

**CITY OF MOUNDS VIEW  
CITY COUNCIL MEETING AGENDA  
MOUNDS VIEW CITY HALL  
Monday, May 22, 2023  
6:00 p.m.**

**1. CALL TO ORDER**

**2. PLEDGE OF ALLEGIANCE**

**3. ROLL CALL:** Hull, Meehlhause, Cermak, Gunn, Lindstrom

**4. APPROVAL OF AGENDA**

**5. CONSENT AGENDA**

- A. Approval of Minutes: May 8, 2023
- B. Just and Correct Claims
- C. Resolution 9754, Authorizing the City to enter into a Professional Services contract with LOCi Consulting

**6. PUBLIC COMMENT**

Citizens may speak to issues not on tonight's agenda. Before speaking, please give your full name and address for the minutes. Also, please limit your comments to three minutes.

**7. SPECIAL ORDER OF BUSINESS**

- A. MMKR audit presentation – Aaron Nielsen, Principal
- B. Outstanding Citizen Award- Bob King
- C. MVPD Life Saving Awards- Chief Zender

**8. COUNCIL BUSINESS**

- A. **PUBLIC HEARING:** Resolution 9752, Considering a Residential Dog Kennel License for Joe Lundy, 2801 County Road H
- B. First Reading and Introduction of Ordinance 1003, Amending Mounds View City Code Chapter 160.198; B-3 Highway Business District, Conditional Uses
- C. First Reading and Introduction of Ordinance 999, Amending Mounds View City Code Chapter 161 Signs and Billboards
- D. Resolution 9753, Accept the bid results for the 2023 Street Rehabilitation Project – Pleasant View Drive/Stinson Boulevard and select bid alternate for trail section

**9. REPORTS**

- A. Reports of Mayor and Council
- B. Reports of Staff
- C. Reports of City Attorney

10. **NEXT COUNCIL WORK SESSION: Monday, June 5, 2023 at 6:00 pm**  
**NEXT COUNCIL MEETING: Monday, June 12, 2023 at 6:00 pm**
11. **ADJOURNMENT**

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**6:00 P.M.**

**A. Honor New Police Chief Ben Zender – Badge Pinning.**

1 City Administrator Zikmund administered the Oath of Office to newly appointed Police Chief Ben  
2 Zender and his badge was pinned on. A round of applause was offered by all in attendance.

3  
4 Police Chief Zender thanked the Council for their support. He then recognized the law enforcement  
5 officers that were recently killed in the line of duty in Minnesota and Wisconsin. He thanked  
6 Sergeant Kampa, Sergeant Nelson, Sergeant Menard and Police Chief Harder for sharing their  
7 leadership and mentor skills with him. He thanked his wife and family for their tremendous  
8 support. Lastly, he thanked his officers for working so diligently on behalf of the community.

9  
10 **B. Citizen of the Year Presentation – Kathie Anderson.**

11  
12 Acting Mayor Meehlhause recognized Kathie Anderson as the Mounds View Citizen of the Year  
13 for 2022. A round of applause was offered by all in attendance.

14  
15 Kathie Anderson thanked her family and the Lions for their support. She also thanked the City of  
16 Mounds View and stated she loves living in this community.

17  
18 The Council thanked Kathie Anderson for being a tremendous steward for the community.

19  
20 **C. Coach of the Year Presentation – Adnan Omanovic and Robert Turner.**

21  
22 Parks and Recreation Superintendent Thomas recognized Adnan Omanovic and Robert Turner as  
23 the Mounds View Volunteer Coaches of the Year for 2022. A round of applause was offered by  
24 all in attendance.

25  
26 Adnan Omanovic thanked the City for this recognition.

27  
28 Robert Turner thanked the City for this honor.

29  
30 **D. Public Works Week Proclamation.**

31  
32 Acting Mayor Meehlhause read a proclamation in full for the record declaring May 21 through  
33 May 17, 2023 to be National Public Works Week in the City of Mounds View.

34  
35 Council Member Gunn thanked the Public Works Department for all of their efforts on behalf of  
36 the community.

37  
38 **E. MVPD Quarterly Report – Police Chief Ben Zender.**

39  
40 Police Chief Zender provided the Council a quarterly update from the Mounds View Police  
41 Department. He explained VCET continues to be active in the community. He reported he  
42 nominated several of his officers for traffic related awards. He thanked the community for  
43 supporting and attending the Daddy Daughter Dance in February. He discussed how he was  
44 partnering with the community on the Tribute Park. He stated the City recently held a DNR  
45 hunter's safety course, which was the first class held since COVID. He explained in January the  
46 department participated in the Polar Plunge in order to raise funds for Special Olympics Minnesota.

1 He discussed the recent life saving awards that his officers received. He then commented on the  
2 crime stats for the first quarter of 2023 and he noted he would be working to update the  
3 department's website.

4  
5 Acting Mayor Meehlhause thanked Police Chief Zender for his report and for his efforts on behalf  
6 of the community.

7  
8 **8. COUNCIL BUSINESS**

9 **A. Public Hearing: Resolution 9738, Considering a Honeybee-Keeping License**  
10 **for Dustin Nyffeler for the Property at 8136 Red Oak Drive.**  
11

12  
13 City Administrator Zikmund requested the Council consider a honeybee-keeping license for  
14 Dustin Nyffeler for the property at 8136 Red Oak Drive. He reported the applicant has complied  
15 with all ordinance requirements except for the fact he does not have any formal education.  
16 However, he has received a recommendation of approval from Assistant City Administrator Brian  
17 Beeman. Staff commented further on the request and recommended approval after the Council  
18 holds a public hearing.

19  
20 Acting Mayor Meehlhause opened the public hearing at 6:32 p.m.

21  
22 Jerry Peterson, 8125 Red Oak Drive, stated he fully supported the applicant's request. He noted  
23 his grandfather and father raised bees. He stated bees were very gentle and he did not see this as  
24 being an issue.

25  
26 Hearing no further public input, Acting Mayor Meehlhause closed the public hearing at 6:33 p.m.

27  
28 MOTION/SECOND: Gunn/Cermak. To Waive the Reading and Adopt Resolution 9738,  
29 Considering a Honeybee-Keeping License for Dustin Nyffeler for the Property at 8136 Red Oak  
30 Drive.

31  
32 Ayes – 4                      Nays – 0                      Motion carried.

33  
34 **B. Public Hearing: Resolution 9739, Considering a Residential Dog Kennel**  
35 **License for Christina Wessel at 8373 Groveland Court.**  
36

37 City Administrator Zikmund requested the Council consider a residential dog kennel license for  
38 Christina Wessel at 8373 Groveland Court. He explained the applicant meets all requirements and  
39 exceeds the limit of two dogs. He noted the applicant does not intend to breed or sell dogs from  
40 her home. He commented further on the request and recommended approval.

41  
42 Acting Mayor Meehlhause opened the public hearing at 6:36 p.m.

43  
44 Christina Wessel, 8373 Groveland Court, thanked the Council for considering her request. She  
45 explained she has three dogs in her home, which required her to have a residential dog kennel. She  
46 reported she trained and competed in dog agility challenges.

Hearing no further public input, Acting Mayor Meehlhause closed the public hearing at 6:37 p.m.

MOTION/SECOND: Lindstrom/Gunn. To Waive the Reading and Adopt Resolution 9739, Considering a Residential Dog Kennel License for Christina Wessel at 8373 Groveland Court.

Ayes – 4

Nays – 0

Motion carried.

**C. Resolution 9750, Adopting the Five Year Financial Plan for 2024 through 2028.**

Finance Director Beer requested the Council adopt the Five Year Financial Plan for 2024 through 2028. He reported the Council reviewed this plan at their worksession on May 1. He explained the only change was that funding had been set aside for the Tribute Park. He commented further on the proposed plan noting how inflation was making impacts and recommended approval.

Council Member Lindstrom asked if the property tax levies were estimates. Finance Director Beer reported this was the case.

City Administrator Zikmund commented on the projected increases the City would be receiving from the Met Council in 2024.

Council Member Gunn expressed concern with how the rates being charged by the Met Council continued to go up exponentially each and every year.

MOTION/SECOND: Gunn/Lindstrom. To Waive the Reading and Adopt Resolution 9750, Adopting the Five Year Financial Plan for 2024 through 2028.

Ayes – 4

Nays – 0

Motion carried.

**D. Resolution 9751, Approving Various Sanitary Sewer Manhole Repairs.**

Public Works/Parks and Recreation Director Peterson requested the Council approve various sanitary sewer manhole repairs. He stated as part of the Public Works ongoing maintenance efforts, several manholes required repairs in order to address INI issues. He reviewed the cost for the project with the Council and recommended approval.

Council Member Gunn requested further information regarding INI. Public Works/Parks and Recreation Director Peterson stated INI stood for inflow and infiltration, which was excess water or groundwater that was getting into the sanitary sewer system. He discussed how the City was working to reduce its INI in order to reduce the fees that have to be paid to the Met Council.

Acting Mayor Meehlhause questioned how many homes have gone through the point of sale program since its implementation. Public Works/Parks and Recreation Director Peterson reported 567 homes have gone through this program.

1 Acting Mayor Meehlhause asked if staff could receive an update from the Met Council to see if  
2 the City's INI percentage has been reduced. Public Works/Parks and Recreation Director Peterson  
3 indicated he would reach out to Met Council for an update.  
4

5 MOTION/SECOND: Lindstrom/Cermak. To Waive the Reading and Adopt Resolution 9751,  
6 Approving Various Sanitary Sewer Manhole Repairs.  
7

8 Ayes – 4 Nays – 0 Motion carried.  
9

10 **9. REPORTS**

11 **A. Reports of Mayor and Council.**  
12

13 Acting Mayor Meehlhause opened the meeting for public comment.  
14

15 Robert King, 7408 Silver Lake Road, expressed frustration with the fact the City did not let the  
16 residents or Lions know that the EDA meeting time had been changed.  
17

18 Acting Mayor Meehlhause reported the Closed EDA meeting was scheduled for 6:00 p.m. He  
19 explained this meeting was delayed until after the City Council meeting due to the fact there would  
20 be special guests in attendance at the Council meeting.  
21

22 Renee Johnson, 7385 Pleasant View Drive, stated when the Council has worksession meetings,  
23 she feared the Council was not proactively allowing the public to interact and speak. She suggested  
24 the Council allow for comment at their worksession meetings. In addition, she supported the City  
25 better communicating with the public through its website in order to keep the residents properly  
26 informed on civic matters.  
27

28 Council Member Lindstrom reported the Festival in the Park Committee would be meeting next  
29 on Tuesday, May 16 at the Public Works building at 7:00 p.m.  
30

31 Council Member Gunn stated she and Council Member Cermak attended the fundraiser for the  
32 Quincy House.  
33

34 Council Member Gunn explained the first Human Rights Task Force would be meeting on  
35 Thursday, May 11 at 6:30 p.m. at City Hall.  
36

37 Council Member Cermak reported the Police Foundation would be meeting on Tuesday, May 9 at  
38 5:30 p.m. at Hodges Park.  
39

40 Acting Mayor Meehlhause indicated he would be attending a convention bureau meeting on  
41 Tuesday, May 9, along with Council Members Cermak and Gunn.  
42

43 Acting Mayor Meehlhause stated next week on May 17, May 18 and May 19 the Mounds View  
44 Lions would be hosting their annual garage at Hillview Park from 8:00-6:00 on Wednesday and  
45 Thursday and 8:00-2:00 on Friday.  
46

1 Acting Mayor Meehlhause commented on the 8 Mayor/Manager meeting he attended this  
2 afternoon with City Administrator Zikmund.

3  
4 **B. Reports of Staff.**

5 **1. Creative Kids Lease.**

6  
7 City Administrator Zikmund stated the Creative Kids lease would be up in August. It was his  
8 understanding the tenant would like to make improvements to the space. He stated staff was  
9 recommending a 3% increase to the lease. He commented on the situation further and requested  
10 direction from the Council on how to proceed.

11  
12 Council Member Lindstrom stated he could support the proposed increase.

13  
14 Council Member Gunn commented on the number of families that depend on this business for  
15 child care and noted she supported staff negotiating with Creative Kids on a new lease.

16  
17 Finance Director Beer reported the City had another conduit debt opportunity that would be  
18 coming before the Council at a future meeting. The Council supported staff bringing this matter  
19 forward.

20  
21 Finance Director Beer explained the Council would be holding a retreat on Monday, May 15 to  
22 discuss the 2024 budget.

23  
24 City Administrator Zikmund stated the organized solid waste collection resident information  
25 sessions would be held on Wednesday, May 31 at 10:00 a.m., 1:30 p.m. and 7:00 p.m. He explained  
26 Nine North would be taping these events.

27  
28 **C. Reports of City Attorney.**

29  
30 City Attorney Riggs had nothing additional to report.

31  
32 **10. Next Council Work Session: Monday, June 5, 2023, at 6:00 p.m.**  
33 **Next Council Meeting: Monday, May 22, 2023, at 6:00 p.m.**

34  
35 **11. ADJOURNMENT**

36  
37 The meeting was adjourned at 7:19 p.m.

38  
39 Transcribed by:

40  
41 Heidi Guenther  
42 *Minute Maker Secretarial*



**CITY OF MOUNDS VIEW  
COUNTY OF RAMSEY  
STATE OF MINNESOTA**

**APPROVING JUST AND CORRECT  
CLAIMS AGAINST CITY FUNDS**

WHEREAS, the City of Mounds View, pursuant to Minnesota Statute 412.141, has full authority over the financial affairs of the City and;

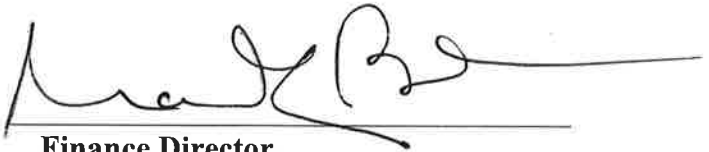
WHEREAS, the City Council has reviewed the claim number

<u>20257</u>	<u>through</u>	<u>20267</u>	<u>in the amount of</u>	<u>\$4,006.21</u>
<u>518</u>	<u>through</u>	<u>523</u>	<u>in the amount of</u>	<u>\$99,959.50</u>
<u>152828</u>	<u>through</u>	<u>152921</u>	<u>in the amount of</u>	<u>\$288,058.95</u>

**TOTAL AMOUNT OF CLAIMS PRESENTED** **\$392,024.66**

And has found said claims to be just and correct;

It was moved that the City Council of Mounds View hereby approve the Attached list of claims dated 05/23/23 by vote \_\_\_\_\_ ayes \_\_\_\_\_ nays.

  
\_\_\_\_\_  
**Finance Director**

5/16/2023 8:12 AM

## DIRECT PAYABLES CHECK REGISTER

PAGE: 1

PACKET: 03400 Ck Date 5-18-2023 - 8

VENDOR SET: 01 City of Mounds View

\*\*\*\* CHECK LISTING \*\*\*\*

BANK: PYBNK Western Bank

Page 1-A

VENDOR	I.D.	NAME	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
C4300		Life Insurance Company of North						
	I-52020230518	AccCare, Hosp, Critical Ill	R	5/18/2023		147.67	020257	147.67
E9000		Fidelity Security Life Insuranc						
	I-62020230518	5000832-Eyemed	R	5/18/2023		95.01	020258	95.01
L0549		Law Enforcement Labor Services,						
	I-70020230518	Police Union Dues	R	5/18/2023		540.00	020259	540.00
L7160		The Lincoln Nat'l Life Insuranc						
	I-61020230518	LTD #1588135	R	5/18/2023		339.74	020260	339.74
L7160		The Lincoln Nat'l Life Insuranc						
	I-63020230518	STD # 10249130	R	5/18/2023		279.30	020261	279.30
L7165		The Lincoln National Life Insur						
	I-30120230518	Life Ins #400238774	R	5/18/2023		728.27	020262	728.27
*VOID*	020263	VOID CHECK	V	5/18/2023			020263	**VOID**
*VOID*	020264	VOID CHECK	V	5/18/2023			020264	**VOID**
M7152		MN Child Support Payment Center						
	I-99520230518	Case #0015244278	R	5/18/2023		952.93	020265	952.93
N0525		643400 - NCPERS MN Grp Life Ins						
	I-30020230518	NCPERS Life Ins	R	5/18/2023		56.00	020266	56.00
S4107		Secure Benefits Systems Corp.						
	I-50020230518	Flex Medical	R	5/18/2023		96.47	020267	
	I-50320230518	Flex Daycare	R	5/18/2023		770.82	020267	867.29

* * B A N K T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	9	0.00	4,006.21	4,006.21
HANDWRITTEN CHECKS:	0	0.00	0.00	0.00
PRE-WRITE CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
VOID CHECKS:	2	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
CORRECTIONS:	0	0.00	0.00	0.00
BANK TOTALS:	11	0.00	4,006.21	4,006.21

PACKET: 03401 Ck Date 5-18-2023 - 9

VENDOR SET: 01 City of Mounds View

\*\*\* DRAFT/OTHER LISTING \*\*\*

BANK: PYBNK Western Bank

Page 1-B

VENDOR	I.D.	NAME	ITEM TYPE	PAID DATE	DISCOUNT	AMOUNT	ITEM NO#	ITEM AMOUNT
E1200		EFTPS-Direct						
	I-T1 20230518	Income Tax W/H	D	5/18/2023		16,344.84	000518	
	I-T3 20230518	FICA W/H	D	5/18/2023		13,852.88	000518	
	I-T4 20230518	Medicare W/H	D	5/18/2023		5,303.22	000518	35,500.94
H1016		HSA Bank						
	I-12520230518	C1211 HSA CONTRIBUTIONS	D	5/18/2023		9,111.16	000519	9,111.16
I0025		ICMA Retirement Trust - 457						
	I-40020230518	Payroll W/H	D	5/18/2023		1,621.15	000520	
	I-40220230518	Roth Payroll W/H	D	5/18/2023		355.00	000520	
	I-40320230518	Payroll W/H	D	5/18/2023		299.27	000520	
	I-41520230518	Payroll W/H	D	5/18/2023		3,483.79	000520	5,759.21
M0658		MN State Retirement System						
	I-40120230518	#98995-01 MN	D	5/18/2023		3,935.70	000521	
	I-40420230518	#98995-01 MN ROTH	D	5/18/2023		150.00	000521	
	I-40520230518	#98995-01 MN	D	5/18/2023		611.64	000521	4,697.34
M7342		MN Dept of Revenue						
	I-T2 20230518	State Income Tax	D	5/18/2023		7,615.81	000522	7,615.81
P9250		Public Employees Retirement Ass						
	I-00120230518	PERA 643400	D	5/18/2023		14,681.96	000523	
	I-00220230518	PERP 643400	D	5/18/2023		22,480.56	000523	
	I-01020230518	DCP 643400	D	5/18/2023		112.52	000523	37,275.04

* * B A N K T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	0	0.00	0.00	0.00
HANDWRITTEN CHECKS:	0	0.00	0.00	0.00
PRE-WRITE CHECKS:	0	0.00	0.00	0.00
DRAFTS:	6	0.00	99,959.50	99,959.50
VOID CHECKS:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
CORRECTIONS:	0	0.00	0.00	0.00
BANK TOTALS:	6	0.00	99,959.50	99,959.50

VENDOR SET: 01 City of Mounds View  
 BANK: \* ALL BANKS  
 DATE RANGE: 0/00/0000 THRU 99/99/9999

VENDOR I.D.	NAME	STATUS	CHECK DATE	AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
C-CHECK	VOID CHECK	V	5/23/2023			152850		
C-CHECK	VOID CHECK	V	5/23/2023			152851		
C-CHECK	VOID CHECK	V	5/23/2023			152852		
C-CHECK	VOID CHECK	V	5/23/2023			152853		
C-CHECK	VOID CHECK	V	5/23/2023			152854		
C-CHECK	VOID CHECK	V	5/23/2023			152890		

## \* \* T O T A L S \* \*

	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	0	0.00	0.00	0.00
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
EFT:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00

VOID CHECKS:	6 VOID DEBITS	0.00		
	VOID CREDITS	0.00	0.00	0.00

TOTAL ERRORS: 0

	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
VENDOR SET: 01 BANK: * TOTALS:	6	0.00	0.00	0.00
BANK: * TOTALS:	6	0.00	0.00	0.00

VENDOR I.D.	NAME	STATUS	CHECK DATE	AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
1	MN DEPARTMENT, OF CO							
I-000202305099136	US REFUND	R	5/10/2023			152828		
700 1152	UTILITY DELQ. RECIEVABLE	10-1340-02		12.47				12.47
1	FREEMAN, NICOLAI							
I-000202305189142	US REFUND	R	5/23/2023			152829		
700 1152	UTILITY DELQ. RECIEVABLE	11-1530-01		88.32				88.32
1	HALVERSON, ERIC							
I-000202305189143	US REFUND	R	5/23/2023			152830		
700 1152	UTILITY DELQ. RECIEVABLE	07-1640-01		85.30				85.30
1	OLSON, EILEEN N							
I-000202305189144	US REFUND	R	5/23/2023			152831		
700 1152	UTILITY DELQ. RECIEVABLE	01-0190-00		121.61				121.61
1	MID CONTINENT MANAGE							
I-000202305189145	US REFUND	R	5/23/2023			152832		
700 1152	UTILITY DELQ. RECIEVABLE	17-2200-02		219.56				219.56
80528	Kromer Company							
I-581348	Honda Air Filter, Element...	R	5/23/2023			152833		
100 4360-1220	SUPPLIES, VEHICLES	Honda Air Filter, El		545.62				
I-581350	PW# 322 Z-Type Filter, Blade.	R	5/23/2023			152833		
100 4360-1220	SUPPLIES, VEHICLES	PW# 322 Z-Type Filt		114.20				659.82
A1900	Able Hose & Rubber, Inc.							
I-230582-001	Sweeper Hose	R	5/23/2023			152834		
745 4417-1600	OPERATING SUPPLIES	Sweeper Hose		330.00				
I-230718-001	Sweeper Nozzle	R	5/23/2023			152834		
745 4417-1600	OPERATING SUPPLIES	Sweeper Nozzle		60.55				390.55
A2300	AE2S							
I-87242	04/01/23 to 04/28/23 Gen I&C	R	5/23/2023			152835		
700 4823-7050	CONSTRUCTION	04/01/23 to 04/28/23		1,144.00				1,144.00
A5000	All City Elevator, Inc.							
I-83293	May - July 2023 Oil & Greese	R	5/23/2023			152836		
100 4460-5110	REPAIRS, BUILDINGS & GROUNDS	May - July 2023 Oil		123.00				123.00
A5029	Connie Allen							
I-202305169137	Cinco De Mayo Luncheon	R	5/23/2023			152837		
252 4732-1230	SUPPLIES, EQUIPMENT	Cinco De Mayo Lunche		69.46				69.46

VENDOR SET: 01 City of Mounds View

BANK: APBNK US Bank

DATE RANGE: 0/00/0000 THRU 99/99/9999

VENDOR I.D.	NAME	STATUS	CHECK DATE	AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
A7584	Aspen Equipment Company							
I-10248263	PW# 447 Boom Inspection	R	5/23/2023			152838		
100 4465-5120	REPAIRS, VEHICLES	PW# 447 Boom Inspect		652.50				
I-10248416	PW# 834 Annual Boom Inspection	R	5/23/2023			152838		
730 4823-5130	REPAIRS, EQUIPMENT	PW# 834 Annual Boom		435.00				1,087.50
A7585	Aspen Mills							
I-313342	Body Armor, Plate, Carrier: BK	R	5/23/2023			152839		
100 4200-2400	UNIFORM & CLOTHING	Body Armor, Plate, Car		1,313.30				
I-313581	Body Cam Clip to Vest: BK	R	5/23/2023			152839		
100 4200-2400	UNIFORM & CLOTHING	Body Cam Clip to Ves		8.65				1,321.95
B4000	Beisswenger's Do It Best							
I-714777	Camera Retrieval Part: TRNBKLE	R	5/23/2023			152840		
730 4823-1230	SUPPLIES, EQUIPMENT	Camera Retrieval Par		19.79				19.79
B4904	Blaine Custom Apparel & Awards							
I-30663	Citizens Award	R	5/23/2023			152841		
100 4200-3070	COPS EVENTS	Citizens Award		90.84				90.84
B4910	Bjorklund Compensation Consult							
I-00004508	Eval: Accts Payable Tech	R	5/23/2023			152842		
100 4160-3030	OTHER PROFESSIONAL SERVICES	Eval: Accts Payable		145.00				145.00
B7835	Broadway Awards							
I-52776	Walnut Plaque	R	5/23/2023			152843		
100 4100-1600	OPERATING SUPPLIES	Walnut Plaque		311.07				311.07
B8005	Brock White Company							
I-15823758-00	Wood Chips (Storm)	R	5/23/2023			152844		
745 4415-1600	OPERATING SUPPLIES	Wood Chips (Storm)		166.35				166.35
B8847	BS& A Software							
I-145707	Cloud Training: Cindy B, Ryan R	R	5/23/2023			152845		
100 4180-3030	OTHER PROFESSIONAL SERVICES	Cloud Training: Cindy		31,805.00				31,805.00
C3255	Central Rental							
I-1-607948	Edger for Greenfield Ballfield	R	5/23/2023			152846		
100 4360-4010	RENTAL, EQUIPMENT	Edger for Greenfield		39.54				39.54
C3425	Century Fence Co.							
I-238847601	Backstop Repair: Greenfield	R	5/23/2023			152847		
100 4360-5110	REPAIRS, BUILDINGS & GROUNDS	Backstop Repair: Gre		4,950.00				4,950.00

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VENDOR I.D.	NAME	STATUS	CHECK DATE	AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
C4500	City Wide Maintenance of Minne							
I-32009016431	May 2023 Cleaning: CH, PW, MVC	R	5/23/2023			152848		
252 4350-3030	OTHER PROFESSIONAL SERVICES	MVCC		1,087.12				
100 4460-3030	OTHER PROFESSIONAL SERVICES	CH, PW		2,181.07				
I-42009007605	April 2023 Kitchen Prep	R	5/23/2023			152848		
252 4350-3030	OTHER PROFESSIONAL SERVICES	April 2023 Kitchen P		60.00				3,328.19
C4510	Cintas - Chicago							
I-4153609986	MVCC Linens, Mats, Towels...	R	5/23/2023			152849		
252 4350-2410	MAINTENANCE;MATS,TOWELS,MOPS,EMVCC Linens, Mats, T			50.18				
252 4730-3030	OTHER PROFESSIONAL SERVICES	MVCC Linens, Mats, T		70.46				
252 4350-1600	OPERATING SUPPLIES	MVCC Linens, Mats, T		17.80				
I-4153621046	Mats & Towels	R	5/23/2023			152849		
100 4360-2410	MAINTENANCE;MATS,TOWELS,MOPS,EMats & Towels			5.80				
100 4360-2410	MAINTENANCE;MATS,TOWELS,MOPS,EMats & Towels							
100 4410-2410	MAINTENANCE;MATS,TOWELS,MOPS,EMats & Towels			0.45				
100 4460-2410	MAINTENANCE;MATS,TOWELS,MOPS,EMats & Towels			0.15				
100 4465-2410	MAINTENANCE;MATS,TOWELS,MOPS,EMats & Towels			1.88				
100 4470-2410	MAINTENANCE;MATS,TOWELS,MOPS,EMats & Towels			3.51				
100 4472-2410	MAINTENANCE;MATS,TOWELS,MOPS,EMats & Towels			3.20				
100 4475-2410	MAINTENANCE;MATS,TOWELS,MOPS,EMats & Towels			0.87				
252 4350-2410	MAINTENANCE;MATS,TOWELS,MOPS,EMats & Towels			2.90				
700 4823-2410	MAINTENANCE;MATS,TOWELS,MOPS,EMats & Towels			3.77				
700 4825-2410	MAINTENANCE;MATS,TOWELS,MOPS,EMats & Towels			1.88				
730 4823-2410	MAINTENANCE;MATS,TOWELS,MOPS,EMats & Towels			10.33				
730 4823-2410	MAINTENANCE;MATS,TOWELS,MOPS,EMats & Towels							
745 4415-2410	MAINTENANCE;MATS,TOWELS,MOPS,EMats & Towels			2.19				
745 4417-2410	MAINTENANCE;MATS,TOWELS,MOPS,EMats & Towels			0.76				
I-4153621074	CH/PD Floor Mats	R	5/23/2023			152849		
100 4160-1600	OPERATING SUPPLIES	CH/PD Floor Mats		46.60				
I-4153810042	Uniforms & Clothing	R	5/23/2023			152849		
100 4360-2400	UNIFORM & CLOTHING	Uniforms & Clothing		19.30				
100 4360-2400	UNIFORM & CLOTHING	Uniforms & Clothing		1.26				
100 4410-2400	UNIFORM & CLOTHING	Uniforms & Clothing		6.06				
100 4460-2400	UNIFORMS & CLOTHING	Uniforms & Clothing		0.53				
100 4465-2400	UNIFORMS & CLOTHING	Uniforms & Clothing		3.82				
100 4470-2400	UNIFORMS & CLOTHING	Uniforms & Clothing		6.56				
100 4472-2400	UNIFORMS & CLOTHING	Uniforms & Clothing		9.00				
100 4475-2400	UNIFORMS & CLOTHING	Uniforms & Clothing		1.60				
252 4350-2400	UNIFORM & CLOTHING	Uniforms & Clothing						
700 4823-2400	UNIFORM & CLOTHING	Uniforms & Clothing		8.47				
700 4825-2400	UNIFORM & CLOTHING	Uniforms & Clothing		26.18				
730 4823-2400	UNIFORM & CLOTHING	Uniforms & Clothing		21.09				
730 4823-2400	UNIFORM & CLOTHING	Uniforms & Clothing		0.53				
745 4415-2400	UNIFORM & CLOTHING	Uniforms & Clothing		4.12				
745 4417-2400	UNIFORM & CLOTHING	Uniforms & Clothing		6.80				
I-4154294522	MVCC Linens, Mats, Towels...	R	5/23/2023			152849		
252 4730-3030	OTHER PROFESSIONAL SERVICES	MVCC Linens, Mats, T		6.67				

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C4510	Cintas - Chicago	CONT						
I-4154294522	MVCC Linens, Mats, Towels...	R	5/23/2023			152849		
252 4350-1600	OPERATING SUPPLIES			74.67				
252 4350-2410	MAINTENANCE;MATS,TOWELS,MOPS,EMVCC Linens, Mats, T			50.18				
I-4154321377	Mats & Towels	R	5/23/2023			152849		
100 4360-2410	MAINTENANCE;MATS,TOWELS,MOPS,EMats & Towels			5.80				
100 4360-2410	MAINTENANCE;MATS,TOWELS,MOPS,EMats & Towels							
100 4410-2410	MAINTENANCE;MATS,TOWELS,MOPS,EMats & Towels			0.45				
100 4460-2410	MAINTENANCE;MATS,TOWELS,MOPS,EMats & Towels			0.15				
100 4465-2410	MAINTENANCE;MATS,TOWELS,MOPS,EMats & Towels			1.88				
100 4470-2410	MAINTENANCE;MATS,TOWELS,MOPS,EMats & Towels			3.51				
100 4472-2410	MAINTENANCE;MATS,TOWELS,MOPS,EMats & Towels			3.20				
100 4475-2410	MAINTENANCE;MATS,TOWELS,MOPS,EMats & Towels			0.87				
252 4350-2410	MAINTENANCE;MATS,TOWELS,MOPS,EMats & Towels			2.90				
700 4823-2410	MAINTENANCE;MATS,TOWELS,MOPS,EMats & Towels			3.77				
700 4825-2410	MAINTENANCE;MATS,TOWELS,MOPS,EMats & Towels			1.88				
730 4823-2410	MAINTENANCE;MATS,TOWELS,MOPS,EMats & Towels			10.33				
730 4823-2410	MAINTENANCE;MATS,TOWELS,MOPS,EMats & Towels							
745 4415-2410	MAINTENANCE;MATS,TOWELS,MOPS,EMats & Towels			2.19				
745 4417-2410	MAINTENANCE;MATS,TOWELS,MOPS,EMats & Towels			0.76				
I-4154518632	Uniforms & Clothing	R	5/23/2023			152849		
100 4360-2400	UNIFORM & CLOTHING			24.80				
100 4360-2400	UNIFORM & CLOTHING			1.44				
100 4410-2400	UNIFORM & CLOTHING			6.60				
100 4460-2400	UNIFORMS & CLOTHING			2.31				
100 4465-2400	UNIFORMS & CLOTHING			6.70				
100 4470-2400	UNIFORMS & CLOTHING			10.37				
100 4472-2400	UNIFORMS & CLOTHING			11.03				
100 4475-2400	UNIFORMS & CLOTHING			2.14				
252 4350-2400	UNIFORM & CLOTHING							
700 4823-2400	UNIFORM & CLOTHING			11.32				
700 4825-2400	UNIFORM & CLOTHING			28.11				
730 4823-2400	UNIFORM & CLOTHING			25.69				
730 4823-2400	UNIFORM & CLOTHING			0.71				
745 4415-2400	UNIFORM & CLOTHING			5.51				
745 4417-2400	UNIFORM & CLOTHING			9.11				
I-4155283552	Uniforms & Clothing	R	5/23/2023			152849		
100 4360-2400	UNIFORM & CLOTHING			21.20				
100 4360-2400	UNIFORM & CLOTHING			1.33				
100 4410-2400	UNIFORM & CLOTHING			6.25				
100 4460-2400	UNIFORMS & CLOTHING			0.60				
100 4465-2400	UNIFORMS & CLOTHING			4.26				
100 4470-2400	UNIFORMS & CLOTHING			7.33				
100 4472-2400	UNIFORMS & CLOTHING			9.70				
100 4475-2400	UNIFORMS & CLOTHING			1.79				
252 4350-2400	UNIFORM & CLOTHING							
700 4823-2400	UNIFORM & CLOTHING			9.45				
700 4825-2400	UNIFORM & CLOTHING			26.85				



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C4510	Cintas - Chicago	CONT						
I-4155283552	Uniforms & Clothing	R	5/23/2023			152849		
730 4823-2400	UNIFORM & CLOTHING			22.68				
730 4823-2400	UNIFORM & CLOTHING			0.60				
745 4415-2400	UNIFORM & CLOTHING			4.60				
745 4417-2400	UNIFORM & CLOTHING			7.56				777.30
C4517	Circle K							
I-89135323	March-May PD Fuel	R	5/23/2023			152855		
100 4200-1700	MOTOR FUELS & LUBRICANTS		March-May PD Fuel	665.22				665.22
C8505	Crysteel Truck Equipment, Inc.							
I-FP191673	PW# 646 Torsion Spring Kit	R	5/23/2023			152856		
745 4415-1230	SUPPLIES, EQUIPMENT		PW# 646 Torsion Spri	138.51				
I-FP191740	PW# 317,451:400 HR Service Kit	R	5/23/2023			152856		
100 4465-1220	SUPPLIES, VEHICLES		PW# 317,451:400 HR S	551.43				689.94
D2010	Davis Equipment Corporation							
I-EI17370	PW# 314 Air Cleaner	R	5/23/2023			152857		
100 4360-1220	SUPPLIES, VEHICLES		PW# 314 Air Cleaner	134.62				134.62
D2515	Dell Marketing L.P.							
I-10667006079	5 Desktops and Monitors	R	5/23/2023			152858		
100 4160-1230	SUPPLIES, EQUIPMENT		5 Desktops and Monit	5,123.93				5,123.93
D6500	Diamond Vogel Paint Center							
I-802230568	Asphalt Paint	R	5/23/2023			152859		
100 4475-1600	OPERATING SUPPLIES		Asphalt Paint	295.10				295.10
D6518	DKMAGS							
I-3631	Service Rifle Parts	R	5/23/2023			152860		
100 4200-1600	OPERATING SUPPLIES		Service Rifle Parts	64.00				64.00
E5435	Environmental Equipment & Serv							
I-22959	PW# 647 500X Suction Hose	R	5/23/2023			152861		
745 4417-1230	SUPPLIES, EQUIPMENT		PW# 647 500X Suction	582.00				
I-22965	PW# 647 12" Hose Clamp	R	5/23/2023			152861		
745 4417-1230	SUPPLIES, EQUIPMENT		PW# 647 12" Hose Cla	51.44				633.44
F1010	Factory Motor Parts Co.							
I-1-8639650	PW# 445 Lube Spin	R	5/23/2023			152862		
100 4465-1220	SUPPLIES, VEHICLES		PW# 445 Lube Spin	92.06				
I-159-084064	PW IMP 38 Oil Filter	R	5/23/2023			152862		
100 4360-1220	SUPPLIES, VEHICLES		PW IMP 38 Oil Filte	11.86				103.92

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F1050	Fastenal Company							
I-MNSPRI85516	White Marking Paint 17 oz	R	5/23/2023			152863		
100 4360-1220	SUPPLIES, VEHICLES	White Marking Paint		14.15				14.15
F1095	Ferguson WaterWorks#2516/#2518							
I-0510041	CLMP, Tap Curb BX Lid	R	5/23/2023			152864		
700 4823-1250	SUPPLIES, UTILITIES	CLMP, Tap Curb BX Li		1,252.20				
I-0510748	Break Coup SLV	R	5/23/2023			152864		
700 4823-1250	SUPPLIES, UTILITIES	Break Coup SLV		250.80				
I-0510811	1 LB HYD GRSE	R	5/23/2023			152864		
700 4823-1250	SUPPLIES, UTILITIES	1 LB HYD GRSE		48.16				1,551.16
F2056	First Call							
C-3298-117308	PW# 306 Harness, Adapter	R	5/23/2023			152865		
100 4465-1220	SUPPLIES, VEHICLES	PW# 306 Harness, Ad		63.99CR				
I-3298-124664	PD# 0113 Grote	R	5/23/2023			152865		
100 4465-1230	SUPPLIES, EQUIPMENT	PD# 0113 Grote		26.92				
I-3298-125185	PW# 322 Relfector	R	5/23/2023			152865		
100 4360-1220	SUPPLIES, VEHICLES	PW# 322 Relfector		144.35				107.28
F6010	PreCise MRM, LLC							
I-200-1042578	Mar Flat Data Plan 2023	R	5/23/2023			152866		
100 4472-3100	Telephone	Mar Flat Data Plan 2		216.00				216.00
G0555	Government Finance Officers As							
I-15769	Cert of Achiev Review Fee 2022	R	5/23/2023			152867		
100 4150-3030	OTHER PROFESSIONAL SERVICES	Cert of Achiev Revie		460.00				460.00
G1000	Game Time							
I-PJI-0206569	Sway Bench	R	5/23/2023			152868		
451 4470-7050	CONSTRUCTION	Sway Bench		3,128.32				3,128.32
G1027	Jacob Garibay							
I-20230430	March-April 2023 GIS Services	R	5/23/2023			152869		
745 4415-3030	OTHER PROFESSIONAL SERVICES	March-April 2023 GIS		1,140.00				1,140.00
G4007	Girard's Business Solutions.							
I-94647	DF-755, SN120820009 Install	R	5/23/2023			152870		
100 4160-5130	REPAIRS, EQUIPMENT	DF-755, SN120820009		225.00				225.00
G5600	Gopher State One-Call, Inc.							
I-3040618	Locates	R	5/23/2023			152871		
700 4823-3030	OTHER PROFESSIONAL SERVICES	Locates		81.00				
730 4823-3030	OTHER PROFESSIONAL SERVICES	Locates		81.00				162.00

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VENDOR I.D.	NAME	STATUS	CHECK DATE	AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
H2617	Happy Feet Dance Company, LLC							
I-April 25, 2023	2023 Winter/Spring Session	R	5/23/2023			152872		
252 4732-3030	OTHER PROFESSIONAL SERVICES	2023 Winter/Spring S		2,184.00				2,184.00
H4035	Hillyard/Minneapolis							
I-605085864	PW Paper Products	R	5/23/2023			152873		
100 4460-1210	SUPPLIES, BUILDINGS & GROUNDS PW Paper Products			208.32				208.32
H7176	Holiday 585							
I-April 30, 2023	PD & PW Fuel in April 2023	R	5/23/2023			152874		
100 4200-1700	MOTOR FUELS & LUBRICANTS	PD		105.94				
730 4823-1700	MOTOR FUELS & LUBRICANTS	PW #837		70.42				176.36
H7202	Hotsy Minnesota							
I-16934	Wash Bulk, Nozzle...	R	5/23/2023			152875		
700 4823-1220	SUPPLIES, VEHICLES	Wash Bulk, Nozzle...		94.00				
100 4360-1220	SUPPLIES, VEHICLES	Wash Bulk, Nozzle...		94.00				
730 4823-1220	SUPPLIES, VEHICLES	Wash Bulk, Nozzle...		94.00				
745 4415-1600	OPERATING SUPPLIES	Wash Bulk, Nozzle...		94.00				
100 4470-1230	SUPPLIES, EQUIPMENT	Wash Bulk, Nozzle...		98.64				474.64
H7301	Home Depot Pro - Atlanta							
I-743057945	Taski Contact Pad 20"	R	5/23/2023			152876		
252 4350-1600	OPERATING SUPPLIES	Taski Contact Pad 20		127.98				127.98
H7302	Home Depot Pro - Dallas							
I-742354988	Bowl Cleaners	R	5/23/2023			152877		
252 4350-1600	OPERATING SUPPLIES	Bowl Cleaners		28.68				28.68
I6560	Innovative Office Solutions, L							
I-IN4190769	PW Copy Paper	R	5/23/2023			152878		
700 4823-1600	OPERATING SUPPLIES	PW Copy Paper		67.42				
730 4823-1600	OPERATING SUPPLIES	PW Copy Paper		67.43				134.85
I6680	Instrumental Research, Inc.							
I-4788	April Water Testing	R	5/23/2023			152879		
700 4825-3030	OTHER PROFESSIONAL SERVICES	April Water Testing		165.00				165.00
K2100	Katrina E. Joseph							
I-0061	April 2023 Misdem. Pros	R	5/23/2023			152880		
100 4200-3020	PROSECUTING ATTORNEY SERVICES	April 2023 Misdem. P		6,125.00				6,125.00
K9047	Kusina LLC							
I-23145	Random Park Meeting	R	5/23/2023			152881		
100 4160-3030	OTHER PROFESSIONAL SERVICES	Random Park Meeting		250.00				250.00

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L1333	Lake Superior College							
I-1142889	MNDOT ADA Construct. Re-Cert JH	R	5/23/2023			152882		
100 4470-3630	TRAINING & CONFERENCES	MNDOT ADA Construct.		150.00				150.00
L5013	Sarah Le Voir							
I-202305179140	Training: Chaplin Crisis Inter	R	5/23/2023			152883		
100 4200-3630	TRAINING & CONFERENCES	Training: Chaplin Cr		95.00				95.00
L5020	League of Minnesota Cities							
I-381428	IPMA-HR MN 2023 Dues: RE	R	5/23/2023			152884		
100 4160-3610	MEMBERSHIPS	IPMA-HR MN 2023 Dues		25.00				25.00
L7650	Loffler Companies, Inc.							
I-4356817	Plotter	R	5/23/2023			152885		
460 4470-7030	Equipment - Public Works	Plotter		8,571.00				8,571.00
M1260	MMKR & Co., P.A.							
I-54302	OPEB, GASB #87, Yr 2022	R	5/23/2023			152886		
100 4150-3030	OTHER PROFESSIONAL SERVICES	Financial Audit		3,701.10				
230 4650-3030	OTHER PROFESSIONAL SERVICES	Financial Audit		711.75				
252 4730-3030	OTHER PROFESSIONAL SERVICES	Financial Audit		355.88				
252 4732-3030	OTHER PROFESSIONAL SERVICES	Financial Audit		1,067.62				
441 4650-3030	OTHER PROFESSIONAL SERVICES	Financial Audit		213.53				
450 4650-3030	OTHER PROFESSIONAL SERVICES	Financial Audit		711.75				
700 4820-3030	OTHER PROFESSIONAL SERVICES	Financial Audit		3,487.57				
730 4820-3030	OTHER PROFESSIONAL SERVICES	Financial Audit		3,487.57				
745 4415-3030	OTHER PROFESSIONAL SERVICES	Financial Audit		498.23				14,235.00
M1477	Ridgeway and Associates							
I-2159	BK, NB, 621	R	5/23/2023			152887		
100 4200-3030	OTHER PROFESSIONAL SERVICES	BK, NB, 621		920.00				
I-2203	621, 1081	R	5/23/2023			152887		
100 4200-3030	OTHER PROFESSIONAL SERVICES	621, 1081		640.00				1,560.00
M1505	Martin-McAllister Consulting P							
I-15324	Mod Evals, Devel Survey, Per E	R	5/23/2023			152888		
100 4160-3030	OTHER PROFESSIONAL SERVICES	Mod Evals, Devel Sur		8,450.00				8,450.00
M3505	Menards - Blaine							
I-48671	Splash Pad Repair:PVCs,Adaptor	R	5/23/2023			152889		
100 4360-1230	SUPPLIES, EQUIPMENT	Splash Pad Repair:PV		73.77				
I-49773	Marking Paint (Forestry)	R	5/23/2023			152889		
100 4380-1200	SUPPLIES, LANDSCAPING	Marking Paint (Fores		37.92				
I-49782	Padlocks (Parks)	R	5/23/2023			152889		
100 4360-1230	SUPPLIES, EQUIPMENT	Padlocks (Parks)		65.96				
I-49911	Poplar, 9-Volt 8 PK...	R	5/23/2023			152889		
252 4350-1600	OPERATING SUPPLIES	Poplar, 9-Volt 8 PK.		15.99				
252 4350-5110	REPAIRS, BUILDINGS & GROUNDS	Poplar, 9-Volt 8 PK.		23.06				
I-49922	USB A To C, MFI 8-PIN	R	5/23/2023			152889		

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M3505	Menards - Blaine	CONT						
I-49922	USB A To C, MFI 8-PIN	R	5/23/2023			152889		
700 4823-1220	SUPPLIES, VEHICLES	USB A To C, MFI 8-PIN		22.47				
I-49951	Weeding Hoes	R	5/23/2023			152889		
745 4415-1600	OPERATING SUPPLIES	Weeding Hoes		59.96				
I-49966	Silver View Building Repair	R	5/23/2023			152889		
100 4360-5110	REPAIRS, BUILDINGS & GROUNDS	Silver View Building		29.93				
I-50095	Painting Supplies	R	5/23/2023			152889		
100 4472-5130	REPAIRS, EQUIPMENT	Painting Supplies		63.40				
I-50528	Concrete Mix	R	5/23/2023			152889		
100 4475-1600	OPERATING SUPPLIES	Concrete Mix		36.70				
I-50575	Erosion Blanket	R	5/23/2023			152889		
700 4823-1210	SUPPLIES, BUILDING & GROUNDS	Erosion Blanket		149.97				
I-50591	Pin Mats, Mission Mats, Vinegar	R	5/23/2023			152889		
730 4823-1600	OPERATING SUPPLIES	Pin Mats, Mission Ma		37.43				
100 4465-1600	OPERATING SUPPLIES	Pin Mats, Mission Ma		83.88				700.44
M4025	Metro Products, Inc.							
I-173789	Air Hose, RainX Additive, Coupl	R	5/23/2023			152891		
100 4465-1600	OPERATING SUPPLIES	Air Hose, RainX Addi		210.12				
I-173828	MAG MECHs, Sleeve Alum 1/8	R	5/23/2023			152891		
100 4465-1600	OPERATING SUPPLIES	MAG MECHs, Sleeve Al		140.72				350.84
M4027	Metro-INET							
I-1235	May I.T. Support	R	5/23/2023			152892		
100 4160-5100	REPAIRS, COMPUTERS	May I.T. Support		10,682.00				
100 4200-5100	REPAIRS, COMPUTERS	May I.T. Support		5,718.00				
252 4350-3100	TELEPHONE	May I.T. Support		350.00				
252 4732-5130	REPAIRS, EQUIPMENT	May I.T. Support		325.00				
I-1257	Netmotion VPN Don P., MVPW901	R	5/23/2023			152892		
100 4160-5100	REPAIRS, COMPUTERS	Netmotion VPN Don P.		222.00				17,297.00
M4600	Metro Council Environmental Se							
I-0001156793	June 2023 Waste Water S	R	5/23/2023			152893		
730 4823-3230	WASTE WATER DISPOSAL	June 2023 Waste Wate		95,561.11				
I-0001157815	Strength Charge Well #5 LLR	R	5/23/2023			152893		
730 4823-3231	WASTE WATER CHARGES - OTHER CIST	Strength Charge Well		1,064.35				96,625.46
M5203	MHSRC/DDP							
I-52295	4 Hr. Refresher Class (17)	R	5/23/2023			152894		
252 4732-3030	OTHER PROFESSIONAL SERVICES	4 Hr. Refresher Clas		330.00				330.00
M5300	Midway Ford Company							
C-CM772470	PW# 447 Core Ret	R	5/23/2023			152895		
100 4465-1220	SUPPLIES, VEHICLES	PW# 447 Core Ret		30.00CR				
I-602445	PW# 317 Engine Light	R	5/23/2023			152895		
100 4465-5120	REPAIRS, VEHICLES	PW# 317 Engine Ligh		329.78				
I-770880	PD# 172 Bracket Housing	R	5/23/2023			152895		

VENDOR SET: 01 City of Mounds View

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VENDOR I.D.	NAME	STATUS	CHECK DATE	AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
M5300	Midway Ford Company CONT							
I-770880	PD# 172 Bracket Housing	R	5/23/2023			152895		
100 4465-1220	SUPPLIES, VEHICLES	PD# 172 Bracket Hou		103.95				
I-772248	PW# 447 V-Belt,TE Kit,Tension	R	5/23/2023			152895		
100 4465-1220	SUPPLIES, VEHICLES	PW# 447 V-Belt,TE K		197.49				
I-772440	PW# 447 Reman AL	R	5/23/2023			152895		
100 4465-1220	SUPPLIES, VEHICLES	PW# 447 Reman AL		322.50				
I-772470	PW# 447 Valve, Connections	R	5/23/2023			152895		
100 4465-1220	SUPPLIES, VEHICLES	PW# 447 Valve, Conne		321.85				1,245.57
M5730	MN Occupational Health							
I-427019	Drug Screen: RP	R	5/23/2023			152896		
100 4160-3030	OTHER PROFESSIONAL SERVICES	Drug Screen: RP		68.00				68.00
M7315	MN Dept of Health							
I-202305179141	Mike S. Water Oper. Renewal	R	5/23/2023			152897		
700 4823-3630	TRAINING & CONFERENCES	Mike S. Water Oper.		23.00				23.00
M7635	MN Pollution Control Agency							
I-9900066127	K.P. Sewer Training	R	5/23/2023			152898		
730 4823-3630	TRAINING & CONFERENCES	K.P. Sewer Training		130.00				130.00
M7969	Minute Maker Secretarial							
I-M1683	4/19 Plan Comm, 4/24 CC	R	5/23/2023			152899		
100 4110-3030	OTHER PROFESSIONAL SERVICES	4/19 Plan Comm		234.50				
100 4100-3030	OTHER PROFESSIONAL SERVICES	4/24 CC		196.75				431.25
M8262	Mobile Radio Engineering, Inc.							
I-IN22763	Radio Truck Mics	R	5/23/2023			152900		
100 4465-1220	SUPPLIES, VEHICLES	Radio Truck Mics		229.25				229.25
M9595	Municipal Builders, Inc.							
I-TWENTY	4/1/23 To 4/30/23 WTP No 1 Re	R	5/23/2023			152901		
700 4823-7050	CONSTRUCTION	4/1/23 To 4/30/23 WT		23,884.59				23,884.59
N4800	Norseman Awards							
I-2568	PW Employee Badges	R	5/23/2023			152902		
100 4160-1600	OPERATING SUPPLIES	PW Employee Badges		129.86				129.86
N7007	Northland Temporaries							
I-856067	Janitor: 04/23/23 D.R.	R	5/23/2023			152903		
252 4730-3030	OTHER PROFESSIONAL SERVICES	Janitor: 04/23/23 D		303.75				
I-856118	Janitor: 4/30/23 D.R.	R	5/23/2023			152903		
252 4730-3030	OTHER PROFESSIONAL SERVICES	Janitor: 4/30/23 D.R		189.00				
I-856145	Janitor: 05/07/23 D.R. , H.T.	R	5/23/2023			152903		
252 4730-3030	OTHER PROFESSIONAL SERVICES	Janitor: 05/07/23 D		459.00				951.75

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VENDOR I.D.	NAME	STATUS	CHECK DATE	AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
N8525	Nystrom Publishing Co.							
I-46658	MV Matters Spring 2023	R	5/23/2023			152904		
100 4160-3430	PRINTING	MV Matters Spring 20		2,121.62				
100 4160-3300	POSTAGE	MV Matters Spring 20		940.86				
290 4420-3430	PRINTING	MV Matters Spring 20		707.20				
290 4420-3300	POSTAGE	MV Matters Spring 20		313.62				4,083.30
O5510	On Site Companies - OSSTC							
I-0001520130	04/14/23 to 05/12/23 Parks	R	5/23/2023			152905		
100 4360-4030	PORTABLE TOILETS	04/14/23 to 05/12/23		345.70				345.70
O5531	Optum Health							
I-0001448177	Apr. 2023 COBRA, Retiree	R	5/23/2023			152906		
100 4160-3030	OTHER PROFESSIONAL SERVICES	Apr. 2023 COBRA, Ret		60.50				60.50
P1565	Dave Perkins Contracting, Inc.							
I-28499	MV Blvd & H	R	5/23/2023			152907		
700 4823-5150	REPAIRS, UTILITY	MV Blvd & H		10,006.92				10,006.92
P3765	Petsmart							
I-T-6271	K9 Food: Griz	R	5/23/2023			152908		
100 4200-1600	OPERATING SUPPLIES	K9 Food: Griz		191.11				191.11
P4123	Pioneer Press							
I-0423578399	8136 ROD, 8373 GC, Org. Waste	R	5/23/2023			152909		
100 4160-3410	LEGAL NOTICES	8136 ROD, 8373 GC, O		65.17				65.17
R3002	Ramsey County							
I-EMCOM-010807	Apr. Fleet Support - PD	R	5/23/2023			152910		
100 4200-5100	REPAIRS, COMPUTERS	Apr. Fleet Support -		177.84				
I-EMCOM-010822	Apr. Fleet Support - PW	R	5/23/2023			152910		
700 4823-3100	TELEPHONE	Apr. Fleet Support -		7.28				
745 4415-3100	TELEPHONE	Apr. Fleet Support -		7.28				
730 4823-3100	TELEPHONE	Apr. Fleet Support -		7.28				
I-EMCOM-010837	Apr. CAD Services - PD	R	5/23/2023			152910		
100 4200-3050	DISPATCHING - CONTRACTUAL	April: CAD Services		1,127.21				
I-EMCOM-010853	Apr. 911 Disapatch - PD	R	5/23/2023			152910		
100 4200-3050	DISPATCHING - CONTRACTUAL	April.911 Disapatch		6,774.39				8,101.28
R6007	Revolutionary Sports							
I-0383	Soccer 4/13/23 to 5/4/23	R	5/23/2023			152911		
252 4732-3030	OTHER PROFESSIONAL SERVICES	Soccer 4/13/23 to 5		477.75				477.75

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VENDOR I.D.	NAME	STATUS	CHECK DATE	AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
S5750	Snap-On Industrial							
I-ARV/57230653	PW/Shop Tool Box	R	5/23/2023			152912		
480 4160-7030	EQUIPMENT	PW/Shop Tool Box		8,467.75				8,467.75
S9010	Surplus Services							
I-20040915	Tablets (4)	R	5/23/2023			152913		
730 4823-1600	OPERATING SUPPLIES	Tablets (4)		400.00				
I-20040917	Tablets (2)	R	5/23/2023			152913		
100 4360-1600	OPERATING SUPPLIES	Tablets (2)		200.00				600.00
T5000	Toll Gas & Welding Supply							
I-40173493	Propane	R	5/23/2023			152914		
745 4415-1230	SUPPLIES, EQUIPMENT	Propane		23.28				23.28
T6020	Traffix Graphix, Inc.							
I-7184	PW# 459 MV Logos, Unit #	R	5/23/2023			152915		
100 4465-1220	SUPPLIES, VEHICLES	PW# 459 MV Logos, Un		90.00				90.00
T7125	Tyler Technologies, Inc.							
I-025-422680	Time & Attendance Install	R	5/23/2023			152916		
480 4160-3030	OTHER PROFESSIONAL SERVICES	Time & Attendance In		217.50				217.50
U5626	Upper Cut Tree Services							
I-5510	5446 Erickson Rd	R	5/23/2023			152917		
100 4380-3520	TREE REMOVAL	5446 Erickson Rd		1,170.00				1,170.00
V4105	Verizon Wireless							
I-9933488523	Mar-April PD & Comm Dev	R	5/23/2023			152918		
100 4200-3100	TELEPHONE	PD		526.13				
100 4180-3100	TELEPHONE	Comm Dev		80.02				606.15
V5000	Viking Automatic Sprinkler Co.							
I-1025-F274643	2023 CH Fire Alarm Inspect	R	5/23/2023			152919		
100 4460-3030	OTHER PROFESSIONAL SERVICES	2023 CH Fire Alarm I		715.00				
I-1025-F274644	2023 MVCC Fire Alarm Inspect	R	5/23/2023			152919		
252 4350-3030	OTHER PROFESSIONAL SERVICES	2023 MVCC Fire Alarm		1,143.54				
I-1025-F274646	2023 Lambert Prk Fire Inspect	R	5/23/2023			152919		
100 4360-3030	OTHER PROFESSIONAL SERVICES	2023 Lambert Prk Fir		585.00				
I-1025-F274647	2023 Groveland Prk Fire Inspe	R	5/23/2023			152919		
100 4360-3030	OTHER PROFESSIONAL SERVICES	2023 Groveland Prk F		455.00				
I-1025-F274650	2023 Well 3 Fire Alarm Inspect	R	5/23/2023			152919		
700 4823-3030	OTHER PROFESSIONAL SERVICES	2023 Well 3 Fire Ala		393.24				
I-1025-F274652	2023 PW Fire Alarm Inspect	R	5/23/2023			152919		
100 4460-3030	OTHER PROFESSIONAL SERVICES	2023 PW Fire Alarm I		359.12				3,650.90



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VENDOR I.D.	NAME	STATUS	CHECK DATE	AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
W0565	Walters Recycling & Refuse Inc							
I-0006969646	May Garbage & Recycling	R	5/23/2023			152920		
100 4460-3530	REFUSE COLLECTION	May Garbage & Recycl		1,221.72				
252 4350-3530	REFUSE COLLECTION	May Garbage & Recycl		563.41				
290 4420-3530	REFUSE COLLECTION	May Garbage & Recycl		212.12				1,997.25
W1602	Water Conservation Service, In							
I-13184	2295 Pinewood Dr, Mermaid	R	5/23/2023			152921		
700 4823-5150	REPAIRS, UTILITY	2295 Pinewood Dr, M		875.85				875.85

* * T O T A L S * *		NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:		88	288,058.95	0.00	288,058.95
HAND CHECKS:		0	0.00	0.00	0.00
DRAFTS:		0	0.00	0.00	0.00
EFT:		0	0.00	0.00	0.00
NON CHECKS:		0	0.00	0.00	0.00
VOID CHECKS:	0 VOID DEBITS		0.00		
	VOID CREDITS		0.00	0.00	

TOTAL ERRORS: 0

## \*\* G/L ACCOUNT TOTALS \*\*

G/L ACCOUNT	NAME	AMOUNT
100 4100-1600	OPERATING SUPPLIES	311.07
100 4100-3030	OTHER PROFESSIONAL SERVICES	196.75
100 4110-3030	OTHER PROFESSIONAL SERVICES	234.50
100 4150-3030	OTHER PROFESSIONAL SERVICES	4,161.10
100 4160-1230	SUPPLIES, EQUIPMENT	5,123.93
100 4160-1600	OPERATING SUPPLIES	176.46
100 4160-3030	OTHER PROFESSIONAL SERVICES	8,973.50
100 4160-3300	POSTAGE	940.86
100 4160-3410	LEGAL NOTICES	65.17
100 4160-3430	PRINTING	2,121.62
100 4160-3610	MEMBERSHIPS	25.00
100 4160-5100	REPAIRS, COMPUTERS	10,904.00
100 4160-5130	REPAIRS, EQUIPMENT	225.00
100 4180-3030	OTHER PROFESSIONAL SERVICES	31,805.00
100 4180-3100	TELEPHONE	80.02
100 4200-1600	OPERATING SUPPLIES	255.11
100 4200-1700	MOTOR FUELS & LUBRICANTS	771.16
100 4200-2400	UNIFORM & CLOTHING	1,321.95
100 4200-3020	PROSECUTING ATTORNEY SERVICES	6,125.00

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## \*\* G/L ACCOUNT TOTALS \*\*

G/L ACCOUNT	NAME	AMOUNT
100 4200-3030	OTHER PROFESSIONAL SERVICES	1,560.00
100 4200-3050	DISPATCHING - CONTRACTUAL	7,901.60
100 4200-3070	COPS EVENTS	90.84
100 4200-3100	TELEPHONE	526.13
100 4200-3630	TRAINING & CONFERENCES	95.00
100 4200-5100	REPAIRS, COMPUTERS	5,895.84
100 4360-1220	SUPPLIES, VEHICLES	1,058.80
100 4360-1230	SUPPLIES, EQUIPMENT	139.73
100 4360-1600	OPERATING SUPPLIES	200.00
100 4360-2400	UNIFORM & CLOTHING	69.33
100 4360-2410	MAINTENANCE;MATS,TOWELS,MOPS,E	11.60
100 4360-3030	OTHER PROFESSIONAL SERVICES	1,040.00
100 4360-4010	RENTAL, EQUIPMENT	39.54
100 4360-4030	PORTABLE TOILETS	345.70
100 4360-5110	REPAIRS, BUILDINGS & GROUNDS	4,979.93
100 4380-1200	SUPPLIES, LANDSCAPING	37.92
100 4380-3520	TREE REMOVAL	1,170.00
100 4410-2400	UNIFORM & CLOTHING	18.91
100 4410-2410	MAINTENANCE;MATS,TOWELS,MOPS,E	0.90
100 4460-1210	SUPPLIES, BUILDINGS & GROUNDS	208.32
100 4460-2400	UNIFORMS & CLOTHING	3.44
100 4460-2410	MAINTENANCE;MATS,TOWELS,MOPS,E	0.30
100 4460-3030	OTHER PROFESSIONAL SERVICES	3,255.19
100 4460-3530	REFUSE COLLECTION	1,221.72
100 4460-5110	REPAIRS, BUILDINGS & GROUNDS	123.00
100 4465-1220	SUPPLIES, VEHICLES	1,814.54
100 4465-1230	SUPPLIES, EQUIPMENT	26.92
100 4465-1600	OPERATING SUPPLIES	434.72
100 4465-2400	UNIFORMS & CLOTHING	14.78
100 4465-2410	MAINTENANCE;MATS,TOWELS,MOPS,E	3.76
100 4465-5120	REPAIRS, VEHICLES	982.28
100 4470-1230	SUPPLIES, EQUIPMENT	98.64
100 4470-2400	UNIFORMS & CLOTHING	24.26
100 4470-2410	MAINTENANCE;MATS,TOWELS,MOPS,E	7.02
100 4470-3630	TRAINING & CONFERENCES	150.00
100 4472-2400	UNIFORMS & CLOTHING	29.73
100 4472-2410	MAINTENANCE;MATS,TOWELS,MOPS,E	6.40
100 4472-3100	Telephone	216.00
100 4472-5130	REPAIRS, EQUIPMENT	63.40
100 4475-1600	OPERATING SUPPLIES	331.80
100 4475-2400	UNIFORMS & CLOTHING	5.53
100 4475-2410	MAINTENANCE;MATS,TOWELS,MOPS,E	1.74
*** FUND TOTAL ***		108,022.46
230 4650-3030	OTHER PROFESSIONAL SERVICES	711.75
*** FUND TOTAL ***		711.75

VENDOR SET: 01 City of Mounds View

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## \*\* G/L ACCOUNT TOTALS \*\*

G/L ACCOUNT	NAME	AMOUNT
252 4350-1600	OPERATING SUPPLIES	265.12
252 4350-2410	MAINTENANCE;MATS,TOWELS,MOPS,E	106.16
252 4350-3030	OTHER PROFESSIONAL SERVICES	2,290.66
252 4350-3100	TELEPHONE	350.00
252 4350-3530	REFUSE COLLECTION	563.41
252 4350-5110	REPAIRS, BUILDINGS & GROUNDS	23.06
252 4730-3030	OTHER PROFESSIONAL SERVICES	1,384.76
252 4732-1230	SUPPLIES, EQUIPMENT	69.46
252 4732-3030	OTHER PROFESSIONAL SERVICES	4,059.37
252 4732-5130	REPAIRS, EQUIPMENT	325.00
	*** FUND TOTAL ***	9,437.00
290 4420-3300	POSTAGE	313.62
290 4420-3430	PRINTING	707.20
290 4420-3530	REFUSE COLLECTION	212.12
	*** FUND TOTAL ***	1,232.94
441 4650-3030	OTHER PROFESSIONAL SERVICES	213.53
	*** FUND TOTAL ***	213.53
450 4650-3030	OTHER PROFESSIONAL SERVICES	711.75
	*** FUND TOTAL ***	711.75
451 4470-7050	CONSTRUCTION	3,128.32
	*** FUND TOTAL ***	3,128.32
460 4470-7030	Equipment - Public Works	8,571.00
	*** FUND TOTAL ***	8,571.00
480 4160-3030	OTHER PROFESSIONAL SERVICES	217.50
480 4160-7030	EQUIPMENT	8,467.75
	*** FUND TOTAL ***	8,685.25
700 1152	UTILITY DELQ. RECIEVABLE	527.26
700 4820-3030	OTHER PROFESSIONAL SERVICES	3,487.57
700 4823-1210	SUPPLIES, BUILDING & GROUNDS	149.97
700 4823-1220	SUPPLIES, VEHICLES	116.47
700 4823-1250	SUPPLIES, UTILITIES	1,551.16
700 4823-1600	OPERATING SUPPLIES	67.42
700 4823-2400	UNIFORM & CLOTHING	29.24
700 4823-2410	MAINTENANCE;MATS,TOWELS,MOPS,E	7.54
700 4823-3030	OTHER PROFESSIONAL SERVICES	474.24
700 4823-3100	TELEPHONE	7.28
700 4823-3630	TRAINING & CONFERENCES	23.00
700 4823-5150	REPAIRS, UTILITY	10,882.77
700 4823-7050	CONSTRUCTION	25,028.59

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## \*\* G/L ACCOUNT TOTALS \*\*

G/L ACCOUNT	NAME	AMOUNT
700 4825-2400	UNIFORM & CLOTHING	81.14
700 4825-2410	MAINTENANCE;MATS,TOWELS,MOPS,E	3.76
700 4825-3030	OTHER PROFESSIONAL SERVICES	165.00
	*** FUND TOTAL ***	42,602.41
730 4820-3030	OTHER PROFESSIONAL SERVICES	3,487.57
730 4823-1220	SUPPLIES, VEHICLES	94.00
730 4823-1230	SUPPLIES, EQUIPMENT	19.79
730 4823-1600	OPERATING SUPPLIES	504.86
730 4823-1700	MOTOR FUELS & LUBRICANTS	70.42
730 4823-2400	UNIFORM & CLOTHING	71.30
730 4823-2410	MAINTENANCE;MATS,TOWELS,MOPS,E	20.66
730 4823-3030	OTHER PROFESSIONAL SERVICES	81.00
730 4823-3100	TELEPHONE	7.28
730 4823-3230	WASTE WATER DISPOSAL	95,561.11
730 4823-3231	WASTE WATER CHARGES - OTHER CI	1,064.35
730 4823-3630	TRAINING & CONFERENCES	130.00
730 4823-5130	REPAIRS, EQUIPMENT	435.00
	*** FUND TOTAL ***	101,547.34
745 4415-1230	SUPPLIES, EQUIPMENT	161.79
745 4415-1600	OPERATING SUPPLIES	320.31
745 4415-2400	UNIFORM & CLOTHING	14.23
745 4415-2410	MAINTENANCE;MATS,TOWELS,MOPS,E	4.38
745 4415-3030	OTHER PROFESSIONAL SERVICES	1,638.23
745 4415-3100	TELEPHONE	7.28
745 4417-1230	SUPPLIES, EQUIPMENT	633.44
745 4417-1600	OPERATING SUPPLIES	390.55
745 4417-2400	UNIFORM & CLOTHING	23.47
745 4417-2410	MAINTENANCE;MATS,TOWELS,MOPS,E	1.52
	*** FUND TOTAL ***	3,195.20

	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
VENDOR SET: 01 BANK: APBNK TOTALS:	88	288,058.95	0.00	288,058.95
BANK: APBNK TOTALS:	88	288,058.95	0.00	288,058.95
REPORT TOTALS:	88	288,058.95	0.00	288,058.95



Item No:	05C
Meeting Date:	May 22, 2023
Type of Business	Consent
City Administrator Review	

## *City of Mounds View Staff Report*

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**To:** Honorable Mayor and City Council  
**From:** Jon Sevald, Community Development Director  
**Item Title/Subject:** Resolution 9754, Authorizing the City to enter into a Professional Services contract with LOCi Consulting

### **Discussion:**

Ramsey County awarded the City a Critical Corridors grant to complete a concept plan for the potential redevelopment of Mounds View Square, and Sunrise Methodist Church. The grant amount is \$50,000. The money will be spent on contracting with consultants to complete; (1) retail & residential market analysis, and (2) conceptual design work based on the market analysis findings.

Staff has met off and on with Paster Properties (Mounds View Square) and JBL Companies (property manager for Sunrise Church) to discuss the process and consultants.

LOCi Consulting has submitted a proposal to conduct the market analysis (\$16,500).

Staff will go out for RFP to a shortlist of urban designers/architects to complete the concept design. This will come back to the City Council at a later date for authority to enter into a contract.

### **Strategic Plan Strategy/Goal:**

Continue BR&E program, maximize utilization of development space and updated list of available sites, & consider residential redevelopment.

### **Financial Impact:**

\$0. Ramsey County will reimburse the City for qualifying expenses, up to \$50,000. The market analysis will cost \$16,500, leaving \$33,500 for design work.

### **Recommendation:**

Staff recommends approval.

Respectfully,

Jon Sevald, AICP  
Community Development Director

ATTACHED  
Resolution 9754

**RESOLUTION 9754**

**CITY OF MOUNDS VIEW  
COUNTY OF RAMSEY  
STATE OF MINNESOTA**

**RESOLUTION AUTHORIZING STAFF TO ENTER INTO A PROFESSIONAL SERVICES CONTRACT WITH LOCI CONSULTING, REGARDING RAMSEY COUNTY CRITICAL CORRIDORS GRANT PROGRAM**

**WHEREAS**, the City of Mounds View applied for and received a \$50,000 Predevelopment Planning grant from Ramsey County Housing and Redevelopment Authority, as part of the county's Critical Corridors program, and entered into an agreement with the county (Resolution 9710); and,

**WHEREAS**, the grant is to reimburse the City for eligible expenses in completing a concept plan for the potential redevelopment of the Mounds View Square shopping center at 2573 Mounds View Boulevard, and Sunrise United Methodist Church, 7687 Long Lake Road, into a mixed-use development with retail and residential uses, which will result in the removal of a blight and the construction of new housing; and,

**WHEREAS**, grant funds will be used to contract with consultants to complete; (1) a market analysis, and (2) concept plans for redevelopment; and,

**WHEREAS**, LOCI Consulting LLC submitted a proposal to complete a retail market analysis, and multi-family residential preliminary market analysis, for \$16,500. This analysis will provide direction to a consulting urban designer/architect to complete design concept plans; and,

**NOW, THEREFORE, BE IT RESOLVED**, that the Mounds View City Council authorizes Staff to enter into an agreement with LOCI Consulting LLC, dated April 24, 2023.

Adopted this 22<sup>nd</sup> day of May, 2023.

---

Gary Meehlhause, Acting Mayor

ATTEST:

---

Nyle Zikmund, City Administrator

(SEAL)



**LOCi Consulting LLC**  
288 Macalester Street  
Saint Paul, Minnesota 55105  
651-888-8464  
[grant@lociconsult.com](mailto:grant@lociconsult.com)

April 24, 2023

Jon Sevald  
Community Development Director  
City of Mounds View  
2401 Mounds View Boulevard  
Mounds View, Minnesota 55112

Dear Mr. Sevald:

I am pleased to present an outline of the services LOCi Consulting LLC will provide the City of Mounds View ("Client"). If it meets with your approval, this letter will serve as our agreement.

The City of Mounds View is facilitating a concept plan for the potential redevelopment of Mounds View Square shopping center and the adjacent Sunrise Methodist Church. The city will be using a grant received from Ramsey County, as part of the county's Critical Corridors program. As part of the concept plan, the city wants a market study to inform development planning and to ensure that the final design concept is well positioned relative to market demand for retail and other uses.

## **Scope of Services**

### **Site Analysis**

1. Complete site analysis of Mounds View Square shopping center and the adjacent Sunrise Methodist Church, examining and discussing the following attributes:
  - Visibility
  - Access to the site
  - Quality of transportation corridor(s)
  - Adjacent uses
  - Proximity to key demand drivers
2. Provide traffic counts at key intersections.
3. Discuss potential uses at the site based on the analysis.

### **Demographic and Economic Data**

1. Define primary market area for restaurant and retail, rental apartments, and senior housing at the site.
2. Provide map(s) of primary market area(s).
3. Gather and summarize key demographic and economic data:
  - Total population and number of households, 2022 and 2027 (data for 2022 are estimated and data for 2027 are forecasted)
  - Income by age of householder, 2022 and 2027
  - Homeownership by age of householder, 2020

- Median home value, 2022
  - Commute shed data, 2019
  - Daytime population, 2022
  - Consumer spending in key categories, 2022 and 2027
4. Provide thematic maps of study areas.

#### **Market Analysis – Retail Uses**

1. Discuss available 3<sup>rd</sup> party articles, studies, or data on retail and restaurant real estate.
2. Profile up to three **traditional retail developments** in or near the trade area. Collect data on tenant mix, lease rates, development features, and occupancy.
3. Profile up to three **mixed-use retail developments** in or near the trade area. Collect data on tenant mix, lease rates, development features, and occupancy.
4. Provide a map of competitive developments.
5. Profile existing retail and restaurant businesses in the market area.
6. Interview up to three regional experts. Sources could include local developers, commercial brokers, or tenant representatives.
5. Identify planned or pending commercial real estate developments in the market area.
6. Provide forecasts of demand between 2022 and 2027 for:
  - Restaurant and retail commercial space
7. Summarize findings from restaurant and retail analysis.

#### **Preliminary Market Analysis – Multifamily Residential**

1. Discuss available 3<sup>rd</sup> party data or studies on the current housing market.
2. Profile up to three general-occupancy multifamily developments and affordable rental housing developments in or near the market area. Collect data on rents, unit sizes, occupancy, and features and amenities.
3. Inventory senior housing units in the market area, provide data on location, senior housing type, and number of units.
4. Identify pending general occupancy rental developments and senior housing developments in the market area.
5. Provide forecasts of demand between 2022 and 2027 for:
  - Market rate general occupancy rental apartments
  - Affordable general occupancy rental apartments
  - Age-restricted rental apartments
  - Independent living senior housing
  - Assisted living senior housing
  - Memory care senior housing
6. Summarize findings from preliminary market analysis for apartments and senior housing.

#### **Overall Market Potential and Recommendations**

1. Summarize all findings.
2. Discuss market potential after 2027.
3. Discuss potential for mixed-use buildings at the site.
4. Provide recommendations.



## **Deliverables**

The deliverables for this project will include:

- Draft study in PDF format to be reviewed by the city
- Final study in PDF format
- Final study presented to the city (in person)

## **Timing of Project**

Provided this letter is signed by the Client and returned to LOCi Consulting LLC by June 1, 2023, the project work will begin June 1, 2023, and the draft report will be delivered to the client by July 31, 2023.

All reviews of the draft report by the Client will be consolidated into one review document and one round of review and revision is anticipated. The final report will be completed within five business days from receipt of final comments from the Client. The presentation will be scheduled upon completion of the draft document.

## **Payment**

In consideration for the services to be performed, Client agrees to pay LOCi Consulting LLC:

- \$16,500

Fees will be due and payable following receipt of an invoice from LOCi Consulting LLC periodically throughout the term of the project. Invoices will be submitted by the 5th day of the month. The invoice will include the following: an invoice number, the dates covered by the invoice, and a summary of the work performed.

If additional meeting time (in addition to the meeting outlined in the Deliverables) or research is requested by the Client beyond the research set forth in the Scope of Services, this time (including preparation and travel time) will be billed at LOCi Consulting LLC's normal hourly rate of \$250 plus any travel expenses.

## **Materials**

Other than the materials described below, LOCi Consulting LLC will furnish all materials and equipment used to provide the services required by this Letter Agreement.

Client will make available to LOCi Consulting LLC, at Client's expense, the following:

- Any demographic, competitive, or other data that has been collected by Client or the City of Mounds View to date.
- Any site studies that have been collected or completed by the Client or the City of Mounds View to date.

## **Expenses**

Overnight travel is not required for the scope of services described in this letter. However, should the scope of the analysis be extended by the Client and overnight travel becomes necessary, Client will reimburse LOCi

Consulting LLC for airfare, hotel, rental car, meals, and travel time. Estimates of costs can be provided to Client.

LOCi Consulting LLC shall be responsible for all other expenses incurred while performing services under this Agreement.

## **Confidentiality**

LOCi Consulting LLC acknowledges that it may be necessary for Client to disclose certain confidential and proprietary information in order to perform duties under this Agreement. LOCi Consulting LLC will not disclose or use, either during or after the term of this Agreement, any proprietary or confidential information of Client without Client's prior written permission except to the extent necessary to perform services on Client's behalf.

## **Intellectual Property**

LOCi Consulting LLC may create intellectual property (the "Intellectual Property"), during the delivery of services as per this Agreement. This Intellectual Property may include, but not be limited to report formats, methodologies, forecasts, analyses, evaluations, source code, and artwork. Unless otherwise agreed in writing, all such Intellectual Property created by the LOCi Consulting LLC (whether complete or in progress), during the Agreement period, will belong to the LOCi Consulting LLC.

## **Termination**

Either party may terminate this Agreement at any time by giving five days' written notice of termination. LOCi Consulting LLC will be entitled to full payment for services performed prior to the date of termination. This obligation, and any payment obligations pending at termination, survive termination.

## **LOCi Consulting LLC Status**

LOCi Consulting LLC is an independent contractor, not Client's employee. LOCi Consulting LLC has the sole right to control and direct the means, manner, and method by which the services required by this Agreement will be performed. LOCi Consulting LLC has the right to perform services for others during the term of this Agreement.

## **No Partnership**

This Agreement does not create a partnership relationship. Neither party has authority to enter into contracts on the other's behalf.

## **Applicable Law and Jurisdiction**

This Agreement will be governed by the laws of the state of Minnesota. Any disputes arising from this Agreement must be handled exclusively in the federal and state courts located in Minnesota.

## **Exclusive Agreement**

This Agreement (including any attached exhibits) is the entire Agreement between LOCi Consulting LLC and Client.

## **Resolving Disputes**

If a dispute arises under this Agreement, the parties agree to first try to resolve the dispute with the help of a mutually agreed-upon mediator in Saint Paul, Minnesota. Any costs and fees other than attorneys' fees associated with the mediation will be shared equally by the parties.

If it proves impossible to arrive at a mutually satisfactory solution through mediation, the parties agree to submit the dispute to binding arbitration in Saint Paul, Minnesota, under the rules of the American Arbitration Association. Judgment upon the award rendered by the arbitrator may be entered in any court having jurisdiction to do so.

However, the complaining party may refuse to submit the dispute to mediation or arbitration and instead bring an action in an appropriate small claims court.

## **Modifying the Agreement**

If any intended changes or any other events beyond the parties' control require adjustments to the Agreement, the parties will make a good-faith effort to agree on all necessary particulars. Such agreements will be put in writing, signed by the parties, and added to this Agreement.

## **Limited Liability**

LOCi Consulting LLC's total liability to Client under this Agreement for damages, costs, and expenses will not exceed \$10,000 or the compensation received under this Agreement, whichever is less.

UNLESS A RESULT OF GROSS NEGLIGENCE OR WILLFUL MISCONDUCT, LOCI CONSULTING LLC WILL NOT BE LIABLE FOR CLIENT'S LOST PROFITS OR SPECIAL, INCIDENTAL, OR CONSEQUENTIAL DAMAGES, WHETHER IN AN ACTION, IN CONTRACT OR TORT, EVEN IF LOCI CONSULTING LLC HAS BEEN ADVISED BY CLIENT OF THE POSSIBILITY OF SUCH DAMAGES.

## **Warranties and Representations**

LOCi Consulting LLC does not make and hereby disclaims, and Client hereby waives, any representations or warranties, arising by law or otherwise, regarding the services described in this agreement, or any portion thereof, including, without limitation implied warranties of merchantability, fitness for a particular purpose, non-infringement, or arising from course of dealing, course of performance or usage in trade.

## **Assignment and Delegation**

Neither party may assign any rights nor delegate any duties under this Agreement without the other party's prior written approval. Any assignment or delegation in violation of this section is void.

## Acceptance

If this Agreement meets with your approval, please sign below to make this a binding contract between us. Please return one signed copy to LOCi Consulting LLC. Keep one signed copy for your records.

Sincerely,



Grant Martin  
Principal  
LOCi Consulting LLC

Agreed to by:

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Jon Sevald  
Community Development Director  
City of Mounds View

## *City of Mounds View Staff Report*

---

**To:** Honorable Mayor and City Council  
**From:** Nyle Zikmund, City Administrator  
**Item Title/Subject:** **Public Hearing:** Resolution No. 9752 to Consider a Residential Kennel License for Joe Lundy, 2801 County Road H

**Introduction:**

A residential dog kennel license is required when you have 3 to 4 dogs. Ordinance 890 requires that a public hearing be held for all dog kennel license applications and that notices be sent to residents within 500 feet of the property in question. Joe Lundy, 2801 County Road H, has applied for a residential dog kennel license.

**Discussion:**

Joe Lundy, owner of the property located at 2801 County Road H, currently has three dogs. Odin, an Australian Cattle Dog Mix (Red Heeler), Phineas, a Corgi, and Poppy, a Jack Russell Terrier Mix. All dogs are current on their rabies vaccination and each has a Mounds View Dog License. Mr. Lindy indicates that there is no outside kennel on the property, and that a fence encloses the entire property. In addition, according to the Mounds View Police Department, there have been no animal complaints on file for this address within the past year.

As required, the City has published notice of this meeting in the St. Paul Pioneer Press and has sent a notice to properties within five hundred feet (500') of the subject property at least ten days before this public hearing.

Mr. Lindy and/or his wife will be present at the meeting to answer any questions that may arise.

Kennel licenses expire annually on December 31<sup>st</sup>.

**Strategic Plan Strategy/Goal:** Our ordinance and this application are consistent with the Vision Statement – “Welcoming and desirable destination to all ages and cultures...and a place where residents can live, work and play.

**Financial Impact:** None.

**Recommendation:**

Staff recommends opening the public hearing for public comment, and approval of Resolution No. 9752.

Respectfully submitted,

---

Nyle Zikmund  
City Administrator

**RESOLUTION NO. 9752**

**CITY OF MOUNDS VIEW  
COUNTY OF RAMSEY  
STATE OF MINNESOTA**

**RESOLUTION APPROVING A RESIDENTIAL DOG KENNEL LICENSE  
FOR JOE LINDY, 2801 COUNTY ROAD H**

**WHEREAS**, Joe Lundy, 2801 County Road H, has applied for a residential kennel license; and

**WHEREAS**, Joe Lundy currently has three dogs which requires a residential kennel license; and

**WHEREAS**, the dogs owned by Joe Lundy are licensed with the City and are current with their rabies vaccinations; and

**WHEREAS**, the appropriate paperwork and fees have been submitted to the City; and

**WHEREAS**, in accordance with Ordinance 890, the City sent public hearing notices to Ramsey County registered tax payers that are within five hundred feet (500') of 2801 County Road H and published notice in the official City newspaper.

**NOW, THEREFORE, BE IT RESOLVED** that the Mounds View City Council does hereby approve a residential dog kennel license for Joe Lundy for three dogs for the property located at 2801 County Road H.

**BE IT FURTHER RESOLVED** that this license will expire on December 31, 2023, and shall be renewed annually.

**BE IT FINALLY RESOLVED** that this license is contingent on all dogs keeping current on their City dog licenses and rabies vaccinations.

Adopted this 22nd day of May, 2023.

---

Gary Meehlhause, Acting Mayor

ATTEST:

---

Nyle Zikmund, City Administrator

(Seal)

## Print

**Status:** Open



**Required if applying for a commercial kennel license:**

- Tax Clearance/MN Workers Comp Form [CLICK HERE](#)
- Certificate of Insurance for your business

Upload Certificate of Insurance

Choose File

No file chosen

RESIDENTIAL KENNEL ONLY:

Name of Dog	Breed	Description	MV License #	Rabies Expiration
Odin	Red Heeler	Brown with black nose, white spots on legs, short tail		01/30/2024
				Format: MM/DD/YYYY

Name of Dog	Breed	Description	MV License #
Phineas	Corgi	Tan with white stripe on forehead, two different colored eyes, white underside, long furry tail	

Rabies Expiration

02/04/2024

Format: MM/DD/YYYY

Name of Dog	Breed	Description	MV License #	Rabies Expiration
Poppy	Jack Russel Terrier	White with black spots, pink around lips, long tail		02/08/2024
				Format: MM/DD/YYYY

Name of Dog	Breed	Description	MV License #	Rabies Expiration
				MM/DD/YYYY
				Format: MM/DD/YYYY

Upload Proof of Current Rabies Vaccinations (if records on file with the City are expired)

Choose File

No file chosen

ALL APPLICANTS:

\* Have you ever had a license revoked? If yes, please explain.

No

Will an outside kennel or fence be constructed to house the dogs? If yes, a zoning permit is required.

No

Zoning Permit Application [CLICK HERE](#)

TENNESSEN WARNING/PRIVACY POLICY

The data on this form will be used to approve your license. Some requested data is private. Private data is available to you and the City or State staff who need this information to perform their duties, but is not available to the public.

You are being asked to answer questions and provide information pursuant to the application process that is required by Minnesota State Statute and the City of Mounds View. The information you provide is government data in accordance with Chapter 13 of State law known as the “Minnesota Government Data Practices Act”. You are not required by law or ordinance to answer questions or provide the information requested. A refusal to answer questions or provide information being requested will prevent the City of Mounds View from processing the application for which you are applying.

The information you provide may be classified as “public”, “private” or “confidential” pursuant to the “Government Data Practices Act”. Access to this information can be obtained by persons who are deemed eligible pursuant to the “act”. This access can include the subject(s) of the license application, anyone they give their informed consent to consistent with Minnesota State law, or by court order.

My signature constitutes agreement of the Tennesen Warning and application.



**\* Applicant Signature**

**Date**

Joe Lundy

04/26/2023

Format: MM/DD/YYYY

**Owner Signature (if not applicant)**

**Date**

MM/DD/YYYY

Format: MM/DD/YYYY

**TO PAY CLICK HERE** - If you choose not to pay at this time and payment is not received within ten days of submittal, your application will become void.

Remember to come back to this page after the payment page and click the "I am not a robot" box and then click the "submit" button below.

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STATE OF MINNESOTA)

COUNTY OF RAMSEY) ss.

CITY OF MOUNDS VIEW)

AFFIDAVIT OF MAILING  
NOTICE FOR PUBLIC  
HEARING

I, the undersigned, being the responsible party for this mailing, certify that on Tuesday, May 9, on behalf of said City, deposited in the United States Mail copies of the attached notice of a public hearing regarding a residential dog kennel license for Joe Lundy, 2801 County Road H, in a sealed envelope with postage thereon fully prepaid, addressed to the following persons:

(See attached list)

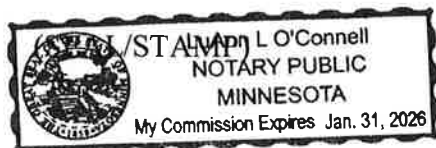
There is delivery service by the U.S. Mail between the place of the mailing and the places so addressed.

IN WITNESS WHEREOF, I have hereunto subscribed my name this 9<sup>th</sup> day of May, 2023.

Barb Benesch, Executive Administrative Assistant

State of Minnesota  
County of Ramsey

Subscribed and affirmed before me this 9<sup>th</sup> day of MAY, 2023, by Barb Benesch, personally known to me, who acknowledged that she personally signed this document.



Notary Public

My Commission Expires: Jan 31, 2026

KENT M REED  
2833 COUNTY RD H  
MOUNDS VIEW MN 55112-4403

ERIC J PERKO  
5059 LONGVIEW DR  
MOUNDS VIEW MN 55112-4825

KRISTEN HABLE  
2529 COUNTY ROAD H W  
NEW BRIGHTON MN 55112-4400

SUZANNE J BRANDT  
2605 COUNTY ROAD H W  
NEW BRIGHTON MN 55112-4401

MEGAN CAULFIELD  
2530 SILVER LAKE RD  
NEW BRIGHTON MN 55112-4433

TIFFANY J LOVIK  
2530 EASTMAN DR  
SAINT PAUL MN 55112-4409

DAVID A THONE  
2552 SILVER LAKE RD  
NEW BRIGHTON MN 55112-4433

KATHRYN C SCHULZ  
2529 EASTMAN DR  
SAINT PAUL MN 55112-4410

KORY HERBER  
5079 LONGVIEW DR  
MOUNDS VIEW MN 55112-4825

KLEVER M LOJA NAULA  
2630 EASTMAN DR  
NEW BRIGHTON MN 55112-4411

LARRY J BECKMANN  
2542 LONGVIEW DR  
NEW BRIGHTON MN 55112-5257

ROBERT C CALLIES  
5086 LONGVIEW DR  
MOUNDS VIEW MN 55112-4810

RYAN D GALLOWAY  
2801 COUNTY ROAD H  
MOUNDS VIEW MN 55112-4403

COSCO PROPERTY 5 LLC  
5660 COMSTOCK LN N  
PLYMOUTH MN 55446-3864

NATHAN S THOMPSON  
5072 LONGVIEW DR  
MOUNDS VIEW MN 55112-4810

SHIRLEY M STORMOEN  
2378 EASTMAN DR NE  
NEW BRIGHTON MN 55112-5232

ORDEEN J BRAATHEN  
2817 COUNTY RD H  
MOUNDS VIEW MN 55112-4403

WAYNE W SPIERING  
6951 KNOLLWOOD DR  
MOUNDS VIEW MN 55112-4418

MICHAEL J KEMEN TR  
5054 SILVER LAKE RD NW  
MOUNDS VIEW MN 55112-4817

ERIC HOUSTON  
2841 COUNTY ROAD H  
MOUNDS VIEW MN 55112-4403

AMELIA A SULLIVAN  
2817 WOODCREST DR  
MOUNDS VIEW MN 55112-4469

LORI D MADDOX  
5072 SILVER LAKE DR  
MOUNDS VIEW MN 55112-4817

ZACHARY T NUTZMANN  
6960 SILVER LAKE RD  
SAINT PAUL MN 55112-4434

CITY OF MOUNDS VIEW  
2401 MOUNDS VIEW BLVD  
MOUNDS VIEW MN 55112-1429

ROBERTA FULTZ  
5085 LONGVIEW DR  
MOUNDS VIEW MN 55112-4825

PEGGY SUE DUFOUR  
2354 EASTMEN DR  
NEW BRIGHTON MN 55112-5232

TIMOTHY D KNUDSEN  
2553 EASTMAN DR NE  
NEW BRIGHTON MN 55112-4410

BAHER LOR  
5046 LONGVIEW DR  
MOUNDS VIEW MN 55112-4810

GREGG A HANER  
2553 COUNTY ROAD H W  
NEW BRIGHTON MN 55112-4400

RYAN PESCHGES  
2825 COUNTY ROAD H  
MOUNDS VIEW MN 55112-4403

ARLENE E WERDIEN  
6940 SILVER LAKE RD  
MOUNDS VIEW MN 55112-4434

CHET P FALK  
5053 LONGVIEW DR  
MOUNDS VIEW MN 55112-4825

MICHAEL W KIVI  
2809 COUNTY ROAD H  
MOUNDS VIEW MN 55112-4403

JUDY MARTIN  
13488 MARTIN ST NW  
ANDOVER MN 55304-4525

RICHARD H COMBEN  
2832 WOODCREST DR  
MOUNDS VIEW MN 55112-4468

ROLLAND MARIETTE  
2507 COUNTY RD H W  
NEW BRIGHTON MN 55112-1513

JUDY R RUSSIE  
2306 EASTMAN DR NE  
NEW BRIGHTON MN 55112-5232

HUYNH DUY TAN TRAN  
2527 SILVER LAKE RD NW  
NEW BRIGHTON MN 55112-5070

MARSHALL D ABRAHAMSON  
2542 SILVER LAKE RD  
NEW BRIGHTON MN 55112-4433

MICHAEL A FORCIA  
2377 COUNTY ROAD H W  
NEW BRIGHTON MN 55112-1534

JON VANDER WOUDE  
2329 COUNTY ROAD H W  
NEW BRIGHTON MN 55112-1534

LARRY M THILL  
2353 COUNTY ROAD H W  
NEW BRIGHTON MN 55112-1534

FIONA GABAY  
2578 EASTMAN DR NE  
NEW BRIGHTON MN 55112-4409

CLIFTON PROPERTIES LLC  
8445 CENTER DR  
FRIDLEY MN 55432-1309

DANIEL A MARQUARDT  
2554 EASTMAN DR NE  
NEW BRIGHTON MN 55112-4409

STATE OF MN TRUST EXEMPT  
PO BOX 64097  
SAINT PAUL MN 55164-0097

RALPH N HARRISON TR  
2253 COUNTY ROAD H W  
NEW BRIGHTON MN 55112-1535

RACHEL L HAGBERG  
5080 SILVER LAKE RD  
MOUNDS VIEW MN 55112-4817

RYAN J NESLER  
5066 SILVER LAKE RD  
MOUNDS VIEW MN 55112-4817

LAN THI VU  
2305 COUNTY RD H W  
NEW BRIGHTON MN 55112-1534

MELISSA A MCFEY  
5092 SILVER LAKE RD  
MOUNDS VIEW MN 55112-4817

JODI B LODER  
5060 SILVER LAKE RD  
MOUNDS VIEW MN 55112-4817

DAVID JENKINS  
2278 EASTMAN DR NE  
NEW BRIGHTON MN 55112-5207

DANIEL J SLOPER  
5086 SILVER LAKE RD NW  
MOUNDS VIEW MN 55112-4817

JOSIE DEANNE MALONE  
5054 LONGVIEW DR  
MOUNDS VIEW MN 55112-4810

KEVIN J ALSTAD  
2330 EASTMAN DR N  
NEW BRIGHTON MN 55112-5232

TANYA R VANDECAVEYE  
7280 HIDDEN HOLLOW CT  
MOUNDS VIEW MN 55112-3836

JESSICA MYERS  
5060 LONGVIEW DR  
NEW BRIGHTON MN 55112-4810

KEVIN G SCHILL  
2577 COUNTY ROAD H  
NEW BRIGHTON MN 55112-4400

MATTHEW TELLANDER  
5080 LONGVIEW DR  
MOUNDS VIEW MN 55112-4810

JOEL JAMES BOVITZ  
5065 LONGVIEW DR  
MOUNDSVIEW MN 55112-4825

ROBERT P WILLIAMS  
5066 LONGVIEW DR  
MOUNDS VIEW MN 55112-4810

LINDA SUNDERLIN  
5091 LONGVIEW DR  
MOUNDS VIEW MN 55112-4825

KATIE K ANDERSON  
5045 LONGVIEW DR  
MOUNDS VIEW MN 55112-4825

LAURIE A PESOLA  
5071 LONGVIEW DR  
MOUNDS VIEW MN 55112-4825

TROY FERRIS  
6945 KNOLLWOOD DR  
MOUNDS VIEW MN 55112-4418

KATHRYN FLEMMING-SUMSKY  
2824 WOODCREST DR  
MOUNDS VIEW MN 55112-4468

ERIC L TELL  
2840 WOODCREST DR  
MOUNDS VIEW MN 55112-4468

ANDREA AMELSE  
2816 WOODCREST DR  
MOUNDS VIEW MN 55112-4468



## Public Hearing Notice

CITY OF MOUNDS VIEW  
COUNTY OF RAMSEY  
STATE OF MINNESOTA

**NOTICE IS HEREBY GIVEN** that the Mounds View City Council will hold a public hearing on Monday, May 22, 2023, 6:30 p.m. to consider a request from Joe Lundy for a residential kennel license request for the property located at 2801 County Road H. The property is legally known as KNOLLWOOD PARK, SUBJ TO RD; S 185 FT OF LOT 110, Ramsey County, Minnesota (PIN 073023340058).

Anyone wanting to speak about this matter may be heard at this meeting. If you are unable to attend the meeting but want to comment, or if you want to review the information in person at City Hall, please contact Nyle Zikmund, City Administrator.

Phone: (763) 717-4001  
Email: [nyle.zikmund@moundsviewmn.org](mailto:nyle.zikmund@moundsviewmn.org)  
Mail: 2401 Mounds View Blvd., Mounds View, MN 55112

---

The City is mailing this notice to all property owners within 500 feet of the subject property. This notice published St. Paul Pioneer Press on May 10, 2023.

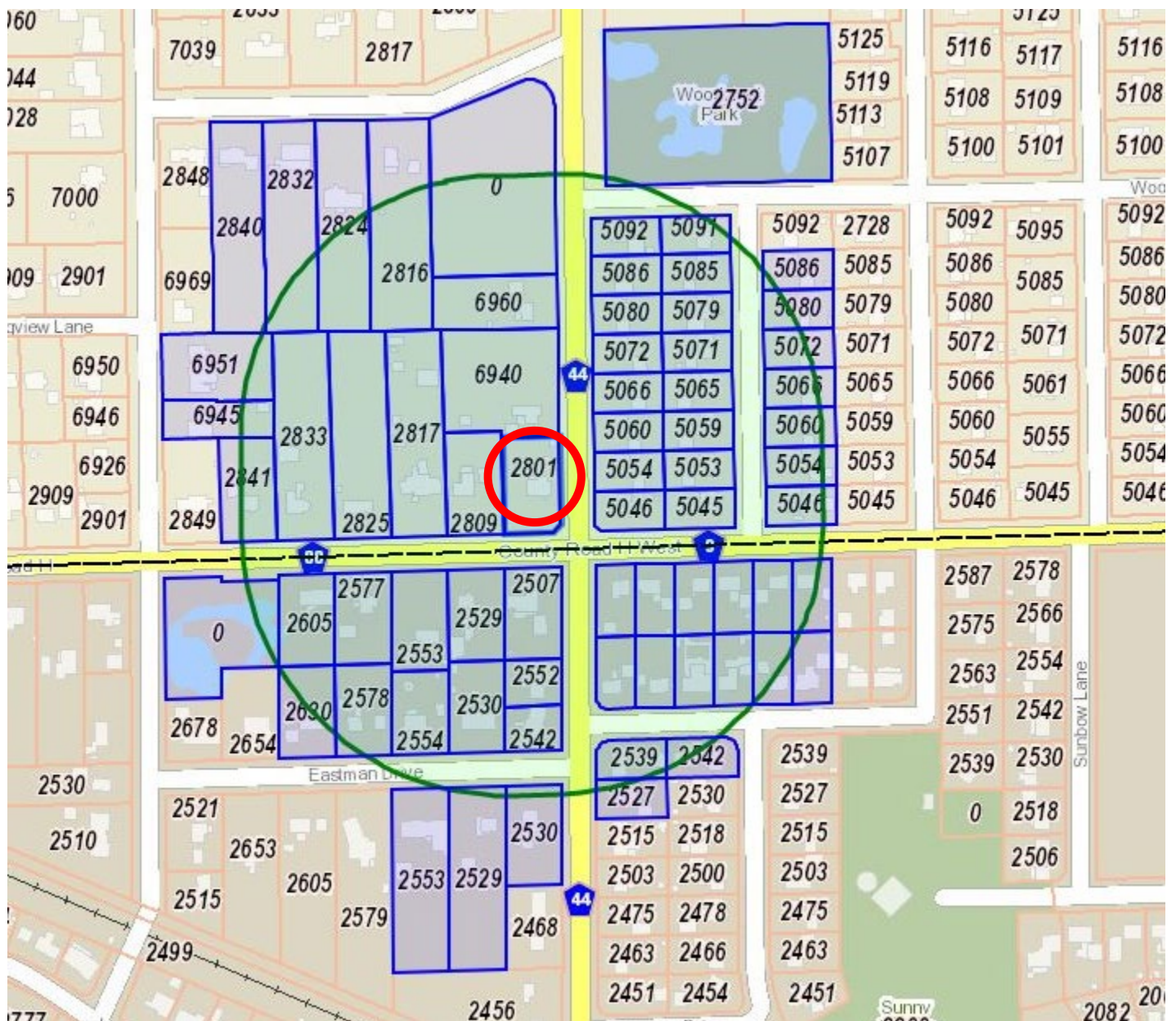


## RESIDENTIAL DOG KENNEL LICENSE APPLICATION



Applicant: **Joe Lundy**  
Address: **2801 County Road H**  
Public Hearing Date: **Monday, May 22, 2023 – 6:30 p.m.**

Notices Mailed to Property Owners (Primary Tax Payers) within 500 feet of 2801 County Road H as shown below:





**AFFIDAVIT OF PUBLICATION  
STATE OF MINNESOTA  
COUNTY OF RAMSEY**

Kayla Tsuchiya, being duly sworn on oath, says:  
that she is, and during all times herein state has been,  
Inside Sales Representative of Northwest Publication,  
LLC., Publisher of the newspaper known as the Saint  
Paul Pioneer Press, a newspaper of General  
circulation within the City of St. Paul and the  
surrounding Counties of Minnesota and Wisconsin  
including Ramsey and Kanabec.

That the notice hereto attached was cut from the  
columns of said newspaper and was printed and  
published therein on the following date(s):

**Wednesday, May 10, 2023**

**Newspaper Ref./AD Number#:** 71502933

**Client/Advertiser:** City of Mounds View



Kayla Tsuchiya (May 10, 2023 08:31 CDT)

**AFFIANT SIGNATURE**

**Subscribed and sworn to before me this  
10th day of May, 2023**

**Barbara L. Regal**

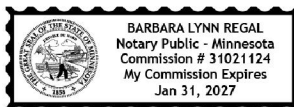


barbara regal (May 10, 2023 08:33 CDT)

**NOTARY PUBLIC**

**Washington County, MN**

**My commission expires January 31, 2027**



**270 Legal Notices**

**PUBLIC HEARING  
NOTICE**

**CITY OF  
MOUNDS VIEW  
COUNTY OF RAMSEY  
STATE OF MINNESOTA  
NOTICE IS HEREBY**

**GIVEN** that the Mounds  
View City Council will  
hold a public hearing on  
Monday, May 22, 2023,  
6:30 p.m. to consider a  
request from Joe Lundy  
for a residential kennel  
license request for the  
property located at 2801  
County Road H. The  
property is legally known  
as KNOLLWOOD PARK,  
SUBJ TO RD; S 185 FT  
OF LOT 110, Ramsey  
County, Minnesota (PIN  
073023340058).

Anyone wanting to  
speak about this matter  
may be heard at this  
meeting. If you are  
unable to attend the  
meeting but want to  
comment, or if you want  
to review the information  
in person at City Hall,  
please contact Nyle  
Zikmund, City  
Administrator.

**Phone:** (763) 717-4001

**Email:** nyle.zikmund@

moundsviewmn.org

**Mail:** 2401 Mounds

View Blvd., Mounds

View, MN 55112

The City is mailing this

notice to all property

owners within 500 feet

of the subject property.

This notice published St.

Paul Pioneer Press on

May 10, 2023.

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Item No:	08B
Meeting Date:	May 22, 2023
Type of Business	Council Business
City Administrator Review	

## City of Mounds View Staff Report

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**To:** Honorable Mayor and City Council  
**From:** Jon Sevald, Community Development Director  
**Item Title/Subject:** First Reading and Introduction of Ordinance 1003, Amending Mounds View City Code Chapter 160.198; B-3 Highway Business District, Conditional Uses

### Introduction:

Big Dipper Creamery proposes to relocate their ice cream production facility to 2222 Mounds View Boulevard, requiring; (1) an amendment to the B-3 district to allow processing of food products as a Conditional Use; and (2) a Conditional Use Permit.

### Discussion:

The B-3 district is intended for retail uses dependent upon traffic, e.g. most businesses along the Boulevard. Staff interprets ice cream production most similar to; *“Manufacturing, compounding, processing, packaging or treatment of cosmetics, pharmaceuticals and food products and the rendering or refining of fats and oils”* which is a Permitted Use in the I-1 Industrial district.<sup>1</sup>

### Analysis:

In comparing the option of rezoning the property to I-1 Industrial (existing businesses would become non-conforming), or amending the B-3 district to permit processing of food products as a CUP, the later made more sense. This amendment is applicable to all properties zoned B-3. As a CUP, the City may require conditions to alleviate any nuisance the business may create.

### Strategic Plan Strategy/Goal:

Continue BR&E program, maximize utilization of development space and updated lists of available sites, & consider residential development.

### Financial Impact:

N/A

### Planning Commission Recommendation:

The Planning Commission recommend approval at their May 17, 2023 meeting (Resolution 1159-23).

### Staff Recommendation:

Staff recommends conducting the First Reading and Introduction. A Public Hearing will be scheduled for June 12, 2023.

Respectfully,

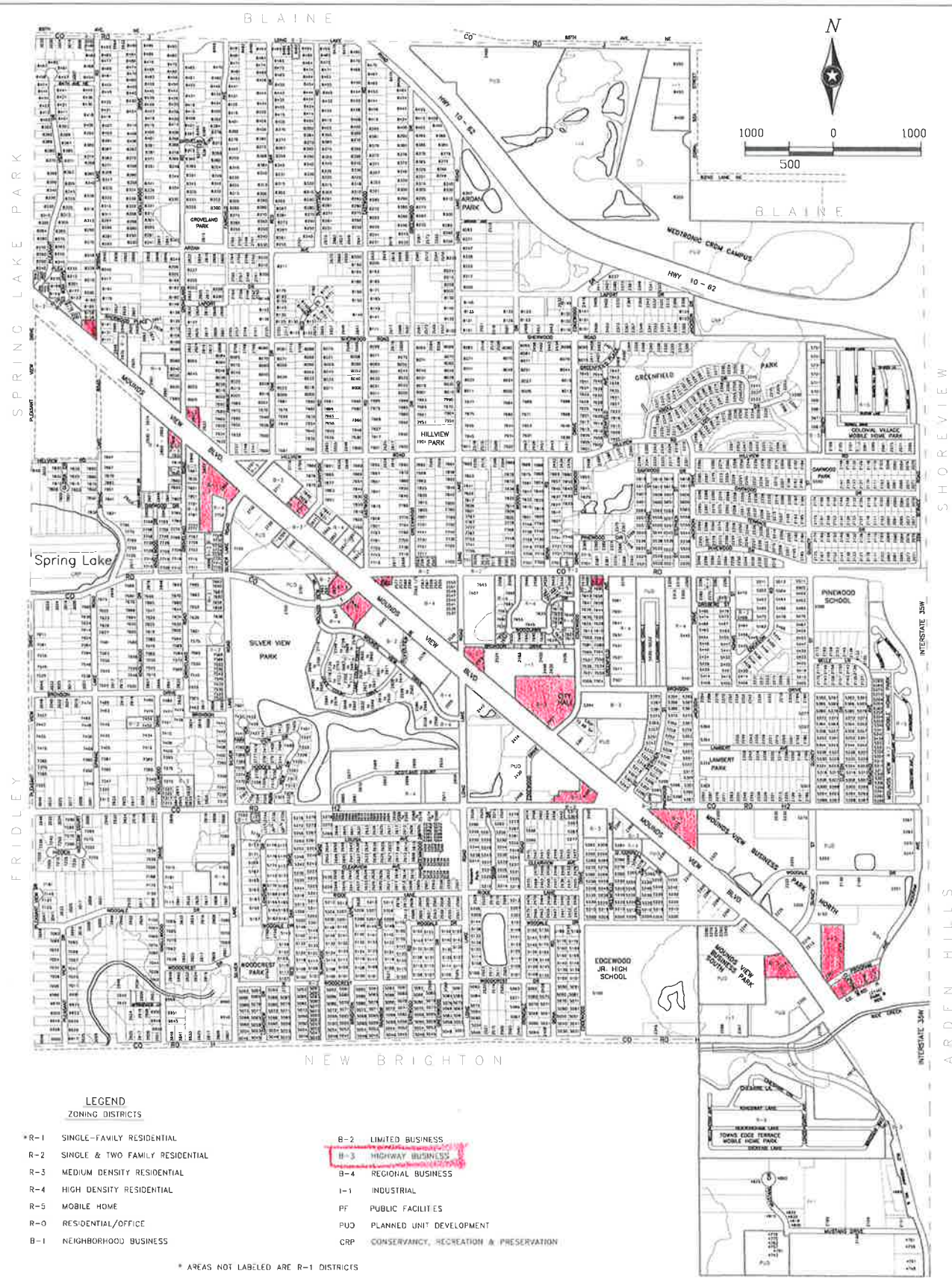
Jon Sevald, AICP

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<sup>1</sup> City Code 160.231(N); I-1 Industrial District, Permitted Uses

Community Development Director

ATTACHED  
Zoning Map  
Ordinance 1003



**LEGEND**  
**ZONING DISTRICTS**

- |                                     |  |
|-------------------------------------|--|
| *R-1 SINGLE-FAMILY RESIDENTIAL      | B-2 LIMITED BUSINESS                       |
| R-2 SINGLE & TWO FAMILY RESIDENTIAL | <b>B-3 HIGHWAY BUSINESS</b>                |
| R-3 MEDIUM DENSITY RESIDENTIAL      | B-4 REGIONAL BUSINESS                      |
| R-4 HIGH DENSITY RESIDENTIAL        | I-1 INDUSTRIAL                             |
| R-5 MOBILE HOME                     | PF PUBLIC FACILITIES                       |
| R-0 RESIDENTIAL/OFFICE              | PUD PLANNED UNIT DEVELOPMENT               |
| B-1 NEIGHBORHOOD BUSINESS           | CRP CONSERVANCY, RECREATION & PRESERVATION |
- \* AREAS NOT LABELED ARE R-1 DISTRICTS



- |  |                  |
|--|------------------|
|  | WETLANDS         |
|  | LAKES/OPEN WATER |
|  | UNIMPROVED ROAD  |

Updated: July 2017

Shoreview Inc.



**ORDINANCE 1003**

**CITY OF MOUNDS VIEW  
COUNTY OF RAMSEY  
STATE OF MINNESOTA**

**RESOLUTION RECOMMENDING APPROVAL OF ORDINANCE 1003,  
AMENDING MOUNDS VIEW CITY CODE CHAPTER 160.198;  
B-3 HIGHWAY BUSINESS DISTRICT, CONDITIONAL USES**

**The City of Mounds View Ordains:**

**SECTION 1:** The City Council of the City of Mounds View hereby amends Chapter 160 of the Mounds View Municipal Code by adding the underlined material and deleting the ~~stricken~~ material as follows:

B-3, HIGHWAY BUSINESS DISTRICT  
§ 160.198 CONDITIONAL USES.

The following are conditional uses in a B-3 District (requiring a conditional use permit based upon procedures set forth in and regulated by §§ 160.450 through 160.452 of this chapter):

(J) Manufacturing, compounding, processing, packaging or treatment of cosmetics, pharmaceuticals and food products and the rendering or refining of fats and oils;

**SECTION 2.** In accordance with Section 3.07 of the City Charter, City staff shall have the following summary printed in the official City newspaper in lieu of the complete ordinance:

On June 12, 2023, the City Council adopted Ordinance 1000 that amends Chapter 160 of the Mounds View City Code, relating to Conditional Uses in the B-3 Highway Business district.

A printed copy of the ordinance is available for inspection during regular business hours at Mounds View City Hall and is available on line at the City's web site located at [www.ci.mounds-view.mn.us](http://www.ci.mounds-view.mn.us).

**SECTION 3.** This ordinance shall take effect and be in force 30 days from and after its passage and publication, in accordance with Section 3.09 of the City Charter.

Introduction and First Reading by the Mounds View City Council on May 22, 2023.  
Second Reading and Adoption by the Mounds View City Council on June 12, 2023.  
Publication Date: June 14, 2022.

Adopted this 12<sup>th</sup> day of June, 2023.

---

Gary Meehlhause, Acting Mayor

Attest:

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Nyle Zikmund, City Administrator

(SEAL)

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## *City of Mounds View Staff Report*

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**To:** Honorable Mayor and City Council  
**From:** Jon Sevald, Community Development Director  
**Item Title/Subject:** First Reading and Introduction of Ordinance 999, Amending Mounds View City Code Chapter 161 Signs and Billboards

### **Introduction:**

The North Church and The Bear Lot have expressed a desire to install signs exceeding permitted limits. The City Council discussed at their February and April Work Sessions, directing Staff to prepare an Ordinance Amendment, and to revisit the County Road 10 Corridor Overlay District requirements. The sign amendment can be done quickly. The Overlay district will take some time.

### **Discussion:**

The North Church, 5151 Program Avenue, would like to replace their 95 sq ft Wall Sign, “*Bethlehem Baptist Church*” with “*The North Church*”, exceeding the 100 sq ft wall signage permitted.<sup>1</sup> The Church’s intent is to be more visible from County Road H.

The Bear Lot, 2375 Mounds View Boulevard, would like to add a rooftop sign, “*The Bear Lot*”, in addition to installing a bear statue on the roof. The intent is to be more visible from Mounds View Boulevard, and to establish a common icon between auto dealerships (White Bear Mitsubishi). Roof Signs are prohibited unless integrated into the roof, then they are Wall Signs (e.g. a sign on a pitched roof).<sup>2</sup> Existing Wall Signage is 86 sq ft.<sup>3</sup> As proposed, total Wall Signage would be 301 sq ft + bear of unknown size (max 100 sq ft permitted combined).



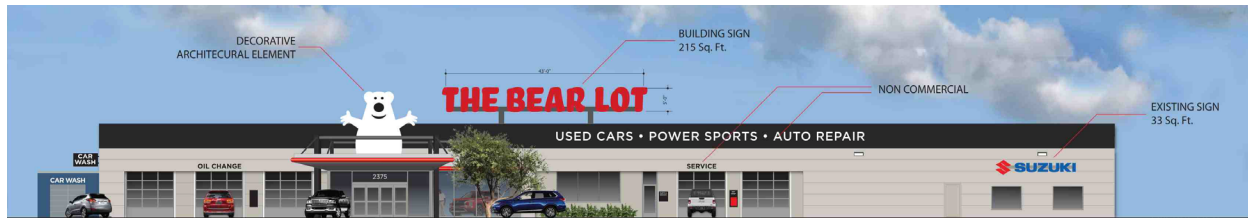
*The Bear Lot, 2375 Mounds View Blvd (Jan 31, 2023)*

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<sup>1</sup> City Code §161.039(A)(1) (Miscellaneous Signage Requirements and Provisions; Signage allowances for specific land uses).

<sup>2</sup> City Code §161.040(C) (Prohibited Signs; Roof signs)

<sup>3</sup> 50 sq ft “The Bear Lot”. 36.32 sq ft “Suzuki”.



Proposed 215 sq ft wall signage ("the bear lot). + bear (wall signage).

### Analysis:

Staff researched sign regulations from cities with zoning districts and traffic counts similar to Mounds View Boulevard, finding that other cities permit Wall Signs significantly larger than Mounds View does. If Mounds View increased wall signage from 100 sq ft to 200 sq ft per occupant, this would be reasonable.

	Regulation (2022)			Allowed at The Bear Lot		
	Ground Sign		Wall Sign	Ground Sign		Wall Sign
	Area	Height	Area	Area	Height	Area
Arden Hills	100sf	16'	80sf	100sf	16'	80sf
Blaine	180sf	14'	10% <sup>4</sup> or 200sf, whichever smaller	180sf	14'	200sf
Coon Rapids	200sf	20'-36'	40sf or 10% up to 200sf	200sf	30'	200sf
Fridley	80sf	25'	15X of $\sqrt{\text{wall length}}$ <sup>5</sup>	80sf	25'	233.3sf
<b>Mounds View</b>	<b>200sf</b>	<b>16'</b>	<b>100sf</b>	<b>200sf</b>	<b>16'</b>	<b>100sf</b>
<b>(MV proposed)</b>	<b>200 sf</b>	<b>16'</b>	<b>40% of wall area, or 200sf whichever smaller</b>	<b>200 sf</b>	<b>16'</b>	<b>200sf<sup>6</sup></b>
New Brighton	64sf	20'	40% of wall area, or 200sf whichever smaller	64sf	20'	200sf
Roseville	200sf	25'	1.5sf p/1sf of wall length	200sf	25'	363sf
Shoreview	50-150sf	10'-20'	5%-10% of wall area (max 500sf)	60sf	6'	424sf
White Bear Lake	35sf	10'	Single-tenant: 10% of front wall area + 5% of side wall area, not to exceed 200 sq ft, based on size of building. Single-Tenant: 7% of wall area, up to 80 sq ft.	35sf	10'	200sf
<b>The Bear Lot<sup>7</sup></b>				<b>229sf</b>	<b>26'</b>	<b>86'+215'+bear</b>

In contrast, there is little commonality for Ground Signs. Therefore, Staff intends to further research the City's intent of the County Road 10 Corridor Overlay District (2014).

Of the comparable cities surveyed, rooftop signs are prohibited. In reviewing Minneapolis' sign code<sup>8</sup>, Roof Signs are permitted in specific zoning districts, with a maximum 5' height above a flat roof or parapet. Projection Signs are permitted to exceed the rooftop, 2' per story up to 10' above a flat roof. Example, rooftop "Wells Fargo" sign across from US Bank Stadium (as seen from the sky).

<sup>4</sup> Front wall area (MV Blvd side) = 4,296sf area (source: p.A3.1 Building Elevations, Mar 6, 1998)

<sup>5</sup> The Bear Lot wall length (MV Blvd side) = 242' (source) = p.A2.1 Floor Plan, Mar 6, 1998). Building height = 18'

<sup>6</sup> The Bear Lot: 40% of wall area (MV Blvd side) = 1,698 sq ft. 200sq ft is smaller, therefore 200sf max wall signage.

<sup>7</sup> Ground Sign #1 = 144.2sf area (permit #2017-00012), 26' ht (Res 5042). Ground Sign #2 & #3 = 2X 42.7sf. (Res 5042)

<sup>8</sup> Minneapolis Code of Ordinances, Title 20, Article VI (Special Provisions for Specific Types of Signs), S43.340 (Projection Signs), S43.350 (Roof Signs)

The proposed amendment allows for iconic statues (Projection Signs) up to 10' above the roof height. Ten feet is consistent with the maximum height permitted for rooftop equipment.<sup>9</sup> Projection Signs are included within the 200' sq ft Wall Sign calculation.

If the Ordinance Amendment is approved as drafted, this does not address what the Bear Lot is asking for (300 sq ft Wall Signs + bear of unknown size).

**Strategic Plan Strategy/Goal:**

*Beautification of Mounds View Blvd: Cooperate with Ramsey County in implementing new features and improved beautification, aesthetics, and landscaping including but not limited to different plant species in median that looks professional, clean, and neat. Conduct and budget for improvements in phases and use Hwy 96 as an example.*

*Consider a façade and landscaping policy that is more robust while allowing for native pollinator plant species and other alternative landscaping that looks professional and pleasing including but not limited to urban gardening and creative energy saving projects.*

**Financial Impact:**

N/A

**Planning Commission Recommendation:**

The Planning Commission discussed at their April 19, 2023 meeting, recommending Ground signs to stay the same; Wall signs to be 200sf or 40% of wall area, whichever is smaller (same as New Brighton), and to allow rooftop signs up to 10', but no temporary signs above the roof (Resolution 1158-23).

The Commission is supportive of the iconic bear (and Mermaid), but wanted to address that at a separate time. If the proposed amendment is approved, the bear appears to be permitted (appears to be about 10' X 10'), but when including the proposed wall signage (301 sf + 100 sf bear), the Bear Lot far exceeds the proposed amendment (200 sf).

The Commission also discussed ground sign base material, recommending that the code clarify that sign bases to include masonry, whereas many signs installed have been other materials, with masonry "around" the base (not as part of the sign material).



*Example: masonry base (compliant sign).*



*Example: non-masonry base, with masonry planter around sign (non-compliant sign).*

<sup>9</sup> City Code §160.056(C)(5) (Area and Building Size Regulations; Height Limitations)

**Staff Recommendation:**

Staff recommends conducting the First Reading and Introduction.

Respectfully,

A handwritten signature in black ink, appearing to read "Jon Sevald", is written over a thin horizontal line.

Jon Sevald, AICP  
Community Development Director

ATTACHED  
Ordinance 999  
Sign Code

## ORDINANCE 999

### CITY OF MOUNDS VIEW COUNTY OF RAMSEY STATE OF MINNESOTA

#### AMENDING MOUNDS VIEW CITY CODE CHAPTER 161 SIGNS AND BILLBOARDS

##### The City of Mounds View Ordains:

**SECTION 1:** The City Council of the City of Mounds View hereby amends Chapter 161 of the Mounds View Municipal Code by adding the underlined material and deleting the ~~stricken~~ material as follows:

##### **§ 161.020 PERMITS REQUIRED; EXCEPTIONS.**

- (A) Permit required. It is unlawful to install, construct, erect, alter, revise, reconstruct or relocate any outdoor sign or structure, as defined in § 161.006 of this chapter, in the city without first obtaining a permit therefor as required by this chapter, except as provided in division (B) below.
- (B) Exceptions. Permits need not be obtained for any sign less than or equal to eight square feet in area (excluding temporary signs), or for the specific signs addressed below; provided, all other requirements of this chapter are satisfied:
- (11) Non-commercial sign. For all types of property, the city allows ~~one~~ sign(s) that expresses an opinion or a viewpoint of a non-commercial nature. The non-commercial sign(s) shall not be illuminated or exceed nine square feet combined. For multiple unit residential properties, the sign(s) must be attached to the dwelling unit or placed in a location that clearly indicates ownership and does not represent the opinions of other residents in the area who have not agreed to the sign(s). Notwithstanding any other provision of this chapter, the non-commercial speech exemption provided by M.S. § 211B.045, as it may be amended from time to time, is hereby incorporated by reference.

##### **§ 161.037 GENERAL LOCATION, DESIGN AND CONSTRUCTION STANDARDS.**

- (B) Signs allowed by district. The following table represents the allowable signage and area requirements (in square feet) by zoning district:

Sign Type	R-1	R-2	R-3	R-4	R-5	B-1	B-2	B-3	B-4	<del>H-1</del>	CRP	PUD
Billboards	No	No	No	No	No	No	No	No	No	No	No	No
Construction***	8	8	8	8	8	32	32	32	32	32	32	32
Directional***	No	No	4	4	4	4	4	8	8	8	8	8
Drive-thru menu board ***	No	No	No	No	No	No	No	(2) 36' primary + 15' secondary	(2) 36' primary + 15' secondary	No	No	No
Ground***	No	No	32	32	32	100	200	200	200	200	100	*

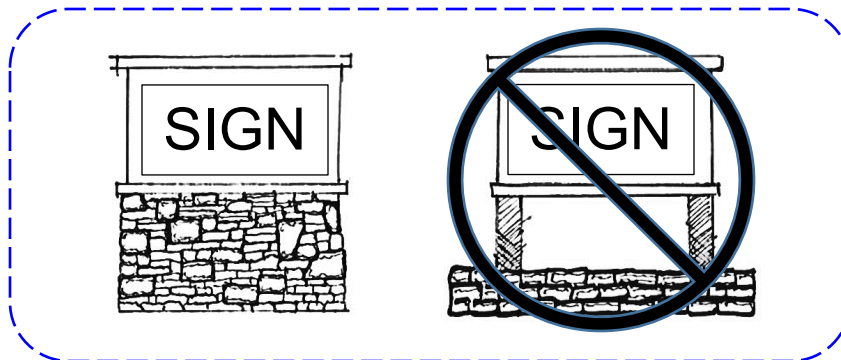


Home Occupation	1	1	No	No	1	No	No	No	No	No	No	No
Identification***	2	2	2	2	2	4	4	8	8	8	4	*
Incidental	1	1	1	1	1	1	1	1	1	1	1	1
Non-Commercial***	6	6	6	9	9	9	9	9	9	9	9	9
Projection	No	No	No	No	No	<del>100</del> ****	<del>8</del> ****	<del>24</del> ****	<del>24</del> ****	<del>24</del> ****	No	<del>*</del> ****
Real estate***	10	10	32	32	10	32	32	32	32	64	32	32
Temporary	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Wall	No	No	64	64	64	100	100	<del>100</del> 40% of wall area or 200, whichever smaller	<del>100</del> 40% of wall area or 200, whichever smaller	<del>100</del> 40% of wall area or 100, whichever smaller	<del>100</del> No	*
Window	No	No	No	No	No	Yes	Yes	Yes	Yes	No	No	*
<b>NOTES TO TABLE:</b> * Signage requirements within a PUD shall be as allowed by the PUD Narrative document. If no such document exists, signage shall be permitted for a B-3 district. ** Directional signs may be allowed within rights-of-way upon written approval of the city. The appropriate governmental agency having jurisdiction over the roadway (if not the City) and the owner of the property directly abutting the sign. *** For free-standing signs, maximum sign area is measured per side, maximum of two sides. **** See Specific Sign Type Standards and Requirements for Projection Signs.												

#### § 161.038 SPECIFIC SIGN TYPE STANDARDS AND REQUIREMENTS.

(A) Ground signs. The following standards shall be maintained for all ground signs, excluding incidental, temporary, home occupation, identification and real estate signs.

- (7) Ground signs must include masonry construction materials on the entire base, such as stone, brick or stucco.



(C) Projection signs. The following standards shall be maintained for all projection signs.

- (1) All portions of projection signs shall be designed for a wind pressure of not less than 30 pounds per square foot.
- (2) Such signs shall not project over public street right-of-way but may project over private sidewalks. No such sign shall be less than 12 feet above the level of the sidewalk; except that, the signs which do not exceed four square feet and which do not project more than two feet over the sidewalk may be eight feet or more above the sidewalk. No projection sign shall project more than eight feet over any private sidewalk.
- (3) There shall be no more than two feet of space between the inner edge of any such sign and the face of the wall from which it projects, nor shall the outer edge of the sign be more than eight

feet from the face of the wall. Projection Signs and structural elements shall not occupy more than 25% of the area of the roof, nor exceed 10 feet in height above a roof or parapet. The allowable size of Projection Signs shall be included within the permitted Wall Sign area.

- (4) The building or structure from which any such sign projects and all attachments or fastenings must be so constructed as to safely resist the dead load and the wind load added by the attached sign.
- (5) All such signs shall be of non-combustible materials or of not less than one-hour fire-resistive construction.
- (6) Such signs shall be securely fixed in place and shall not be able to swing or sway.

#### **§ 161.039 MISCELLANEOUS SIGNAGE REQUIREMENTS AND PROVISIONS.**

- (A) Signage allowances for specific land uses. Public or semi-public recreational buildings and neighborhood and community centers; public and private education institutions limited to elementary, middle and senior high schools; religious institutions; nursing homes, senior assisted living facilities and commercial day care facilities; may be allowed the following signage:
  - (1) Wall signage not to exceed ~~100~~ 40% of wall area, or 200 square feet per principal building (whichever smaller); and
  - (2) Ground signage not to exceed ~~100~~ 200 square feet, subject to § 161.038(A)(5) of this chapter.

#### **§ 161.040 PROHIBITED SIGNS.**

The following signs and sign types are prohibited in the city:

- (C) Roof signs, unless integrally incorporated into the roof design, then the sign shall be considered a ~~wall sign~~ Projection Sign;

**SECTION 2.** In accordance with Section 3.07 of the City Charter, City staff shall have the following summary printed in the official City newspaper in lieu of the complete ordinance:

On May 8, 2023, the City Council adopted Ordinance 999 that amends Chapter 161 of the Mounds View City Code, relating to Signs and Billboards.

A printed copy of the ordinance is available for inspection during regular business hours at Mounds View City Hall and is available on line at the City's web site located at [www.ci.mounds-view.mn.us](http://www.ci.mounds-view.mn.us).

**SECTION 3.** This ordinance shall take effect and be in force 30 days from and after its passage and publication, in accordance with Section 3.09 of the City Charter.

Introduction and First Reading by the Mounds View City Council on May 22, 2023.  
Second Reading and Adoption by the Mounds View City Council on June 12, 2023.

Publication Date: June 14, 2023.

Adopted this 12<sup>th</sup> day of June, 2023.

---

Gary Meehlhause, Acting Mayor

Attest:

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Nyle Zikmund, City Administrator

(SEAL)



## CHAPTER 161: SIGNS AND BILLBOARDS

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### Section

#### ***General Provisions***

- 161.001 General intent
- 161.002 Purpose
- 161.003 Scope of regulations
- 161.004 Severability
- 161.005 Substitution provision
- 161.006 Definitions
- 161.007 Abrogation and greater restrictions
- 161.008 Sign variances

#### ***Permit and License Requirements***

- 161.020 Permits required; exceptions
- 161.021 Permit application
- 161.022 Permit fees; waivers
- 161.023 Issuance of permit; review process and conditions
- 161.024 Sign installer's license

#### ***Conditions and Regulations***

- 161.035 Maintenance of premises
- 161.036 Sign maintenance, repair, permits and inspections
- 161.037 General location, design and construction standards
- 161.038 Specific sign type standards and requirements
- 161.039 Miscellaneous signage requirements and provisions
- 161.040 Prohibited signs
- 161.041 Non-conforming signs

- 161.999 Penalty

### **GENERAL PROVISIONS**

#### **§ 161.001 GENERAL INTENT.**

In order to preserve Mounds View as a desirable city to live and to do business in, having a pleasing and visually attractive urban environment is important. The regulation of signs is an important means to help achieve the desired results of the city. As such, the city has prepared these sign regulations to enhance the urban environment and to promote the well-being of the city.

(Prior Code, § 1008.005) (Ord. 816, passed 01-22-2009)

#### **§ 161.002 PURPOSE.**

(A) This chapter is intended to establish a comprehensive and balanced system of sign control that accommodates the need for a well-maintained, safe and attractive community, and the need for effective communications including business identification. The city finds it is necessary for the promotion and preservation of the public health, safety, welfare, image and aesthetics of the community that the construction, location, size and maintenance of signs be controlled.

(B) Further, the city finds that:

- (1) Permanent and temporary signs have a direct impact on and relationship to the image and aesthetics of the city;
- (2) The manner of installation, location and maintenance of signs affects the public health, safety, welfare and aesthetics of the city;
- (3) An opportunity for viable identification of residences, businesses and institutions in the city must be established;

(4) The safety of motorists, cyclists, pedestrians and other users of public streets and property is affected by the number, size, location and appearance of signs that create hazards for drivers and unduly divert the attention of drivers;

(5) Installation of signs suspended from, projecting over or placed on the tops of buildings, walks or other structures may constitute a hazard during periods of high winds and an obstacle to effective firefighting and other emergency service;

(6) Uncontrolled and unlimited signs and sign types, particularly moving signs and signs with dynamic displays, adversely impact the image and aesthetic attractiveness of the city and thereby undermine economic value and growth;

(7) Uncontrolled and unlimited signs, particularly temporary signs which are commonly located within or adjacent to public right-of-way or are located at driveway/street intersections, result in roadside clutter and obstruction of views of oncoming traffic. This creates a hazard to drivers and pedestrians and also adversely impacts a logical flow of information;

(8) Signs are generally incompatible with residential uses and should be strictly limited in residential zoning districts; and

(9) The right to express opinions in any zoning district must be protected, subject to reasonable restrictions on size, height, location and number.

(C) The city does not intend to, nor does it propose to, regulate the message on any sign.

(D) The city intends to protect the public from the dangers of unsafe signs.

(Prior Code, § 1008.01) (Ord. 679, passed 05-29-2001; Ord. 769, passed 05-08-2006; Ord. 816, passed 01-22-2009)

### **§ 161.003 SCOPE OF REGULATIONS.**

The sign regulations established in this chapter shall apply to all structures and all land uses. This chapter describes the sign standards for all the zoning districts of the city. The city establishes specific additional regulations for signs that are unique in purpose and not easily addressed by district regulations. No person, property owner or lessee shall place, erect, alter, modify, enhance or change a sign in any way that does not meet the requirements of this chapter and other applicable regulations.

(Prior Code, § 1008.011) (Ord. 816, passed 01-22-2009) Penalty, see § 161.999

### **§ 161.004 SEVERABILITY.**

If any section, division, sentence, clause, phrase or other part of this chapter is held to be invalid, such invalidity shall not affect the validity or enforceability of the rest of this chapter. The City Council hereby declares that it would have adopted the chapter in each section, division, sentence or phrase thereof, irrespective of the fact that any one or more sections, divisions, sentences, clauses or phrases are declared invalid.

(Prior Code, § 1008.012) (Ord. 816, passed 01-22-2009)

### **§ 161.005 SUBSTITUTION PROVISION.**

The owner or operator of any sign that this chapter would otherwise allow may substitute a non-commercial sign in lieu of any other commercial or non-commercial sign. The owner may make this substitution without any additional city approval or permit. The purpose of this provision is to prevent any inadvertent favoring of commercial speech over non-commercial speech, or the favoring of any particular non-commercial message over any other non-commercial message. This provision shall prevail over any more specific provision to the contrary.

(Prior Code, § 1008.013) (Ord. 816, passed 01-22-2009)

### **§ 161.006 DEFINITIONS.**

For the purpose of this chapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

**ABANDONED SIGN.** A sign that becomes vacant, unoccupied or unused; or a sign promoting a business or activity no longer in operation or incorrectly or inaccurately conveying a message, or a sign promoting an obsolete message or sign copy, for a period in excess of one month.

**ANIMATED SIGN.** A sign that has any moving or rotating part; or uses movement or change of lighting to depict action or create a special effect or scene, but is not a dynamic display sign. Refer also to **ELECTRONIC SCROLLING MESSAGE OR MARQUEE SIGNS**.

**AREA IDENTIFICATION SIGN.** A free-standing sign which identifies the name of a community, neighborhood, a residential subdivision, a multi-family residential complex consisting of three or more structures, a planned unit development or any combination of the above located on contiguous properties.

**AWNING SIGN.** A sign displayed on or attached flat against the surface or surfaces of an awning attached to or extending from a building.

**BANNER.** Any sign of lightweight, flexible material affixed to a building, poles, vehicle or other supporting structures upon which a message, slogan, design or logo is displayed. National, state or municipal flags shall not be considered a **BANNER**.

**BEACON.** Any light with one or more beams directed into the atmosphere or directed at one or more points not on the same lot as the light source; also, any light with one or more beams that rotate or move. Otherwise known as **SEARCHLIGHTS**. For the purposes of this section, **BEACONS** or **SEARCHLIGHTS** shall be considered temporary signs.

**BENCH SIGNS.** A sign which is affixed to a bench or shelter at a bus stop.

**BILLBOARD.** A large, outdoor advertising structure typically mounted on one or more poles, located off the site or premises where the advertised product is sold, available or offered.

**BUSINESS SIGN.** A sign that states the proper name of the business, organization or institution located on the premises on which the sign is located.

**CANOPY SIGN.** A sign affixed to the visible surface of an attached or free-standing canopy structure, often backlit to provide internal illumination. For the purposes of sign area computation, **CANOPY SIGNS** shall be treated as a wall sign.

**CHANGEABLE COPY SIGN.** A sign or portion thereof with characters, letters or illustrations that can be changed or rearranged electronically or manually without altering the face or the surface of the sign, but is not a dynamic display. A sign on which the message changes more than eight times a day shall be considered an animated sign for the purposes of this section. The portion of a sign on which the only copy that changes is an indication of the time and temperature shall be considered a public informational sign. **PORTABLE OR NON-PERMANENT CHANGEABLE COPY SIGNS** shall, for the purposes of this chapter, be considered temporary signs.

**COMMERCIAL SIGN.** A sign advertising a business, profession, commodity, service or entertainment.

**CONSTRUCTION SIGN.** A sign placed at a construction site identifying the project and/or names of the architect, engineers, developers, contractors or other individuals or firms associated with the project.

**DIRECTIONAL SIGN.** A sign for the purpose of making specific commercial, industrial or public and semi-public locations known and to assist in finding these locations on the property where the sign is located. Such signs may be located within street rights-of-way subject to approval of the city and appropriate governmental agency.

**DYNAMIC DISPLAY.** Any characteristics of a sign that appear to have movement or that appear to change, caused by any method other than physically removing and replacing the sign or its components, whether the apparent movement or change is in the display, the sign structure itself, or any other component of the sign. This includes a display that incorporates a technology or method allowing the sign face to change the image without having to physically or mechanically replace the sign face or its components. Such technologies or methods may include, but are not limited to, cathode-ray tube (CRT), light-emitting diode (LED) displays, plasma displays, liquid-crystal displays (LCD) or other technologies used in commercially available televisions or in computer or video monitors. This also includes any rotating, revolving, moving, flashing, blinking or animated display or structural element and any display that incorporates rotating panels, LED lights manipulated through digital input, "digital ink" or any other method or technology that allows the sign face to present a series of images or displays. Signs with this technology that a government or public agency installs for directing or regulating pedestrian or motor vehicle movement are exempt from this definition.

**FLAG OR PENNANT STRINGERS.** A series of flags, pennants or streamers connected by a string or a rope. The **STRINGERS** shall be considered temporary signs for the purpose of this chapter.

**FLASHING SIGN.** A sign or portion thereof whose illumination is characterized by a repetitive cycle in which the period of illumination is either the same as or less than the period of non-illumination. For the purposes of this chapter, **FLASHING** will not be defined as occurring if the cyclical period between on-off phases of illumination exceeds four seconds.

**FREE-STANDING SIGN.** A sign principally supported by a structure affixed to the ground, and not supported by a building, including signs supported by one or more columns, poles or braces placed in or upon the ground. Also referred to as a **GROUND SIGN**.

**GOVERNMENT OR REGULATORY SIGN.** A sign which is erected by a governmental unit for identification, traffic control or other regulatory purposes. The signs are often located within street rights-of-way.

**GRAND OPENING.** The commencement of operation of a new business. For purposes of this chapter, the city considers a **GRAND OPENING** to occur if there is a business name change or if there is a change in the type of business or activity.

**GRAPHIC SIGN.** A sculpture attached to or sign painted directly on a wall that is primarily symbolic or representational in nature and not alpha or numeric in content or copy.

**GROUND SIGN.** A sign principally supported by a structure affixed to the ground, and not supported by a building, including signs supported by one or more columns, poles or braces placed in or upon the ground. Also referred to as a **FREE-STANDING SIGN**.

**HOME OCCUPATION SIGN.** A sign erected upon a residential property to advertise a home based business or occupation taking place at that location.

**IDENTIFICATION SIGN.** A sign, the primary function of which is to identify a residential, commercial, industrial or public or semi-public use located upon the premises where such sign is located or to which such sign is affixed. Signs identifying commercial uses may call attention to the product, service or activity that is sold or offered upon the premises. Signs identifying industrial uses may call attention to the product, goods or material which is produced, processed, assembled or stored upon the premises.

**ILLEGAL SIGN.** A sign erected without a permit or in violation of this chapter. The signs shall be subject to removal upon written notice by the city.

**ILLUMINATED SIGN.** Any sign that has characters, letters, figures, designs or outlines that an artificial light source illuminates.

**INCIDENTAL SIGN.** A sign, generally informational, that has a purpose secondary to the uses on the property on which it is located. Such signs might include, but are not limited to, "no parking", "entrance", "exit", "ATM" or "payphone". No sign with a message legible off the premises shall be considered **INCIDENTAL**.

**INFLATABLE SIGN.** A portable device inflated with air or helium used to draw attention to an activity or business upon which the device is attached. The object may or may not display advertising copy. For the purposes of this chapter, **INFLATABLE DEVICES** shall be considered a temporary sign.

**MONUMENT SIGN.** A free-standing sign attached to the ground by means of a free-standing support structure, solid from grade to the top of the sign structure, typically encased or supported by masonry materials.

**NON-COMMERCIAL SIGN.** A sign disseminating messages not classified as commercial that include, but are not limited to, messages about political, religious, social, ideological, public service and information topics.

**NUISANCE SIGN.** A sign in a state of disrepair, deterioration or damage whereupon one-fourth or more of the sign surface is no longer clearly legible or recognizable at a distance of 40 feet. Also, any sign in violation of the provisions of this chapter shall be considered a nuisance sign, except for legal non-conforming signs.

**ON-PREMISES SIGN.** A sign related to the property or activity and use occurring on the property on which the sign is located. **ON-PREMISES SIGNS** include multi-tenant identification signs that may advertise tenants on a different property; provided, the tenants are in the same PUD and the properties share parking and access.

**POLE SIGN.** A free-standing sign supported by or erected upon one or more narrow columns, shafts or poles. Also referred to as a **PYLON SIGN**.

**PORTABLE SIGN.** Any sign not permanently attached to the ground or other permanent structure, or a sign designed to be transported, including, but not limited to, signs on wheels, signs converted to "A" or "T" frames, menu and sandwich boards, inflatable devices, advertising umbrellas and signs attached to or painted on vehicles parked and visible from the public right-of-way, unless the vehicle is used in the normal day-to-day operations of the business.

**PROJECTING SIGN.** A sign other than a wall sign which is perpendicular to and projects more than 18 inches from a building face or wall or from a structure whose primary purpose is other than the support of the sign.

**PUBLIC SIGN.** A traffic control sign in state statutes; any identification sign installed in a public park by a public agency or authority; and any other identification, regulatory or warning sign approved by the city for installation on public land.

**PYLON SIGN.** A free-standing sign supported by or erected upon one or more narrow columns, shafts or poles. Also referred to as a **POLE SIGN**.

**REAL ESTATE SIGN.** A sign advertising the sale, lease or rental of the property or premises upon which the sign is located.

**REFACING.** The process of replacing the sign copy, message, logo or graphic on a sign without altering or moving the structure to which the sign face is attached.

**ROOF SIGN.** A sign erected, constructed, mounted or attached wholly or in part upon any roof or over the highest roofline of a building.

**ROTATING SIGN.** A sign or a portion of a sign where the sign or the sign structure moves in a rotating, oscillating or similar manner other than changing signs.

**SECURITY SIGN.** A small, incidental sign identifying the presence of a security system.

**SIGHT TRIANGLE.** A triangle formed at a property corner abutting two street rights-of-way where two triangle legs are 30 feet long with the third leg traversing the property to connect the other two legs. (Refer to the graphic in § 161.037 of this chapter.)

**SIGN.** Any written message, pictorial presentation, number, illustration, decoration, banner or other device that is used to announce, direct attention to, identify or advertise a product, service or activity or otherwise make anything known. For purpose of maintenance or removal, the term **SIGN** also shall include frames and support structures.

**SIGN AREA.** The area of a sign within the marginal lines of the surface, which bears the announcement, name, advertisement or other message or, in the case of letters, figures or symbols attached directly to any part of a building, the area which is included in the smallest rectangle which can be made to circumscribe all letters, figures or symbols displayed thereon.

**SIGN COPY.** The letters, numbers, figures, symbols, logos and graphical elements comprising the content or message of the sign.

**SIGN HEIGHT.** The distance measured perpendicular from the highest point of the sign structure to the average elevation

of the ground or grade adjacent to the base of the sign.

**TEMPORARY SIGN.** Any sign displaying a message erected or maintained for a limited period of time and not of a permanent nature and that is not permanently affixed to the land or to a structure. The signs shall include banners, inflatable signs or devices, sandwich boards, portable changeable copy signs or any other device intended to attract attention.

**TRANSIT ENCLOSURE SIGN.** Commercial advertising located within a transit enclosure or shelter. The signage shall not include route schedules, service announcements or other similar notices.

**WALL SIGN.** A sign attached to or erected against the exterior wall of a building or structure with the exposed face of the sign in a plane approximately parallel to the face of the wall, not to project more than 12 inches from the surface to which it is attached.

**WINDOW SIGN.** A sign affixed to the interior or exterior of a window or inside the building within three feet of the window with its message intended to be visible to and readable by the public from the outside of the building.

(Prior Code, § 1008.02) (Ord. 679, passed 05-29-2001; Ord. 769, passed 05-08-2006; Ord. 801, passed 01-07-2008; Ord. 816, passed 01-22-2009)

#### **§ 161.007 ABROGATION AND GREATER RESTRICTIONS.**

Where the conditions imposed by any provisions of this chapter are either more or less than comparable conditions imposed by any other code, rule or regulation of the city, the code, rule or regulation which imposes the more restrictive condition, standard or requirement shall prevail.

(Prior Code, § 1008.14) (Ord. 679, passed 05-29-2001)

#### **§ 161.008 SIGN VARIANCES.**

(A) A variance to the provisions of this chapter may be considered by the Board of Adjustment and Appeals to provide relief to the landowner in those cases where the chapter imposes practical difficulties to the property owner. Applications shall be submitted and reviewed in the same manner as indicated in §§ 160.450 through 160.452, 160.465 through 160.470 and 160.485 through 160.487 of this chapter.

(B) All requests shall be made in writing on the form provided by the city and the request shall include the fee specified in the city's fee charges. All information required when applying for a sign permit, as outlined in § 161.020 of this chapter, shall be required before the request for a variance is considered.

(Prior Code, § 1008.16) (Ord. 585, passed 07-15-1996; Ord. 644, passed 12-13-1999; Ord. 679, passed 05-29-2001; Ord. 816, passed 01-22-2009; Ord. 861, passed 09-22-2011)

### **PERMIT AND LICENSE REQUIREMENTS**

#### **§ 161.020 PERMITS REQUIRED; EXCEPTIONS.**

(A) *Permit required.* It is unlawful to install, construct, erect, alter, revise, reconstruct or relocate any outdoor sign or structure, as defined in § 161.006 of this chapter, in the city without first obtaining a permit therefor as required by this chapter, except as provided in division (B) below.

(B) *Exceptions.* Permits need not be obtained for any sign less than or equal to eight square feet in area (excluding temporary signs), or for the specific signs addressed below; provided, all other requirements of this chapter are satisfied:

- (1) A sign pertaining only to the sale, rental or lease of the premises upon which displayed;
- (2) A sign on residential property stating only the name or identity of the occupant;
- (3) Construction sign or sign belonging to a contractor performing work upon a property. The sign shall be removed immediately upon completion of the work;
- (4) Home occupation signs and incidental residential signs;
- (5) National, state, regional, local, institutional or cultural flags;
- (6) Advertising on a transit bench or within a transit shelter or enclosure;
- (7) Official notices authorized by a court, public body or public safety official;
- (8) Government signs. All governmental signs, including, but not limited to, traffic-control and other regulatory purpose signs, street signs, identification signs, informational signs, danger signs and signs for official city events;
- (9) Flag or pennant stringers;
- (10) Sandwich boards not exceeding eight square feet and ground signs not exceeding four square feet that are located within 15 feet of business advertised on sign; and
- (11) Non-commercial sign. For all types of property, the city allows one sign that expresses an opinion or a viewpoint of a non-commercial nature. The non-commercial sign shall not be illuminated or exceed nine square feet. For multiple unit

residential properties, the sign must be attached to the dwelling unit or placed in a location that clearly indicates ownership and does not represent the opinions of other residents in the area who have not agreed to the sign. Notwithstanding any other provision of this chapter, the non-commercial speech exemption provided by M.S. § 211B.045, as it may be amended from time to time, is hereby incorporated by reference.

(Prior Code, § 1008.01) (Ord. 607, passed 05-11-1998; Ord. 679, passed 05-29-2001; Ord. 769, passed 05-08-2006; Ord. 816, passed 01-22-2009; Ord. 847, passed 10-21-2010)

#### **§ 161.021 PERMIT APPLICATION.**

(A) Application for sign permits shall be made upon forms provided by the city and shall include the following information, unless waived by the City Administrator or his or her designee.

(B) The city will consider a sign application incomplete and will not process the sign application if the applicant has not supplied all the required information:

- (1) The name, address and telephone number of the applicant;
- (2) The location, address and parcel identification number (PIN) of the building, structure or lot to which or upon which the sign is to be placed;
- (3) Complete and detailed plans showing the position of the sign or other advertising structure in relation to nearby buildings, structures and streets or highways, and to the nearest property lines;
- (4) Two complete and detailed blueprints or ink drawings of the plans, including elevations, distances, size and details, and specifications and method of construction and attachment to the building or to the ground. The plans shall fully and clearly represent the proposed sign and the construction;
- (5) A copy of the stress sheets and calculations may be required by the Inspector, on larger signs, showing that the structure is designed for dead load and wind pressure in any direction in the amount required by this chapter and any other applicable law;
- (6) The name of the person or company erecting the structure, if not the applicant, or the name of the person on whose property the structure is to be located, if not the applicant;
- (7) The written consent of the owner of the property, if not the applicant;
- (8) A statement as to whether the sign will be illuminated or not;
- (9) A statement as to whether any electric lights on the sign will be "moving" or blinking;
- (10) A statement as to whether the sign will be single-faced, double-faced or multi-faced;
- (11) A statement as to whether or not the copy on the sign will be changeable;
- (12) A statement as to whether or not the copy on the sign will relate only to the business or activity conducted on the premises on which the sign is to be located; and
- (13) A statement as to whether the sign would have any dynamic display and if so, the specifics in area and style of the dynamic display.

(Prior Code, § 1008.04) (Ord. 679, passed 05-29-2001; Ord. 816, passed 01-22-2009; Ord. 844, passed 05-20-2010)

#### **§ 161.022 PERMIT FEES; WAIVER.**

(A) *Fee.* The application for a permit shall be accompanied by the required permit fee. The permit fee shall be per the city's approved fee schedule.

(B) *Waiver.* Temporary sign permit fees shall be waived for civic or religious organizations.

(Prior Code, § 1008.05) (Ord. 679, passed 05-29-2001; Ord. 769, passed 05-08-2006; Ord. 816, passed 01-22-2009; Ord. 847, passed 10-21-2010)

#### **§ 161.023 ISSUANCE OF PERMIT; REVIEW PROCESS AND CONDITIONS.**

(A) *Review process.* The City Administrator or his or her designee shall approve or deny the sign permit application in an expedited manner from the receipt of the completed application, including all plans, specifications and applicable fees. The city will notify all applicants in writing if the city denies the sign application. The notification shall include the reasons the city denied the proposed sign.

(B) *Variances.* In the event an application is made for a sign which does not conform to the requirements of this chapter, the city will deny the application or the applicant shall either modify the application or apply to the city for a variance according to the provisions established in §§ 160.450 through 160.452, 160.465 through 160.470 and 160.485 through 160.487 of this chapter. No permit for a non-conforming sign shall be issued without evidence of an approved variance.

(Prior Code, § 1008.06) (Ord. 679, passed 05-29-2001; Ord. 816, passed 01-22-2009; Ord. 844, passed 05-20-2010)



## **§ 161.024 SIGN INSTALLER'S LICENSE.**

(A) *License required.* No person shall engage in the business of installing signs, nor shall be entitled to receive a permit to install a sign in connection with the business unless first licensed by the city to do so.

(B) *Application and fee.* A license may be granted by the Council upon written application to the City Administrator on such form as required by the City Administrator and accompanied by an annual license fee as established per the city's approved fee schedule.

(C) *Liability insurance.*

(1) Any person holding a license shall file with the City Administrator policies of public liability and property damage insurance which shall remain and be in force and effect during the entire term of the license and which shall contain a provision that they shall not be cancelled without ten days' written notice to the municipality.

(2) Public liability insurance should not be less than \$1,000,000 for injuries and property damage, including accidental death to any one person in an amount not less than \$500,000 on account of any one accident.

(D) *Expiration.* Licenses shall be issued on an annual basis, with the license year running from January 1 through the following December 31.

(E) *Revocation.* A license may be terminated and renewal thereof may be denied by the Council for violations of this chapter or other applicable ordinances.

(Prior Code, § 1008.07) (Ord. 679, passed 05-29-2001; Ord. 816, passed 01-22-2009; Ord. 844, passed 05-20-2010; Ord. 957, passed 05-28-2019)

## **CONDITIONS AND REGULATIONS**

### **§ 161.035 MAINTENANCE OF PREMISES.**

Premises on which ground signs are located shall be maintained free of weeds and debris, and where landscaping was part of the original sign permit, the landscaping shall be maintained in the manner provided in the permit.

(Prior Code, § 1008.01) (Ord. 679, passed 05-29-2001)

### **§ 161.036 SIGN MAINTENANCE, REPAIR, PERMITS AND INSPECTIONS.**

(A) *General.* All owners and property managers shall keep signs in good condition and repair and free from peeling paint, rust, damaged or rotted support, framework or other materials, broken or missing faces or missing letters. When any sign becomes insecure, in danger of falling, or is otherwise deemed unsafe or a nuisance by a city inspector, or if any sign shall have been unlawfully installed, erected or maintained in violation of any of the provisions of this chapter, the owner or firm using the sign shall, upon written notice by the city inspector, make the sign conform to the provisions of this chapter or shall remove the sign within ten days. If the sign owner, user or responsible party has not corrected the violation within ten days, the city inspector may remove or cause the sign to be removed at the expense of the owner or user of the sign.

(B) *Obsolete sign copy.* The owner or user of any property or sign that has any sign copy that no longer advertises or identifies a use conducted on the property on which the sign is located must cover or remove the sign copy within 30 days after written notification from the city inspector. The city considers such a sign to be a nuisance sign.

(C) *Paint.* The owner or user of any structure from which he or she has moved or removed a sign shall repair and/or paint the structure with colors and materials to match the existing background.

(D) *Sign permit not required.* Activities considered to be normal maintenance and repair shall not require a sign or building permit from the city. The activities shall include replacing or repairing lamps, ballasts, transformers, trim, sign fasteners, nuts or washers; painting the pole or supports of free-standing signs; and painting the cabinet of the free-standing signs or building signs.

(E) *Sign permit required.* For any sign that initially required a permit, the city requires a permit for all of the following additional activities (the city does not consider such activities as normal maintenance):

(1) Refacing a sign, except for the text on a manual changeable message sign;

(2) Removing the sign for the repair of the cabinet or any part thereof;

(3) Changes made to a sign's size, illumination or electrical service, including, but not limited to, height, width, weight, area, adding or removing illumination; and

(4) Changes to poles, structural supports, bases or shrouds, footings or anchor bolts, moving the sign to a new location, or replacement of the interior or exterior cabinet frame, except the sign face.

(F) *Building permit.* The city also will require a building permit for signs or sign repair that involves the construction of, or changes to, a sign, a sign structure, billboards and/or electrical connections. All signs using electricity shall be subject to the state's current Electrical Code. The contractor shall bury or conceal all electrical wiring for the signs.

(G) *Inspection authority.* All signs are subject to inspection by the Building Official or his or her designee, who the city

authorizes to enter any property or premises to determine if the provisions of this chapter are being met. The inspector or city staff person shall make such an entrance or inspection during regular business hours, unless there is an emergency.

(H) *Signs in disrepair.* The Building Official or his or her designee may order the removal of any sign that the owner or the responsible party is not maintaining according to the provisions of this chapter. Upon failure to meet the requirements of a correction notice in the specified time in such an order, the City Council may declare the sign to be a public nuisance, may have it removed and impounded and assess the cost of the removal to the sign owner or to the property owner.

(I) *Impoundment of signs on public property or within public right-of-way.* The City Administrator or his or her designee may, at any time and without notice, remove and impound signs that have been installed on public property, within a public right-of-way, or within a public easement that are in violation of this chapter. The sign owner or his or her agent may retrieve an impounded sign subject to the following rules:

(1) Any impounded sign may be retrieved from the impound area within five business days of the impoundment or the City Administrator or his or her designee may dispose of it. The impound area can be located by contacting City Hall. Any cost incurred by the city for disposal of an impounded sign may be assessed to the sign owner or the sign owner's agent.

(2) The city shall have no obligation to notify a property owner or sign owner or his or her agent that it has impounded a sign.

(3) The city shall not be held liable for any damage to an impounded sign.

(Prior Code, § 1008.081) (Ord. 679, passed 05-29-2001; Ord. 816, passed 01-22-2009; Ord. 847, passed 10-21-2010)

### **§ 161.037 GENERAL LOCATION, DESIGN AND CONSTRUCTION STANDARDS.**

(A) *General standards.* Every sign shall conform to the standards of this chapter whether or not a permit is required, and nothing contained herein shall be construed as modifying or repealing any of the provisions of this code relating to zoning. No sign shall be so located as to obscure or tend to obscure any existing sign. The following additional requirements are to be followed and met.

(1) Each sign shall be securely built, constructed and erected on the building or ground. Temporary signs shall be so designed that they are not readily overturned.

(2) No sign structure shall be attached or placed upon any building in such a manner as to obstruct any fire escape or any window or door nor shall any sign structure be attached to a fire escape.

(3) The illumination of any sign located near a residential district shall be defused or indirect and located so as not to direct light on residences.

(4) No swinging sign shall hereafter be erected or hung on or attached to any building within the city, and every such sign so erected, hung or attached prior to the effective date hereof which is deemed unsafe by the Building Inspector shall be immediately removed by the owner thereof or changed to conform with the requirements of this chapter when so ordered by the Building Inspector.

(5) Where portions of a sign are subject to a different classification, each portion shall meet the requirements of its classification.

(6) All illuminated signs shall have a shielded light source. The city does not permit signs that have light sources directly visible to pedestrians or to the operators of motor vehicles.

(7) No sign shall display matter that has been deemed obscene by a court of competent jurisdiction.

(8) No sign shall have moving sections or intermittent, blinking or flashing lights, except for government signs and signs with dynamic displays as allowed in § 161.038 of this chapter.

(9) Each sign shall be used and maintained only in the manner permitted and subject to the conditions imposed at the time the permit therefor was granted.

(10) Clearance of signs from conductors: the minimum clearance of any sign from unprotected electrical conductors (whether poles or other installations) shall not be less than 36 inches for conductors carrying not over 600 volts and 48 inches for conductors carrying more than 600 volts.

(11) Signs along freeways: except as otherwise provided in this chapter and subject to state and federal laws, signs located on property adjacent to any freeway within the municipality (including Interstate Highway 35W and U.S. Highway 10) shall be business signs advertising businesses being conducted on the premises on which the signs are located. No changeable copy signs shall be located to face any freeway or be visible from the freeway. The provisions of this division (A) (11) and chapter, however, shall not be construed to render illegal or non-conforming any signs that are legally located along any such freeway at the effective date herein.

(B) *Signs allowed by district.* The following table represents the allowable signage and area requirements (in square feet) by zoning district:

Sign Type	R-1	R-2	R-3	R-4	R-5	B-1	B-2	B-3	B-4	Li	CRP	PUD
Billboards	No	No	No	No	No	No	No	No	No	No	No	No
Construction***	8	8	8	8	8	32	32	32	32	32	32	32



Directional***	No	No	4	4	4	4	4	8	8	8	8	8
Drive-thru menu board***	No	No	No	No	No	No	No	(2) 36' primary + 15' secondary	(2) 36' primary + 15' secondary	No	No	0
Ground***	No	No	32	32	32	100	200	200	200	200	100	*
Home occupation	1	1	No	No	1	No	No	No	No	No	No	No
Identification***	2	2	2	2	2	4	4	8	8	8	4	*
Incidental	1	1	1	1	1	1	1	1	1	1	1	1
Non-commercial***	6	6	6	9	9	9	9	9	9	9	9	9
Projection	No	No	No	No	No	100	8	24	24	24	No	*
Real estate***	10	10	32	32	10	32	32	32	32	64	32	32
Temporary	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Wall	No	No	64	64	64	100	100	100	100	100	100	*
Window	No	No	No	No	No	Yes	Yes	Yes	Yes	No	No	*

**NOTES TO TABLE:**

\* Signage requirements within a PUD shall be as allowed by the PUD Narrative document. If no such document exists, signage shall be as permitted for a B-3 zoning district.

\*\* Directional signs may be allowed within rights-of-way upon written approval of the city, the appropriate governmental agency having jurisdiction over the roadway (if not the City) and the owner of the property directly abutting the sign.

\*\*\* For free-standing signs, maximum sign area is measured per side, maximum of two sides.

(C) *Ground sign height, by district.* The following table represents the maximum height allowed for ground signs in each zoning district.

R-1	R-2	R-3	R-4	R-5	B-1	B-2	B-3	B-4	I-1	CRP	PUD
(1)	(1)	8	8	8	16	16(3)	16(3)	16	16(3)	16(3)	(2) (3)

**NOTES TO TABLE:**

(1) No ground sign, other than home occupation, real estate, incidental and temporary signs shall be allowed in these districts.

(2) Signage requirements within a PUD shall be as indicated by the PUD Narrative document. If no such document exists, signage shall be as allowed for a B-3 Zoning District.

(3) Maximum billboard sign height in some locations is 45 feet. Refer to § 161.038(F) of this chapter.

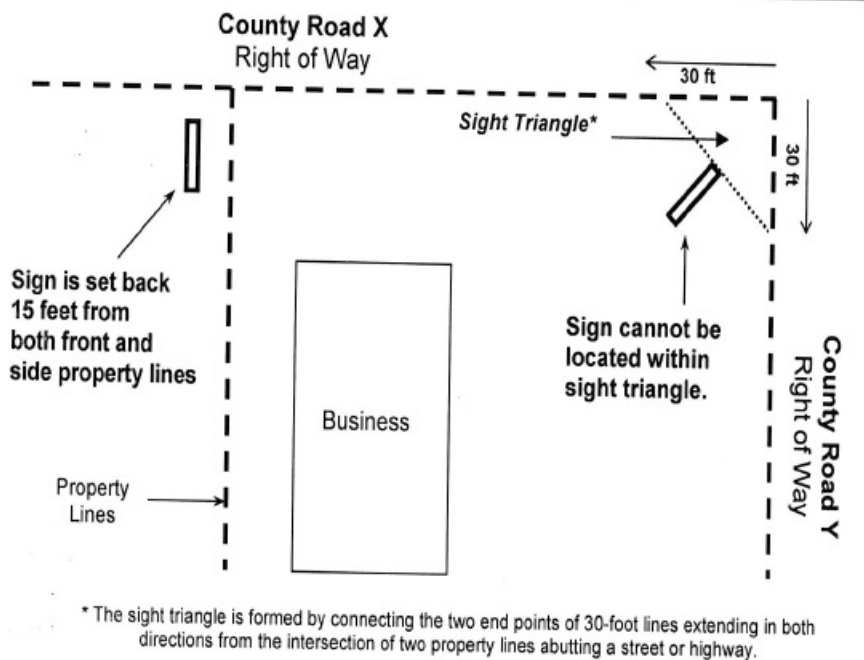
(Prior Code, § 1008.09) (Ord. 644, passed 12-13-1999; Ord. 679, passed 05-29-2001; Ord. 769, passed 05-08-2006; Ord. 816, passed 01-22-2009; Ord. 829, passed 09-03-2009; Ord. 847, passed 10-21-2010; Ord. 884, passed 12-09-2013; Ord. 988, passed 03-28-2022)

## § 161.038 SPECIFIC SIGN TYPE STANDARDS AND REQUIREMENTS.

(A) *Ground signs.* The following standards shall be maintained for all ground signs, excluding incidental, temporary, home occupation, identification and real estate signs.

(1) No part of a ground sign shall be nearer than three feet to any building unless the sign is placed parallel to the side of the building.

(2) No part of a ground sign shall be nearer than 15 feet to any perimeter lot line, nor located within a 30-foot sight triangle on any property abutting two intersecting street rights-of-way. However, ground signs on properties that front County Road 10 may have a five-foot setback from the lot line adjacent to County Road 10, and a ten-foot sight triangle. (Refer to the graphic below.)



(3) The owner, lessee or occupant of the land on which the ground sign is located and the owner of the sign shall keep the property on which the sign is located free of long grass, weeds or other rank growth, rubbish or debris.

(4) All parts of ground signs shall be designed for wind pressure of not less than 30 pounds per square foot, and ground signs of wood construction shall have all members which extend into the ground protected from decay by treatment with a preservative approved by the Building Inspector.

(5) No permit shall be granted for the location of any ground sign having a sign area of more than 40 square feet within 100 feet of any single-family residence.

(6) Notwithstanding the provisions of division (F) below, no more than one pole or pylon sign shall be allowed per lot. However, the ground sign area allowance may be divided between one pole or pylon sign and a monument sign or between multiple monument signs, subject to the requirements herein; provided that, one or more of the following conditions are applicable:

- (a) The lot abuts multiple street rights-of-way, in which case a sign may be located along each frontage;
  - (b) There are multiple curb cuts or driveways accessing the property, in which case a sign may be located near each access point or driveway; provided, the signs are separated by no less than 200 feet;
  - (c) The width of the lot, as measured along its longest street frontage, exceeds 250 feet, in which case multiple signs may be located along the long frontage; provided, the signs are separated by no less than 200 feet; and
  - (d) The property or properties are within an approved planned unit development (PUD).
- (7) Ground signs must include masonry construction materials such as stone, brick or stucco.

(B) *Wall signs.* The following standards shall be maintained for all wall signs.

- (1) No wall sign shall have a projection over a private sidewalk or an established building line of more than 12 inches.
- (2) The wall sign area allowances as indicated in §161.035(B) of this chapter for B-2, B-3, B-4 and I-1 Zoning Districts are per building occupant.
- (3) The wall sign area allowances as indicated in §161.035(B) of this chapter for the R-3, R-4, PF and CRP Zoning Districts are per building.
- (4) In the B-1 Zoning District, the area allowance, as indicated in §161.035(B) of this chapter, reflects the combined area for all wall, ground and projection signage on that lot.

(C) *Projection signs.* The following standards shall be maintained for all projection signs.

- (1) All portions of projection signs shall be designed for a wind pressure of not less than 30 pounds per square foot.
- (2) Such signs shall not project over public street right-of-way but may project over private sidewalks. No such sign shall be less than 12 feet above the level of the sidewalk; except that, the signs which do not exceed four square feet and which do not project more than two feet over the sidewalk may be eight feet or more above the sidewalk. No projection sign shall project more than eight feet over any private sidewalk.

(3) There shall be no more than two feet of space between the inner edge of any such sign and the face of the wall from which it projects, nor shall the outer edge of the sign be more than eight feet from the face of the wall.

(4) The building or structure from which any such sign projects and all attachments or fastenings must be so constructed as to safely resist the dead load and the wind load added by the attached sign.

(5) All such signs shall be of non-combustible materials or of not less than one-hour fire-resistive construction.

(6) Such signs shall be securely fixed in place and shall not be able to swing or sway.

(D) *Temporary signs.* All temporary signs shall comply with the provisions of this chapter. The following general and specific standards shall be observed for all types of temporary and portable signs.

(1) *General provisions.*

(a) Except as provided herein, no temporary sign shall be located on any property in the city without first obtaining a permit from the city. If the city determines to approve a permit for any such temporary sign it may impose conditions upon the granting thereof, and it shall be unlawful to locate or maintain any such sign for a longer period or in a different manner than that specified in the permit. No permit for a temporary sign shall be issued if prohibited by other provisions of this code.

(b) Temporary signs shall not be hung or installed to cover, either partially or completely, any door, window or opening required for ventilation.

(c) No temporary sign for which a permit is required shall be located on any property in the city for more than 21 days at one time or for more than four 21-day periods in any calendar year. A fifth temporary sign permit is allowed for a banner only. Permit periods may run consecutively without interruption if so approved. Except as provided in division (D)(7) of this chapter, only one temporary sign shall be allowed on a property at a time.

(d) The city prohibits temporary signs with blinking, flashing or fluttering lights or with dynamic displays.

(2) *Banners.*

(a) Banners shall be strongly constructed and shall be securely attached to their supports. They shall be repaired or removed (including all framework and supports) as soon as damaged or torn and immediately upon expiration of the permit.

(b) Banners shall not exceed 120 square feet or 20% of the surface area of the building face or front upon which the banner is attached, whichever is less.

(3) *Changeable copy signs.*

(a) Portable and temporary changeable copy signs shall not exceed 48 square feet on each side and the entirety of the sign copy shall be maintained within the 48 square foot area.

(b) No part of such sign shall extend into or encroach onto public right-of-way.

(c) The sign shall not obscure motorist or pedestrian vision and shall not block or otherwise interfere with a public or private sidewalk or trailway.

(d) The sign may be lighted provided the lighting is not a nuisance to motorists or to adjoining properties. Flashing lights, strobe lights or lights which could be confused for that of an emergency vehicle shall be prohibited.

(4) *Inflatable signs.*

(a) Inflatable signs and devices shall be securely tethered and attached to the ground.

(b) The city prohibits the installation or placement of inflatable signs and devices or balloons on building roofs.

(c) Balloons less than two feet in diameter are excluded from the permit provisions of this section.

(d) No Mylar or metallic balloons shall be permitted to be displayed or flown outside.

(5) *Grand openings and other events.* Subject to all other requirements of this chapter, a permit may be issued for a grand opening or other special event that would utilize a combination of temporary signs at any one principal location. No more than one special event permit shall be allowed per business in a calendar year.

(E) *Window signs.* In the interest of public safety, the city requires that commercial or retail businesses operating in the B-1, B-2, B-3 or B-4 Zoning Districts meet the following regulations and requirements governing signs placed upon window interiors.

(1) No business shall obscure more than 50% of any window section or pane.

(2) The window signage shall not obscure or block from view that area of a window or door between four feet and seven feet from the interior floor level, unless the area does not offer any visibility to interior public space.

(3) Window signs as allowed herein shall be exempt from any permit requirements.

(F) *Billboards.* A new or renewed interim use permit shall not be issued for any new or currently existing billboard within the city.

(1) *Interim use permit.* Any IUP issued for an interim use billboard shall automatically expire no later than 07-01-2037 or earlier if so indicated in the resolution approving the IUP.

(2) *Maximum sign area.* The maximum gross surface display area of the sign cannot exceed 700 square feet per side except that any rectangular billboard may contain temporary extensions, cutouts, or top lettering which occupy a total area not in excess of 25% of the area of the basic billboard and form an integral part of the design thereof. No such temporary extension, cut out or top lettering may project more than six feet from the top, 18 inches from either side or 15 inches from the bottom of the basic rectangular advertising message. The area of an extension, cutout or top lettering shall be deemed to be the area of the smallest rectangle into which the extension, cutout or top lettering will fit.

(3) *Orientation of sign faces.* Billboards may have no more than two sign faces. Sign faces must be back-to-back with sign faces parallel or angled. All billboards with their faces back-to-back and parallel shall have no greater distance than eight feet between the faces. All billboards with faces at an angle shall have no greater angle than 35 degrees.

(4) *Maximum sign height.* The maximum allowable height of billboards shall be 45 feet, except for billboards located on County Road 10 or on Interstate 35W between County Road H2 and County Road I, in which cases the height shall be limited to 35 feet. The height shall be measured from the grade at the base of the sign or from the surface of the roadway whichever is higher.

(5) *Obstruction.* No billboard may be located in such a manner as to obscure or otherwise interfere with the effectiveness of an official traffic sign, signal or device, or obstruct or interfere with a driver's view of approaching, merging or intersecting traffic.

(6) *Dynamic displays.* All billboards with dynamic displays shall meet all the requirements of §161.038 of this chapter.

(G) *Home occupation signs.* In the R-1, R-2 and R-5 Residential Zoning Districts, a sign not to exceed one square foot is allowed to be displayed; provided, the sign is attached to the house or garage of the property on which the home occupation takes place.

(H) *Dynamic display signs.*

(1) The city allows non-commercial dynamic display signs wherever the city allows commercial dynamic display signs. The signs are subject to the same standards and total maximum allowances per site or building of each sign type specified in this chapter.

(2) Standards for all dynamic display signs.

(a) The messages, content and images on all such displays shall not flash or blink.

(b) No person or contractor shall install a dynamic display sign that because of its position, shape, movement or color, interferes with the proper functioning of a traffic sign, signal or that constitutes a traffic hazard.

(c) All dynamic display signs shall have ambient light monitors and shall, at all times, allow the monitors to automatically adjust the brightness level of the sign based on light conditions.

(d) The manufacturers, owners and operators of dynamic display signs must design and equip such signs with a fully functional monitoring off switch system that automatically shuts the sign off or will freeze the device or sign in one position; if a malfunction occurs. The signs and displays also must be equipped with a means to shut off or discontinue the display if it malfunctions. The sign owner or operator must stop or shut off the dynamic display within one hour or as soon as reasonably possible of the city notification that the sign is not meeting the standards of this chapter.

(e) Any dynamic display sign capable of accessing and utilizing State Amber Alert technology shall display such messages as they are made available by the state's Department of Public Safety or other responsible agency.

(f) All dynamic display signs shall meet the following brightness standards.

1. No sign shall be brighter than is necessary for clear and adequate visibility and no sign shall exceed 500 Nits (candelas per square meter) at night and 7,500 Nits (candelas per square meter) during the day.

2. No sign shall be of such intensity or brilliance as to impair the vision of a motor vehicle driver with average eyesight, nor shall such a sign interfere with the driver's operation of a motor vehicle in any way or manner.

3. No sign may be of such intensity or brilliance that it interferes with the effectiveness of an official traffic sign, device or signal.

4. The person owning or controlling a sign with a dynamic display shall adjust the sign to meet the brightness standards according to the city's instructions. The sign owner or operator shall adjust the sign within one hour or as soon as reasonably possible upon notice of non-compliance from the city.

5. All dynamic display signs installed after 12-31-2008 shall be equipped and operated with an ambient light monitor or a mechanism that automatically adjusts the brightness level of the sign in response to light conditions. These signs also shall be equipped with a means to turn off immediately the display or lighting if the sign malfunctions, and the sign owner or operator must turn off the sign or lighting within one hour or as soon as reasonably possible after the city notifies the owner or operator that the sign is not meeting the standards of this chapter.

6. Subsequent to 11-01-2011, no dynamic display sign shall have the capacity to operate in excess of 7,500 Nits

(candelas per square meter). The lamp wattage and luminance level in Nits (candelas per square meter) shall be provided at the time of permit application. Dynamic display sign permit applications must also include a certification from the owner or operator of the sign stating that the sign shall at all times be operated in accordance with city codes.

7. In addition to the brightness standards required above, dynamic display signs shall meet the city's lighting requirements as listed in § 160.031 of this code of ordinances.

(3) In addition to all other standards of this chapter, the city allows on-site dynamic display signs subject to the following additional conditions.

(a) Such signs may be located only in the Limited Business (B-2), Highway Business (B-3), Regional Business (B-4), Commercial Planned Unit Developments (PUDs), or (I-1) Industrial zoning districts.

(b) Notwithstanding division (H)(3)(a) above, the signs may be located on the sites of schools, churches, places of worship or other institutional land uses, subject to the following additional conditions:

1. City Council approval of a conditional use permit (CUP) as outlined in §§160.088 and 160.452 of this chapter; and

2. The signs shall not cause glare, disturbance or other problems to any residential properties or land uses.

(c) The owner or operator of a dynamic display sign shall control and display the primary or background images and messages on the sign so they maintain each display for a minimum of eight seconds.

(d) Dynamic display signage shall not exceed 50 square feet of the sign area.

(e) The signs may only display and advertise information about products, events, persons, institutions, activities, businesses, services or subjects that are located on the premises or on the site or only to provide public service or community service information.

(f) Such signs must meet all other city location and setback requirements.

(4) The city allows off-site dynamic display signs subject to division (F) above, the above-mentioned standards for all dynamic display signs, and the following operational standards and additional conditions.

(a) The images and messages displayed on the billboard must be static and each display must be maintained for a minimum of eight seconds. The transition from one static display to another must be instantaneous and without any special effects or videos.

(b) Only billboard faces located adjacent to Interstate 35W and more than 1,000 feet from any residentially zoned property in the city may be retrofit to a dynamic display, and only subsequent to a building permit issued by the city. One hundred percent of the sign face may be used for dynamic display.

(c) If city staff determines that a dynamic display sign is not being operated pursuant to this chapter due to its location or display capabilities, city staff can require the sign owner or operator to modify the sign after the city notifies the property owner or operator about the operational issues.

(Prior Code, § 1008.10) (Ord. 644, passed 12-13-1999; Ord. 656, passed 03-27-2000; Ord. 679, passed 05-29-2001; Ord. 708, passed 12-30-2002; Ord. 769, passed 05-08-2006; Ord. 801, passed 01-07-2008; Ord. 816, passed 01-22-2009; Ord. 829, passed 09-03-2009; Ord. 884, passed 12-09-2013; Ord. 864, passed 11-03-2011; Ord. 872, passed 06-07-2012; Ord. 887, passed 06-09-2014; Ord. 919, passed 06-27-2016; Ord. 957, passed 05-28-2019; Ord. 988, passed 03-28-2022)

## **§ 161.039 MISCELLANEOUS SIGNAGE REQUIREMENTS AND PROVISIONS.**

(A) *Signage allowances for specific land uses.* Public or semi-public recreational buildings and neighborhood and community centers; public and private education institutions limited to elementary, middle and senior high schools; religious institutions; nursing homes, senior assisted living facilities and commercial day care facilities; may be allowed the following signage:

(1) Wall signage not to exceed 100 square feet per principal building; and

(2) Ground signage not to exceed 100 square feet, subject to §161.038(A)(5) of this chapter.

(B) *Traffic-control related sign regulations.* Compliance with the following regulations relative to traffic control is required.

(1) No animated or moving sign shall be located or maintained within 50 feet of an intersection at which traffic semaphores are located.

(2) No sign shall be designed, located or maintained to obscure or conceal or cause confusion as to any traffic-control sign or device.

(3) No sign shall be located or maintained on or over any public street or highway right-of-way unless specifically permitted herein.

(4) There shall be no use of revolving beacons, zip flashers, flashing signs or similar devices that would distract automobile or motor vehicle traffic to constitute a safety hazard.

(5) The sign shall be located or maintained so as not to interfere with the ability of drivers or pedestrians to see any crossroad or crosswalk.

(C) *Area identification signs.* The City Council at its discretion may allow for the placement of an area identification sign to define a neighborhood, community, development, subdivision or multi-family complex and may require that:

(1) The applicant is a duly noted representative of the appropriate group or organization;

(2) The land upon which the sign is located has been dedicated for such a use by easement, plat or other legal and recordable instrument unless such sign would otherwise be permitted herein; and

(3) A maintenance agreement be recorded which among other things would provide for the long term responsibility, care and maintenance of such sign.

(D) *Off-site directional signs.* Off-site directional signs may be permitted within a public right-of-way subject to approval of the city, written approval of the appropriate governmental agency having jurisdiction over the roadway (if not the city) and the written approval of the owner of the property to which the sign may be adjacent, if applicable.

(Prior Code, § 1008.11) (Ord. 679, passed 05-29-2001; Ord. 816, passed 01-22-2009; Ord. 900, passed 05-26-2015)

#### **§ 161.040 PROHIBITED SIGNS.**

The following signs and sign types are prohibited in the city:

(A) Flashing signs;

(B) Signs, or lights attached to signs, which mimic or have an appearance similar to those on an emergency vehicle or a traffic-control light;

(C) Roof signs, unless integrally incorporated into the roof design, then the sign shall be considered a wall sign;

(D) Temporary or permanent signs posted within public rights-of-way, excluding directional signs and signs expressly allowed herein and by other governmental agencies;

(E) Vehicles used as signs: vehicles or trailers that display advertising and are parked in such a way as to attract public attention shall be prohibited, except for signs on vehicles or trailers which are magnetic, decals or permanently painted upon the surface of the vehicle without obscuring any vehicle window area. The sign shall not alter the profile or silhouette of the vehicle;

(F) Nuisance signs: any sign considered a nuisance as defined herein shall be prohibited. The property owner of the land upon which the sign is located or the owner of the sign shall act to remove the sign or bring the sign into compliance upon notification of the City Inspector;

(G) Signs that have blinking, flashing or fluttering lights;

(H) Billboards, except as otherwise provided in this chapter or Code; and

(I) Beacons and searchlights.

(Prior Code, § 1008.12) (Ord. 679, passed 05-29-2001; Ord. 769, passed 05-08-2006; Ord. 801, passed 01-07-2008; Ord. 816, passed 01-22-2009; Ord. 847, passed 10-21-2010)

#### **§ 161.041 NON-CONFORMING SIGNS.**

(A) It is the intent of the city with this chapter that non-conforming signs shall not be enlarged or expanded, nor should a person use this chapter as grounds for adding other signs or uses prohibited elsewhere in the same district. It is further the intent of the city with this chapter to permit legal non-conforming signs to remain if the signs are safe, maintained in good condition and if the signs have not been abandoned, moved or removed. Any sign, including a billboard, legally existing at the time of the passage of this chapter that does not conform to the provisions of this chapter shall be considered a legal non-conforming sign and may be continued including through repair, replacement of graphic panels, restoration, maintenance or improvement, but not including the moving, enlargement or expansion of the sign. **EXPANSION** shall be defined as any structural alteration, change or addition that is made outside of the original sign structure or design.

(B) Nothing in this chapter shall prevent the return or repair of a sign structure that has been declared unsafe by the Building Official to a safe condition.

(C) When any lawful non-conforming sign is discontinued for more than one year, or is changed to a conforming sign, any future sign or sign structure shall meet the provisions of this chapter.

(D) Any legal, non-conforming sign shall be removed and shall not be repaired, replaced, restored or rebuilt if it is damaged by fire or other similar peril to the extent of greater than 50% of its market value at the time of destruction and no sign permit or building permit (if applicable) has been applied for within 180 days of the date of destruction. The city's Building Official shall be responsible for making the determination whether a non-conforming sign has been destroyed greater than 50% of its market value at the time of destruction. In making this determination, the Building Official shall consider the market value of the entire sign at the time prior to the destruction and the replacement value of the existing sign. In the event a building permit is applied for within 180 days of the date of the damage or destruction and the sign did

not withstand damage greater than 50% of its market value at the time of destruction, the city may impose reasonable conditions upon the building permit in order to mitigate any newly created impact on adjacent properties.

(E) A lawful non-conforming sign shall not be changed to a similar non-conforming sign or to a more restrictive non-conforming sign.

(F) Sign regulation conformance. Should a sign owner, operator or contractor permanently move a non-conforming sign or a non-conforming sign structure for any reason for any distance, it shall thereafter conform to the regulations of this chapter and with the zoning district standards that it is in after the owner or contractor moves it.

(Prior Code, § 1008.13) (Ord. 679, passed 05-29-2001; Ord. 769, passed 05-08-2006; Ord. 816, passed 01-22-2009; Ord. 884, passed 12-09-2013)

#### **§ 161.999 PENALTY.**

Any person found violating any of the provisions of this chapter shall be guilty of a misdemeanor.

(Prior Code, § 1008.15) (Ord. 679, passed 05-29-2001)

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Item No: 8D  
Meeting Date: May 22, 2023  
Type of Business: CB  
Administrator Review: \_\_\_\_\_

## *City of Mounds View Staff Report*

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**To:** Honorable Mayor and City Council  
**From:** Don Peterson, Director of Public Works/Parks and Recreation  
**Item Title/Subject:** Resolution 9753, Accept the bid results for the 2023 Street Rehabilitation Project – Pleasant View Drive/Stinson Boulevard and select bid alternate for trail section

### **Background/Discussion:**

The City is in the process of rehabilitating streets that were not included in the 2007 Street Rehabilitation Plan.

The 2023 Street Project includes Pleasant View Drive from County Road H2 to County Road I. The West side of Pleasant View Drive, Stinson Boulevard, lays within the City of Fridley resulting in a joint street project.

### **Overview of Current Conditions:**

The Cities of Mounds View and Fridley have in place a JPA for pavement maintenance and reconstruction for Pleasant View Drive/Stinson Boulevard. Pleasant View Drive is approximately 2,383 feet in length and has B16 concrete curb and gutter with a bituminous pavement surface measuring 35- feet wide average. Pleasant View Drive was re-constructed in 1994 and serves residential properties.

Maintenance has included seal coating, pothole patching and skim coating as needed. The current pavement is in poor condition with significant surface patching, potholes, and moderate to high severity traverse cracking and pavement heaving.

### **Proposed Street Design Received:**

City Council received a proposed street design for the 2023 Street Rehabilitation Project at the December 5, 2022 Work Session.

### **Breakdown of Proposed Street Design:**

Pleasant View Drive – Current pavement sections are 8' Parking Lanes, 11' Drive Lanes for a total pavement width of 38'. Concrete curbing is in place. The proposed pavement section is for 10' drive lanes, with 8' width parking on the west section and a 2' foot reaction zone on the East section (currently there is 8' parking in place on both sides). The proposed pavement section includes replacing the concrete curb and gutter on the East side and spot replacement on the West side.

**Trail:**

A shared use trail has been proposed either as an 8' or 10' wide trail, placed directly behind the curb or with a 5' boulevard is proposed on the East side of Pleasant View Drive. The trail installation is in accordance with the approved 2008 and the 2040 Comprehensive Plans.

**Landscaping within the Right of Way (ROW):**

Several properties have landscaping in the ROW with one or two having significant landscaping placed within the ROW. Staff will work with these property owners regarding the extent of the removals that are required.

This project was advertised for bid on April 24, 2023 by the City of Fridley and bids were opened at 9:00 a.m. on May 16, 2023. The City of Fridley Engineering Staff reviewed and tabulated the bids. The project will be approved at the City of Fridley Council Meeting on May 22, 2023 with the recommendation that T. A. Schifsky & Sons of St. Paul, MN with a total base bid of \$1,542,764.93, as the lowest responsive and responsible bidder, to be awarded the contract

The following is the breakdown of the construction **costs** for the **City of Mounds View**:

Base Bid for Pleasant View Drive Rehabilitation	\$202,525.84
Bid Alternate #1 – 10' Trail Behind the curb	\$317,542.04
Bid Alternate #2 – 8' trail with 5' boulevard	\$344,932.31

**Strategic Plan Strategy/Goal:** Maintain and Plan for Infrastructure Improvements.

**Financial Impact:** No Financial Impact to 2023 Budget.

**Recommendation:**

Staff recommends the City Council adopt the attached resolution authorizing the City of Fridley to award a construction contract to T. A. Schifsky & Sons of St. Paul, MN in the amount \$1,542,764.93 for the 2023 Street Reconstruction Project of Pleasant View Drive. Staff also recommends that City Council approve either Bid Alternate #1 or Bid Alternate #2 for constructing a trail along Pleasant View Drive at a cost of \$\_\_\_\_\_. Staff further recommends the City Council approve a contingency of 10% or \$\_\_\_\_\_ for any unforeseen issues that arise during this construction project. Staff further recommends the City Council approve the proposal from the City of Fridley to perform Engineering and inspections of the project in the amount of \$\_\_\_\_\_. For a total project cost of \$\_\_\_\_\_ to be funded from 485-4470-7050-327.

Respectfully submitted,



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Don Peterson, Director of Public Works/Parks and Recreation

**RESOLUTION NO. 9753**

**CITY OF MOUNDS VIEW  
COUNTY OF RAMSEY  
STATE OF MINNESOTA**

**ACCEPT THE BID RESULTS FOR THE 2023 STREET REHABILITATION PROJECT –  
PLEASANT VIEW DRIVE/STINSON BOULEVARD AND SELECT BID ALTERNATE FOR  
TRAIL SECTION**

**WHEREAS**, the City of Mounds View is considering a joint 2023 Street Project- Pleasant View Drive/Stinson Boulevard with the City of Fridley; and

**WHEREAS**, Pleasant View Drive was last reconstructed in 1994 and is approximately 2,383 feet in length, and maintenance has included seal coating, pothole patching and skim coating as needed; and

**WHEREAS**, the Cities of Mounds View and Fridley have in place a JPA for pavement maintenance and reconstruction of the shared road; and

**WHEREAS**, Fridley Public Works provided the City of Mounds View with a proposed street design for the 2023 Street Rehabilitation Project; and

**WHEREAS**, the project was advertised for bid on April 24, 2023 with a bid opening date and time of 9:00 a.m. on May 16, 2023; and

**WHEREAS**, the City of Fridley Engineering Staff reviewed and tabulated the bids and is recommended that T. A. Schifsky & Sons of St. Paul, MN with a base bid of \$1,542,764.93 as the lowest responsive, responsible bidder to be awarded the contract; and

**WHEREAS**, the following is the breakdown of the construction costs for the City of Mounds View:

Base Bid for Pleasant View Drive Rehabilitation	\$202,525.84
Bid Alternate 1 – 10' Trail Behind the curb	\$317,542.04
Bid Alternate 2 – 8' trail with 5' boulevard	\$344,932.31

**NOW, THEREFORE BE IT RESOLVED** by the City Council of the City of Mounds View, Ramsey County, Minnesota as follows:

1. Accepts the bid proposal submitted by T. A. Schifsky & Sons with the base bid of \$1,542,764.93.

2. City hereby approves the Bid Alternate \_\_\_\_ for constructing a trail along Pleasant View Drive at a cost of \$\_\_\_\_\_.
3. The City Council also authorizes a contingency of 10% or \$\_\_\_\_\_ for any unforeseen issues that arise during this construction project the continued design of the shared use trail on Pleasant View Drive as proposed in the street design.
4. The City Council approves the proposal from the City of Fridley to perform Engineering and inspections of the project in the amount of \$\_\_\_\_\_.
5. The Mayor and City Administrator are hereby authorized and directed to execute all appropriate documents to effectuate the actions contemplated by this resolution.
6. The Mayor and City Administrator, Staff and consultants are hereby authorized and directed to take any and all additional steps and actions necessary or convenient in order to accomplish the intent of this Resolution.

Adopted this 22nd day of May, 2023

\_\_\_\_\_  
Gary Meehlhause, Acting Mayor

ATTEST:

\_\_\_\_\_  
Nyle Zikmund, City Administrator

(seal)



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## MEMORANDUM

**Date:** May 18, 2023  
**To:** Nyle Zikmund, City Administrator  
**From:** Scott J. Riggs, City Attorney  
**Re:** Mounds View Project Status Report

### CITY:

- MU125-11: Administration. General discussions with City staff regarding various City matters and various questions. Matters are presently pending.
- MU210-4: Charter Commission. Consult with City staff regarding proposed Charter language. Research regarding processes, etc. Attend Charter Commission meetings. Draft proposed Charter language, notices, resolutions, etc. Matter is presently pending.
- MU210-54: Code Updates/Revisions. Consult with City staff regarding matter. Review various documents and consult with City staff regarding same. Matter is presently pending.
- MU210-262: Greenwood Drive Infill Development. Various meetings and calls with City staff, Developer and Developer's attorney. Final offer letter and related documents will be transmitted to a property owner upon developer's approval of agreement. Follow-up regarding settlement negotiations and moving forward. Revise development agreement and forward to City staff. Draft letter to developer regarding matter. Attend meeting with staff and developer. Matter is presently pending.
- MU210-275: Water Treatment Plant Rehabilitation. This matter has been tendered to the League. Review MBI Contract and consult with City staff regarding same. Draft amendment to MBI Contract. Matter is presently pending.
- MU210-287: Enforcement Action: 2075/2081 Hillview Avenue. Consult with City staff. Property owner has issued eviction notices to the tenants and is trying to sell the properties. The 2075 property does not appear to be currently on the market. Pursuant to Redfin, the property located at 2081 has recently been sold to new owners. Matter is presently pending.
- MU210-293: Enforcement Action: 5691 Quincy Street. Review reports and correspondence regarding matter. Revise staff report and resolution and forward to City staff. Consult with City staff regarding need for tenants to vacate the premises. Matter is presently pending.

- MU210-304: Long Lake Cove (7700 Long Lake Road). Review documentation regarding project. Consult with City staff. Draft updated plat opinion and forward to City staff. Matter is presently pending.
- MU210-305: Stellmaker Addition. Review documentation regarding project. Consult with City staff. Update plat opinion. The Council has recently approved the preliminary and final plats. Review recent correspondence between the City, the applicants and the surveyor. Draft updated plat opinion and forward to City staff. Matter is presently pending.
- MU210-309: Enforcement Action: 5661 Quincy Street. Review reports and correspondence regarding matter. Revise staff report and resolution and forward to City staff. Consult with City staff. Matter is presently pending.
- MU210-310: Enforcement Action: 5671 Quincy Street. Review reports and correspondence regarding matter. Revise staff report and resolution and forward to City staff. Consult with City staff. Matter is presently pending.
- MU210-312: Licensing Matter: 2546 Mounds View Boulevard. Review reports and correspondence regarding matter. Consult with City staff. Matter is presently pending.
- MU210-313: Organized Collection. Legal research regarding matter. Consult with City staff regarding matter. Update staff report, notices of meetings and resolution, etc. and forward to City staff. Matter is presently pending.
- MU210-314: Pulte Homes Development. Consult with City staff regarding matter. Review property information regarding sale to the developer. Update notice of public hearing. Update staff report. Title work has been received and forwarded to City staff. Waiting for letter of intent to be delivered to City. Matter is presently pending.

**EDA:**

- MU205-13: General Matters. Review documentation for several upcoming projects. Matter is presenting pending.

SJR:jms