that it's different.

Councilmember Vitelli said he is in favor of suggesting that the City Attorney go back and address this ordinance and get some flexibility into it. Attorney Land said we can still apply it to CDA projects but "when" it's applied.

Councilmember Berry said that makes her nervous about the flexibility. Is it a dollar cut-off? What would the recommendation be? Attorney Land said that's a great question.

Schroeder said, as we've talked about, this is the only ordinance in the county that applies to private sector projects. An answer to the question might be to tweak it so that it only applies to public sector projects. The second would be rather a dollar threshold, put language in the current ordinance that the City has the right to waive the requirement. Third, in our system, we haven't had anything to tell us about this ordinance. He said he heard about it for the first time in November and he has been here for three years. It has not been a point of discussion. What we've talked about is, to the extent that the building wage requirement tends to exist, in our templates, we need to put prevailing wage in so that it causes us to notice it.

Councilmember Justen said, with the threshold changing to $150,000, that doesn't get us anywhere to $3M for Dominium. If we rework it, the fourth bullet on donated labor – he thinks he would be comfortable if we had an organization that used donated labor. It could be a clarification clause.

Councilmember Berry asked how it would be enforced. And what else is out there that we don't know about? It makes her really nervous that we are missing these. Schroeder said the folks that do development here. And we need it in the template to provide an answer for.

Councilmember Pace said he would like to see us be on the same playing field as cities around us. He would like to see the ordinance applied to public development only, not private. He said we've been praying that people come in and develop on our street and doesn't want to go backwards. Councilmembers Vitelli and Fernandez agreed.

Councilmember Vitelli said he thinks that's the cleanest way to do it. Prevailing wage versus non-prevailing wage, just look at Rooftop 252. They tried to do it themselves and he didn't see any contractor signs. It took forever to get done and they spent a lot of time building it, when they could have had tenants in it. That's the choice a private developer makes. He said he agrees with Councilmember Pace. That was his intent years ago that it only applies to City projects.

Councilmember Berry asked how do we know it doesn't happen with this one? Schroeder said he has talked with others and they're not much different.

Councilmember Vitelli said he knows there is a study at the University of Minnesota that could tell us. Schroeder stated that said there are studies on both sides. Councilmember Vitelli said the prevailing wage law was created by the Republican

administration to keep contractors from going from Mississippi to Minnesota to bring in cheap labor. Three of us want to go that route, he said.

Councilmember Eng-Sarne said she appreciates hearing Councilmember Vitelli's perspective. The City can enforce certain things on buildings we build but cannot on private development. She said she associates this with environmental issues we cannot enforce on them, either. She appreciates the method Councilmember Vitelli described.

Councilmember Justen said he doesn't like walking away from prevailing wage. We've talked about us being the forward looking City. It's something to be proud of that we kept prevailing wage. He's aggravated that we didn't do anything with it and are now walking away from it. He doesn't want to explain this to someone from a union household in West St. Paul that might not work on that project because of it.

Councilmember Berry said she doesn't love it and hopes they pay the right amount of money. Here we are with the biggest development project we have. Mayor Napier said it is a private development. Councilmember Vitelli said, if there is any comfort, Dominium did the project in Cottage Grove and it must have gone pretty good.

Mayor Napier said we have 20,000 people in this community who we also have to answer to as to why we told that development to go away. We have one developer who is motivated and made the numbers work. It's a reason to look at this ordinance to see what we're doing so we don't get in this bind again.

Councilmember Vitelli said if a developer goes with a ratty contractor, the building trades will be all over them and make their lives miserable.

Councilmember Eng-Sarne asked if anyone feels that someone like Hy-Vee would have gone away if we had shown them this ordinance. Schroeder said he hasn't talked with them specifically. Councilmember Vitelli said they are a big company and have all chosen contractors. He said they have their favorite contractors that they use who do it right and usually don't even bid them.

B. Special Services District Discussion

At OCWS workshops on August 12 and November 12, 2019, as part of the 2020-21 Budget review, Council deliberated over what, if anything, to dedicate toward startup costs of a proposed Special Services District (SSD) in the Robert Street area. Ultimately, no consensus occurred on the matter. However, in order to leave the door open for future discussions on December 6, 2019 Council was informed that the Budget document proposed for consideration at the December 9, 2019 meeting would include a $25,000 allocation into the Innovation Fund. This fund does not have a designated budget expenditure in 2020 and exists in order to allow funding for mid-year initiatives should they occur. While the budget is not allocated toward the

SSD, the SSD would be an expense that would be appropriate from this fund. The 2020 Budget was approved on December 9.

On February 26 and 27, 2020, members of Council had the opportunity to meet with Michael McLaughlin from Urban Works, a consultant specializing in creation and administration of SSD's within Minnesota.

The suggestion from community members advocating for creation of an SSD is that the City allocate up to $20,000 in order to provide startup funds toward creation of an SSD. It has been suggested that should the City provide such an allocation that there be check in points at which Council can determine if the effort is bearing fruit or not. The request at this time is to discuss a possible allocation and any other requirements.

Provided in the Council's packet this evening is a prior proposal from Urban Works, a memo from the City Attorney on the matter, and the district map that has been proposed in the past.

Schroeder said he needs to know if the Council would allocate up to $20,000 towards the upfront requirement to go down a path of creation of a Special Service District for the Robert Street area. Councilmembers Vitelli and Pace said yes.

Mayor Napier asked first if everyone had a chance to meet with Mr. McLaughlin. Most said they met with him for two to three hours. Mayor Napier said Mr. McLaughlin is a very passionate person for what he does. He has helped many cities in a very effective way. It's a win for our City.

Councilmember Vitelli commented that he thought the amount was $40,000. Schroeder said Mr. McLaughlin's proposal is $40,000 but we have talked for quite a while that many of those things we can do ourselves. For instance, the data that goes with the district, the market values of the parcel, that's included in the proposal and we don't need him to do that.

Councilmember Justen asked what the legal aspect is of us doing the work. Attorney Land said you're just offering seed money and then a hands off approach.

Councilmember Vitelli said he can make this presentation to the South Robert Street Business Association (SRSBA).

Councilmember Berry asked if the consultant will go to SRSBA. Schroeder said he wouldn't be the one going door-to-door to talk to managers. That would be other folks. Mr. McLaughlin would be doing the high value stuff.

Councilmember Berry said Mr. McLaughlin is brilliant when it comes to SSD's and he did a good job describing how it would be executed. When we've talked to folks from SSD, she said she doesn't know if they have ideas on how to do it. Would phase

2 or 3 cost more? What we've heard is they're going to do shoveling that we already do.

In that process, Schroeder said he thinks we will get some of those answers. There is a small group of folks that have been talking about this and they don't know how widespread it is right now. Part of the process is to figure out to what extent they agree.

Councilmember Justen said the amount we're looking at is a lot more significant than the initial idea. To put flower pots around the light poles was $150K or $300K. This could be $500K or $600K a year that would come from the property owners and passed through to the renters. The other thing is that business owners who are not property owners – this will be passed on to them, but they have no vote on this and that concerns him, he said. It's only the landowners. When we are talking to every tenant, it goes through the 25% margin, every business owner that rents in there will have this assessed to them and there is nothing they can do about it. There are a lot of rented versus owned properties.

Councilmember Vitelli said his position is we have spent upwards of $40M on Robert Street. If SRSBA doesn't do anything, then we are going to do something about it to keep it looking nice.

Councilmember Fernandez said that's the simple economics of it. If a business owner chooses to buy and invest, it may push some people out, which is unfortunate, but that's how things potentially grow.

Councilmember Vitelli compared it to Red Wing, White Bear Lake, and others.

Councilmember Berry said it speaks to us of charging smaller businesses and forcing them out. Councilmember Fernandez said it could also increase their business. Councilmember Justen said if we pick up trash and shovel snow, it doesn't increase business.

Mayor Napier said Mr. McLaughlin will know by the feasibility study if this will work or not. We need to do phase 1 if we want to maintain our investment. We have a great leader in him. He has produced areas around the metro area that are very impressive.

Councilmember Eng-Sarne said the question is if you trust Mr. McLaughlin and Urban Works. Essentially, we just need to give him the green light to figure out if the business community will agree. Looking at his list, Chaska, Edina and Bloomington also work with him.

Councilmember Pace said the money is in the budget. If it turns out with the feasibility study that it will cost my neighbor's business too much, it may change people's opinion. We have to at least find out. The money is there, let's do it and see what happens.

Councilmember Justen said he has total faith in Mr. McLaughlin and has learned a lot from him. One thing to mention is, if there is any sign that it won't go forward, we pull the plug. If we do one of these and it fails, we're done for 10 years before we can try doing it again, according to him. In fairness, if the plug gets pulled and we're not going to get the 25%, it's better to pull the plug before we go around for the vote, than lose the vote, according to Mr. McLaughlin. It's a one-time shot, Councilmember Justen said.

Councilmember Vitelli said he would much rather go to Pace's in the summer, compared to Midas Muffler or other businesses. His business looks appealing and customer friendly. It would keep the street and sidewalks looking nice, power washed, and new banners and flowers.

Mayor Napier said he doesn't see us out there power washing the sidewalks, but they will.

Schroeder asked if the Council's consensus is to at least allocate the $20,000? Everyone agreed.

5. Adjourn

Motion was made by Councilmember Justen and seconded by Councilmember Eng-Sarne to adjourn the meeting at 5:48 p.m.

All members present voted aye. Motion carried.

David J. Napier
Mayor
City of West St. Paul

City of West St. Paul
City Council Meeting Minutes
March 9, 2020

1. Call to Order

Mayor Napier called the meeting to order at 6:30 p.m.

2. Roll Call

Present:	Mayor Dave Napier Councilmembers Wendy Berry, Lisa Eng-Sarne, Anthony Fernandez, John Justen, Bob Pace and Dick Vitelli
Absent:	None
Others Present:	City Manager Ryan Schroeder City Attorney Kori Land Police Chief Brian Sturgeon Fire Chief Mark Juelfs Assistant Fire Chief/Fire Marshall Terry Johnson Finance Director Char Stark Parks & Public Works Director/City Engineer Ross Beckwith Community Development Director Jim Hartshorn City Clerk Shirley Buecksler

3. Pledge of Allegiance

4. Adopt the Agenda

Motion was made by Councilmember Berry and seconded by Councilmember Eng-Sarne to adopt the agenda, as presented.

Vote: 6 ayes / 0 nays. Motion carried.

5. OCWS Briefing

Mayor Napier said the Council held a work session prior to the regular meeting to discuss the following topics:

a. Prevailing Wage Ordinance Review
b. Special Services District Discussion

6. Citizen Comments

The following people addressed the Council:

a. Connye LaCombe, Ward 3, regarding gay conversion therapy.
b. Kevin Hendricks, Ward 3, regarding bias against women.
c. Julie Eastman, Ward 1, regarding leadership training on bias and diversity.

7. Council Comments

Councilmember Berry thanked Connye LaCombe and her daughter for being so brave and for providing so much research on gay conversion therapy. She said she will find out what it takes to pass such an ordinance.

Councilmember Berry said March is Women's History Month. It began in 1981 and, since then, a lot of women have done a lot of great things. We have made history locally by having two women on the West St. Paul Council at the same time. Councilmember Berry read a quote by Maya Angelou, "A wise woman wishes to be no one's enemy; a wise woman refuses to be anyone's victim."

Councilmember Berry reminded everyone who may be driving that, with the weather getting nice, more people will be outside so please watch at intersections for people who are walking and biking.

Councilmember Eng-Sarne reminded everyone of Town Hall Meetings scheduled for:

- Wednesday, March 11th, from 6:00 p.m. to 8:00 p.m. at Harmon Park Neighborhood Center
- Thursday, March 19th, from 1:00 p.m. to 3:00 p.m. at St. Stephen's Lutheran Church
- Saturday, March 21st, from 10:00 a.m. to Noon at the Wentworth Library

Councilmember Eng-Sarne said today is the opening of FoodSmith Pub at 973 Smith Avenue South. She and Councilmember Justen took a peek last week and we cannot recommend it enough. It's beautiful and delicious and a welcomed addition to the neighborhood.

Councilmember Eng-Sarne thanked Connye LaCombe for sharing her story and her daughter's story and we will certainly process all this information and find out what we can do for next steps.

Councilmember Justen said the Census invitation forms will be in your mailbox between March 12 and 20. It is important to be counted, as it helps the community in the long run.

Mayor Napier mentioned the Town Hall meetings coming up and said it's really important that residents come and have a voice on what you want your City to look like. As the Council goes into its Strategic Planning meeting, we want to be sure we hear from our residents on what is important to them.

Mayor Napier said we have all heard about the Coronavirus. He will be participating in a League of Minnesota Cities webinar this afternoon, put on by the Director of Emergency Response for the Minnesota Department of Health. This webinar is to assist Mayors in what we need to do if this virus accelerates into our community.

Mayor Napier said he toured FoodSmith with the owner and met the Master Chef this morning. This is a great venue and a great place to have in our community. It hits right where we want to attract a little more activity to on Smith Avenue. Please go out and support your local businesses.

Mayor Napier asked everyone to participate in the Food Drive this year. There are bins out already in the community for donations. Also, Neighbors Inc. is again doing the Hamburger Challenge to support the food shelf at Neighbors. This year, they have added two more locations, for a total of eight hamburgers. It's not too late and it's a great deal, so get out and support our local restaurants.

Mayor Napier gave a special thank you to all of our volunteer commissions. The Planning Commission, Environmental Committee, Park & Recreation Committee and Charter Commission. Thank you for all the time you put into our community.

Mayor Napier said March 18th is Transportation Day at the Capitol. Anyone can attend, so join us in representing West St. Paul for help with our transportation issues.

8. Proclamations, Presentations and Recognitions

A. Police Chaplain Recognition

Police Chief Sturgeon provided a presentation on the Police Chaplain Program. We greatly appreciate the dedication and service our Chaplains provide and would like to recognize them for their service to our community, the West St. Paul Police Department and South Metro Fire Department. The current Chaplains are:

- Pastor Mike Verway, Assistant Liaison, First Calvary Baptist Church, serving for 3 years
- Pastor Joel Detlefesen, Riverview Baptist Church, serving for 7 years
- Chaplain Sue Plucker, Liaison, serving for 7 years
- Rabbi Lynn Liberman, Master Chaplain, serving for 12 years
- Reverend Alberto Vargas, Resource Chaplain, serving for 13 years
- Pastor John Snider, St Stephen's Lutheran Church, serving for 16 years
- Butch "Chap" Millett, Master Chaplain, Bethel Baptist Church, serving for 16 years

Chief Sturgeon also gave a special thank you to Sgt. John Hinderscheid, who oversees the program, along with Mendota Heights Officer Steve Hilyar.

Mayor Napier thanked them for their dedication and service to our community.

B. Rotary Donation to Marthaler Park Playground

Mayor Napier thanked the West St. Paul/Mendota Heights Rotary Club for their generous donation of $12,000 to the West St. Paul Parks & Recreation Department for the installation of a new playground in Marthaler Park.

Motion was made by Councilmember Pace and seconded by Councilmember Eng-Sarne to adopt Resolution No. 20-029 Accepting Donations to the City.

Vote: 6 ayes / 0 nays. Motion carried.

9. Consent Agenda

Motion was made by Councilmember Vitelli and seconded by Councilmember Eng-Sarne to approve the following items on the Consent Agenda, as presented:

A. List of Claims for March 23, 2020 in the Amount of $709,206.29
B. Resolution No. 20-030 Award Bid for 2020 Street Improvements Project 20-1 to McNamara Contracting, Inc.
C. Resolution No. 20-031 Declaring Certain Property Surplus and Authorizing Sale and/or Disposal Thereof:

- 2013 Ford Interceptor, VIN 1FAHP2M82DG148762
- 2005 Alko Trailer, VIN 4UGFC16275D011758
- 2005 Alko Trailer, VIN 4UGFC16+55D011757

D. Resolution No. 20-032 Appointing Public Member to the South Metro Fire Board – Dennis Wippermann
E. Joint Powers Agreement with Dakota County for City Project 20-9
F. Rental Licensing in the Amount of $5,652.50 for:

- 969 Smith Avenue (Apartment – New Owner)
- 999 Smith Avenue (Apartment – New Owner)
- 887/889 Smith Avenue (Apartment – Renewal)
- 883/885 Ottawa Avenue (Apartment – Renewal)
- 475 Butler Avenue East (Apartment – Renewal)
- 233 Bernard Street West (Triplex – Renewal)
- 931 Smith Avenue (Triplex – Renewal)
- 903 Manomin Avenue (Triplex – Renewal)
- 879 Smith Avenue (Triplex – Renewal)
- 935/937 Bellows Street (Duplex – Renewal)
- 412/416 Arion Street East (Duplex – Renewal)
- 162/164 Annapolis Street West (Duplex – Renewal)
- 413/417 Stanley Street East (Duplex – Renewal)
- 226/228 Dakota Street (Duplex – Renewal)
- 1120 Humboldt Avenue (Duplex – Renewal)
- 373 Bernard Street East (Duplex – Renewal)
- 1100 Gorman Avenue (Duplex – Renewal)
- 152 Belvidere Street West (Duplex – Renewal)
- 1015 Cherokee Avenue (Duplex – Renewal)
- 935 Charlton Street (Duplex – Renewal)
- 763 Dodd Road (Duplex – Renewal)
- 1808 Humboldt Avenue (Townhome – Renewal)
- 425 Butler Avenue East (Single Family – Renewal)
- 825 Allen Avenue (Single Family – Renewal)
- 1085 Robert Street (Single Family – Renewal)
- 220 Butler Avenue West (Single Family – Renewal)
- 1019 Seminole Avenue (Single Family – Renewal)

- 1080 Gorman Avenue (Single Family – Renewal)
- 917 Cherokee Avenue (Single Family – Renewal)
- 484 Annapolis Street West (Single Family – Renewal)
- 108 Arion Street West (Single Family – Renewal)
- 907 Smith Avenue (Single Family – Renewal)
- 821 Allen Avenue (Single Family – Renewal)
- 327 Hurley Street West (Single Family – Renewal)
- 186 Mainzer Street (Single Family – Renewal)
- 1069 Dodd Road (Single Family – Renewal)
- 1141 Cherokee Avenue (Single Family – Renewal)
- 1116 Cherokee Avenue (Single Family – Renewal)
- 1152 Hall Avenue (Single Family – Renewal)
- 1139 Kruse Street (Single Family – Renewal)
- 837 Bidwell Street (Single Family – Renewal)

G. Special Benefits Appraisal for 2021 Street Improvements Project 21-1

Vote: 6 ayes / 0 nays. Motion carried.

10. Public Hearings

There were no Public Hearings.

11. New Business

A. Fire Code and Electronic Submission Ordinance

Assistant Fire Chief and Fire Marshall Johnson introduced the following proposed ordinance for its first reading:

> *"An Ordinance Enacting Section 91.14 of the West St. Paul City Code Regarding Electronic Submission of Inspection Records"*

Motion was made by Councilmember Vitelli and seconded by Councilmember Pace to approve the first reading and call for a second reading of the ordinance to be held at a Public Hearing at a future City Council meeting.

Vote: 6 ayes / 0 nays. Motion carried.

B. First Reading – Amendment to Pawn Ordinance Regarding Reporting Procedure

Police Chief Sturgeon introduced the following proposed ordinance for its first reading:

> *"An Ordinance Amending Section 111.07 of the West St. Paul City Code Regarding an Automated Pawn System for Pawnbrokers and Precious Metal Dealers"*

Motion was made by Councilmember Justen and seconded by Councilmember Berry to approve the first reading and call for a second reading of the ordinance to be held at a Public Hearing at a future City Council meeting.

Vote: 6 ayes / 0 nays. Motion carried.

C. First Reading – Ordinance Amendment Relating to Body Art

Police Chief Sturgeon introduced the following proposed ordinance for its first reading:

> *"An Ordinance Amending Section 111.06 of the West St. Paul City Code Regarding Exception to Body Art Establishment Ordinance for Cosmetic Tattooing"*

Motion was made by Councilmember Vitelli and seconded by Councilmember Eng-Sarne to approve the first reading and call for a second reading of the ordinance to be held at a Public Hearing at a future City Council meeting.

Vote: 6 ayes / 0 nays. Motion carried.

D. First Reading – Vacating Easements Along Robert Street

City Attorney Land introduced the following proposed ordinance for its first reading:

> *"An Ordinance Vacating Easements Located Within the City of West St. Paul, Minnesota"*

Motion was made by Councilmember Vitelli and seconded by Councilmember Justen to approve the first reading and call for a second reading of the ordinance to be held at a Public Hearing at a future City Council meeting.

Vote: 6 ayes / 0 nays. Motion carried.

12. Old Business

There was no old business to discuss.

13. Adjourn

Motion was made by Councilmember Pace and seconded by Councilmember Justen to adjourn the meeting at 7:09 p.m.

All members present voted aye. Motion carried.

David J. Napier
Mayor
City of West St. Paul

City of West St. Paul
Neighborhood Meeting
Harmon Park Neighborhood Building
March 11, 2020, 6:00 p.m.

Mayor Napier opened the Neighborhood Meeting at 6:00 p.m.

Present: Mayor Dave Napier
Councilmembers Wendy Berry, Lisa Eng-Sarne, John Justen and Dick Vitelli

Also Present: City Manager Ryan Schroeder
Fire Chief Mark Juelfs
Police Chief Brian Sturgeon
Parks and Public Works Director/City Engineer Ross Beckwith
Community Development Director Jim Hartshorn
Finance Director Char Stark
Human Resources Director Debra Gieseke
City Clerk Shirley Buecksler
Marketing & Communications Manager Dan Nowicki

Over 60 residents in attendance; 57 participated in the survey

Mayor Napier welcomed everyone and said it's important for everyone to know the typical Town Hall is where you have input and help make our community better. This is important and the City Council values your import. Thank you for being here.

Mayor Napier introduced Councilmembers Berry, Justen, Eng-Sarne and Vitelli. He also introduced City Manager Ryan Schroeder and asked him to introduce his team.

Schroeder first said that there are handouts in the foyer and on the counter and that his intention is to make his talk short. Staff are here for the question and answer portion of the meeting, or at any time when you feel it's important to have a subject area expert respond to your questions.

Staff here tonight include:

Ross Beckwith, Parks & Public Works Director & City Engineer
Brian Sturgeon, Police Chief
Dan Nowicki, Marketing & Communications Manager
Mark Juelfs, Fire Chief
Char Stark, Finance Director
Debra Gieseke, Human Resources Director
Jim Hartshorn, Community Development Director
Shirley Buecksler, City Clerk

Schroeder said we had some problems with tonight's program but, between Dan Nowicki and our IT professional, they got it all worked out.

Schroeder thanked everyone for coming tonight, especially in these times. Thank you for congregating enough to talk with us for a little bit. This is mostly interactive and, in addition to the survey, we will stay as long as needed to respond to your questions. We will only be touching on three topics this evening: infrastructure, accessibility and housing. Those are areas among the Council initiatives that there are some things people might have a lot of interest in, with what is currently happening or in the future.

On infrastructure and facilities, Schroeder said in the Capital Equipment Plan (CEP) and Capital Improvements Plan (CIP), we update our 10 year plan for what facility changes and infrastructure changes, roads we are going to work on, pipe we are going to work on. If you're interested in knowing what may be coming up in your neighborhood, the best way to find that out is to go to the City's website under the Finance Department tab. There you will find the CIP and our budget, amongst other documents. The CIP will give you some indication of what projects might be coming your direction. If you see the plan of 2020 projects, most likely those are happening. They are in the process. The second year of the plan (2021) are those projects that are probably in design or underway in some fashion. The third year or any year after that is projection. We expect that those third, fourth and fifth years to happen, but things change or some projects increase in priority. For those of you that live near Moreland, Crusader, Annapolis or Delaware, over the next five years you are going to see some street construction.

The other thing on facilities and infrastructure, our City Hall was built in 1968. Between 2008 and 2011, the City talked about doing a major expansion or possibly moving City Hall. Ultimately, that was shelved. Through that whole period, and an expectation that there may be something bigger, maintenance stopped on the facility. In 2017, the City Council adopted a four year plan to do major maintenance on the facility. The windows are being replaced starting this month. All of that was intended to make the building last longer than what was originally perceived.

The last piece of that is, this year, we are remodeling the Police Department. We are spending a fair amount of money doing it, but that improvement is just to bring them current, nothing fancy, Schroeder said. It is improving their workspace and improving things that just weren't working for them at all. We thought that would be done by May but now more like June or July. By mid-summer, we should have that all done and they we are kind of finished with that project which, at the end of the day, was about a $2M series of improvements and a lot less expensive than the alternative.

Over the last 10 years or so, Schroeder said the City has realized about $100M worth of infrastructure and facility improvements within the community, a portion of which was paid for by the County. About $75M over the last 10 years has been out of the local checkbook, cash or debt issued to pay for all of those. That created a bit of a strain on the budget and future fiscal issues. This Council and the last one have had a focus on changing that course, and so a lot of the conversation the Council has had in the last couple of years has focused on reducing that debt. If we accumulate enough cash to do a project, we do it. If we don't, we don't do it. There are lots of important projects. We have $66M in streets that are top priority projects and we have about $3M

a year to do the streets. Even with a lot of work that Ross Beckwith and his department have done, we are way short of where we'd like to be. With the sale tax implemented this year, we have resources to go into some of the street improvements. This will help us do a lot of that infrastructure without issuing additional debt. If that works, we will be able to pay off debt at about $2.5M per year. In about 20 years it will be all gone, minus any levies in the meantime. We anticipate issuing a bit of debt to do lift station and forcemain work, but the plan is to avoid that to the extent possible.

One thing you've heard me say before, Schroeder continued, is we have $4M in trail and walkway improvements in town. That is a huge number and some of it was coincident. Grants came together at the same time, Federal grants to help pay for it, and Wentworth that had trails included. The $4M happened, which was a big win for us. Also, Council made a couple policy changes, one of which that, in the prior assessment policy, we addressed for sidewalk improvements. Council eliminated that, which means we will have to use other sources to pay for sidewalk and trail. As part of that, Council also said when we update our next CIP for the 2021 budget, they want a levy specific for sidewalks and trails. They do want to have a concerted effort to close some of the trail gaps that currently exist.

Schroeder said there has been a lot of multi-family housing activity on the boards lately. The Rooftop 252 project on Marie just opened last year and is fully occupied. They have first floor commercial space still available. The Winslow apartment building by Darts on Marthaler and Wentworth will be open for occupancy in June. The Oppidan Thompson Oaks building will start construction in June. There is a memory care and assisted living project at Haskell that has been approved. We think that will start construction this year, as well. Two others have been proposed, one by the CDA for a two phase 108-unit affordable housing project, with the first building this year with 54 units and the second phase later. It will be on the Planning Commission meeting next week. And an affordable housing project by Dominium at Signal Hills.

Mayor Napier thanked City Manager Schroeder for updating everyone on what's happening.

As you know, Mayor Napier said there is a hot topic of COVID-19. He will be participating tomorrow in a League of Minnesota Cities webinar to go out to all Mayors, talking about how to handle this in our city. If there is impactful information, we will do that through the City Manager and get information out to everyone right away. We are talking about how to handle this in a city of 20,000 people. We want to be sure we are paying attention to it. People are taking this serious and we need to be on top of it and ready to go. He will keep the community informed through public safety and our City Manager. Mayor Napier said he has also been to Dakota County where we talked about crises in our city and how to prepare for them. This is something a little different that we don't always deal with and he said he wants to be ready. Our City Manager and Council want to be ready and proactive, as well. Mayor Napier said there will be a question and answer period afterwards but he wants to get started on the presentation and the survey. Please be responsive and up front and honest in your answers. We want your feedback so we can take this information to our Strategic Planning Meeting.

Marketing & Communications Manager Nowicki informed everyone that the clickers being used for the survey this evening were disinfected before the meeting and will be disinfected after the meeting, as well. Nowicki showed a short video on the Census and said, this week, letters should

be in your mail to ask you to fill out the Census. There are certain areas in the state where some will need to call in or use a paper ballot, but you should all be able to complete the Census online.

Nowicki provided instructions and started the survey. He said we are hoping for comments and questions from the audience about the results.

Interactive Survey – Questions, Answers and Comments

Survey Question #1

My age is:

A. 17 or under
B. Between 18-24
C. Between 25-34
D. Between 35-44
E. Between 45-54
F. Between 55-64
G. 65 or over

Result: The majority of the audience said they are 65 or over (G), followed by a tie of those between the ages of 35-44 (D) and 45-54 (E).

Survey Question #2

I have lived in West St. Paul for:

A. Less than 5 years
B. 5-10 years
C. 11-15 years
D. 16-20 years
E. 21-25 years
F. 26-30 years
G. Over 30 years

Result: The majority of the audience said they have lived in West St. Paul for over 30 years (G), followed by 26-30 years (F) and less than 5 years (A).

When asked why residents have stayed in West St. Paul for so long or what has kept them here, responses included:

The restaurants
Snow removal
Too much stuff to move
Jobs
It's had its ups and downs over the years but it's a great place to live
Our neighbors

Nowicki said we do like to say that we have the best snow plow drivers in the state.

Survey Question #3

I live in Ward:

A. 1
B. 2
C. 3
D. Don't know

Result: The majority of the audience said they live in Ward 3 (C), with Ward 2 (B) being a close second. A handful answered that they do not know which ward they live in.

Mayor Napier said it is important to know which ward you live in because our Councilmembers are your ward specific representatives. It is important for you to know who that is so you can contact them directly to work through an issue. Mayor Napier asked each Councilmember to stand up and state their ward.

Ward 1 Councilmembers:	Bob Pace and Dick Vitelli (present)
Ward 2 Councilmembers:	Anthony Fernandez and John Justen (present)
Ward 3 Councilmembers:	Wendy Berry (present) and Lisa Eng-Sarne (present)

Knowing your ward is also important for voting purposes. The ballot for your ward will include any candidates running for election in that ward. The Secretary of State's website at www.mnvotes.org or the City Clerk can provide this information for you, based on your address.

Survey Question #4

How would you rate the overall quality of life in your neighborhood?

A. Excellent
B. Very good
C. Good
D. Average
E. Fair
F. Poor

Result: The majority of the audience rated the overall quality of life in their neighborhood as very good (B), followed by excellent (A) and good (C).

A resident commented that the house next to theirs on Ohio Street has been vacant for over 10 years.

Mayor Napier said he has pushed Staff hard but it is something that cannot be resolved quickly. He asked Community Development Director Hartshorn to work on this one again.

Hartshorn added that everything we can legally do, we have done. It's a slow process. The County, Police Department and Community Development are working on it, as well as

people driving by it every day. There are several things that happen, including whether it's an out of state owner.

A resident asked if the taxes on this property are current and if the heat is on.

Hartshorn said the heat and water are on, they cut the grass once every three months, but doesn't think the taxes are current.

A resident commented that we need continued code enforcement because people aren't keeping up with things. They also said Code Enforcement Staff are great to work with.

Mayor Napier said it's important to maintain our properties. You can up your game and push people to take care of properties but then it comes back that we've pushed too hard. We are seeking grants and opportunities to help homeowners and offer assistance for some who cannot afford to do repairs. We just passed one. Anything we can do to help that, it's a priority for Council, he said.

A resident commented that it's of just cleaning up your yard that doesn't cost any money. Just keeping it tidy without trash and rotted pumpkins on the front step. It's not necessary, and it annoys me when I'm out there every week pulling weeds.

Mayor Napier said there is a way to notify the City anonymously. We don't know about it unless we are contacted. Contacting us helps us deal with it.

A resident commented that, at the same time, we should be accountable for our property.

Councilmember Eng-Sarne said we had one call this winter for someone vetting for leniency but we received a call asking us to stop doing that. Keep opinions coming our way. We appreciate all feedback from both directions.

A resident commented that anonymous tips should not be used as a weapon if I have to drive three miles from my house to a dead end street and report someone's house because I don't like them. How are we managing that?

Mayor Napier said it's either a violation of the City Code or it's not. We don't care who turns it in. Bottom line, we want to use our code enforcement effectively throughout the city. West St. Paul was rated number one in the Star Tribune because our Council years ago made this a priority to make our neighbors and community proud. Code enforcement is a thorn in our side because no one wants to enforce someone to pick up a squashed pumpkin.

A resident said, if you're getting bogus notices, it's not always a violation.

Mayor Napier said then they won't be written up or dealt with. We want to be sure we are paying attention to it. We don't want it taking other property values down.

A resident said he called Code Enforcement Officer Terrie Sauer last year for snow removal. She thanked him for calling and took care of it. He didn't think the City knew that the homeowner is responsible for bus stops in front of their property.

City Engineer Beckwith said we have an active Volunteer Coordinator who gets a volunteer to take care of bus shelters.

A resident commented that it's hard to get to a bus at Thompson Avenue and Robert Street. At Cub, the bus driver said she would talk to Cub about it because we had a hard time getting to it because of the snow.

A resident commented on the snowbanks at Delaware across from Sibley.

A resident commented that they sent in an anonymous tip and it works well because, within a week, the City sent a notice.

A resident asked why homeowners have to clean up after someone else's dog? She walks her puppy and is finding a lot of people are not cleaning up after their dogs. In other places, the lawn is torn up because some dog marked and scratched the grass. They watched their dog do that but just left it there. We need to do some kind of public announcement or a push to tell pet owners to clean up after your dogs and be respectful of your neighbors.

Mayor Napier said we can announce it at a couple of Council meeting in the springs.

A resident asked if there is a code violation for excessive dog waste in a yard?

Police Chief Sturgeon said yes, this falls under the public health nuisance.

A resident said walkability is getting better but there are still areas where businesses have to go put in cutouts for sidewalks. We make roads good for driving but the shoulders are still chewed up.

Mayor Napier said it's a priority for the City Council, which became a priority for the City. We have made great strides. Everywhere that there is road work, sidewalks are being added.

A resident commented that they did an excelled job at Marie Avenue and Robert Street.

A resident asked about the status of a house where there has been arson three times on Charlton Street.

Mayor Napier said there is a process in place to take care of it. It is in foreclosure and they are working to get control of it.

Beckwith said it will likely take some time because of redemption periods. If it's a quick reaction, that's unique.

The resident said the previous owner seems to keep going back.

Mayor Napier said he thinks that is done now for good. We are on it and even dealt with it today.

Survey Question #5

How would you rate the overall quality of life in West St. Paul (outside of your neighborhood)?

A. Excellent
B. Very good
C. Good
D. Average
E. Fair
F. Poor

Result: The majority of residents responding said they would rate the overall quality of life in West St. Paul as very good (B), followed by good (C) and excellent (A.

Mayor Napier asked if anyone would like to comment on why they voted the way they did.

A resident said because of the YMCA closing and we don't have a community center, or we lost it. What can we do differently? We need a way for different generations to interact. Eagan has an amazing community center. We lost something with the Y.

> Councilmember Vitelli agreed that it was a big loss. From his perspective, he said the Y had multiple opportunities to reinvest in this community. We met with the YMCA, Mendota Heights and ISD 197 to try and get a conglomerate. The School District has lots of land at Sibley but the Y took their money and went home. We had nothing to do with that.

A resident said that they work with Thompson Oaks Park. Could that be something for a community center, more art classes, more breakfast and bagels? Our kids miss working with the older folks. It's a gem in a small community and, when you lose that type of environment, people start to scatter. If the City could do something with Thompson Park Activity Center, that would be a valuable asset.

> Mayor Napier said it's my hope to have some type of community center. We have tried partnerships and it has to financially make sense for every partner, but it hasn't happened yet. We are hopeful we can get that space somewhere. Thompson Lodge is a great partnership. Maybe that could be tied into more of a community center. But we are a fully developed community and a first ring community. We have the need and, as Council, we want to do it. It's just we need to try and make that happen. We still talk with the Y about partnering somewhere, but it's challenging in the city.

A resident said their biggest concern is the pool. In Inver Grove Heights, it's one third the size of the Y with no lifeguards. The Y had swimming lessons for kids in the neighborhood. As far as a central location, I was told that they were looking for something central. There's nowhere more central than West St. Paul. People are coming to the Y here from the High Bridge. If there isn't land available, then it would be good to know this is an impossible situation, rather than stringing people along.

Mayor Napier said we did not have a pool, the Y had a pool, and it was a private entity. But, as a community, if you look at Inver Grove Heights or Eagan, we would love to have that. We don't have the money, resources or land for it. But that doesn't mean that something couldn't materialize down the road. This is a priority and we constantly talk about it. We would love to make it happen but we are kind of stuck right now. We need a partnership to make it happen.

A resident asked about the corporate Y in Minneapolis. It's hard to feel like we can support the Y idea.

Mayor Napier said the YMCA has some resources and they are doing this all over the country. They need to partner to make it happen here.

A resident asked why we cannot tie in with the schools.

Councilmember Vitelli said we tried.

Mayor Napier said we had some very productive meetings and got some movement in conversations and some financial things on the table. But it just didn't work. We won't burden the taxpayers without a partnership. We even included Dodge Nature Center and they were pretty willing.

Councilmember Vitelli suggested that the resident ask the corporate office what they did with the money they received when they sold the West St. Paul YMCA.

A resident thanked Mayor Napier and Councilmember Justen for responding to her email. We do have a city pool, she said, and that it went down when the Y took it over. A lot of people think the Y owned it. Other people live in the city and didn't know we have a pool. There is very little signage. I'm with Councilmember Vitelli that the Y had plenty of chances to fix up the building and get the pool. What annoys me is we live close to the pool and pay taxes on it. If we want membership for the season, I have to pay $90 more a year than a Y member who lives in Mendota Heights, Eagan, St. Paul, or wherever. A slide rotted out and, if that was any park in the city, it would have been replaced. But we have a pool that people pay a fee to go to and this happened. The Y's answer was that the kids can jump in the pool. She asked her granddaughter if she would want to jump or to slide. Her granddaughter answered, "a slide." Getting the Y to clean up the parking lots like City Staff did when they ran it, also.

A resident asked if the Y is going to be running the pool.

Mayor Napier said the Y is still running it.

A resident commented that it is only a seasonal pool.

A resident said it should be a City pool versus private.

A resident said that she has been a YMCA employee for 29 years. If you work at the Y, it's really a big loss. She doesn't like it when people say bad stuff. You have memories of the Y and they're wonderful.

> Mayor Napier said he would like to defend the Y a little bit. We, as leaders of the city, have to deal with the City Hall that's falling apart because it's aging. They had an aging façade that is beyond the scope and they had to deal with it. I want to respect that they had to deal with issues. For many years, they were a good asset to our community and everyone hates to lose them. At the same time, we have to understand what they are doing.

In respect of time, Mayor Napier said he wants to keep going with the survey.

Nowicki said the next survey questions are weighted response questions and the audience could give three responses, the first being worth three points, the second worth two points, and the third response worth one point.

Survey Question #6

What is the most serious issue currently facing West St. Paul (top 3 in order)?

A. Property/Housing Maintenance, neighborhood quality and stability
B. Crime
C. Property taxes
D. Attracting jobs and employment
E. Attracting shopping and restaurants
F. Environmental issues
G. Improving walkability, bike trails
H. Improving parks and open space

Results: In order of priority, residents said the most serious issue currently facing West St. Paul is property/housing maintenance, neighborhood quality and stability (A). The following results tied between property taxes (C) and attracting shops and restaurants (E).

Mayor Napier said our property maintenance is well underway. To him, crime is one that we really need to focus on. When he saw the newspaper article, we are rated too high on crime.

Police Chief Sturgeon said he is really passionate about this. You can look at stats and interpret them however you want. I don't understand why the FBI records the statistics the way you do. Part 1crimes are robberies, aggravated assaults, homicides, rapes, and they throw larceny and theft in there. West St. Paul Police responds to a lot of thefts on Robert Street, and they put thefts in with part 1. That's why our part 1 crimes are so high. If we could take those out, we would be very low. They report the part 1 crimes but not the details of what those are. We do have a serious problem with shoplifting on Robert Street. It's people from outside our community that come in and commit those crimes. It's not an unsafe city. It's because of shoplifting at our retail stores.

Mayor Napier thanked Chief Sturgeon for bringing this up because perception is reality. I will be doing this at the State of the City to let people know that we are not ranked fairly. It's fair to say we have crime and thefts, but anytime you have a retail corridor like we do, we are going to have thefts. Our Police Department does a great job.
Chief Sturgeon said every time I go to the public and talk about whatever, I always bring this up because this is really irritating to me.

Mayor Napier thanked Chief Sturgeon for his passion.

A resident they rated the walkability and gives the Chief lots of credit. Walking down Charlton and when cars come from the east to a four-way stop, they never look to the right and roll through the sign. I almost got killed two months ago. The Police Department was very informative and put Officers out there. Going down Charlton, you are taking your life in your hands.

Chief Sturgeon said we did something like 4,000 traffic stops last year alone. We have an Officer dedicated to traffic related enforcement and education. I agree they don't stop. You can put as many signs up as you want, but studies show signs don't help that much.

A resident said we love it here but we notice there is a huge difference when we get in our car. We avoid Robert Street and, instead, take Wentworth and Thompson. Every time cars pull out in front of us like we don't exist. If there is anything that can happen to make us feel safe.

Chief Sturgeon said if everyone can drive high alert. I've been here 30 years now and, when I first started, we would go to the 1900 block of Charlton for speeders. We can go to the same spots consistently and it's like holding a fishing pole and the fish keep coming. In my world, there is a lot to dealing with road engineering for traffic safety. Traffic engineers take that into consideration for roadway safety and reducing speeds.

Mayor Napier said we are talking about solar trailers to show your speed. They make solar ones more efficient and they have worked. We are looking to put some out in the community soon. They are effective and not as gaudy to take away from the neighborhood.

A resident said they have a problem with the traffic lights that don't work. I call 911 and heard that I can call Xcel Energy, also. I have a vision problem and they don't work because they're all flashing. On Robert Street, cars make U-turns.

Chief Sturgeon said, unfortunately, U-turns are legal on Robert Street. Minnesota Department of Transportation designers for that road understood there would be a lot of U-turns. As long as they are not impeding traffic, they can make U-turns.

A resident said, at the same intersection, there was a car in front of me and a cop in the left lane. The light turned green and a pedestrian was waiting to cross. The light turned and the cop did nothing. I waited and someone else saw that car go and didn't realize there was a pedestrian and almost hit me.

Chief Sturgeon said he would like to know the exact date and time. The Officer could have been responding to a call.

A resident said people turn as soon as they see the green light, even if there is a pedestrian waiting.

Chief Sturgeon said we are going to do some pedestrian traffic detail this year. I'm not guaranteeing that it's going to create a perfect situation.

A resident said at Amore the light turns green for the walkers before it turns green for cars. It's enough to get it going.

Councilmember Eng-Sarne said we recently got the Public Safety Committee going, which is a small group of Councilmembers. We have been addressing the top two items here. Housing maintenance and walkability and bike trails. A lot of things you are mentioning here, continue letting us know because Council is digging deeper into it.

Mayor Napier said public is welcome to attend these meetings.

A resident said this only effects a few houses but the cul-de-sac at Emerson, people come past Perkins so fast that it's hard to get out onto Emerson from the cul-de-sac. For a while there was a sign for driving speed.

Councilmember Eng-Sarne said we were talking about that intersection at our last Public Safety Committee meeting.

Survey Question #7

In what area(s) should the City commit more resources (top 3 in order)?

A. Infrastructure replacement or maintenance
B. Police
C. Fire
D. Parks maintenance
E. Recreation programming
F. Debt retirement
G. Trails & sidewalks
H. None
I. Other

Results: In order of priority, residents said the City should commit more resources to infrastructure replacement or maintenance (A), Police (B) and trails and sidewalks (G).

Mayor Napier said infrastructure is a huge priority. Nothing will bring value down on your homes than infrastructure. It can bring down your whole city and its unfairly done. You can have a lot of good things to offer in your community but, if you have streets like Moreland is right now, that should be a priority for our city. That's why the local option sales tax went into effect so we can

continue working on our infrastructure. We've been playing catchup for the past 12 years. Nothing against the Council from previous years. As you know, we've been cut State aid for the past few years. We have to take care of our infrastructure or we become a city no one wants to be a part of. This is a priority for Council.

A resident asked if you are aware of Ayd Mill Road. No one wanted to travel Robert Street, so Carrie Street now looks like Ayd Mill Road. The apartments, semis and others all use our road.

> Mayor Napier said we have our roads rated for worst, all the way down. The sales tax allows us to keep improving them. Our City Engineer has the ratings on all of our streets. We will begin working on our worst road first.

A resident said they heard there will be another roundabout. We are the shortcut from Oakdale, so our traffic will increase.

> Schroeder said we just did a traffic study on all those streets within the county. They are really projecting a much different outcome that what you are suggesting. Once the apartment building and Hy-Vee and the roundabout go in, it will be studied again.
>
> Mayor Napier said the nice thing to know is that it's in alignment with the Council's priorities. We are on the same page as you guys.

City Manager Schroeder welcomed Representative Rick Hansen to the meeting.

Mayor Napier thanked Representative Hansen for all the work he does to support West St. Paul.

Representative Hansen said infrastructure is his number one priority. We are trying to get some sewer money, inflow and infrastructure money, and living infrastructure of trees. We are trying to get some additional money from the State. He just came from a meeting with Governor Walz. We are still working on getting infrastructure replacements. The City and Council did a great job with the Capitol tour. We looked at a lot of lift stations and I am confident we can try and get some help so that it doesn't go on property taxes to pay for those basic infrastructures.

Mayor Napier thanked Representative Hansen for continuing to fight for the residents of West St. Paul.

Survey Question #8

What park or facility do you frequent most often (top 3 in order)?

A. Sports dome (RAC)
B. Ice arena (John V. Hoene)
C. Outdoor swimming pool
D. Marthaler Park
E. Garlough Park
F. Sports Complex (at Oakdale/Wentworth)

G. Thompson County Park
H. Harmon Park
I. Trail System
J. My neighborhood park (Orme, Kennedy, Oakdale, Dodd, Weschcke, Southview, Emerson, Mud Lake, Haskell)

Results: In order of priority, residents said the park or facility they frequent most often is Thompson County Park (G), Harmon Park (H) and the trail system (I).

A resident asked who sets the hours for dome use. Without the Y, we checked into it but you have to be someone who doesn't work to be able to use it. Is there any chance it could be open at other hours? It's not open on the weekends and you can't go there after 7:00.

Mayor Napier said we looked at it.

City Engineer Beckwith said we have a management company that runs the dome for us. When they don't have leased slots, they do open it up for free walking, although it's odd hours. It's an enterprise that has to pay for itself. The City has to levy property tax to support the debt and equipment replacement, so we have to think about how all that gets paid for. A year ago, Council heard from Staff of the dome management company to start charging for that walking. Council wasn't interested in that. They are supportive of continuing open and free hours.

Mayor Napier said you could ask why we have it. How many users come into our community and spend money as they are using it. We are constantly working on that. If we can make headway to get more hours, we should try working on it. It is a nice place to walk.

Mayor Napier asked how many residents have experienced the renovations at Thompson Park. We need to get that out to the community about what a great addition and a great place to walk in the spring.

A resident commented on the Sports Complex at Oakdale and Wentworth. It is used as a park and ride but, in the summer, most nights it's youth league softball and baseball. But Wednesday nights are adult night and Thursday morning it looks like there were 30 frat parties, empty beer cases all over the park and yet the trash barrels are empty. Is there any accountability?

Schroeder said we will look into that.

Mayor Napier thanked him for bringing this to our attention.

A resident said she volunteers and cleans with gloves and garbage bags, including at Harmon Park. People leave diapers. I was so disgusted with the garbage that I stopped.

Mayor Napier said we invested $6M into this park. I'm disappointed and frustrated by the lack of respect. The only way is to have our own community police it and make us aware

of the issues. It comes down to trying to build enough value in our community. How do you call someone out on leaving a diaper?

The resident commented that they did.

Mayor Napier said we hear about vandalism and graffiti and it's tough for us to handle.

Chief Sturgeon said we are working with our IT Department to install more cameras here and at the Sports Complex. Starting a new program this year called Paws on Patrol, bringing in the community who are out walking dogs that, if they see something, say something. For you to help us, contacting us if you see something, and police your own neighborhood, as well.

A resident asked if they need a dog to do this?

Chief Sturgeon said you don't need a dog. We will also have community events like this to talk about it. One date is already set in June to get more people involved and passionate about the community.

A resident said her neighborhood park, "No Name Park," isn't on the list.

A resident said I love the Harmon Park complex and that it's available to families. It has added a lot of diversity to West St. Paul. I realize a lot of people don't know how to take care of things but we need to set by example.

Mayor Napier said it's great to see kids in the park enjoying the space. We have one senior who lives nearby who said every time she drives by the park, it gives her a great feeling.

A resident said it's excellent entertainment to come watch the games and it's free.

A resident suggested a slogan for self-policing and neighborhoods watching out for each other.

A resident thanked Chief Sturgeon for upping the game on the activity here. We live two blocks from here but stopped coming here because of some of the inappropriate behavior. My kids don't want to come here because of that. It's frustrating to spend $6M but not use it.

Mayor Napier said this is a great item for our Public Safety Committee to discuss. The Police Department has done a great job with parks but we don't want that to happen. We are definitely going to make it a priority.

Survey Question #9

What is the most important when choosing a community to live (top 3 in order)?

A. Quality of schools
B. Low crime
C. Proximity to shopping and restaurants
D. Proximity to night life and entertainment
E. Quality of parks and open space
F. Walkability, trails and sidewalks
G. Access to public transit
H. Proximity to employment
I. Neighborhood aesthetics and cleanliness

Results: In order of priority, residents said the most important factor when choosing a community to live in is low crime (B), quality of schools (A) and neighborhood aesthetics and cleanliness (I).

Mayor Napier said what he hears a lot is the location. The proximity to the airport, downtown St. Paul, Mall of America. When you think of all the activities, it's all really close. We are actually in a really good spot. Residents tell him they love the area because of where it's located.

A resident said when they moved into Carrie Street, we were the young people on the block. Most of our block has kept up with the neighborhood, keeping things trimmed clean and moved and being respectful to each other. When you have a neighborhood where people take pride in their home, you're going to see those nice homes, night life, etc. It all goes hand in hand. Eventually, a lot of us will pass on and a ton of ne families will move in. You have the opportunity to set that now to have that quality of living.

A resident said the quality of schools is why we moved here. To me, that's where we will get you families, if we invest in our schools.

> Mayor Napier echoed the quality of schools. ISD 197 has done a great job with the environmental magnet schools, which just received an award. We set the bar of how to achieve success in education through other ways than not just academics but through the environment and technology. A lot of great things are happening with our School District to support the referendum. They're getting the technology and investments that they need.

A resident said kudos to everyone here. I've never seen another community with how well a Council gets along with the School District, the Police Department works with Mendota Heights Police Department, the School Liaison, etc. Superintendent Peter Olson-Skog is fantastic, as well is the Principal at Moreland. Everyone works well with each other and that's why it works so well.

> Mayor Napier said the School Board has an initiative that each School Board Member reaches out to a City Official and meets with them one on one. I have a meeting scheduled with someone. It's cool to have that community and partnership with your School District. I am so glad they have that as an initiative. We are going to make this happen and keep it

going. We want to showcase our School District. I am really appreciative of them having this same drive for this partnership.

Survey Question #10

How do you receive most of your information about West St. Paul (top 3 in order)?

A. City newsletter (What's Happening in West St. Paul)
B. City website
C. City Facebook/Twitter
D. Other social media groups (WSP Neighbors, Conversations in WSP, etc.)
E. St. Paul Pioneer Press
F. Minneapolis Star Tribune
~~G. Southwest Review~~
H. Cable Television (NDC4)
I. Word of mouth, friends, relatives

Results: In order of priority, residents said they receive most of their information about West St. Paul from the City newsletter (A), other social media groups (D) and by word of mouth, friends and relatives (I).

A resident said Council meetings could be added to this list.

Mayor Napier said Marketing & Communications Manager Dan Nowicki creates our City newsletter. He is the one that makes my articles look so good.

Nowicki told Mayor Napier that it's all the content he gives him.

Mayor Napier said thank you so much for what you do. Adding humor, partnership with Dodge Nature Center. It's a gem in our community. You have a great partnership with them and have great content. Hats off to you. You really do put our city out there for everyone to enjoy.

Nowicki said he appreciates that. A lot of content comes from the management and their staff members. I just throw it into a book and try to make it look nice.

Mayor Napier said it's old tech but it works.

Nowicki said I started here six years ago and my first thought was to get rid of it. But as we've progressed and put more effort into it, it just keeps going up, so we will continue.

Mayor Napier said the rating for social media and word of mouth tied. As we get a turnover in our city, it may rely a lot on social media and word of mouth in our community. I am glad to hear that it's high on the list.

A resident said when they have a problem, they let their Councilmembers know, and it works.

Kevin Hendricks said the list is missing the West St. Paul Reader. Everyone applauded. He added that it's weststpaulreader.com.

Mayor Napier told Mr. Hendricks that he does an awesome job, and a great job for the pilot program he developed. People are watching, keep doing it. Nice job.

Councilmember Justen said we are also missing the Cable Commission. The three percent for the Cable Commission, it you watch the meetings on tv, that counts as cable. If you stream them, the only reason we have them is because of cable.

Nowicki said the tv station and the workers who do the Council meetings and such, they're going out to ribbon cuttings and other events and putting together articles. If you're not paying attention to them, you're probably still seeing a lot of their work through our content.

A resident said they needed more than three choices. They watch the Council meetings and the Reader.

Mayor Napier said none of these are going away. This just tells us that the newsletter is very important.

A resident said some of the meetings that are public and smaller, such as OCWS, than the Cable Commission cannot do could be done through YouTube.

Mayor Napier suggested that Nowicki look into it.

A resident asked if they tape Park & Recreation Committee meetings?

Mayor Napier said they are not filmed but it's something we could look into as a possibility.

Councilmember Berry said the OCWS is something we've talked about. A lot of conversation happens there and we start at 5:00 p.m.

A resident said that is the one I would really enjoy streaming. It doesn't have to be high quality.

Councilmember Vitelli said it is all volunteer, so that's more of the issue.

Councilmember Berry said it could be Facebook Live.

A resident asked Mayor Napier if he could keep the community informed on Coronavirus.

Mayor Napier said I will rely on the City Manager and the Marketing & Communications Manager to get us information out tomorrow. We will send a blurb out about it and keep you informed.

A resident said the other great thing is the City website. You can sign up and get agendas emailed to you, event invites, also text to your phone so you don't forget about meetings coming up.

Mayor Napier said it works, because she is at all of our meetings.

Question & Answer Period

Mayor Napier said he would like to give credit to Staff for all they do, spending their evening with us tonight, and most of them live in other communities. The audience applauded.

Mayor Napier said Councilmembers Berry, Eng-Sarne, Justen and Vitelli are here tonight. He asked them to stand for questions.

A resident said, with winter almost over and the snow melting, property owners on corners with the disability access points need to keep them clear of snow. Being a dog walker, it's lousy. Not just homeowners but businesses, as well. I live on the north end. If we could spend the next nine months communicating because, for three months a year, our disabled residents cannot use our sidewalks. To the general public, I wanted to communicate this for corner property owners.

> Mayor Napier said it's an on-going issue. The sidewalk gets shoveled, then you got to work and the plow comes by and fills it all back in. It's all we can do to try and enforce it that they have 24 hours to clear it up. It's an on-going challenge in Minnesota but we can keep it on our radar. We could shoot out information on social media, including photos of some.

A resident said last October I was replacing the top surface boards on a deck, about 18 boards on a deck that had been there for 35 years and were pretty long. I had to get a building permit to do it. This is a deck that was about 10 feet by 20 feet by 32 inches high. Replacing the surface boards. I asked the Building Inspector how much the permit would be and he said about $99. I went to pick it up and it was $225. That's a real gouging.

> Mayor Napier said permits are basically to recover the expense of administrative and physically going out to inspect it. It's usually based on the scope of the project. I can have Staff look into it and get some answers. Community Development Director Hartshorn will look into it for you, he said.

The resident said we're talking about keeping neighborhoods looking good but someone is getting charged that for a permit.

> Mayor Napier said the whole idea is to cover the expense of inspections. Whether it was fair or not, we can look at the calculations so you can better understand it. We should be doing that anyway.

A resident said when you have a contractor doing the addition, they should include the cost of the permit.

> Mayor Napier said that is correct, they are included.

A resident gave a plug for Thompson Park. It is absolutely fabulous with a lot going on there. We do not turn away younger people. There is a lot of stuff going on.

A resident said they were at the Council meeting Monday and the discussion was about prevailing wage and that all these buildings are happening. My concern is about many projects have been built without the prevailing wage. My concern is that Council is considering pulling that back, making it easier for private corporations to use taxpayer dollars and not require them to be paid prevailing wage. I encourage everyone to look into it.

A resident said last year the vast majority of people attending neighborhood meetings were homeowners. I encourage you to reach out to renters before compiling this data because it is not representative of them.

> Councilmember Eng-Sarne said I went door to door to get people to vote. Renters replied that they received the flyer in the mail but we will continue the effort. We will keep reaching out.

A resident reminded everyone that March is Food Share Month. There is a bucket at City Hall and other places in the city to donate.

A resident asked about the City Hall Open House.

> Mayor Napier said we moved it here last year as an experiment and a pilot program. We are moving it back to City Hall this year. It's a great community event. If we have good weather, we have a great turnout.

Mayor Napier said we have a State of the City address on May 7th at Evolve at 8:30 a.m. I would love to have a great turnout there. Town Square will be there to film it. It's fun to share with the community all the good things we are doing.

Mayor Napier thanked everyone for being here tonight and being involved in your community.

Mayor Napier thanked Staff for the work they do and thanked all of the residents for coming to the Town Hall Meeting this evening.

The meeting ended at 8:00 p.m.

Shirley R Buecksler
City Clerk/Recorder

City of West St. Paul
City Council Meeting Minutes
March 23, 2020

1. Call to Order

Mayor Napier called the meeting to order at 6:30 p.m.

2. Roll Call

Present:	Mayor Dave Napier Councilmembers Wendy Berry, Lisa Eng-Sarne, Anthony Fernandez, John Justen, Bob Pace and Dick Vitelli
Absent:	None
Others Present:	City Manager Ryan Schroeder City Attorney Kori Land Police Chief Brian Sturgeon Finance Director Char Stark Parks & Public Works Director/City Engineer Ross Beckwith Community Development Director Jim Hartshorn City Clerk Shirley Buecksler

Mayor Napier stated that tonight's meeting will be conducted virtually and described the process.

3. Pledge of Allegiance

4. Adopt the Agenda

Motion was made by Councilmember Justen and seconded by Councilmember Berry to adopt the agenda, as presented.

Vote: 6 ayes / 0 nays. Motion carried.

5. OCWS Briefing

Mayor Napier said that an Open Council Work Session was not held tonight and that future work sessions have been temporarily suspended.

6. Citizen Comments

a. Julie Eastman, Ward 1, called in to test the phone line.
b. Kelly Gibbon said she received no notification that a meeting would be held tonight.
c. Several citizens called regarding Item 11B, First Reading of an Ordinance Repealing Section 33.03 of the West St. Paul City Code Regarding Prevailing Wage.

- Mayor Napier said he spoke with many constituents today on the topic of prevailing wage. This item is on the Council's agenda for discussion by the City Council this evening, but public comment will not be taken at this time. If this item moves

forward, a Public Hearing will be scheduled where the Council will take public comment. The best way to contact the Mayor and Council is by calling them or sending your message in an email. Contact information is available on the City's website at https://wspmn.gov/494/City-Council, scroll down and click on each individual for their contact information.

d. James Gulley, 1045 Gorman Avenue, asked about the process to recall politicians or Councilmembers if constituents are dissatisfied.

- Mayor Napier said the City Clerk will send information to Mr. Gulley on how to contact the City Council.

7. <u>Council Comments</u>

Councilmember Eng-Sarne thanked everyone for tuning into tonight's virtual City Council meeting, submitting questions and comments and being patient with us as we carve out this new way to do business, connect with our neighbors and provide the essential services you count on us for. She also thanked Department Heads, all City Staff, as well as Marketing & Communications Manager Dan Nowicki for working tirelessly to help us navigate this difficult time. We are doing our best to ensure that you can access our meetings going forward.

Councilmember Eng-Sarne said the West St. Paul community has stepped up for one another, with donations to Neighbors, Inc., the fundraiser supporting our friends at Oxendale's who kept their shelves stocked with great kindness under pressure, hopeful messages in chalk on sidewalks and driveways, and happy hour toasts in yards at the appropriate distance.

Councilmember Eng-Sarne provided some important information for everyone:

1. Take this seriously. Refrain from group activity, wash your hands, and stay home. The faster we all comply with the guidelines, the more people we can protect.
2. Please do not flush anything down the toilet other than toilet paper, as other items are hard on our infrastructure.
3. Maintain a six to ten foot distance from other people to help slow and stop the spread of Coronavirus.

It is important that leadership at every level take this as seriously as your City officials are.

Councilmember Berry thanked everyone for calling in tonight. We are learning this new process. Councilmember Berry said this is the first time we have had a meeting like this and apologized for the lack of clarity. She thanked everyone who works hard to keep people safe in their homes, and said she can't say enough about the way our community is stepping up to help each other. Keep it up and we'll get through this together.

Mayor Napier commented on the process for tonight's meeting. Leadership is challenging in these times and we need to be creative to pull our meetings together. The process in place for items on the agenda is concrete and the way we have always done it. He explained in many communications earlier today that there wouldn't be public testimony tonight. The public is still able to watch and listen to all of our communication tonight. We will make sure that

everyone is aware of and able to access any Public Hearings. Mayor Napier thanked everyone for their patience and said that leadership is challenging with what is going on right now in our country and our city.

Mayor Napier said Neighbors, Inc. needs donations and food for the food shelf as much as ever before. There are people in need, and Neighbors does a fantastic job caring for our community.

Mayor Napier thanked our grocery workers, staff at Menards, and all of the stores in our community. They provide an essential service for all of us – thank you to all workers. He thanked everyone in the community who have supported these workers. Bars and restaurants had to close, which is a hardship for their wait staff, cooks and everyone. Mayor Napier said he has seen unbelievable support for our local restaurants and appreciates that. Our small shops are getting creative, as well, with curbside pickup at Amore Coffee, for example. Thank you to our community for helping our businesses to thrive during this difficult time.

Councilmember Justen said he hears the public's frustration about access for tonight's meeting. As we move forward, we need to do better about notifying the public ahead of time as to how to access the meeting. This will be a huge priority. A lot of notification will be going out for the next meeting. It's important that the public knows we are listening to you.

Councilmember Fernandez told everyone to stay healthy and safe during this uncharted territory. This is uncharted territory and, unfortunately, this may lead to one of the biggest economic declines that we have seen in a very long time. Stay healthy.

Councilmember Vitelli said, during these times of COVID-19, we are all going to be a little bit uncomfortable. Things will be different for a while and we will have to learn to deal with that.

8. <u>Proclamations, Presentations and Recognitions</u>

A. Confirming a State of Emergency

Mayor Napier said these are unprecedented times for the city of West St. Paul, and what it important for everyone to realize is that it is real and it is serious, but we can get through this.

On Friday, March 20, 2020, Schroeder said the Mayor declared a State of Emergency, which needs to be ratified by the Council tonight. With Council ratification of that same action, the declaration will remain in effect until City Council rescinds or repeals that emergency action. The main reason to declare a State of Emergency is that it impacts the City's ability to request funding for expenditures, staff time, and things that relate to our activities in regards to the emergency declaration. Over the past month, our activities at the staff level have been ramping up. We have never gone down a path of hosting virtual meetings, and we were still working on that today. In the future, and as easily as we can provide the opportunity to, we will focus on making sure folks can easily participate in whatever process. We have pretty much cancelled everything except Council and Planning Commission meetings. The April Planning Commission meeting will function more or less this same way as tonight. We are making plans such that we are able to operate for several months in this fashion, if necessary.

City Attorney Land said, by declaring a local State of Emergency, it gives the Mayor and City Manager flexibility to improvise, as necessary. The City Council will still need to ratify, confirm and approve things as they are done, especially if there is an expenditure of funds. In this time when there is not always enough time to get the Council together to get proper notice to everyone, declaring a State of Emergency allows the ability to do this faster, as on the fly decisions need to be made.

Motion was made by Councilmember Pace and seconded by Councilmember Eng-Sarne to affirm and adopt Resolution No. 20-033 Declaring a Local Emergency, passed by Mayor Napier on March 20, 2020.

Vote: 6 ayes / 0 nays. Motion carried.

9. Consent Agenda

Motion was made by Councilmember Eng-Sarne and seconded by Councilmember Justen to approve the following items on the Consent Agenda, as presented:

A. List of Claims for March 23, 2020 in the Amount of $1,001,791.36
B. Police Department/City Hall Change Order #2
C. City Licensing, including:

- Resolution No. 20-034 Concurring with the Issuance of an Application to Conduct Off-Site Gambling, PGA Reach Minnesota Charity Events; June 12 to 14, 2020 at Southview Country Club, 239 Mendota Road East

D. Rental Licensing in the Amount of $3,096.50 for:

- 124 Stanley Street East (Apartment – Renewal)
- 1033/1035 Winslow Avenue (Duplex – New Owner)
- 1049 Gorman Avenue (Duplex – Renewal)
- 1051 Seminole Avenue (Duplex – Renewal)
- 190/194 Arion Street East (Duplex – Renewal)
- 172/174 Haskell Street East (Duplex – Renewal)
- 401/403 Butler Avenue East (Duplex – Renewal)
- 1053 Sperl Street (Duplex – Renewal)
- 1000 Oakdale Avenue (Duplex – Renewal)
- 81 Orme Street East #5 (Townhome – Renewal)
- 1331 Ohio Street (Single Family – New)
- 949 Allen Avenue (Single Family – Renewal)
- 991 Smith Avenue (Single Family – Renewal)
- 1166 Smith Avenue (Single Family – Renewal)
- 332 Bernard Street West (Single Family – Renewal)
- 482 Annapolis Street West (Single Family – Renewal)
- 1051 Ottawa Avenue (Single Family – Renewal)
- 1060 Ottawa Avenue (Single Family – Renewal)
- 865 Bidwell Street (Single Family – Renewal)
- 192 Bernard Street East (Single Family – Renewal)

E. Final Payment for the Forcemain 1 Replacement Project CP 18-6 in the amount of $85,295.94 to Minger Construction Company, Inc.
F. Minnesota State Aid Traffic Count Contract awarded to WSB & Associates, Inc. in the amount of $4,655.00
G. Resolution No. 20-035 Authorizing the Submission of an Application for a Federal Transportation Alternatives (TAP) Grant
H. Receipt of Housing Rehab Loan Servicing Documents
I. Thompson/Oakdale Bike and Pedestrian Feasibility Report Update

Vote: 6 ayes / 0 nays. Motion carried.

10. Public Hearings

A. Conditional Use Permit, Site Plan, and Rezoning Applications for the Construction of a 54-Unit Apartment Building at 895 Robert Street – Dakota County Community Development Authority (CDA)

Mayor Napier opened the Public Hearing at 7:43 p.m.

Seeing no one wishing to speak, Mayor Napier closed the Public Hearing at 7:44 p.m.

Motion was made by Councilmember Vitelli and seconded by Councilmember Fernandez to:

1) Adopt Resolution No. 20-036 Approving a Site Plan for the Construction of a 54-Unit Apartment Building at 895 Robert Street – Dakota County Community Development Authority (CDA)
2) Adopt Resolution No. 20-037 Approving a Conditional Use Permit to Allow a R4 Residential Dwelling in the B5 – Gateway North Mixed Use District at 895 Robert Street – Dakota County Community Development Authority (CDA)
3) Approve the first reading and call for a second reading of an Ordinance Rezoning 895 Robert Street from B5 – Gateway North Mixed Use, to PRD, Planning Residential Development with B5 – Gateway North Mixed Use Underlying Zoning

Vote: 6 ayes / 0 nays. Motion carried.

B. Conditional Use Permit, Site Plan, and Preliminary Plat Applications for the Expansion of an Existing Building at 110 Crusader Avenue – Net Ministries

Mayor Napier opened the Public Hearing at 7:53 p.m.

The following people addressed the Council:

- John Bellows, 1925 Bidwell
- Mark Berchem, President of Net Ministries
- Dennis Batty, Architect for Net Ministries

Mayor Napier closed the Public Hearing at 8:09 p.m.

Motion was made by Councilmember Vitelli and seconded by Councilmember Pace to:

1) Adopt Resolution No. 20-038 Approving a Site plan for the Expansion of an Existing Building at 110 Crusader Avenue – Net Ministries
2) Adopt Resolution No. 20-039 Approving a Conditional Use Permit to Allow On-Site Housing for an Educational Facility Operating in Conjunction with a Permitted Principal Use in the R4 – Multiple Family Zoning District at 110 Crusader Avenue – Net Ministries
3) Adopt Resolution No. 20-040 Approving the Preliminary Plat for 110 Crusader Avenue – Net Ministries

Vote: 6 ayes / 0 nays. Motion carried.

C. Final Reading of Ordinance No. 20-003 Vacating Easements Along Robert Street

Mayor Napier opened the Public Hearing at 8:11 p.m.

Seeing no one wishing to speak, Mayor Napier closed the Public Hearing at 8:12 p.m.

Motion was made by Councilmember Justen and seconded by Councilmember Eng-Sarne to approve Ordinance No. 20-003 An Ordinance Vacating Easements Located Within the City of West St. Paul, Minnesota.

Vote: 6 ayes / 0 nays. Motion carried.

D. Final Reading of Ordinance No. 20-004 Amendment Regarding Body Art

Mayor Napier opened the Public Hearing at 8:14 p.m.

Seeing no one wishing to speak, Mayor Napier closed the Public Hearing at 8:15 p.m.

Motion was made by Councilmember Fernandez and seconded by Councilmember Justen to approve Ordinance No. 20-004 An Ordinance Amending Section 111.06 of the West St. Paul City Code Regarding Exception to Body Art Establishment Ordinance for Cosmetic Tattooing.

Vote: 6 ayes / 0 nays. Motion carried.

E. Final Reading of Ordinance No. 20-005 Amendment Regarding Pawn Shop and Precious Metal Dealers

Mayor Napier opened the Public Hearing at 8:18 p.m.

Seeing no one wishing to speak, Mayor Napier closed the Public Hearing at 8:19 p.m.

Motion was made by Councilmember Justen and seconded by Councilmember Fernandez to approve Ordinance No. 20-005 An Ordinance Amending Section 111.07 of the West St. Paul City Code Regarding an Automated Pawn System for Pawnbrokers and Precious Metal Dealers.

Vote: 6 ayes / 0 nays. Motion carried.

11. New Business

A. Plat Amendment for 150 Thompson Avenue East and 1510 Robert Street – Hy-Vee, Inc.

Motion was made by Councilmember Justen and seconded by Councilmember Fernandez to adopt Resolution No. 20-041 Approving the Plat Amendment for the Properties Located at 150 Thompson Avenue East and 1510 Robert Street – Hy-Vee, Inc.

Vote: 6 ayes / 0 nays. Motion carried.

B. First Reading of an Ordinance Repealing Section 33.03 of the West St. Paul City Code Regarding Prevailing Wage

Motion was made by Councilmember Justen and seconded by Councilmember Fernandez to deny the repeal of Section 33.03 of the West St. Paul City Code Regarding Prevailing Wage.

Vote: 6 ayes / 0 nays. Motion carried.

12. Old Business

There was no old business to discuss.

13. Adjourn

Motion was made by Councilmember Vitelli and seconded by Councilmember Berry to adjourn the meeting at 8:59 p.m.

All members present voted aye. Motion carried.

David J. Napier
Mayor
City of West St. Paul

CITY OF WEST ST. PAUL

City Council Report

To: **Mayor and City Council**

Through: **Ryan Schroeder, City Manager**

From: **Char Stark, Finance Director**

Date: April 13, 2020

List of Claims

BACKGROUND INFORMATION:

Invoices to be paid

FISCAL IMPACT:
$1,655,989.94

STAFF RECOMMENDATION:

Approve payment of the attached

CITY OF WEST ST PAUL

Summary of List of Claims

Council Meeting of April 13, 2020

PAYROLL CHECK REGISTER:

Payroll Period	3/9/20 - 3/22/20	
Date Paid	3/27/2020	
Direct Deposit		$161,972.72
Payroll Period	3/23/20 - 4/5/20	$155,455.54
Date Paid	4/10/2020	
Direct Deposit		
TOTAL NET PAYROLL		$317,428.26

DISBURSEMENT CHECK REGISTER:

Checks	132077 - 132195	$1,181,037.90
EFTS	797 - 813	$157,523.78
TOTAL DISBURSEMENT CHECKS		$1,338,561.68

TOTAL PAYROLL, DISBURSEMENTS, ACH AND WIRE TRANSFERS $1,655,989.94

CITY OF W.S.P

Payment Register

From Payment Date: 3/24/2020 - To Payment Date: 4/13/2020

Number	Date	Payee Name	Transaction Amount
AP-1 - Accounts Payable			
Check			
132077	04/09/2020	24RESTORE	$3,025.18
132078	03/31/2020	US BANK CARDMEMBER SERVICES	$5,639.51
132079	04/13/2020	ABDO, EICK & MEYERS, LLP	$21,000.00
132080	04/13/2020	ACE TRAILER SALES	$2,765.68
132081	04/13/2020	ADVANTAGE SIGNS & GRAPHICS	$3,695.54
132082	04/13/2020	AGUILERA, TERRYN	$2,518.44
132083	04/13/2020	ALL IN MINNESOTA	$21,412.50
132084	04/13/2020	ALLDATA	$1,500.00
132085	04/13/2020	AMAZON BUSINESS	$33.34
132086	04/13/2020	AXON ENTERPRISE, INC	$375.00
132087	04/13/2020	BANNIE, TODD	$75.34
132088	04/13/2020	BAUER BUILT INC	$561.30
132089	04/13/2020	BHAVIK, PATEL	$376.70
132090	04/13/2020	BOLFING, ALISHA, FIRE	$150.00
132091	04/13/2020	BOLTON & MENK INC	$1,412.50
132092	04/13/2020	BRUCE NELSON PLUMBING & HEATING	$443.56
132093	04/13/2020	CAR WASH PARTNERS, INC	$214.43
132094	04/13/2020	CDH GIRLS LAX TEAM	$1,162.36
132095	04/13/2020	CDH LAX BOOSTERS	$1,446.20
132096	04/13/2020	CENTURYLINK	$255.26
132097	04/13/2020	CINTAS CORPORATION	$283.33
132098	04/13/2020	CITIES SPORTS CONNECTION	$3,910.80
132099	04/13/2020	CITY AUTO GLASS	$60.00
132100	04/13/2020	COERVER-ELITE SOCCER TRAINING	$1,494.42
132101	04/13/2020	CORNWELL TOOLS	$329.94
132102	04/13/2020	CORPORATE MARK INC	$229.00
132103	04/13/2020	COTTAGE GROVE UNITED SOCCER	$4,981.35
132104	04/13/2020	CUENCA, NOE CARLOS	$2,825.18
132105	04/13/2020	CUMMINS SALES & SERVICE	$363.13
132106	04/13/2020	DAKOTA COUNTY PROPERTY RECORDS	$2,145.00
132107	04/13/2020	DAVIS EQUIPMENT CORP	$1,074.36
132108	04/13/2020	DCA TITLE-HASTINGS	$560.00
132109	04/13/2020	DVS RENEWAL	$28.50
132110	04/13/2020	EAGAN ATHLETIC ASSOCIATION	$540.00
132111	04/13/2020	EAGAN HIGH SCHOOL	$930.00
132112	04/13/2020	EAGAN ROSEMOUNT GIRLS LACROSSE	$232.50
132113	04/13/2020	EAGAN WAVE SC TEAM	$333.64
132114	04/13/2020	ESS BROTHERS & SONS INC	$10,850.00
132115	04/13/2020	GALLS INC	$245.54
132116	04/13/2020	GARTNER REFRIGERATION	$688.00
132117	04/13/2020	GOPHER SPORTS	$912.60
132118	04/13/2020	GOPHER STATE ONE-CALL	$148.50

132119	04/13/2020	GREYSTONE CONSTRUCTION	$23,000.00
132120	04/13/2020	GUARDIAN SUPPLY LLC	$119.00
132121	04/13/2020	HOME DEPOT CREDIT SERVICES	$85.57
132122	04/13/2020	HUEBSCH	$343.36
132123	04/13/2020	IFS	$283.75
132124	04/13/2020	ISD 622/TARTAN HIGH SCHOOL	$1,522.50
132125	04/13/2020	JEFFERSON SCHOOLS	$670.00
132126	04/13/2020	JONNIED AND CO	$110.85
132127	04/13/2020	KEYSTONE INTERPRETING SOLUTIONS, INC	$155.80
132128	04/13/2020	KIMLEY-HORN & ASSOCIATES, INC	$6,866.14
132129	04/13/2020	KISS'S COLLISION CENTER	$2,880.01
132130	04/13/2020	KREMER SERVICES, LLC	$209.50
132131	04/13/2020	KROGH'S INC	$6,152.14
132132	04/13/2020	LAWSON PRODUCTS INC	$55.23
132133	04/13/2020	LEFFLER PRINTING COMPANY, INC	$5,985.00
132134	04/13/2020	LOGIS	$381.25
132135	04/13/2020	LOWER MISSISSIPPI RIVER WMO	$13,777.71
132136	04/13/2020	M T I DISTRIBUTING	$1,065.71
132137	04/13/2020	MACQUEEN EQUIPMENT INC	$1,907.41
132138	04/13/2020	MAHTOMEDI BOYS LAX TEAM	$1,081.64
132139	04/13/2020	MAHTOMEDI YOUTH BB	$498.13
132140	04/13/2020	MANSFIELD OIL COMPANY OF GAINESVILLE, INC	$13,728.39
132141	04/13/2020	MCCLENTON, DANIELLE	$180.00
132142	04/13/2020	MCMULLEN INSPECTIONS, INC	$3,576.80
132143	04/13/2020	MENARDS	$387.35
132144	04/13/2020	METROPOLIS RUGBY	$417.05
132145	04/13/2020	METROPOLITAN COUNCIL	$22,141.35
132146	04/13/2020	MIDWAY FORD	$15,144.20
132147	04/13/2020	MINNEAPOLIS OXYGEN CO	$149.85
132148	04/13/2020	MINNESOTA WOMENS SOCCER LEAGUE	$11,023.18
132149	04/13/2020	MN DEPT-EMPL & ECON DEV	$6,081.20
132150	04/13/2020	MN GLOVE	$84.75
132151	04/13/2020	MN POLLUTION CONTROL AGENCY	$46.00
132152	04/13/2020	MN SUPPLY	$445.08
132153	04/13/2020	MN WOMENS STRIKE ULTIMATE	$435.88
132154	04/13/2020	NAPA AUTO PARTS	$202.13
132155	04/13/2020	NORTH EAST UNITED SOCCER CLUB	$8,468.22
132156	04/13/2020	NYSTROM PUBLISHING CO INC	$371.20
132157	04/13/2020	O'REILLY AUTOMOTIVE, INC	$524.84
132158	04/13/2020	OFFICE DEPOT	$969.67
132159	04/13/2020	ORKIN COMMERCIAL SERVICES	$192.79
132160	04/13/2020	PARKOS CONSTRUCTION CO INC	$145,169.09
132161	04/13/2020	PRIMARY PRODUCTS CO	$220.00
132162	04/13/2020	PRO-TEC DESIGN	$212.00
132163	04/13/2020	QUADIENT	$251.87
132164	04/13/2020	R & R SPECIALTIES	$595.25

132165	04/13/2020	REV/SALVO	$63,287.56
132166	04/13/2020	RJTHOMAS MFG. CO., INC	$8,381.00
132167	04/13/2020	SAINT PAUL SENATORS	$113.01
132168	04/13/2020	SAM'S CLUB DIRECT	$879.25
132169	04/13/2020	SAVATREE	$8,256.00
132170	04/13/2020	SFDMG, LLC	$8,607.02
132171	04/13/2020	SHORT ELLIOTT HENDRICKSON, INC	$1,023.34
132172	04/13/2020	SOBOCINSKI, BRIAN	$226.00
132173	04/13/2020	SOUTH METRO FIRE DEPT	$622,506.00
132174	04/13/2020	SOUTH ST PAUL SOCCER CLUB	$1,627.50
132175	04/13/2020	STANTEC CONSULTING SERV	$12,514.90
132176	04/13/2020	STREICHER'S	$4,199.04
132177	04/13/2020	SUDANESE COMMUNITY ASSOCATION	$830.20
132178	04/13/2020	T - MOBILE	$1,534.30
132179	04/13/2020	TEAM MN LACROSSE	$3,390.53
132180	04/13/2020	THUL SPECIALTY CONTRACTING	$17,200.00
132181	04/13/2020	TRI STATE BOBCAT INC	$3,023.21
132182	04/13/2020	TWIN CITY JANITOR SUPPLY	$1,560.72
132183	04/13/2020	TWIST OFFICE PRODUCTS	$319.68
132184	04/13/2020	UPS STORE	$22.57
132185	04/13/2020	VANGUARD CLEANING SYSTEMS	$2,599.30
132186	04/13/2020	VOYANT COMMUNICATIONS, LLC	$5,311.98
132187	04/13/2020	WASTE MANAGEMENT	$819.00
132188	04/13/2020	WATSON COMPANY	$28.59
132189	04/13/2020	WILEBSKI, ANTHONY	$75.34
132190	04/13/2020	WOLD ARCHITECTS & ENGINEERS	$1,168.08
132191	04/13/2020	WSB & ASSOCIATES	$1,289.75
132192	04/13/2020	XCEL ENERGY	$977.39
132193	04/13/2020	XTREME TREE TEAM, INC	$9,400.00
132194	04/13/2020	YANG, PHOUA	$180.00
132195	04/13/2020	ZOLL MEDICAL CORPORATION	$289.17
Type Check Totals:			$1,181,037.90
EFT			
797	03/31/2020	MN STATE TREASURER	$2,957.00
798	03/31/2020	NEOPOST - ADVANCE	$1,500.00
799	03/31/2020	OLD NATIONAL BANK	$249.02
800	04/13/2020	HIGHER STANDARDS INC	$1,287.10
801	03/27/2020	FURTHER	$5,400.00
802	03/27/2020	I C M A	$250.00
803	03/27/2020	I C M A RETIREMENT TRUST - ROTH	$375.00
804	03/27/2020	IRS - PR TAXES	$52,288.32
805	03/27/2020	MII LIFE --- VEBA	$3,479.02
806	03/27/2020	MN DEPT OF REVENUE - PR TAXES	$10,548.69
807	03/27/2020	MSRS - 457	$3,207.96
808	03/27/2020	MSRS HCSP	$3,490.96
809	03/27/2020	PUBLIC EMPLOYEES RETIRMNT ASSN	$55,615.75

Payment Register

From Payment Date: 3/24/2020 - To Payment Date: 4/13/2020

810	03/27/2020	I C M A RETIREMENT TRUST-457	$8,318.34
811	03/27/2020	I C M A RETIREMENT TRUST-457	$8,318.34
812	03/27/2020	PUBLIC EMPLOYEES RETIRMNT ASSN	$203.08
813	04/13/2020	AUTHNET GATEWAY	$35.20
Type EFT Totals:			$157,523.78

TOTAL CHECKS & EFTS	$1,338,561.68

CITY OF WEST ST. PAUL

City Council Report

To: **Mayor and City Council**

Through: **Ryan Schroeder, City Manager**

From: **Charlene Stark, Finance Director**

Date: **April 13, 2020**

Financial Information-February

BACKGROUND INFORMATION:

Attached for Council review the February financial reports:

Bank statement reconciliation
Investment statement
General Fund-Budget to Actual report for February 2020

FISCAL IMPACT:

		Amount
Fund:		
Department:		
Account:		

STAFF RECOMMENDATION:

Accept the February financial reports as presented.

CITY OF WEST ST. PAUL
BANK RECONCILIATION
February 29, 2020

Old National BANK BALANCE:			
Ending Balance - Checking Account	**1,088,619.11**		
Deposits in Transit	28,937.00		
Outstanding Disbursements & Checks	($698,999.38)		
Petty Cash	1,850.00		
RECONCILED BALANCE	**420,406.73**	**BANK & TREASURER**	**BANK & ACCOUNT**
		-	-
			-

CITY TREASURER'S BALANCE:	
Previous Month's **Reconciled** Balance	**614,762.85**
Daily Receipts Posted	1,863,929.29
Disbursement Checks Issued	(1,731,086.08)
Payroll Direct Deposits	(327,912.22)
Cash Journal Entries (net)	-
Reverse Prior Months	-
Interest	712.89
RECONCILED BALANCE	**420,406.73**

CASH ACCOUNT BALANCE:	**419,693.84**
Adjustments:	
	712.89
RECONCILED BALANCE	**420,406.73**

UBS

UBS Financial Services Inc.
681 Lake Street E.
Suite 354
Wayzata MN 55391-1758

CNQ7003476893 0220 RP 0

Business Services Account

February 2020

CITY OF WEST SAINT PAUL
CUSTODY ACCOUNT
ATTN: CHARLENE STARK
1616 HUMBOLDT AVE
WEST SAINT PAUL MN 55118-3905

Account name: CITY OF WEST SAINT PAUL CUSTODY ACCOUNT

Friendly account name: Custody Acct

Account number: RP 34592 SH

Your Financial Advisor:
HARNETT/SORLEY
Phone: 952-475-9440/800-627-2463

Questions about your statement?
Call your Financial Advisor or the ResourceLine at 800-762-1000, account 712034592.

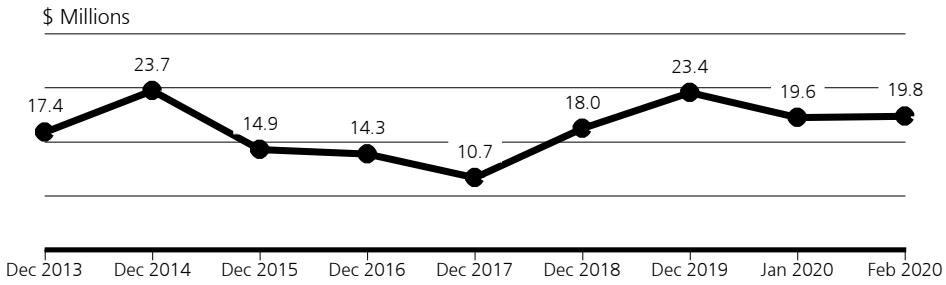
Visit our website:
www.ubs.com/financialservices

Value of your account

	on January 31 ($)	on February 28 ($)
Your assets	19,641,783.58	19,819,117.56
Your liabilities	0.00	0.00
Value of your account	**$19,641,783.58**	**$19,819,117.56**
Accrued interest in value above	$69,024.11	$86,589.10

As a service to you, your portfolio value of $19,819,117.56 includes accrued interest.

Tracking the value of your account



Sources of your account growth during 2020

Value of your account at year end 2019	$23,380,918.65
Net deposits and withdrawals	-$3,900,000.00
Your investment return:	
Dividend and interest income	$32,785.13
Change in value of accrued interest	$32,444.46
Change in market value	$272,969.32
Value of your account on Feb 28, 2020	**$19,819,117.56**

Your account balance sheet

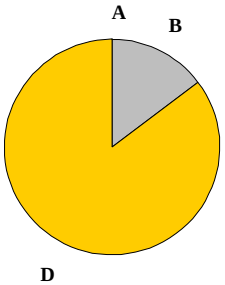
The value of your account includes assets held at UBS and certain assets held away from UBS. See page 1 for more information.

Summary of your assets

		Value on February 28 ($)	Percentage of your account
A	Cash and money balances	11,899.95	0.06%
B	Cash alternatives	2,904,439.91	14.65%
C	Equities	0.00	0.00%
D	Fixed income	16,902,777.70	85.29%
E	Non-traditional	0.00	0.00%
F	Commodities	0.00	0.00%
G	Other	0.00	0.00%
Total assets		**$19,819,117.56**	**100.00%**

Value of your account **$19,819,117.56**

Your current asset allocation



Eye on the markets

Index	Percentage change February 2020	Percentage change Year to date
S&P 500	-8.23%	-8.27%
Russell 3000	-8.19%	-8.29%
MSCI - Europe, Australia & Far East	-9.03%	-10.92%
Barclays Capital U.S. Aggregate Bond Index	1.80%	3.76%

Interest rates on February 28, 2020

3-month Treasury bills: 1.23%

One-month LIBOR: 1.52%

Change in the value of your account

	February 2020 ($)	Year to date ($)
Opening account value	**$19,641,783.58**	**$23,380,918.65**
Withdrawals and fees, including investments transferred out	0.00	-3,900,000.00
Dividend and interest income	11,694.99	32,785.13
Change in value of accrued interest	17,564.99	32,444.46
Change in market value	148,074.00	272,969.32
Closing account value	**$19,819,117.56**	**$19,819,117.56**

Dividend and interest income earned

For purposes of this statement, taxability of interest and dividend income has been determined from a US tax reporting perspective. Based upon the residence of the account holder, account type, or product type, some interest and/or dividend payments may not be subject to United States (US) and/or Puerto Rico (PR) income taxes. The client monthly statement is not intended to be used and cannot be relied upon for tax purposes. Clients should refer to the applicable tax reporting forms they receive from UBS annually, such as the Forms 1099 and the Forms 480, for tax reporting information. It is the practice of UBS to file the applicable tax reporting forms with the US Internal Revenue Service and PR Treasury Department, and in such forms accurately classify dividends and/or interest as tax exempt or taxable income. Please consult your individual tax preparer.

	February 2020 ($)	Year to date ($)
Taxable dividends	1,168.38	5,026.82
Taxable interest	10,526.61	30,732.33
Taxable accrued interest paid	0.00	-3,010.42
Total current year	**$11,694.99**	**$32,748.73**
Prior year adjustment	0.00	36.40
Total dividend & interest	**$11,694.99**	**$32,785.13**

Summary of gains and losses

Values reported below exclude products for which gains and losses are not classified.

	Realized gains and losses		Unrealized
	February 2020 ($)	Year to date ($)	gains and losses ($)
Short term	0.00	7,420.00	153,782.67
Long term	0.00	36,000.00	279,366.45
Total	**$0.00**	**$43,420.00**	**$433,149.12**

Cash activity summary

See *Account activity this month* for details. Balances in your Sweep Options are included in the opening and closing balances value. FDIC insurance applies to deposits at UBS Bank USA and all banks participating in the UBS FDIC Insured Deposit Program. It does not apply to deposits at UBS AG, Stamford Branch. SIPC protection applies to money market sweep fund holdings but not bank deposits. See *Important information about your statement* on the last two pages of this document for details.

	February 2020 ($)	Year to date ($)
Opening balances	**$1,373.34**	**$302,480.34**
Additions		
Dividend and interest income	11,694.99	32,785.13
Proceeds from investment transactions	245,000.00	5,073,217.30
Total additions	**$256,694.99**	**$5,106,002.43**
Subtractions		
Other funds debited	0.00	-3,900,000.00
Funds withdrawn for investments bought	-246,168.38	-1,496,582.82
Total subtractions	**-$246,168.38**	**-$5,396,582.82**
Net cash flow	**$10,526.61**	**-$290,580.39**
Closing balances	**$11,899.95**	**$11,899.95**

UBS Bank USA Deposit Account APY

Interest period Jan 8 - Feb 6

Opening UBS Bank USA Deposit balance Jan 8	$840.33
Closing UBS Bank USA Deposit balance Feb 6	$6,882.54
Number of days in interest period	30
Average daily balance	$26,022.98
Interest earned	$4.28
Annual percentage yield earned	0.20%

UBS Bank USA MMF Yield Account APY

Interest period Jan 8 - Feb 6

Opening UBS Bank USA MMF Yield balance Jan 8	$0.00
Closing UBS Bank USA MMF Yield balance Feb 6	$0.00
Number of days in interest period	30
Average daily balance	$58,495.17
Interest earned	$48.56
Annual percentage yield earned	1.01%

Your investment objectives:

You have identified the following investment objectives for this account. If you have questions about these objectives, disagree with them, or wish to change them, please contact your Financial Advisor or Branch Manager. You can find a full description of the alternative investment objectives in *Important information about your statement* at the end of this document.

Your return objective:
Current income
Your risk profile:
Primary - Conservative
Investment eligibility consideration - None selected

Your account instructions

- Your account cost basis default closing method is FIFO, First In, First Out.

Your assets

Some prices, income and current values shown may be approximate. As a result, gains and losses may not be accurately reflected. See *Important information about your statement* at the end of this document for more information.

Cash

Cash and money balances

Holding	Opening balance on Feb 1 ($)	Closing balance on Feb 28 ($)	Price per share on Feb 28 ($)	Average rate	Dividend/Interest period	Days in period	Cap amount ($)
Cash	0.00	11,899.95					
UBS BANK USA DEP ACCT	1,373.34	0.00					250,000.00
Total	**$1,373.34**	**$11,899.95**					

Cash alternatives

Money market instruments

Holding	Trade date	Quantity	Purchase price ($)	Cost basis ($)	Price on Feb 28 ($)	Value on Feb 28 ($)	Unrealized gain or loss ($)	Holding period
BANCO SANTANDER SA/NY MATURES 03/23/20	Dec 10, 19	2,000,000.000	99.482	1,989,652.00	99.896	1,997,920.00	8,268.00	ST

Money market funds

Money market funds are neither insured nor guaranteed by the Federal Deposit Insurance Corporation or any other government agency. Institutional prime and institutional municipal funds must float their net asset values (NAV) per share to the nearest 1/100th of a cent (e.g., $1.0000). Government and retail money market funds will continue to transact at a stable $1.00 net asset value. Although money market funds seek to preserve the value of your investment at $1.00 per share, it is possible to lose money by investing in these funds.

Total reinvested is the total of all reinvested dividends. It does not include any cash dividends. It is not a tax lot for the purposes of determining holding periods or cost basis. The shares you receive each time you reinvest dividends become a separate tax lot.

Cost basis is the total purchase cost of the security, including reinvested dividends. The cost basis may need to be adjusted for return of capital payments in order to determine the adjusted cost basis for tax reporting purposes.

Unrealized (tax) gain or loss is the difference between the current value and the cost basis and would generally be your taxable gain or loss if the security was sold on this date. The unrealized (tax) gain or loss may need to be adjusted for return of capital payments in order to determine the realized gain or loss for tax reporting purposes.

Investment return is the current value minus the amount you invested. It does not include shares that are not reflected on your statement, including shares that have been realized as either a gain or a loss. It also does not include cash dividends that were not reinvested.

Holding	Number of shares	Purchase price/ Average price per share ($)	Client investment ($)	Cost basis ($)	Price per share on Feb 28 ($)	Value on Feb 28 ($)	Unrealized gain or loss ($)	Investment return ($)	Holding period
UBS SELECT PRIME INSTITUTIONAL FUND	906,157.456				1.0004	906,519.91			

EAI: $14,770 Current yield: 1.63%

Your assets (continued)

Fixed income

Certificates of deposit and share certificates

Cost basis has been adjusted for accreted original issue discount (OID) on long-term (more than 1 year) CDs and share certificates. Cost basis has been adjusted automatically for amortization of premium using the constant yield method on long-term (more than 1 year) CDs and share certificates.

CDs are FDIC insured up to $250,000 in principal and accrued interest per depositor and per depository institution, in accordance with FDIC rules. Share certificates are NCUA insured up to $250,000 in principal and accrued interest per qualifying account and per credit union, in accordance with NCUA rules.

Holding	Trade date	Total face value at maturity ($)	Purchase price ($)	Adjusted cost basis ($)	Price on Feb 28 ($)	Value on Feb 28 ($)	Unrealized gain or loss ($)	Holding period
SANTANDER BK NA DE US RATE 01.8000% MAT 03/18/2020 FIXED RATE CD ACCRUED INTEREST $1,969.40 CUSIP 80280JSR3 EAI: $2,199 Current yield: 1.80%		245,000.000	---This information was unavailable---		100.014	245,034.30		
NEEDHAM CO-OPERATI MA US RATE 01.8500% MAT 03/26/2020 FIXED RATE CD ACCRUED INTEREST $1,924.76 CUSIP 63983RBH1 EAI: $2,260 Current yield: 1.85%		245,000.000	---This information was unavailable---		100.024	245,058.80		
WEBBANK UT US RATE 01.8500% MAT 06/29/2020 FIXED RATE CD CALLABLE 02/28/2020 @ 100.0000 CUSIP 947547JP1 EAI: $1,511 Current yield: 1.85%	Jun 19, 17	245,000.000	100.000	245,000.00	100.029	245,071.05	71.05	LT
FLAGSTAR BK FSB MI US RATE 01.7500% MAT 07/21/2020 FIXED RATE CD ACCRUED INTEREST $446.36 CUSIP 33847EY76 EAI: $2,144 Current yield: 1.75%	Jul 11, 17	245,000.000	100.000	245,000.00	100.098	245,240.10	240.10	LT
WORLD'S FOREMOST B NE US RATE 02.3000% MAT 08/06/2020 FIXED RATE JUMBO CD ACCRUED INTEREST $277.26 CUSIP 9159919E5 EAI: $2,300 Current yield: 2.29%	Jul 28, 15	200,000.000	100.000	200,000.00	100.284	200,568.00	568.00	LT

continued next page

Your assets › **Fixed income** › **Certificates of deposit and share certificates** (continued)

Holding	Trade date	Total face value at maturity ($)	Purchase price ($)	Adjusted cost basis ($)	Price on Feb 28 ($)	Value on Feb 28 ($)	Unrealized gain or loss ($)	Holding period
CAPITAL ONE NA VA US RATE 02.0500% MAT 12/29/2020 FIXED RATE CD ACCRUED INTEREST $839.37 CUSIP 14042RFE6 EAI: $5,023 Current yield: 2.04%	Dec 22, 16	245,000.000	100.000	245,000.00	100.498	246,220.10	1,220.10	LT
CAPITAL ONE BANK N VA US RATE 02.0500% MAT 12/29/2020 FIXED RATE CD ACCRUED INTEREST $839.37 CUSIP 140420S43 EAI: $5,023 Current yield: 2.04%	Dec 22, 16	245,000.000	100.000	245,000.00	100.498	246,220.10	1,220.10	LT
SYNCHRONY BK UT US RATE 02.1000% MAT 12/09/2021 FIXED RATE CD ACCRUED INTEREST $1,141.77 CUSIP 87164XPB6 EAI: $5,145 Current yield: 2.08%	Dec 06, 16	245,000.000	100.000	245,000.00	101.139	247,790.55	2,790.55	LT
SALLIE MAE BK UT US RATE 02.3500% MAT 03/22/2022 FIXED RATE CD ACCRUED INTEREST $2,456.88 CUSIP 795450ZW8 EAI: $5,640 Current yield: 2.31%	Mar 15, 17	240,000.000	100.000	240,000.00	101.812	244,348.80	4,348.80	LT
PRIVATEBANK & TR IL US RATE 02.0000% MAT 05/05/2022 FIXED RATE CD ACCRUED INTEREST $1,543.84 CUSIP 74267GVX2 EAI: $4,900 Current yield: 1.98%	Dec 10, 18	245,000.000	96.000	235,200.00	101.144	247,802.80	12,602.80	LT
COMENITY BANK DE US RATE 02.4000% MAT 06/21/2022 FIXED RATE JUMBO CD ACCRUED INTEREST $328.76 CUSIP 981996RH6 EAI: $4,800 Current yield: 2.38%	Jun 16, 17	200,000.000	100.000	200,000.00	100.736	201,472.00	1,472.00	LT

continued next page

Your assets › **Fixed income** › **Certificates of deposit and share certificates** (continued)

Holding	Trade date	Total face value at maturity ($)	Purchase price ($)	Adjusted cost basis ($)	Price on Feb 28 ($)	Value on Feb 28 ($)	Unrealized gain or loss ($)	Holding period
BARCLAYS BK DE US RATE 02.2000% MAT 07/19/2022 FIXED RATE CD ACCRUED INTEREST $590.69 CUSIP 06740KKJ5 EAI: $5,390 Current yield: 2.16%	Jul 11, 17	245,000.000	100.000	245,000.00	101.677	249,108.65	4,108.65	LT
ALLY BK SANDY UT US RATE 01.8500% MAT 08/29/2022 FIXED RATE CD ACCRUED INTEREST $2,272.44 CUSIP 02007GLJ0 EAI: $4,533 Current yield: 1.83%	Aug 27, 19	245,000.000	100.000	245,000.00	100.870	247,131.50	2,131.50	ST
BMW BK OF NA NA UT US RATE 01.8000% MAT 11/22/2022 FIXED RATE CD ACCRUED INTEREST $1,184.06 CUSIP 05580ATC8 EAI: $4,410 Current yield: 1.79%	Nov 19, 19	245,000.000	100.000	245,000.00	100.759	246,859.55	1,859.55	ST
WELLS FARGO NATL B NV US RATE 01.8000% MAT 12/13/2022 FIXED RATE CD ACCRUED INTEREST $181.22 CUSIP 949495AA3 EAI: $4,410 Current yield: 1.79%		245,000.000	---This information was unavailable---		100.764	246,871.80		
MERCANTIL COMM BAN NJ US RATE 02.3000% MAT 12/16/2022 FIXED RATE CD ACCRUED INTEREST $1,142.43 CUSIP 58733ADQ9 EAI: $5,635 Current yield: 2.25%	Dec 06, 16	245,000.000	100.000	245,000.00	102.129	250,216.05	5,216.05	LT
MEDALLION BK UT US RATE 03.3000% MAT 12/19/2022 FIXED RATE CD ACCRUED INTEREST $221.50 CUSIP 58404DCZ2 EAI: $8,085 Current yield: 3.15%	Dec 04, 18	245,000.000	100.000	245,000.00	104.881	256,958.45	11,958.45	LT

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Your assets › **Fixed income** › **Certificates of deposit and share certificates** (continued)

Holding	Trade date	Total face value at maturity ($)	Purchase price ($)	Adjusted cost basis ($)	Price on Feb 28 ($)	Value on Feb 28 ($)	Unrealized gain or loss ($)	Holding period
MERRICK BK UT US RATE 03.4000% MAT 01/20/2023 FIXED RATE CD ACCRUED INTEREST $182.57 CUSIP 59013J4X4 EAI: $8,330 Current yield: 3.23%	Nov 15, 18	245,000.000	100.000	245,000.00	105.288	257,955.60	12,955.60	LT
DISCOVER BANK DE US RATE 03.3000% MAT 10/03/2023 FIXED RATE CD ACCRUED INTEREST $3,278.29 CUSIP 254673UL8 EAI: $8,085 Current yield: 3.11%	Sep 25, 18	245,000.000	100.000	245,000.00	106.051	259,824.95	14,824.95	LT
GOLDMAN SACHS BANK NY US RATE 03.5500% MAT 11/21/2023 FIXED RATE CD ACCRUED INTEREST $2,359.05 CUSIP 38148P2H9 EAI: $8,698 Current yield: 3.31%	Nov 15, 18	245,000.000	100.000	245,000.00	107.150	262,517.50	17,517.50	LT
CITIBANK, NA DE US RATE 03.5500% MAT 11/24/2023 FIXED RATE CD ACCRUED INTEREST $2,311.37 CUSIP 17312QW47 EAI: $8,698 Current yield: 3.31%	Nov 15, 18	245,000.000	100.000	245,000.00	107.164	262,551.80	17,551.80	LT
MORGAN STANLEY PRV NY US RATE 03.5500% MAT 11/24/2023 FIXED RATE CD ACCRUED INTEREST $2,311.37 CUSIP 61760ASL4 EAI: $8,698 Current yield: 3.31%	Nov 15, 18	245,000.000	100.000	245,000.00	107.164	262,551.80	17,551.80	LT
MORGAN STANLEY BK UT US RATE 03.5500% MAT 11/24/2023 FIXED RATE CD ACCRUED INTEREST $2,311.37 CUSIP 61690UBN9 EAI: $8,698 Current yield: 3.31%	Nov 15, 18	245,000.000	100.000	245,000.00	107.164	262,551.80	17,551.80	LT

continued next page

Your assets ‣ **Fixed income** ‣ **Certificates of deposit and share certificates** (continued)

Holding	Trade date	Total face value at maturity ($)	Purchase price ($)	Adjusted cost basis ($)	Price on Feb 28 ($)	Value on Feb 28 ($)	Unrealized gain or loss ($)	Holding period
AMER EXPRESS NATL UT US RATE 03.5500% MAT 12/04/2023 FIXED RATE CD ACCRUED INTEREST $2,049.27 CUSIP 02589AA28 EAI: $8,698 Current yield: 3.31%	Nov 26, 18	245,000.000	100.000	245,000.00	107.216	262,679.20	17,679.20	LT
WELLS FARGO BK NA SD US RATE 03.5500% MAT 12/14/2023 FIXED RATE CD ACCRUED INTEREST $333.59 CUSIP 949763VU7 EAI: $8,698 Current yield: 3.33%	Dec 04, 18	245,000.000	100.000	245,000.00	106.525	260,986.25	15,986.25	LT
JPMORGAN CHASE BK OH US RATE 02.5500% MAT 06/28/2024 FIXED RATE CD CALLABLE 06/28/2020 @ 100.0000 ACCRUED INTEREST $1,061.21 CUSIP 48128HG77 EAI: $6,248 Current yield: 2.54%	Jun 17, 19	245,000.000	100.000	245,000.00	100.324	245,793.80	793.80	ST
FIRST NATL BK TX US RATE 01.9500% MAT 08/29/2024 FIXED RATE CD ACCRUED INTEREST $392.66 CUSIP 32112UDB4 EAI: $4,778 Current yield: 1.95%	Aug 21, 19	245,000.000	100.000	245,000.00	100.032	245,078.40	78.40	ST
JONESBORO ST BK LA US RATE 02.0500% MAT 09/16/2024 FIXED RATE CD CALLABLE 03/16/2020 @ 100.0000 ACCRUED INTEREST $165.13 CUSIP 48040PFB6 EAI: $5,023 Current yield: 2.05%	Aug 29, 19	245,000.000	100.000	245,000.00	100.027	245,066.15	66.15	ST

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Your assets › **Fixed income** › **Certificates of deposit and share certificates** (continued)

Holding	Trade date	Total face value at maturity ($)	Purchase price ($)	Adjusted cost basis ($)	Price on Feb 28 ($)	Value on Feb 28 ($)	Unrealized gain or loss ($)	Holding period
WYOMING BK & TR WY US RATE 01.9000% MAT 09/18/2024 FIXED RATE CD CALLABLE 03/18/2020 @ 100.0000 ACCRUED INTEREST $127.52 CUSIP 98321PAF7 EAI: $4,655 Current yield: 1.90%	Aug 28, 19	245,000.000	100.000	245,000.00	100.022	245,053.90	53.90	ST
HSBC BANK USA NA VA US RATE 02.0000% MAT 09/23/2024 FIXED RATE CD CALLABLE 09/23/2020 @ 100.0000 ACCRUED INTEREST $2,121.08 CUSIP 44329MAX1 EAI: $4,900 Current yield: 1.99%	Sep 16, 19	245,000.000	100.000	245,000.00	100.280	245,686.00	686.00	ST
ENERBANK UT US RATE 02.0000% MAT 09/27/2024 FIXED RATE CD ACCRUED INTEREST $13.42 CUSIP 29278TLX6 EAI: $4,900 Current yield: 1.97%	Sep 17, 19	245,000.000	100.000	245,000.00	101.627	248,986.15	3,986.15	ST
STATE BK INDIA NY US RATE 02.0500% MAT 11/27/2024 FIXED RATE CD ACCRUED INTEREST $1,279.70 CUSIP 856285RS2 EAI: $5,023 Current yield: 2.01%	Nov 12, 19	245,000.000	100.000	245,000.00	101.838	249,503.10	4,503.10	ST
BMO HARRIS BK NA IL US RATE 01.9000% MAT 02/28/2025 FIXED RATE CD CALLABLE 08/28/2020 @ 100.0000 CUSIP 05581W5Q4 EAI: $4,655 Current yield: 1.90%	Feb 19, 20	245,000.000	100.000	245,000.00	100.201	245,492.45	492.45	ST

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Your assets ‣ **Fixed income** ‣ **Certificates of deposit and share certificates** (continued)

Holding	Trade date	Total face value at maturity ($)	Purchase price ($)	Adjusted cost basis ($)	Price on Feb 28 ($)	Value on Feb 28 ($)	Unrealized gain or loss ($)	Holding period
FIRST UTD BK & TR NY US RATE 02.3500% MAT 08/31/2026 FIXED RATE CD CALLABLE 02/28/2020 @ 100.0000 ACCRUED INTEREST $441.66 CUSIP 33742CAP2 EAI: $5,758 Current yield: 2.35%	Aug 16, 19	245,000.000	100.000	245,000.00	100.064	245,156.80	156.80	ST
Total		**$8,235,000.000**		**$7,490,200.00**		**$8,419,408.25**	**$192,243.35**	

Total accrued interest: $38,099.37

Total estimated annual income: $187,951

Municipal securities

Prices are obtained from independent quotation bureaus that use computerized valuation formulas to calculate current values. Actual market values may vary and thus gains/losses may not be accurately reflected. Cost basis has been automatically adjusted for mandatory amortization of bond premium on coupon tax-exempt municipal securities using the constant yield method and for accreted original issue discount for securities issued at a discount. When original cost basis is displayed, amortization has been done using the constant yield method, otherwise amortization has been done using the straight line method.

Holding	Trade date	Total face value at maturity ($)	Purchase price($)	Adjusted cost basis ($)	Price on Feb 28 ($)	Value on Feb 28 ($)	Unrealized gain or loss ($)	Holding period
BERKELEY CNTY SC SCH TAX SR C BE/R/ RATE 02.350% MATURES 03/01/23 ACCRUED INTEREST $2,773.00 CUSIP 084203WV6 Moody: Aa1 S&P: AA EAI: $5,640 Current yield: 2.28% Original cost basis: $242,767.20	Oct 02, 17	240,000.000	100.656	241,575.09	103.241	247,778.40	6,203.31	LT
NEW YORK NY CITY TRANSI TAX A-2 RV BE/R/ RATE 01.850% MATURES 05/01/23 ACCRUED INTEREST $3,006.25 CUSIP 64971WJ43 Moody: Aa1 S&P: AAA EAI: $9,250 Current yield: 1.83%	Jun 16, 17	500,000.000	97.814	489,070.00	101.347	506,735.00	17,665.00	LT

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Your assets ‣ **Fixed income** ‣ **Municipal securities** (continued)

Holding	Trade date	Total face value at maturity ($)	Purchase price($)	Adjusted cost basis ($)	Price on Feb 28 ($)	Value on Feb 28 ($)	Unrealized gain or loss ($)	Holding period
UNIV KY GEN RCPTS RV TAX SR B OID99.123 BE/R/ RATE 02.500% MATURES 04/01/24 ACCRUED INTEREST $4,083.32 CUSIP 914378KW3 Moody: Aa2 S&P: AA EAI: $10,000 Current yield: 2.40%	Feb 23, 17	400,000.000	99.505	398,020.00	104.203	416,812.00	18,792.00	LT
LEXINGTON-FAYETTE URBAN TAX SR B BE/R/ RATE 02.500% MATURES 06/01/25 ACCRUED INTEREST $1,450.00 CUSIP 52908EM83 Moody: Aa2 S&P: AA EAI: $6,000 Current yield: 2.37% Original cost basis: $241,231.20	Sep 21, 17	240,000.000	100.361	240,866.91	105.645	253,548.00	12,681.09	LT
NEW YORK NY CITY TRANSI TAX B-2 RV BE/R/ RATE 02.400% MATURES 08/01/25 ACCRUED INTEREST $765.00 CUSIP 64971WP61 Moody: Aa1 S&P: AAA EAI: $10,200 Current yield: 2.30% Original cost basis: $432,097.50	Nov 04, 19	425,000.000	101.581	431,723.37	104.391	443,661.75	11,938.38	ST
NEW YORK NY GO BDS TAX BE/R/ RATE 01.890% MATURES 10/01/25 DATED DATE 10/22/19 ACCRUED INTEREST $2,546.77 CUSIP 64966QEH9 Moody: Aa1 S&P: AA EAI: $7,277 Current yield: 1.85%	Nov 04, 19	385,000.000	99.260	382,151.00	102.342	394,016.70	11,865.70	ST

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Your assets ‣ **Fixed income** ‣ **Municipal securities** (continued)

Holding	Trade date	Total face value at maturity ($)	Purchase price($)	Adjusted cost basis ($)	Price on Feb 28 ($)	Value on Feb 28 ($)	Unrealized gain or loss ($)	Holding period
PHILADELPHIA PA AUTH FOR ASSUR TAX RV BE/R/ RATE 00.000% MATURES 04/15/26 DATED DATE 02/03/99 CUSIP 71781LBU2 Moody: A2 S&P: AA Original cost basis: $431,885.00	Jan 07, 20	500,000.000	86.630	433,154.38	88.933	444,665.00	11,510.62	ST
WISC ST GEN FD APP 2003 TAX SR A RV BE/R/ RATE 02.383% MATURES 05/01/26 ACCRUED INTEREST $4,259.58 CUSIP 977100DC7 Moody: Aa2 S&P: AA- EAI: $13,107 Current yield: 2.27%	Aug 17, 17	550,000.000	97.600	536,800.00	104.819	576,504.50	39,704.50	LT
CALIFORNIA ST FOR PREVIO TAX BE/R/ RATE 02.375% MATURES 10/01/26 DATED DATE 10/24/19 ACCRUED INTEREST $4,090.30 CUSIP 13063DRD2 Moody: Aa2 S&P: AA- EAI: $11,875 Current yield: 2.24% Original cost basis: $512,625.00	Jan 22, 20	500,000.000	102.488	512,442.66	105.939	529,695.00	17,252.34	ST
PEMBROKE RESOURCES CORP TAX RV BE/R/ RATE 02.500% MATURES 07/01/27 ACCRUED INTEREST $1,187.49 CUSIP 70643QHA9 S&P: AA EAI: $7,500 Current yield: 2.38% Original cost basis: $302,046.00	Dec 31, 19	300,000.000	100.668	302,004.94	105.028	315,084.00	13,079.06	ST

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Your assets ‣ **Fixed income** ‣ **Municipal securities** (continued)

Holding	Trade date	Total face value at maturity ($)	Purchase price($)	Adjusted cost basis ($)	Price on Feb 28 ($)	Value on Feb 28 ($)	Unrealized gain or loss ($)	Holding period
NEW YORK N Y TAX B-2 BE/R/ RATE 02.090% MATURES 10/01/27 DATED DATE 10/22/19 ACCRUED INTEREST $1,828.75 CUSIP 64966QEK2 Moody: Aa1 S&P: AA EAI: $5,225 Current yield: 2.04%	Nov 04, 19	250,000.000	98.846	247,115.00	102.647	256,617.50	9,502.50	ST
TEXAS A&M UNIV PERM FD TAX RV BE/R/ RATE 02.260% MATURES 07/01/28 DATED DATE 12/17/19 ACCRUED INTEREST $2,228.60 CUSIP 8821176F6 Moody: Aaa S&P: AAA EAI: $11,300 Current yield: 2.15%	Dec 18, 19	500,000.000	99.691	498,455.00	105.355	526,775.00	28,320.00	ST
UNIV OF AL AT BIR MINGHA TAX SR D RV BE/R/ RATE 02.350% MATURES 10/01/28 DATED DATE 11/06/19 ACCRUED INTEREST $4,386.66 CUSIP 914745GC2 Moody: Aa2 S&P: AA EAI: $14,100 Current yield: 2.25% Original cost basis: $602,382.00	Dec 11, 19	600,000.000	100.388	602,328.79	104.612	627,672.00	25,343.21	ST
Total		**$5,390,000.000**		**$5,315,707.14**		**$5,539,564.85**	**$223,857.71**	

Total accrued interest: $32,605.72

Total estimated annual income: $111,474

Your assets ‣ **Fixed income** (continued)

Government securities

Prices are obtained from independent quotation bureaus that use computerized valuation formulas to calculate current values. Actual market values may vary and thus gains/losses may not be accurately reflected. Cost basis has been adjusted for accreted original issue discount (OID). Cost basis has been automatically adjusted for amortization of bond premium using the constant yield method. If you have made a tax election to deduct the premium amortization on taxable debt securities, you may request that UBS adjust cost basis for the bond premium amortization.

Holding	Trade date	Quantity	Purchase price ($)	Adjusted cost basis ($)	Price on Feb 28 ($)	Value on Feb 28 ($)	Unrealized gain or loss ($)	Holding period
FNMA NTS STEP-UP RATE 1.6250% MATURES 07/27/21 ACCRUED INTEREST $699.65 CUSIP 3136G3XT7 EAI: $8,125 Current yield: 1.62%	Jul 27, 16	500,000.000	100.000	500,000.00	100.044	500,220.00	220.00	LT
FHLB BOND STEP-UP RATE 1.5000% MATURES 11/23/21 ACCRUED INTEREST $1,979.15 CUSIP 3130A9Z95 EAI: $7,500 Current yield: 1.50% Original cost basis: $495,760.00	Jun 19, 17	500,000.000	98.652	493,260.00	99.985	499,925.00	6,665.00	LT
FFCB BOND RATE 2.0500% MATURES 12/26/24 INTEREST EARNED FROM 12/26/19 1ST INTEREST PAYMENT 06/26/20 ACCRUED INTEREST $3,001.01 CUSIP 3133ELFB5 EAI: $17,425 Current yield: 2.05%		850,000.000	---This information was unavailable---		100.053	850,450.50		
FFCB BOND RATE 2.3700% MATURES 09/23/26 INTEREST EARNED FROM 09/23/19 1ST INTEREST PAYMENT 03/23/20 ACCRUED INTEREST $10,204.20 CUSIP 3133EKR24 EAI: $23,700 Current yield: 2.35% Original cost basis: $1,005,000.00	Sep 30, 19	1,000,000.000	100.472	1,004,724.94	100.662	1,006,620.00	1,895.06	ST
Total		**2,850,000.000**		**$1,997,984.94**		**$2,857,215.50**	**$8,780.06**	

Total accrued interest: $15,884.01

Total estimated annual income: $56,750

Your assets (continued)

Your total assets

		Value on Feb 28 ($)	Percentage of your account	Cost basis ($)	Estimated annual income ($)	Unrealized gain or loss ($)
Cash	**Cash and money balances**	**11,899.95**	**0.06%**	**11,899.95**		
Cash alternatives	Money market instruments	1,997,920.00		1,989,652.00		8,268.00
	* Money market funds	906,519.91			14,770.00	
	Total cash alternatives	**2,904,439.91**	**14.65%**	**1,989,652.00**	**14,770.00**	**8,268.00**
Fixed income	* Certificates of deposits and share certificates	8,419,408.25		7,490,200.00	187,951.00	192,243.35
	Municipal securities	5,539,564.85		5,315,707.14	111,474.00	223,857.71
	* Government securities	2,857,215.50		1,997,984.94	56,750.00	8,780.06
	Total accrued interest	86,589.10				
	Total fixed income	**16,902,777.70**	**85.29%**	**14,803,892.08**	**356,175.00**	**424,881.12**
Total		**$19,819,117.56**	**100.00%**	**$16,805,444.03**	**$370,945.00**	**$433,149.12**

* Missing cost basis information.

Account activity this month

	Date	Activity	Description	Amount ($)
Dividend and interest income				
Taxable dividends	Feb 28	Dividend	UBS SELECT PRIME INSTITUTIONAL FUND SYMBOL: SELXX	1,168.38
	Total taxable dividends			**$1,168.38**
Taxable interest	Feb 3	Interest	NEW YORK NY CITY TRANSI TAX B-2 RV BE/R/2.400 080125 DTD 092216 PAID ON 425000 AS OF 02/01/20 CUSIP: 64971WP61	5,100.00
	Feb 3	Interest	COMENITY BANK DE US RT 02.4000% MAT 06/21/22FIXED RATE JUMBO CD PAID ON 200000 CUSIP: 981996RH6	407.67
	Feb 7	Interest	UBS BANK USA MMF YIELD ACCOUNT AS OF 02/06/20	48.37
	Feb 7	Interest	UBS BANK USA DEPOSIT ACCOUNT AS OF 02/06/20	1.53
	Feb 7	Interest	WORLD'S FOREMOST B NE US RT 02.3000% MAT 08/06/20FIXED RATE JUMBO CD PAID ON 200000 AS OF 02/06/20 CUSIP: 9159919E5	390.69

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Account activity this month (continued)

	Date	Activity	Description	Amount ($)
Dividend and interest income (continued)				
Taxable interest (continued)	Feb 13	Interest	WELLS FARGO NATL B NV US RT 01.8000% MAT 12/13/22FIXED RATE CD PAID ON 245000 CUSIP: 949495AA3	374.55
	Feb 14	Interest	WELLS FARGO BK NA SD US RT 03.5500% MAT 12/14/23FIXED RATE CD PAID ON 245000 CUSIP: 949763VU7	738.69
	Feb 18	Interest	JONESBORO ST BK LA US RT 02.0500% MAT 09/16/24FIXED RATE CD PAID ON 245000 AS OF 02/16/20 CUSIP: 48040PFB6	426.57
	Feb 18	Interest	MEDALLION BK UT US RT 03.3000% MAT 12/19/22FIXED RATE CD PAID ON 245000 CUSIP: 58404DCZ2	686.67
	Feb 19	Interest	WYOMING BK & TR WY US RT 01.9000% MAT 09/18/24FIXED RATE CD PAID ON 245000 AS OF 02/18/20 CUSIP: 98321PAF7	395.36
	Feb 20	Interest	MERRICK BK UT US RT 03.4000% MAT 01/20/23FIXED RATE CD PAID ON 245000 CUSIP: 59013J4X4	707.48
	Feb 27	Interest	SILVERGATE BANK CA US RT 02.3000% MAT 07/31/24FIXED RATE CD PAID ON 245000 CUSIP: 828373GX2	447.71
	Feb 27	Interest	ENERBANK UT US RT 02.0000% MAT 09/27/24FIXED RATE CD PAID ON 245000 CUSIP: 29278TLX6	416.16
	Feb 27	Interest	WEBBANK UT US RT 01.8500% MAT 06/29/20FIXED RATE CD PAID ON 245000 CUSIP: 947547JP1	384.95
	Feb 28	Interest	UBS BANK USA DEPOSIT ACCOUNT	0.21
	Total taxable interest			**$10,526.61**
	Total dividend and interest income			**$11,694.99**

Account activity this month (continued)

Investment transactions

For more information about the price/value shown for restricted securities, see *Important information about your statement* at the end of this document.

Date	Activity	Description	Quantity	Value ($)	Price ($)	Proceeds from investment transactions ($)	Funds withdrawn for investments bought ($)	Accrued interest ($)
Feb 28	Call Redemption	SILVERGATE BANK CA US RT 02.3000% MAT 07/31/24 FIXED RATE CD CUSIP: 828373GX2	-245,000.000			245,000.00		
Feb 28	Reinvestment	UBS SELECT PRIME INSTITUTIONAL FUND DIVIDEND REINVESTED AT 1.00 NAV ON 02/28/20 SYMBOL: SELXX	1,167.913				-1,168.38	
Feb 28	Bought	BMO HARRIS BK NA IL US RT 01.9000% MAT 02/28/25 FIXED RATE CD YTM = 1.900 CUSIP: 05581W5Q4	245,000.000		100.0000000		-245,000.00	
Total						**$245,000.00**	**-$246,168.38**	

	Date	Activity	Description	Amount ($)
Money balance activities	**Jan 31**	**Balance forward**		**$1,373.34**
	Feb 4	Deposit	UBS BANK USA DEPOSIT ACCOUNT	5,507.67
	Feb 7	Deposit	UBS BANK USA DEPOSIT ACCOUNT AS OF 02/06/20	1.53
	Feb 10	Deposit	UBS BANK USA DEPOSIT ACCOUNT	439.06
	Feb 14	Deposit	UBS BANK USA DEPOSIT ACCOUNT	374.55
	Feb 18	Deposit	UBS BANK USA DEPOSIT ACCOUNT	738.69
	Feb 19	Deposit	UBS BANK USA DEPOSIT ACCOUNT	1,113.24
	Feb 20	Deposit	UBS BANK USA DEPOSIT ACCOUNT	395.36
	Feb 21	Deposit	UBS BANK USA DEPOSIT ACCOUNT	707.48
	Feb 28	Withdrawal	UBS BANK USA DEPOSIT ACCOUNT	-10,650.92
	Feb 28	**Closing UBS Bank USA Deposit Account**		**$0.00**

UBS

Your notes

Important information about your statement

UBS Financial Services Inc. (the Firm or UBS Financial Services), is a member of all principal security, commodity and options exchanges. UBS Financial Services and UBS Bank USA are indirect subsidiaries of UBS AG and affiliates of UBS Securities LLC. The Firm's financial statement is available upon request. The Firm's executive offices are at:

UBS Financial Services Inc.
1200 Harbor Boulevard
Weehawken, NJ 07086

This statement represents the only official record of your UBS Financial Services account. Other records, except official tax documents, containing conflicting data should not be relied upon. If you believe there is an error or omission, please report it immediately in writing to the Branch Manager of the office serving your account.

Although all figures shown are intended to be accurate, statement data should not be used for tax purposes. Rely solely on year-end tax forms, (i.e., Form 1099, 5498, 1042S, etc.) when preparing your tax return. The Firm is required by law to report to the IRS all taxable dividends, reportable non-taxable dividends and taxable interest earned on securities held in your account, net proceeds on sale transactions, and cost basis on certain covered securities.

Communications with the Firm

- Please re-confirm any oral communications in writing to further protect your rights, including your rights under the Securities Investor Protection Act (SIPA).
- If the financial institution on the top left of the front of this statement is not UBS Financial Services, UBS Financial Services carries your account as clearing broker by arrangement with the indicated institution. We informed you of this relationship when you opened this account. In this case, your funds and securities are located at UBS Financial Services and not the introducing broker, and you must make a report of any error or omission to **both** firms.
- As described in the account agreements, you must notify us of any errors or fraud involving checks reflected on your statement within 30 days after it was mailed or made available.
- Please direct customer complaints or inquiries to the Firm's Client Relations Department at 201-352-1699 or toll-free at 800-354-9103, 8:00 A.M. to 6:00 P.M. ET Monday through Friday, or in writing to UBS Financial Services Inc., Client Relations Department, P.O. Box 766 Union City, NJ 07087.
- All statements shall be deemed complete and accurate if not objected to in writing within 60 days.
- For TTY services: Call 844-612-0986 or from outside the U.S.: Call 201-352-1495
- In case of errors or questions about an electronic funds transfer (EFT), bill payment or UBS Visa® debit card transactions, call 800-762-1000, or write to UBS Financial Services Inc., 1000 Harbor Blvd., 6th floor, Weehawken, NJ 07086, Attn: RMA/BSA Services.

  Call or write as soon as you can, if you think your statement or receipt is wrong or if you need more information about a transfer on the statement or receipt. The Firm or Card Issuer (as applicable) must hear from you no later than 60 days after the Firm sent you the first statement on which the error or problem appeared.
  - Provide your name and account number (if any).
  - Describe the error or the transfer you are unsure about, and explain as clearly as you can why you believe it is an error or why you need more information.
  - Provide the dollar amount of the suspected error.

The Firm or Card Issuer will investigate your complaint and will correct any error promptly. For alleged errors involving UBS Visa® debit card transactions, if we take more than 10 business days to do this, we will credit your account for the amount you think is in error, so that you will have the use of the money during the time it takes us to complete our investigation.

Please make all checks payable to the Firm or the financial institution indicated on the front of this statement. In addition to regular account fees, accounts may be subject to maintenance fees, charges for late payment for securities purchases and charges for unpaid amounts in cash accounts. Accounts that are transferred to other institutions may be subject to a transfer fee.

UBS Sweep Options

UBS offers options for sweeping cash balances to bank deposit accounts at non-affiliated banks and affiliated banks and money market mutual funds (Money Funds). Deposit accounts at UBS Bank USA and non-affiliated banks participating in the UBS FDIC-Insured Deposit Program are FDIC-insured in accordance with FDIC rules. For more information, please visit www.fdic.gov. Deposit accounts at UBS AG Stamford Branch and shares of Money Funds are not insured by the FDIC.

Bank deposits are not protected by SIPC. Money Fund shares are protected by SIPC. See "UBS Financial Services Account Protection" below.

Upon your request, balances in the bank deposits may be withdrawn, and shares of a Money Fund may be liquidated, and the proceeds returned to you or your securities account.

Further information about available sweep options, including current interest rates and yields, is available at www.ubs.com/sweepyields, from your Financial Advisor or by calling 800-762-1000.

UBS Financial Services account protection

The Firm is a member of the Securities Investor Protection Corporation (SIPC), which protects securities customers of its members up to $500,000 (including $250,000 for claims for cash). Explanatory brochure available upon request or at *www.sipc.org*. The SIPC asset protection limits apply to all accounts that you hold in a particular capacity.

The Firm, together with certain affiliates, has also purchased supplemental insurance. The maximum amount payable to all eligible clients, collectively under this protection is $500 million as of December 10, 2019. Subject to the policy conditions and limitations, cash at the Firm is further protected for up to $1.9 million in the aggregate for all your accounts held in a particular capacity. A full copy of the policy wording is available upon request.

Neither the SIPC protection nor the supplemental protection apply to:

- Certain financial assets controlled by (and included in your account value) but held away from UBS Financial Services. For example certain (i) insurance products, including variable annuities, and (ii) shares of mutual funds registered in the name of the account holder on the books of the issuer or transfer agent);
- Investment contracts or investment interests (e.g., limited partnerships and private placements) that are not registered under the Securities Act of 1933;
- Commodities contracts (e.g., foreign exchange and precious metal contracts), including futures contracts and commodity option contracts;
- Securities on loan to UBS Financial Services; and
- Deposit accounts (except certificates of deposit) at UBS Bank USA, UBS AG U.S. branches and banks in the FDIC Insured Deposit Program.

The SIPC protection and the supplemental protection do not apply to these assets even if they otherwise appear on your statements. The SIPC protection and the supplemental protection do not protect against changes in the market value of your investments (whether as a result of market movement, issuer bankruptcy or otherwise).

Dividend Reinvestment Program (DRIP)

The price reflected is an average price. You may obtain the actual price from your Financial Advisor. Only whole shares are purchased under DRIP; partial shares will be sold and the cash will be deposited in your account. The dividend reinvestment price supplied by the issuer may differ from the market price at which the partial shares are sold.

Cash-in-lieu

Only whole units may be held in your account. If you are entitled to a partial unit as a result of a dividend payment or otherwise, the Firm will either sell partial units at market price or accept an amount determined by a registered clearing agency, and credit your account.

Investment objectives

The investment objectives and risk profile are specific to each account and may vary between your accounts. Please advise the Firm promptly in writing of any significant change in your financial situation or investment objectives. For each account held, you choose one of the following investment objectives:

- *Produce Current Income*: Investments seeking the generation of income only.
- *Achieve Capital Appreciation*: Investments seeking growth of principal rather than the generation of income.
- *Produce Combination of Income and Capital Appreciation*: Investments seeking both the generation of income and growth of principal.

Overall risk profiles

- *Conservative*: Seeks to maintain initial principal, with low risk and volatility to the account overall, even if that means the account does not generate significant income or returns and may not keep pace with inflation.
- *Moderate*: Willing to accept some risk to principal and tolerate some volatility to seek higher returns.
- *Aggressive*: Willing to accept high risk to principal and high volatility to seek high returns over time.
- *Investment Eligibility Consideration*: If selected, a portion of the portfolio for that account may include complex strategies, limited liquidity and greater volatility.

Statement "householding"

We may consolidate all related account statements with the same address in the same envelope, e.g. because they have owners who also maintain joint account relationships with other clients at the same address. If you prefer to receive individual statements mailed in separate envelopes, you may decline householding by calling your Financial Advisor.

Friendly account name

The Friendly account name is a customizable "nickname" chosen by you to assist you with your recordkeeping. It has no legal effect on your account, is not intended to reflect any strategy, product, recommendation, investment objective or risk profile associated with your accounts, and is not a promise or guarantee that wealth, or any financial results, can or will be achieved. All investments involve the risk of loss, including the risk of loss of the entire investment. You can change your Friendly account names through Online Services or by contacting your Financial Advisor.

Account overview

- *Value of your account/portfolio.* Net of assets and liabilities.
- *Assets.* Includes available cash balances, values for restricted security (est.), and Global Time Deposits, unrealized marks to market, and certain assets not held by the Firm. Does not include unpriced securities/assets at the end of the prior and current statement periods, or private investments, unvested stock options and exercisable stock options.
- *Liabilities.* Includes debit balances, outstanding margin loans, credit line, short account balances.
- *Cash/money balances.* Total of uninvested available cash balances, plus deposit balances at affiliated and non-affiliated banks, and money market mutual fund sweep balances, at the close of the statement period. Non-commodity free credit balances in your account are not segregated from other balances and the Firm may use any of these funds in the ordinary course of its business. These funds are payable upon your demand. This total is included in the current period closing value.

Lending information

For detailed information on the Firm's lending practices and disclosures, refer to your Client Relationship Agreement or Account Agreement and the General Terms and Conditions. UBS Statement of Credit Practices available in *Agreements and Disclosures* at *www.ubs.com/accountdisclosures*.

Your assets
Your statement itemizes securities and other assets held in the account at the end of the statement period. You may ask for delivery of fully paid securities at any time. You may receive securities used as loan collateral after paying any balance due on them. Any securities transferred to the Firm during the statement period are listed at market value as of the end of the statement period.

- **Cost basis.** In determining the cost basis of the securities included in this statement, where indicated with the number "1," UBS Financial Services has relied on information obtained from sources other than UBS Financial Services, including information from another firm or that you may have provided to your Financial Advisor. The Firm does not independently verify or guarantee the accuracy or validity of any information provided by sources other than UBS Financial Services. In addition, although UBS Financial Services generally updates this information as it is received, the Firm does not provide any assurances that the information under "Cost basis" and "Unrealized gain/loss" is accurate as of the date of this statement. As such, please do not rely on this information to make purchase or sale decisions, for tax purposes or otherwise. Accounts transferred to the Firm may reflect gain/loss information only for the period of time they are held at the Firm. More historical information can be added by your Financial Advisor.
- **Unrealized gains/losses**. When data is available, estimated unrealized gains/losses are calculated for individual security lots. The transaction data for individual lots may or may not reflect commissions, charges and/or security reorganization events. Dividend and other reinvestment lots and systematic purchase lots are each combined to display one averaged lot. The "Trade date" column presents the original transaction trade date.
- **Callable securities**. Bonds and preferred stock that the issuer calls for early redemption will be selected impartially by lot from among all securities of that issue held in our name or in nominee name for our clients. Call feature information is obtained from third parties and its accuracy is not guaranteed. Other call features may exist which could affect yield; complete information will be provided upon request.
- **Price/value**. Prices displayed for securities and other products may be higher or lower than the price that you would actually receive in the market. Prices are obtained from various third party sources which we believe to be reliable, but we do not guarantee their accuracy.
  - We generally use the closing price when available or the mean of the bid and ask prices for listed securities and options or only bid prices for OTC securities.
  - Less actively traded securities may be priced using a valuation model or the most recent price we obtained and may not reflect an actual market price or value.
  - Certain positions may appear without a price and will show as "price was not available" if we are unable to obtain a price for a security.
  - Deposits or securities denominated in currencies other than U.S. dollars are reflected at the exchange rate as of the statement date.
  - For certain securities trading in non-conforming denominations, price and quantity (face value) may have been adjusted to facilitate proper valuation.

  To obtain current quotations, when available, contact your Financial Advisor.

- **Private investments and structured products.** Private investment securities (including direct participation program and real estate investment trust securities) and structured products are generally highly illiquid. Certain structured products have not been registered with the Securities and Exchange Commission or under any state securities laws. We provide estimated values for private investment securities and structured products for informational purposes only. Accuracy is not guaranteed.
  - These values may differ substantially from prices, if any, at which a private investment security or structured product may be bought or sold and do not necessarily represent the value you may receive upon liquidation.
  - Third party estimates of value are as of a certain date and are supplied to UBS Financial Services on a regular basis by an independent valuation firm.
  - Issuer, general partner or sponsor estimated values, if any, are supplied to the Firm by the issuer, general partner or sponsor and may be calculated based on different information from that used by third parties to derive their estimated values.
  - You can obtain additional information regarding the methodology used to determine the estimate of value and the date of the information that is the basis for the estimate by contacting your Financial Advisor.
  - Third party estimated values may be reflected as "Not priced" in several situations: when an independent valuation firm has not supplied or is unable to assign a value, when we become aware that a material event has occurred that may call a previously reported value into question, or when a value would be highly speculative due to the nature of the security.
  - When neither an issuer, general partner or sponsor estimated value nor a third-party estimated value is provided, the value of the security will be different from its purchase price.
  - "Distributions to date" may include return of capital, income or both.
  - "Original unit size" represents the initial offering price per unit and may not reflect your cost basis.
  - DPP and unlisted REIT securities are not listed on a national securities exchange, and are generally illiquid and even if they can be sold, the price received may be less than the per share estimated value provided in the account statement.

- **Restricted securities**. Restricted securities generally are not currently eligible for public sale. UBS Financial Services uses the market price of the unrestricted stock of the same issuer as an imputed value for the restricted stock *for purposes of this statement only*. To the extent that restricted securities are eligible for sale, the value received may be substantially less than the imputed value shown.

- **Est. (estimated) income, current yields and rates.** An estimate of annual income is based on current dividend and interest rates, assuming the securities will be held for one year from statement date or until maturity. This estimate is only a guideline; accuracy and continued income are not guaranteed.
  - Estimated annual income and current yield for certain types of securities could include a return of principal or capital gains in which case the est. income (and current yield) would be overstated.
  - Estimated annual income and current yield and the actual income and yield might be lower or higher than the estimated amounts.
  - An estimate of annualized income (dividend and/or interest) divided by the current market value/average balance is based on the last dividend or interest payment made by the issuer and assumes the securities/deposits will be held for one year from the statement date or until maturity. Accuracy and continued yield are not guaranteed.

- **Assets not held by UBS Financial Services.** Certain assets are not held by the Firm and not within the Firm's possession or control. These assets are displayed on your statement for informational purposes only. Positions and values presented are provided by the issuing firm. UBS Financial Services is not responsible for this information and does not guarantee its accuracy. These assets are not protected by SIPC or the Firm's supplemental SIPC coverage.

- **Revenue sharing and additional compensation.**
  - In addition to commissions on sales and 12b-1 fees received in connection with the distribution of mutual funds to our clients we and/or our affiliate receive revenue sharing payments from distributors and/or advisors of the mutual funds that we sell. These amounts are based on two different components: (i) the amount of sales by UBS of a particular mutual fund family to our clients; and (ii) the asset value of a particular mutual fund family's shares held at the firm.
  - We and our affiliate also receive networking and omnibus processing fees in consideration for transfer agent services that we provide to the mutual funds. These fees generally are paid from investor assets in the mutual fund and are a fixed dollar amount based on the number of accounts at the broker-dealer holding mutual funds of that fund family.
  - In addition to commissions received in connection with the sale or distribution of annuity contracts and unit investment trust units to our clients, we and/or our affiliate receive revenue sharing compensation from many of the insurance companies underwriting the annuity contracts, affiliates of the insurance companies or sponsors of the unit investment trusts we distribute.
  - In addition to commissions received from the purchase and sale of NextShares funds, we and/or our affiliate receive an asset-based revenue sharing payment from NextShares distributors, as well as funding for technology development, training and education.
  - Our affiliates also receive trading commissions and other compensation from mutual funds and insurance companies whose products we distribute.
  - We receive compensation from UBS Bank USA, UBS AG Stamford Branch and non-affiliated banks through our cash sweep programs. This compensation may be a monthly per account fee or may be a percentage of average daily deposit balances.

Activity
Information regarding commissions and other charges incurred in connection with the execution of trades, including option transactions has been included on confirmations previously furnished to you, and will be provided to you promptly on request.

Short selling
If you are engaged in short selling a security, you may incur a charge due to certain borrowing costs for that particular security.

Open orders
Regarding open or "good-till-cancelled" orders that were not executed by the statement date, open buy and sell stop orders are reduced by the amount of dividends or rights on an ex-dividends or ex-rights date unless instructed otherwise by you. You are responsible for orders that are executed due to your failure to cancel existing open orders.

Privacy
To obtain a copy of our current Client Privacy Notice, please contact your Financial Advisor or visit our website at *www.ubs.com/privacypolicy*.

- UBS Financial Services is not a bank. The RMA, Business Services Account BSA and IRMA are brokerage accounts which provide access to banking services and products through arrangements with affiliated banks and other third-party banks, and provides access to insurance and annuity products issued by unaffiliated third-party insurance companies through insurance agency subsidiaries of UBS Financial Services Inc.
- Investment, insurance, and annuity products:
- Not FDIC insured • No bank guarantee• May lose value
- RMA. Resource Management Account, Business Services Account BSA, IRMA and international Resource Management Account are registered service marks of UBS Financial Services Inc.
- VISA is a registered trademark owned by Visa International Service Association and used under license. The UBS Visa credit cards and the UBS Visa debit cards are issued by UBS Bank USA with permission from Visa U.S.A. Incorporated. All other trademarks, registered trademarks, service marks and registered service marks are of their respective companies.

UBS Financial Services Inc. Rev. 202002

General Fund Income Statement

Through 2/29/20
Summary Listing

Organization	Organization Description	Adopted Budget Amount	February Actual Amount	2020-YTD Actual Amount	Remaining YTD Actual	% of Budget-Spent	
	REVENUE						
30000	Revenues	15,083,361.00	770,035.25	2,132,066.11	12,951,294.89	14%	
	REVENUE TOTALS	$15,083,361.00	$770,035.25	$2,132,066.11	$12,951,294.89	14%	
	EXPENSE						
41110	Mayor and Council	152,054.00	4,925.49	27,799.67	124,254.33	18%	
41120	Charter Commission	1,500.00	.00	.00	1,500.00	0%	
41320	City Manager / City Clerk	705,932.00	49,760.49	122,914.84	583,017.16	17%	
41350	Marketing and Communications	159,927.00	8,993.02	16,853.62	143,073.38	11%	
41410	Elections	60,348.00	1,628.18	1,879.54	58,468.46	3%	
41520	Finance	374,936.00	28,609.06	64,447.16	310,488.84	17%	
41610	Legal	362,000.00	28,565.00	28,565.00	333,435.00	8%	
41910	Planning & Community Development	437,560.00	22,562.11	61,808.38	375,751.62	14%	
41915	Recycling Dept.	67,701.00	3,869.68	18,156.35	49,544.65	27%	Maintenance agreements costs are higher then budgeted fc
41920	Information Technology	474,124.00	67,298.07	112,304.38	361,819.62	24%	
41940	City Hall Building	229,910.00	8,046.29	18,461.23	211,448.77	8%	
41945	PW Facility	73,745.00	9,816.12	13,999.20	59,745.80	19%	
42100	Police	6,068,118.00	433,097.23	1,112,199.30	4,955,918.70	18%	
42200	Fire	2,582,003.00	.00	783,778.85	1,798,224.15	30%	Full quarter payment vs. two months
42401	Building Inspections	397,525.00	29,666.42	71,427.86	326,097.14	18%	
42500	Civil Defense	18,580.00	29.23	29.23	18,550.77	0%	
43000	Engineering	196,089.00	13,108.88	35,959.80	160,129.20	18%	
43100	Streets	1,397,597.00	138,693.44	269,523.03	1,128,073.97	19%	
43160	Street Lighting	143,125.00	10,938.08	10,938.08	132,186.92	8%	
44140	Human Resources	137,003.00	2,251.58	2,323.19	134,679.81	2%	
45000	Parks and Recreation	1,043,584.00	58,893.10	145,793.89	897,790.11	14%	
49200	Unallocated	.00	.00	.00	.00	0%	
	EXPENSE TOTALS	$15,083,361.00	$920,751.47	$2,919,162.60	$12,164,198.40	19%	
	Fund **101 - General Fund** Totals						
	REVENUE TOTALS	15,083,361.00	770,035.25	2,132,066.11	12,951,294.89	14%	
	EXPENSE TOTALS	15,083,361.00	920,751.47	2,919,162.60	12,164,198.40	19%	
	Fund **101 - General Fund** Net Gain (Loss)	$0.00	($150,716.22)	($787,096.49)	$787,096.49		

CITY OF WEST ST. PAUL

City Council Report

To: **Mayor and City Council**

Through: **Ryan Schroeder, City Manager**

From: **Brian Sturgeon, Chief of Police**

Date: **April 13, 2020**

Denial of a Personal Massage License Application – Krongthong Clapping

BACKGROUND INFORMATION:

On March 13, 2020 a business license application for a Personal Massage license was submitted by Krongthong Clapping. The location she was seeking the license for is Amazing Spa, 1891 Robert St S.

During the background process, the police department verifies the information provided by the applicant, ensures the proper license requirements are met and reviews the applicant's past history for any concerning behaviors or criminal conduct.

During the background process, there were some concerns and discrepancies noted:

1. The current home address listed on the application is for North Dakota. Per the City of West St. Paul Ordinance applicants must show proof of local residency. (111.04; (K) (9))
2. The transcript provided by Victory Career College, Los Angeles CA, indicates a course completion date of 5/28/2014. Victory Career College was not an accredited school at that time. (111.14; (C))
3. The Certificate of Insurance that was provided was for an address in North Dakota, not for Amazing Spa.

FISCAL IMPACT:

Action	Fund	Department	Account	Amount
Refund License Fee	101	30000	32199	(95.00)
Background Fee	101	30000	34208	150.00
			Total:	$150.00

STAFF RECOMMENDATION:

Due to issues found during the background check the police department recommends denial of this license and the return of fees paid, excluding the background fee.

CITY OF WEST ST. PAUL

City Council Report

To: **Mayor and City Council**

Through: **Ryan Schroeder, City Manager**

From: **Melissa Sonnek, City Planner**

Date: **April 13, 2020**

Rental Licensing

BACKGROUND INFORMATION:

2020 rental licenses – background required

According to the rental dwelling ordinance, the city requires a background investigation for each new rental property owner/applicant. In addition, the Police Department and Code Enforcement reviews calls for service to the properties to help identify potential problem properties.

The Community Development Department reviewed the application, inspection report, rental density, and code compliance requirements.

The background investigation, inspection report, and code compliance review on the properties listed below did not identify any incidents that would result in a denial of the rental license.

APPLICATIONS FOR APPROVAL:

188 Butler Avenue East (Triplex – Renewal)
816 Dodd Road (Triplex – Renewal)

885 Oakdale Avenue (Duplex – New Owner)
90/92 Arion Street West (Duplex – Renewal)
200/202 Haskell Street East (Duplex – Renewal)
435/437 Stanley Street East (Duplex – Renewal)
420/422 Arion Street East (Duplex – Renewal)
113/115 Emerson Avenue West (Duplex – Renewal)
93/95 Logan Avenue West (Duplex – Renewal)
92/94 Logan Avenue (Duplex – Renewal)
1223/1225 Charlton Street (Duplex – Renewal)
879 Oakdale Avenue (Duplex – Renewal)

487 Mendota Road West (Townhome – Renewal)
85 Orme Street East #3 (Townhome – Renewal)
976 Robert Street #101 (Condo – Renewal)

200 Arion Street East (Single Family – Renewal)
991 Stryker Avenue (Single Family – Renewal)
1056 Hall Avenue (Single Family – Renewal)
126 Arion Street West (Single Family – Renewal)
325 Bernard Street East (Single Family – Renewal)
1156 Charlton Street (Single Family – Renewal)

1064 Robert Street (Single Family – Renewal)
1088 Robert Street (Single Family – Renewal)
1015 Gorman Avenue (Single Family – Renewal)
141 Stanley Street East (Single Family – Renewal)
203 Moreland Avenue East (Single Family – Renewal)
285 Thompson Avenue West (Single Family – Renewal)
1283 Hall Avenue (Single Family – Renewal)
985 Livingston Avenue (Single Family – Renewal)
179 Conver Street (Single Family – Renewal)
1565 Christensen Avenue (Single Family – Renewal)
1411 Bidwell Street (Single Family – Renewal)
1475 Smith Avenue (Single Family – Renewal)
1021 Christensen Avenue (Single Family – Renewal)
1345 Cherokee Avenue (Single Family – Renewal)
441 Roeller Avenue (Single Family – Renewal)
1233 Hall Avenue (Single Family – Renewal)
294 Hurley Street East (Single Family – Renewal)

FISCAL IMPACT:

		Amount
Fund:	**101**	
Department:	**30000**	
Account:	**32170**	**$ 2,061**

STAFF RECOMMENDATION:

Staff recommends City Council approve the rental license applications.

CITY OF WEST ST. PAUL

City Council Report

To: **Mayor and City Council**

Through: **Ryan Schroeder, City Manager**

From: **Ross Beckwith, Public Works & Parks Director/City Engineer**

Date: **April 13, 2020**

Materials Testing Contract for 2020 Street Improvements Project 20-1

BACKGROUND INFORMATION:

The 2020 Street Improvements Project includes a mill and overlay of Marie Avenue from Robert Street to Oakdale Avenue and reconstruction of the alley south of Bernard Avenue east of Stryker Avenue. Marie Avenue is on the City's state aid system. State aid roads require specific materials testing during construction. The MnDOT Schedule of Materials Control determines the required testing rates based on quantity and production rate. Everything from sand, aggregate, concrete and asphalt is tested both in the field and at the lab. Although not required, materials testing is also performed our non-state aid streets/alleys to ensure quality of materials for this significant infrastructure investment.

FISCAL IMPACT:

Proposals were received from Braun Intertec ($9,837) and WSB & Associates ($11,843). Staff has reviewed the proposals and is recommending Braun Intertec be awarded the contract for materials testing.

STAFF RECOMMENDATION:

Staff recommends that City Council award a contract to Braun Intertec for material testing of City Project 20-1 in the amount of $9,837.

CITY OF WEST ST. PAUL

City Council Report

To: **Mayor and City Council**

Through: **Ryan Schroeder, City Manager**

From: **Melissa Sonnek, Comm. Dev. Coordinator**

Date: **April 13, 2020**

Final Reading – Rezoning of 895 Robert St.

BACKGROUND INFORMATION:

At the March 23, 2020 meeting, City Council held a public hearing and approved the first reading to rezone 895 Robert St. from B5 – Gateway North Mixed Use, to PRD – Planned Residential Development with B5 – Gateway North Mixed Use underlying zoning. The rezoning is being requested in order to construct a 54-unit apartment complex comprised of studio and one bedroom units.

The site plan and conditional use permit were approved along with the first reading of the rezoning during the March 23rd meeting. However, since rezoning applications must be approved through an ordinance, this requires two readings.

PLANNING COMMISSION:

The Planning Commission meeting scheduled for Tuesday March 17th, 2020 was cancelled due to a lack of quorum. Therefore, the Planning Commission was unable to review the applications.

City Staff reached out the commissioners and requested that any and all comments be sent to staff, in order to be forwarded to City Council and the applicant. As of Friday, March 20th, 2020 at 2:30pm, City Staff had received no feedback from the public or the Planning Commission.

STAFF RECOMMENDATION:

Staff recommends the City Council approve the rezoning of 895 Robert St. from B5 – Gateway North Mixed Use, to PRD – Planned Residential Development with B5 – Gateway North Mixed Use underlying zoning.

CITY OF WEST ST. PAUL
DAKOTA COUNTY, MINNESOTA

ORDINANCE NO. 20-006

AN ORDINANCE REZONING 895 ROBERT STREET FROM B5 – GATEWAY NORTH MIXED USE, TO PRD, PLANNED RESIDENTIAL DEVELOPMENT WITH B5 – GATEWAY NORTH MIXED USE UNDERLYING ZONING

The City Council of West St. Paul does ordain:

SECTION 1. AMENDMENT. The Zoning Map of the City of West St. Paul is hereby amended by rezoning 895 Robert Street from B5 – Gateway North Mixed Use to PRD, Planned Residential Development, with B5 – Gateway North Mixed Use underlying zoning for the properties currently identified as:

CURRENT: LOTS 1 – 6 OF THE MICHAEL B ADDITION

SECTION 2. EFFECTIVE DATE. This ordinance shall be in full force and effect from and after its passage and publication according to law.

Passed by the City Council of the City of West St. Paul, Minnesota, this 13th day of April, 2020.

Attest:

David J. Napier, Mayor	Shirley R Buecksler, City Clerk