

Memorandum

TO: City Council
FROM: Stephanie Smith , City engineer
DATE: February 18, 2025
SUBJECT: Declare residential units and approve annual operation and maintenance charges for properties within the Snail Lake Improvement District
ITEM NUMBER: 8.o
SECTION: CONSENT AGENDA

REQUESTED MOTION

Motion #1: Approve resolution to allocate Snail Lake Improvement District units within the district boundary.

Motion #2: Adopt the attached ordinance 1050 establishing a fee schedule for the 2024 operation and maintenance costs associated with the augmentation of Snail Lake against the 78 residential units located within the Snail Lake Improvement District.

INTRODUCTION

The board and staff identified operation and maintenance costs for Snail Lake augmentation and invasive plant treatment in 2024. Council action is required to establish benefiting properties in the district, identify costs, and set rates for the recovery of 2024 operation and maintenance costs payable in 2025 on the quarterly utility bills.

DISCUSSION

On September 19, 2024, council approved a subdivision of the property at 580 Highway 96. This divided the property, into 8 single family residential lots with lake access, 1 outlot to be owned by an HOA consisting of 14 interior lots, and 1 outlot to remain undeveloped at this time. This property, and therefore the newly subdivided properties, are within the Snail Lake Improvement District.

Properties within the district are assigned a number of units. Each unit gets one vote at the annual meeting and is charged for SLID maintenance and operating fees per unit. The 580 Highway 96 property previously was allocated 4 units. After reviewing the approved subdivision the SLID board is recommending the units be re-allocated as a single unit for each lot or outlot adjacent to the lake. This will result in an overall 6-unit increase of the total from 72 units to 78 units as depicted on the attached map. [72 units - 4 units + 10 units = 78 units]

The SLID, Ramsey County, and the City of Shoreview have an agreement pertaining to the augmentation of Snail Lake. The district's primary purpose is to oversee the augmentation of lake levels, approve a budget, and propose amendments to the bylaws as necessary. Per the established agreement, the costs for operation and maintenance are shared between the landowners (45.4%), Ramsey County (13.8%), and the city (40.8%).

Actual expenses were lower than the budgeted amount for all items for a total cost of \$36,021.72 compared to the budgeted amount of \$67,256.00, as shown on the attached summary. The amount of rainfall was sufficient to keep the level of the lake above the start pump elevation. The contractual costs of \$22,985.25 include maintenance performed to remove sediment at the pump intake and reinforce the area with riprap to reduce future build-up.

Areas of the lake were treated for Eurasian milfoil, and invasive species. The city contributed \$2,500 from the city as part of the invasive aquatic plant management financial assistance policy for lakes with a developed public access. The remaining cost of \$16,353.85 is directly paid by the SLID property owners, outside of the cost share with the city and Ramsey county.

The resulting cost to the benefiting landowners within the SLID, for the 2024 operation and maintenance costs is \$30,565.00, and the cost share for Ramsey County and the City of Shoreview is \$4971.00 and \$14,696.86, respectively, based on the percentages stated above.

The 2024 operation and maintenance expenses were paid for by the city as they occur and totaled at the end of the year. The 2024 cost-share amounts are then determined and paid by Ramsey County and the SLID properties in 2025.

The proposed units located within the SLID are depicted on the map attached to this report. The total cost is divided equally among the 78 units and billed on a quarterly basis, which equates to at \$97.96 per quarter charge per unit. Proposed ordinance 1050 will establish this charge within the Shoreview fee schedule for inclusion on the quarterly billing.

RECOMMENDATION

It is recommended the city council approve the following motions:

Motion #1: Approve resolution to allocate Snail Lake Improvement District units within the district boundary.

Motion #2: Adopt the attached ordinance 1050 establishing a fee schedule for the 2024 operation and maintenance costs associated with the augmentation of Snail Lake against the 78 residential units located within the Snail Lake Improvement District.

ATTACHMENTS

[Resolution 25-11 Allocation of SLID units.pdf](#)

[2024 O&M Expense Summary.pdf](#)

[Ordinance 1050 SLID Fee Schedule.pdf](#)