



City Council Agenda

Monday, August 11, 2014

6:00 p.m.

City Council Chambers

(Times are Approximate – please note that items may be earlier or later than listed on the agenda)

- | | |
|-----------|---|
| 6:00 p.m. | 1. Roll Call
Voting & Seating Order: Willmus, Laliberte, Etten, McGehee, Roe |
| 6:02 p.m. | 2. Approve Agenda |
| 6:05 p.m. | 3. Public Comment |
| 6:10 p.m. | 4. Council Communications, Reports and Announcements |
| 6:15 p.m. | 5. Recognitions, Donations and Communications
a. New Police Officer Introduction to Roseville City Council |
| 6:20 p.m. | 6. Approve Minutes
a. Approve Minutes of July 21 Meeting |
| 6:25 p.m. | 7. Approve Consent Agenda
a. Approve Payments
b. Approve Business & Other Licenses & Permits
c. Approve General Purchases and Sale of Surplus Items in Excess of \$5000
d. Reject Irrigation Proposals and Authorize Re-Solicitation of Proposals
e. Adopt a Sign Retroreflectivity Policy
f. Approve Amendment to Purchase Agreement with Independent School District No. 621 to Extend Contingency Date
g. Set Public Hearing to Consider Approving a Small Brewer Off Sale Intoxicating Liquor License, an On Sale and Sunday Brewer's Taproom License and an Outside Sales and Consumption Endorsement for Blume Brauhaus, LLC (Bent Brewstillery) Located at 1744 Terrace Drive
h. Consider Approving IT Shared Service Agreement with the City of Spring Lake Park |

- i. Consider Approving IT Shared Service Agreement with the City of Fridley
- 6:35 p.m. **8. Consider Items Removed from Consent**
- 9. General Ordinances for Adoption**
- 10. Presentations**
- 11. Public Hearings**
- 6:45 p.m. a. Hearing to Solicit Public Comment on the 2015 Budget & Tax Levy
- 7:15 p.m. b. Hearing to Consider a Minor Subdivision of the Residential Property Into 2 parcels, and a Variance to City Code §1103.06 (Lot Standards) to Allow the Creation of a Parcel with Substandard Width and Area
- 12. Budget Items**
- 13. Business Items (Action Items)**
- 7:25 p.m. a. Consider Design Modification to the County Road B Pathway Project
- 7:45 p.m. b. Award Engineering Services Contract for the I-35W at Cleveland Ave Interchange Improvements
- 7:55 p.m. c. Request by the Community Development Department for a Text Amendment to the Commercial and Mixed Use Districts Section of the Zoning Ordinance, Specifically Table 1005-1 Regarding Residential, Civic, and Institutional Uses
- 8:20 p.m. d. Consider A Zoning Text Amendment to Section 1004.05A One- and Two-Family Design Standards of the Roseville Zoning Ordinance
- 8:30 p.m. e. Network Connectivity Options: Park Facilities and Water/Sewer Stations
- 9:00 p.m. f. Authorize a Joint Fiber Optic Installation Project
- 9:10 p.m. g. Establish a New Support Supervisor Position within the Information Technology Division
- 9:10 p.m. h. Establish an Additional Systems Engineer Position within the Information Technology Division
- 14. Business Items – Presentations/Discussions**
- 9:20 p.m. **15. City Manager Future Agenda Review**
- 9:25 p.m. **16. Councilmember Initiated Items for Future Meetings**
- 9:30 p.m. **17. Adjourn**

Some Upcoming Public Meetings.....

<i>Tues</i>	<i>Aug 12</i>		<i>Primary Election</i>
Wednesday	Aug 13	6:30 p.m.	Ethics Commission
Thursday	Aug 14	6:30 p.m.	Community Engagement Commission
Monday	Aug 18	6:00 p.m.	City Council Meeting
Tuesday	Aug 19	6:00 p.m.	Housing & Redevelopment Authority
Wednesday	Aug 20	6:30 p.m.	Human Rights Commission
Thursday	Aug 21	6:30 p.m.	Finance Commission
Monday	Aug 25	6:00 p.m.	City Council Meeting
Tuesday	Aug 26	6:30 p.m.	Public Works, Environment & Transportation Commission

All meetings at Roseville City Hall, 2660 Civic Center Drive, Roseville, MN unless otherwise noted.



MEMORANDUM

DATE: August 11, 2014

TO: City Manager Patrick Trudgeon

FROM: Chief Rick Mathwig

SUBJECT: New Police Officer Introduction to Roseville City Council

At the 8/11/2014, Roseville City Council Meeting, Chief Mathwig will give short introduction of the newest police officer of the Roseville Police Department: Officer Daniel Iverson

Officer Iverson was sworn in on August 6, 2014.

Date: August 11, 2014

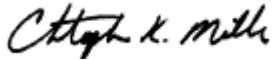
Item: 6.a

Approve Minutes of July 21
Council Meeting

REQUEST FOR COUNCIL ACTION

Date: 8/11/2014
Item No.: 7.a

Department Approval



City Manager Approval



Item Description: Approve Payments

BACKGROUND

State Statute requires the City Council to approve all payment of claims. The following summary of claims has been submitted to the City for payment.

Check Series #	Amount
ACH Payments	\$523,516.41
74444-74696	\$2,567,878.70
Total	3,091,395.11

A detailed report of the claims is attached. City Staff has reviewed the claims and considers them to be appropriate for the goods and services received.

POLICY OBJECTIVE

Under Mn State Statute, all claims are required to be paid within 35 days of receipt.

FINANCIAL IMPACTS

All expenditures listed above have been funded by the current budget, from donated monies, or from cash reserves.

STAFF RECOMMENDATION

Staff recommends approval of all payment of claims.

REQUESTED COUNCIL ACTION

Motion to approve the payment of claims as submitted

Prepared by: Chris Miller, Finance Director

Attachments: A: Checks for Approval

Accounts Payable

Checks for Approval

User: mary.jenson
Printed: 8/5/2014 - 12:15 PM

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	07/17/2014	Boulevard Landscaping	Operating Supplies	Bachmans Inc	Rose Hope for Humanity	1,155.26
0	07/30/2014	Boulevard Landscaping	Operating Supplies	Batteries Plus-CC	Batteries	47.94
74490	07/24/2014	Boulevard Landscaping	Operating Supplies	Central Landscape Supply	Garden Supplies	359.75
74490	07/24/2014	Boulevard Landscaping	Operating Supplies	Central Landscape Supply	Garden Supplies	11.90
74502	07/24/2014	Boulevard Landscaping	Operating Supplies	Gilbert Mechanical Contracting	Technician Labor	435.00
0	07/17/2014	Boulevard Landscaping	Operating Supplies	Menards-CC	Washers, Nuts, bolts, Aircraft Bit	77.99
74469	07/17/2014	Boulevard Landscaping	Operating Supplies	Specialized Environmental Tech, In	Soil	550.00
0	07/30/2014	Boulevard Landscaping	Operating Supplies	Sprinkler Warehouse-CC	Rain Valve Actuator	252.15
0	07/31/2014	Boulevard Landscaping	Operating Supplies	Suburban Ace Hardware-CC	Operating Supplies	75.45
74684	07/31/2014	Boulevard Landscaping	Operating Supplies	Trugreen L.P.	2014 Blanket PO For Right of Way W	166.00
74684	07/31/2014	Boulevard Landscaping	Operating Supplies	Trugreen L.P.	2014 Blanket PO For Right of Way W	106.00
74684	07/31/2014	Boulevard Landscaping	Operating Supplies	Trugreen L.P.	2014 Blanket PO For Right of Way W	93.00
74684	07/31/2014	Boulevard Landscaping	Operating Supplies	Trugreen L.P.	2014 Blanket PO For Right of Way W	73.00
74684	07/31/2014	Boulevard Landscaping	Operating Supplies	Trugreen L.P.	2014 Blanket PO For Right of Way W	138.00
74557	07/24/2014	Boulevard Landscaping	Operating Supplies	Twin City Lawncare & Landscape	Rose Plants Installation	720.00
0	07/30/2014	Boulevard Landscaping	Operating Supplies	Walgreens-CC	Disinfectant Supplies	18.91
Operating Supplies Total:						4,280.35
Fund Total:						4,280.35
0	07/22/2014	Charitable Gambling	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00002.07.2014 Federal Incc	6.89
Federal Income Tax Total:						6.89
0	07/22/2014	Charitable Gambling	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.07.2014 Medicare E	1.56
0	07/22/2014	Charitable Gambling	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.07.2014 FICA Empl	6.67
FICA Employee Ded. Total:						8.23
0	07/22/2014	Charitable Gambling	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.07.2014 FICA Empl	6.67

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	07/22/2014	Charitable Gambling	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.07.2014 Medicare E	1.56
					FICA Employers Share Total:	8.23
0	07/22/2014	Charitable Gambling	MN State Retirement	MSRS-Non Bank	PR Batch 00002.07.2014 Post Emplo	0.99
					MN State Retirement Total:	0.99
0	07/22/2014	Charitable Gambling	PERA Employee Ded	PERA-Non Bank	PR Batch 00002.07.2014 Pera Emplo	6.19
					PERA Employee Ded Total:	6.19
0	07/22/2014	Charitable Gambling	PERA Employer Share	PERA-Non Bank	PR Batch 00002.07.2014 Pera Emplo	6.19
0	07/22/2014	Charitable Gambling	PERA Employer Share	PERA-Non Bank	PR Batch 00002.07.2014 Pera additio	0.99
					PERA Employer Share Total:	7.18
74543	07/24/2014	Charitable Gambling	Professional Services - Bingo	Shidell & Mair	Midway Speedskating-May Bingo	2,211.30
74543	07/24/2014	Charitable Gambling	Professional Services - Bingo	Shidell & Mair	Roseville Youth Hockey-May Bingo	2,381.40
					Professional Services - Bingo Total:	4,592.70
0	07/22/2014	Charitable Gambling	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00002.07.2014 State Incom	4.11
					State Income Tax Total:	4.11
					Fund Total:	4,634.52
74565	07/24/2014	Community Development	Deposits	Weis Builders Inc.	Construction Deposit Refund	4,000.00
					Deposits Total:	4,000.00
0	07/24/2014	Community Development	Electrical Inspections	Tokle Inspections, Inc.	Electrical Inspections-June 2014	7,283.36
					Electrical Inspections Total:	7,283.36
0	07/22/2014	Community Development	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00002.07.2014 Federal Incc	3,849.27

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
Federal Income Tax Total:						3,849.27
0	07/22/2014	Community Development	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.07.2014 Medicare E	461.83
0	07/22/2014	Community Development	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.07.2014 FICA Empl	1,974.77
FICA Employee Ded. Total:						2,436.60
0	07/22/2014	Community Development	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.07.2014 FICA Empl	1,974.77
0	07/22/2014	Community Development	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.07.2014 Medicare E	461.83
FICA Employers Share Total:						2,436.60
74535	07/24/2014	Community Development	HSA Employee	Premier Bank	PR Batch 00002.07.2014 HSA Empl	50.00
HSA Employee Total:						50.00
0	07/24/2014	Community Development	ICMA Def Comp	ICMA Retirement Trust 457-30022'	PR Batch 00002.07.2014 ICMA Defe	435.00
ICMA Def Comp Total:						435.00
74544	07/24/2014	Community Development	Life Ins. Employee	Standard Insurance Company	Insurance Premiums-July 2014 Policy	227.69
Life Ins. Employee Total:						227.69
74544	07/24/2014	Community Development	Life Ins. Employer	Standard Insurance Company	Insurance Premiums-July 2014 Policy	88.90
Life Ins. Employer Total:						88.90
74544	07/24/2014	Community Development	Long Term Disability	Standard Insurance Company	Insurance Premiums-July 2014 Policy	169.34
Long Term Disability Total:						169.34
74530	07/24/2014	Community Development	Medical Ins Employee	NJPA	Health Insurance Premium for July 20	451.56
Medical Ins Employee Total:						451.56
74530	07/24/2014	Community Development	Medical Ins Employer	NJPA	Health Insurance Premium for July 20	3,891.09
Medical Ins Employer Total:						3,891.09

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	07/30/2014	Community Development	Memberships & Subscriptions	APA-CC	Planning Assoc. Membership Dues-B	525.00
0	07/17/2014	Community Development	Memberships & Subscriptions	Urban Land Institute- CC	Membership Dues	350.00
Memberships & Subscriptions Total:						875.00
0	07/22/2014	Community Development	MN State Retirement	MSRS-Non Bank	PR Batch 00002.07.2014 Post Emplo	291.97
MN State Retirement Total:						291.97
0	07/22/2014	Community Development	MNDCP Def Comp	Great West- Non Bank	PR Batch 00002.07.2014 MNDCP De	670.00
MNDCP Def Comp Total:						670.00
0	07/17/2014	Community Development	Office Supplies	Innovative Office Solutions	Code Enforcement Supplies	322.59
Office Supplies Total:						322.59
0	07/30/2014	Community Development	Operating Supplies	Amazon.com- CC	Pressure Points Reducer	42.75
0	07/31/2014	Community Development	Operating Supplies	Menards-CC	Earmuffs	14.99
0	07/31/2014	Community Development	Operating Supplies	Office Depot- CC	Office Supplies	54.06
0	07/31/2014	Community Development	Operating Supplies	Walgreens-CC	Earplugs	6.42
Operating Supplies Total:						118.22
0	07/22/2014	Community Development	PERA Employee Ded	PERA-Non Bank	PR Batch 00002.07.2014 Pera Emplo	1,954.50
PERA Employee Ded Total:						1,954.50
0	07/22/2014	Community Development	PERA Employer Share	PERA-Non Bank	PR Batch 00002.07.2014 Pera Emplo	1,954.50
0	07/22/2014	Community Development	PERA Employer Share	PERA-Non Bank	PR Batch 00002.07.2014 Pera additio	312.68
PERA Employer Share Total:						2,267.18
0	07/24/2014	Community Development	Professional Services	Erickson, Bell, Beckman & Quinn I	Legal Services	351.50
0	07/31/2014	Community Development	Professional Services	Bryan Lloyd	Variance Board Dinner Supplies Rein	64.21
74466	07/17/2014	Community Development	Professional Services	Ramsey County Recorder	BNJN, LLC & The Woof Room	138.00
74466	07/17/2014	Community Development	Professional Services	Ramsey County Recorder	Recording Services, various propertie	322.00
74545	07/24/2014	Community Development	Professional Services	Sheila Stowell	Planning Commission Meeting Minut	243.75
74545	07/24/2014	Community Development	Professional Services	Sheila Stowell	Mileage Reimbursement	4.87
0	07/17/2014	Community Development	Professional Services	Vroman Systems- CC	For Rental Registration and H&G Fai	24.98

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
Professional Services Total:						1,149.31
0	07/22/2014	Community Development	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00002.07.2014 State Incom	1,498.18
State Income Tax Total:						1,498.18
0	07/17/2014	Community Development	Training	Freight House-CC	Lunch Stillwater	18.57
Training Total:						18.57
Fund Total:						34,484.93
74577	07/31/2014	Contracted Engineering Svcs	Deposits	Artis US Holding, Inc.	Escrow Return-2305 Walnut Street	39,000.00
Deposits Total:						39,000.00
0	07/30/2014	Contracted Engineering Svcs	Erosion Control Permit	Mn Pollution Control-CC	Permit Fee	400.00
Erosion Control Permit Total:						400.00
0	07/22/2014	Contracted Engineering Svcs	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00002.07.2014 Federal Incc	518.43
Federal Income Tax Total:						518.43
0	07/22/2014	Contracted Engineering Svcs	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.07.2014 FICA Empl	204.96
0	07/22/2014	Contracted Engineering Svcs	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.07.2014 Medicare E	47.93
FICA Employee Ded. Total:						252.89
0	07/22/2014	Contracted Engineering Svcs	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.07.2014 FICA Empl	204.96
0	07/22/2014	Contracted Engineering Svcs	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.07.2014 Medicare E	47.93
FICA Employers Share Total:						252.89
74544	07/24/2014	Contracted Engineering Svcs	Life Ins. Employer	Standard Insurance Company	Insurance Premiums-July 2014 Policy	8.08
Life Ins. Employer Total:						8.08

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
74544	07/24/2014	Contracted Engineering Svcs	Long Term Disability	Standard Insurance Company	Insurance Premiums-July 2014 Policy	19.68
					Long Term Disability Total:	19.68
74530	07/24/2014	Contracted Engineering Svcs	Medical Ins Employer	NJPA	Health Insurance Premium for July 2014	365.19
					Medical Ins Employer Total:	365.19
0	07/22/2014	Contracted Engineering Svcs	MN State Retirement	MSRS-Non Bank	PR Batch 00002.07.2014 Post Emplo	32.68
					MN State Retirement Total:	32.68
0	07/22/2014	Contracted Engineering Svcs	PERA Employee Ded	PERA-Non Bank	PR Batch 00002.07.2014 Pera Emplo	204.25
					PERA Employee Ded Total:	204.25
0	07/22/2014	Contracted Engineering Svcs	PERA Employer Share	PERA-Non Bank	PR Batch 00002.07.2014 Pera Emplo	204.25
0	07/22/2014	Contracted Engineering Svcs	PERA Employer Share	PERA-Non Bank	PR Batch 00002.07.2014 Pera additio	32.68
					PERA Employer Share Total:	236.93
0	07/22/2014	Contracted Engineering Svcs	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00002.07.2014 State Incom	175.00
					State Income Tax Total:	175.00
					Fund Total:	41,466.02
0	07/31/2014	East Metro SWAT	Operating Supplies	Apco Intl-CC	FCC License	100.00
0	07/17/2014	East Metro SWAT	Operating Supplies	Fed Ex Kinko's-CC	Package Shipping	33.62
					Operating Supplies Total:	133.62
74457	07/17/2014	East Metro SWAT	Professional Services	League of MN Cities Ins Trust	SWAT Professional Services	1,642.00
					Professional Services Total:	1,642.00
					Fund Total:	1,775.62

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
74549	07/24/2014	Fire Vehicles Revolving	Fire Department Vehicles	Thane Hawkins Polar Chevrolet	2015 Chevrolet Suburban 1500 (VIN	40,534.40
Fire Department Vehicles Total:						40,534.40
Fund Total:						40,534.40
0	07/30/2014	General Fund	209001 - Use Tax Payable	1000 Bulbs.com-CC	Sales/Use Tax	-0.07
0	07/30/2014	General Fund	209001 - Use Tax Payable	American Blinds-CC	Sales/Use Tax	-0.37
0	07/30/2014	General Fund	209001 - Use Tax Payable	Hirshfields-CC	Sales/Use Tax	-0.09
74459	07/17/2014	General Fund	209001 - Use Tax Payable	Linn Building Maintenance	Use Tax Payable	-3.14
74459	07/17/2014	General Fund	209001 - Use Tax Payable	Linn Building Maintenance	Use Tax Payable	-0.13
0	07/24/2014	General Fund	209001 - Use Tax Payable	Xcel Energy	Sales/Use Tax	-7.37
0	07/24/2014	General Fund	209001 - Use Tax Payable	Xcel Energy	Sales/Use Tax	-0.34
209001 - Use Tax Payable Total:						-11.51
0	07/31/2014	General Fund	211402 - Flex Spending Health		Flexible Benefit Reimbursement	204.56
0	07/17/2014	General Fund	211402 - Flex Spending Health		Flex Reimbursement	565.99
0	07/17/2014	General Fund	211402 - Flex Spending Health		Flex Reimbursement	938.15
0	07/24/2014	General Fund	211402 - Flex Spending Health		Flexible Benefit Reimbursement	70.00
0	07/24/2014	General Fund	211402 - Flex Spending Health		Flexible Benefit Reimbursement	50.00
211402 - Flex Spending Health Total:						1,828.70
0	07/24/2014	General Fund	211403 - Flex Spend Day Care		Dependent Care Reimbursement	300.00
0	07/24/2014	General Fund	211403 - Flex Spend Day Care		Dependent Care Reimbursement	384.62
0	07/17/2014	General Fund	211403 - Flex Spend Day Care		Dependent Care Spending Reimburse	140.00
0	07/31/2014	General Fund	211403 - Flex Spend Day Care		Dependent Care Reimbursement	314.00
0	07/24/2014	General Fund	211403 - Flex Spend Day Care		Dependent Care Reimbursement	192.31
0	07/24/2014	General Fund	211403 - Flex Spend Day Care		Dependent Care Reimbursement	2,884.65
211403 - Flex Spend Day Care Total:						4,215.58
74579	07/31/2014	General Fund	Clothing	Aspen Mills Inc.	Uniform Supplies	23.00
74579	07/31/2014	General Fund	Clothing	Aspen Mills Inc.	Uniform Supplies	95.35
74579	07/31/2014	General Fund	Clothing	Aspen Mills Inc.	Uniform Supplies	36.50
74594	07/31/2014	General Fund	Clothing	Cintas Corporation #470	Uniform Cleaning	30.00
74594	07/31/2014	General Fund	Clothing	Cintas Corporation #470	Uniform Cleaning	30.00
74594	07/31/2014	General Fund	Clothing	Cintas Corporation #470	Uniform Cleaning	30.00
74594	07/31/2014	General Fund	Clothing	Cintas Corporation #470	Uniform Cleaning	30.00
74594	07/31/2014	General Fund	Clothing	Cintas Corporation #470	Uniform Cleaning	30.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
74508	07/24/2014	General Fund	Clothing	Keeprs Inc	Uniform Supplies	845.00
74473	07/17/2014	General Fund	Clothing	Uniforms Unlimited, Inc.	Badge Shield	403.50
74558	07/24/2014	General Fund	Clothing	Uniforms Unlimited, Inc.	Uniform Supplies	841.95
74558	07/24/2014	General Fund	Clothing	Uniforms Unlimited, Inc.	Uniform Supplies	337.78
74558	07/24/2014	General Fund	Clothing	Uniforms Unlimited, Inc.	Uniform Supplies	127.96
74558	07/24/2014	General Fund	Clothing	Uniforms Unlimited, Inc.	Uniform Supplies	1,648.16
74558	07/24/2014	General Fund	Clothing	Uniforms Unlimited, Inc.	Uniform Supplies	738.00
74558	07/24/2014	General Fund	Clothing	Uniforms Unlimited, Inc.	Uniform Supplies	1,073.00
Clothing Total:						6,320.20
0	07/31/2014	General Fund	Conferences	American Public Works -CC	APWA Registration	785.35
0	07/30/2014	General Fund	Conferences	Craguns Lodge - CC	Conference Lodging	150.00
0	07/17/2014	General Fund	Conferences	Hyatt-CC	Overnight Conference Parking	85.00
0	07/17/2014	General Fund	Conferences	MPLS Parking-CC	Conference Parking	9.00
0	07/17/2014	General Fund	Conferences	Parking Ramp-CC	GFOA Conference Parking	30.00
Conferences Total:						1,059.35
74496	07/24/2014	General Fund	Contract Maint. - City Hall	Davis Lock & Safe Inc	Keys, Key Rings	51.20
74496	07/24/2014	General Fund	Contract Maint. - City Hall	Davis Lock & Safe Inc	Keys, Key Rings	43.49
0	07/30/2014	General Fund	Contract Maint. - City Hall	Nitti Sanitation-CC	Regular Service	153.00
0	07/24/2014	General Fund	Contract Maint. - City Hall	Pro-Tec Design, Inc.	Keypad Repair	172.32
74554	07/24/2014	General Fund	Contract Maint. - City Hall	Trugreen L.P.	Grounds Maintenance/Weed Control (	68.00
74554	07/24/2014	General Fund	Contract Maint. - City Hall	Trugreen L.P.	Grounds Maintenance/Weed Control (	101.00
Contract Maint. - City Hall Total:						589.01
74459	07/17/2014	General Fund	Contract Maint. - City Garage	Linn Building Maintenance	Public Works	899.77
0	07/30/2014	General Fund	Contract Maint. - City Garage	Nitti Sanitation-CC	Regular Service	224.40
Contract Maint. - City Garage Total:						1,124.17
0	07/31/2014	General Fund	Contract Maintenance	A & L Superior-CC	Maintenance	130.00
0	07/31/2014	General Fund	Contract Maintenance	A & L Superior-CC	Maintenance	130.00
74479	07/24/2014	General Fund	Contract Maintenance	AAA Striping Service Co	2014 Centerline Painting	4,217.00
74479	07/24/2014	General Fund	Contract Maintenance	AAA Striping Service Co	2014 Centerline Painting	2,698.52
0	07/31/2014	General Fund	Contract Maintenance	Adam's Pest Control Inc	Boxelder Bug Treatment	200.00
74495	07/24/2014	General Fund	Contract Maintenance	Comcast	Cable TV	97.96
74459	07/17/2014	General Fund	Contract Maintenance	Linn Building Maintenance	Fire Station I	552.84
0	07/30/2014	General Fund	Contract Maintenance	Nitti Sanitation-CC	Regular Service	112.20
74560	07/24/2014	General Fund	Contract Maintenance	Upper Cut Tree Service	Blanket PO for Tree Removal	262.50

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
74688	07/31/2014	General Fund	Contract Maintenance	Upper Cut Tree Service	Blanket PO for Tree Removal	1,449.50
Contract Maintenance Total:						9,850.52
0	07/30/2014	General Fund	Contract Maintenance Vehicles	City Auto Glass-CC	Windshield Replacement	268.09
0	07/24/2014	General Fund	Contract Maintenance Vehicles	Davis Equipment Corp	Injector Repair	638.00
0	07/24/2014	General Fund	Contract Maintenance Vehicles	Davis Equipment Corp	Engine Repair	804.57
0	07/17/2014	General Fund	Contract Maintenance Vehicles	MacQueen Equipment	Maintenance	3,918.72
0	07/24/2014	General Fund	Contract Maintenance Vehicles	Mister Car Wash	Vehicle Washes	60.98
0	07/17/2014	General Fund	Contract Maintenance Vehicles	North Metro Auto Glass-CC	Windshield Acoustic Interlayer	322.88
74541	07/24/2014	General Fund	Contract Maintenance Vehicles	Roseville Chrysler Jeep Dodge	2014 Blanket PO for Vehicle Repairs	1,493.15
74541	07/24/2014	General Fund	Contract Maintenance Vehicles	Roseville Chrysler Jeep Dodge	2014 Blanket PO for Vehicle Repairs	662.88
74541	07/24/2014	General Fund	Contract Maintenance Vehicles	Roseville Chrysler Jeep Dodge	2014 Blanket PO for Vehicle Repairs	68.95
74541	07/24/2014	General Fund	Contract Maintenance Vehicles	Roseville Chrysler Jeep Dodge	2014 Blanket PO for Vehicle Repairs	351.08
74546	07/24/2014	General Fund	Contract Maintenance Vehicles	Suburban Auto Body, Inc.	Vehicle Repair	2,537.95
Contract Maintenance Vehicles Total:						11,127.25
74516	07/24/2014	General Fund	Contract Maintenance	LPD Electric, Inc.	Lumec Pole & Light Installation	5,579.32
74516	07/24/2014	General Fund	Contract Maintenance	LPD Electric, Inc.	Lumec Pole & Light Installation	3,235.95
74641	07/31/2014	General Fund	Contract Maintenance	LPD Electric, Inc.	Bucket Truck, Traffic Control Truck &	430.00
Contract Maintenance Total:						9,245.27
74602	07/31/2014	General Fund	Contractual Maintenance	Data 911	Qty 20: MDS Warranty Renewal - 1 Y	5,862.00
Contractual Maintenance Total:						5,862.00
0	07/31/2014	General Fund	Donations	Superamerica- CC	Bag of Ice	4.99
0	07/31/2014	General Fund	Donations	Target- CC	Ice Cream	63.45
0	07/31/2014	General Fund	Donations	Walmart-CC	Bag of Ice	3.77
Donations Total:						72.21
0	07/31/2014	General Fund	Employee Recognition	Hisdahl Inc-CC	Employee Recognition	80.34
Employee Recognition Total:						80.34
74530	07/24/2014	General Fund	Employer Insurance	NJPA	Health Insurance Premium for July 20	885.57
74530	07/24/2014	General Fund	Employer Insurance	NJPA	Health Insurance Premium for July 20	905.57

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
Employer Insurance Total:						1,791.14
0	07/22/2014	General Fund	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00002.07.2014 Federal Incc	32,492.93
Federal Income Tax Total:						32,492.93
0	07/22/2014	General Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.07.2014 FICA Empl	7,497.12
0	07/22/2014	General Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.07.2014 Medicare E	4,155.57
FICA Employee Ded. Total:						11,652.69
0	07/22/2014	General Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.07.2014 FICA Empl	7,497.12
0	07/22/2014	General Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.07.2014 Medicare E	4,155.57
FICA Employers Share Total:						11,652.69
74575	07/31/2014	General Fund	First Responder Training	Allina Health System, Inc.	Medical Directorship	328.13
First Responder Training Total:						328.13
74535	07/24/2014	General Fund	HSA Employee	Premier Bank	PR Batch 00002.07.2014 HSA Empl	2,306.12
HSA Employee Total:						2,306.12
0	07/24/2014	General Fund	ICMA Def Comp	ICMA Retirement Trust 457-30022'	PR Batch 00002.07.2014 ICMA Defe	2,941.88
ICMA Def Comp Total:						2,941.88
74544	07/24/2014	General Fund	Life Ins. Employee	Standard Insurance Company	Insurance Premiums-July 2014 Policy	1,603.13
Life Ins. Employee Total:						1,603.13
74544	07/24/2014	General Fund	Life Ins. Employer	Standard Insurance Company	Insurance Premiums-July 2014 Policy	717.76
Life Ins. Employer Total:						717.76
74544	07/24/2014	General Fund	Long Term Disability	Standard Insurance Company	Insurance Premiums-July 2014 Policy	1,358.79
Long Term Disability Total:						1,358.79

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
74530	07/24/2014	General Fund	Medical Ins Employee	NJPA	Health Insurance Premium for July 20	5,711.41
74530	07/24/2014	General Fund	Medical Ins Employee	NJPA	Health Insurance Premium for July 20	6,349.84
Medical Ins Employee Total:						12,061.25
74530	07/24/2014	General Fund	Medical Ins Employer	NJPA	Health Insurance Premium for July 20	41,095.63
Medical Ins Employer Total:						41,095.63
0	07/30/2014	General Fund	Memberships & Subscriptions	APWA-CC	Annual Membership Dues-Schwartz	1,095.00
0	07/30/2014	General Fund	Memberships & Subscriptions	Hands On Twin Cities-CC	Affiliation Fee	300.00
74642	07/31/2014	General Fund	Memberships & Subscriptions	MAAPT	Membership Dues	45.00
0	07/30/2014	General Fund	Memberships & Subscriptions	MN Volunteer Assoc-CC	Membership Dues-O'Brien	72.00
0	07/17/2014	General Fund	Memberships & Subscriptions	Urban Land Institute- CC	Membership Dues	100.00
Memberships & Subscriptions Total:						1,612.00
0	07/24/2014	General Fund	Minnesota Benefit Ded	MN Benefit Association	PR Batch 00002.07.2014 Minnesota I	556.95
Minnesota Benefit Ded Total:						556.95
0	07/30/2014	General Fund	Miscellaneous	Digbys-CC	Lunch Meeting with Councilmember	17.74
0	07/30/2014	General Fund	Miscellaneous	Green Mill- CC	Lunch Meeting with Mayor Roe-Trud	17.18
74568	07/24/2014	General Fund	Miscellaneous	Internal Revenue Service	2013 Annual Form 720-PCORI Fee	648.00
0	07/31/2014	General Fund	Miscellaneous	Keys Cafe & Bakery-CC	Breakfast Meeting with Mayor Roe	9.34
0	07/31/2014	General Fund	Miscellaneous	Mavericks-CC	Lunch with Council Members	11.56
Miscellaneous Total:						703.82
0	07/22/2014	General Fund	MN State Retirement	MSRS-Non Bank	PR Batch 00002.07.2014 Post Emplo	2,825.60
MN State Retirement Total:						2,825.60
0	07/22/2014	General Fund	MNDCP Def Comp	Great West- Non Bank	PR Batch 00002.07.2014 MNDCP De	7,180.05
MNDCP Def Comp Total:						7,180.05
0	07/30/2014	General Fund	Motor Fuel	B-Dale -CC	Fuel	5.40
0	07/24/2014	General Fund	Motor Fuel	Mansfield Oil Company	2014 Blanket PO for Fuel (2014 State	11,778.80
0	07/24/2014	General Fund	Motor Fuel	Mansfield Oil Company	2014 Blanket PO for Fuel (2014 State	11,788.59
0	07/24/2014	General Fund	Motor Fuel	Mansfield Oil Company	2014 Blanket PO for Fuel (2014 State	12,409.89

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	07/24/2014	General Fund	Motor Fuel	Mansfield Oil Company	2014 Blanket PO for Fuel (2014 State	11,785.64
Motor Fuel Total:						47,768.32
74596	07/31/2014	General Fund	Non Business Licenses - Pawn	City of Minneapolis Receivables	Pawn Transaction Fees	1,704.60
Non Business Licenses - Pawn Total:						1,704.60
74505	07/24/2014	General Fund	Office Supplies	Impressive Print	Business Cards	245.00
0	07/17/2014	General Fund	Office Supplies	Innovative Office Solutions	Finance Supplies	19.32
0	07/17/2014	General Fund	Office Supplies	Innovative Office Solutions	Police Admin Supplies	255.87
0	07/17/2014	General Fund	Office Supplies	Innovative Office Solutions	Engineering Supplies	82.40
0	07/17/2014	General Fund	Office Supplies	S & S Worldwide-CC	Office Supplies	50.31
0	07/17/2014	General Fund	Office Supplies	S & T Office Products-CC	Office Supplies	47.30
0	07/30/2014	General Fund	Office Supplies	S & T Office Products-CC	Office Supplies	92.05
0	07/31/2014	General Fund	Office Supplies	S & T Office Products-CC	Office Supplies	59.99
0	07/17/2014	General Fund	Office Supplies	Zerbee-CC	Office Supplies	8.36
0	07/30/2014	General Fund	Office Supplies	Zerbee-CC	Office Supplies	3.49
Office Supplies Total:						864.09
0	07/30/2014	General Fund	Op Supplies - City Hall	1000 Bulbs.com-CC	Light Bulbs	66.17
0	07/30/2014	General Fund	Op Supplies - City Hall	American Blinds-CC	Blinds	376.32
0	07/24/2014	General Fund	Op Supplies - City Hall	Grainger Inc	Batteries	134.83
0	07/30/2014	General Fund	Op Supplies - City Hall	Hirshfields-CC	Paint Supplies	88.04
0	07/30/2014	General Fund	Op Supplies - City Hall	Sherwin Williams - CC	Paint Supplies	65.50
74683	07/31/2014	General Fund	Op Supplies - City Hall	Trio Supply Company	Restroom Supplies	419.27
74683	07/31/2014	General Fund	Op Supplies - City Hall	Trio Supply Company	Restroom Supplies	194.60
74683	07/31/2014	General Fund	Op Supplies - City Hall	Trio Supply Company	Restroom Supplies	142.28
Op Supplies - City Hall Total:						1,487.01
0	07/30/2014	General Fund	Operating Supplies	A & L Superior-CC	Nursery Supplies	244.25
74480	07/24/2014	General Fund	Operating Supplies	ACS Advanced Coating Systems	Paint Salt Spreader	750.00
0	07/30/2014	General Fund	Operating Supplies	Advantage Sign-CC	Reflective Film	120.65
74573	07/31/2014	General Fund	Operating Supplies	Alert All Corp.	Stickers, Pencils, Fun Books	2,070.00
0	07/17/2014	General Fund	Operating Supplies	Amazon.com- CC	Display Port	3.60
0	07/30/2014	General Fund	Operating Supplies	Amazon.com- CC	Emotional Survivial for Law Enforce	71.82
0	07/24/2014	General Fund	Operating Supplies	ARAMARK Services	Coffee Supplies	264.49
0	07/31/2014	General Fund	Operating Supplies	AW Direct-CC	Patrol Operations	100.63
0	07/17/2014	General Fund	Operating Supplies	Bass Pro-CC	Marker Buoy's	23.93
74582	07/31/2014	General Fund	Operating Supplies	Batteries Plus Bulbs	AAA Batteries	77.76

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	07/31/2014	General Fund	Operating Supplies	Batteries Plus-CC	Alkaline C Batteries, Bulk	146.88
0	07/31/2014	General Fund	Operating Supplies	Best Buy- CC	Backpack-Impact car case	79.99
0	07/31/2014	General Fund	Operating Supplies	Best Buy- CC	Camera	369.98
0	07/31/2014	General Fund	Operating Supplies	Brueggers Bagels- CC	Admin Operations	64.21
0	07/17/2014	General Fund	Operating Supplies	Byerly's- CC	Sheet Cake	62.99
0	07/30/2014	General Fund	Operating Supplies	Byerly's- CC	Finance Commission Supplies	120.31
0	07/31/2014	General Fund	Operating Supplies	Byerly's- CC	Admin Operations	24.28
0	07/31/2014	General Fund	Operating Supplies	Byerly's- CC	Admin Operations	14.57
0	07/31/2014	General Fund	Operating Supplies	Caribou Coffee- CC	Admin Operations	12.84
0	07/31/2014	General Fund	Operating Supplies	Caribou Coffee- CC	Admin Operations	12.84
0	07/31/2014	General Fund	Operating Supplies	Chianti Grill-CC	Admin Operations	65.97
0	07/30/2014	General Fund	Operating Supplies	Cub Foods- CC	Finance Commission Expenses	11.96
0	07/31/2014	General Fund	Operating Supplies	Diamond Vogel Paints-CC	Paint	405.00
0	07/30/2014	General Fund	Operating Supplies	Donut Hut-CC	Meeting Supplies	26.93
74497	07/24/2014	General Fund	Operating Supplies	Earl F. Andersen, Inc.	Traffic Cones	326.25
74498	07/24/2014	General Fund	Operating Supplies	Emergency Response Solutions, LL	Wall Mount Hose Dryer	1,689.00
0	07/31/2014	General Fund	Operating Supplies	EMS Insider-CC	Operations	99.00
0	07/24/2014	General Fund	Operating Supplies	Fastenal Company Inc.	Vehicle Repairs	50.81
0	07/17/2014	General Fund	Operating Supplies	Fed Ex Kinko's-CC	Package Shipping	7.49
0	07/30/2014	General Fund	Operating Supplies	Fed Ex Kinko's-CC	Radar Repair Shipping	32.30
0	07/31/2014	General Fund	Operating Supplies	Global Industrial-CC	Roadside Message Board	349.16
0	07/24/2014	General Fund	Operating Supplies	Grainger Inc	Drill	33.26
0	07/31/2014	General Fund	Operating Supplies	Green Mill- CC	Admin Operations	70.10
0	07/31/2014	General Fund	Operating Supplies	Home Depot- CC	Investigations Operations	17.86
74635	07/31/2014	General Fund	Operating Supplies	Impressive Print	Victim Information Cards	345.00
74507	07/24/2014	General Fund	Operating Supplies	Interstate All Battery Center	Batteries	22.00
0	07/31/2014	General Fund	Operating Supplies	J Aurthur's Coffee-CC	Administration Operations	19.28
0	07/31/2014	General Fund	Operating Supplies	Jaguar Land Rover-CC	Car Key	65.00
0	07/24/2014	General Fund	Operating Supplies	Jefferson Fire & Safety, Inc.	Fireade	570.00
0	07/30/2014	General Fund	Operating Supplies	Joe's Sporting Goods-CC	Rope, Anchors	102.81
0	07/30/2014	General Fund	Operating Supplies	Keepsr-CC	Hex Tool	25.00
0	07/17/2014	General Fund	Operating Supplies	Menards-CC	Batteries, Tape	54.65
0	07/17/2014	General Fund	Operating Supplies	Menards-CC	Wedge Anchors	12.03
0	07/17/2014	General Fund	Operating Supplies	Menards-CC	Studs	153.30
0	07/30/2014	General Fund	Operating Supplies	Menards-CC	Treated Wood	8.54
74524	07/24/2014	General Fund	Operating Supplies	MN Board Peace Ofc Stds & Trng	POST Fee-Iverson	90.00
74526	07/24/2014	General Fund	Operating Supplies	MN Sex Crimes Inv. Assoc.	MN/SCIA Fall Conference Registrati	390.00
0	07/31/2014	General Fund	Operating Supplies	Panera Bread-CC	Admin Operations	63.14
0	07/31/2014	General Fund	Operating Supplies	PayPal-CC	Patrol Operations	69.75
0	07/31/2014	General Fund	Operating Supplies	PayPal-CC	Patrol Operations	69.99
0	07/31/2014	General Fund	Operating Supplies	Peavey Corporation - CC	Drug Tests	180.00
74536	07/24/2014	General Fund	Operating Supplies	Rainbow Party Arts	Family Night Out Vendor	440.00
74540	07/24/2014	General Fund	Operating Supplies	RCM Specialties, Inc.	Emulsion	644.49
74540	07/24/2014	General Fund	Operating Supplies	RCM Specialties, Inc.	Emulsion	719.82

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	07/30/2014	General Fund	Operating Supplies	S & T Office Products-CC	Coffee Supplies	8.84
0	07/31/2014	General Fund	Operating Supplies	S & T Office Products-CC	Coffee Return	-39.89
0	07/31/2014	General Fund	Operating Supplies	Sherwin Williams - CC	Paint	40.15
0	07/17/2014	General Fund	Operating Supplies	Suburban Ace Hardware-CC	Cleaning Supplies	27.46
0	07/17/2014	General Fund	Operating Supplies	Suburban Ace Hardware-CC	Connectors	13.99
0	07/17/2014	General Fund	Operating Supplies	Suburban Ace Hardware-CC	Chalk	1.39
0	07/17/2014	General Fund	Operating Supplies	Suburban Ace Hardware-CC	Putty Knife	11.79
0	07/17/2014	General Fund	Operating Supplies	Suburban Ace Hardware-CC	Spray Paint	20.97
0	07/30/2014	General Fund	Operating Supplies	Suburban Ace Hardware-CC	Hand Held Sprayer	12.84
0	07/30/2014	General Fund	Operating Supplies	Suburban Ace Hardware-CC	Station Supplies	106.04
0	07/31/2014	General Fund	Operating Supplies	Suburban Ace Hardware-CC	Operating Supplies	203.09
0	07/31/2014	General Fund	Operating Supplies	Suburban Ace Hardware-CC	Operating Supplies	26.84
0	07/31/2014	General Fund	Operating Supplies	Suburban Ace Hardware-CC	Padlock	11.99
0	07/30/2014	General Fund	Operating Supplies	Target- CC	Finance Commission Meeting Supplie	15.76
0	07/30/2014	General Fund	Operating Supplies	Target- CC	Station Supplies	56.94
0	07/31/2014	General Fund	Operating Supplies	Target- CC	Serving tray	55.66
0	07/30/2014	General Fund	Operating Supplies	Things Remembered-CC		19.00
0	07/17/2014	General Fund	Operating Supplies	Uline-CC	CD's, DVD's	307.44
74558	07/24/2014	General Fund	Operating Supplies	Uniforms Unlimited, Inc.	Uniform Supplies	33.98
0	07/31/2014	General Fund	Operating Supplies	UPS Store- CC	Packaging and Shipping	23.62
0	07/30/2014	General Fund	Operating Supplies	USPS-CC	Priority Mail	18.80
74564	07/24/2014	General Fund	Operating Supplies	Walton's Hollow	Family Night Out Vendor	1,286.00
0	07/31/2014	General Fund	Operating Supplies	Warners Stellian-CC	Operating Supplies	219.15
0	07/17/2014	General Fund	Operating Supplies	Zerbee-CC	Flash Drive	59.24
0	07/30/2014	General Fund	Operating Supplies	Zerbee-CC	Coffee Supplies	80.41
0	07/30/2014	General Fund	Operating Supplies	Zerbee-CC	Coffee Supplies	265.19
0	07/30/2014	General Fund	Operating Supplies	Zerbee-CC	Coffee Supplies	106.35
0	07/31/2014	General Fund	Operating Supplies	Zerbee-CC	Office Coffee	91.02
Operating Supplies Total:						14,949.97
0	07/22/2014	General Fund	PERA Employee Ded	PERA-Non Bank	PR Batch 00002.07.2014 Pera Emplo	23,678.10
PERA Employee Ded Total:						23,678.10
0	07/22/2014	General Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00002.07.2014 Pera additio	984.63
0	07/22/2014	General Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00002.07.2014 Pera Emplo	32,406.26
PERA Employer Share Total:						33,390.89
0	07/24/2014	General Fund	PERA Life Ins. Ded.	NCPERS Life Ins#7258500	PR Batch 00002.07.2014 PERA Life	32.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
PERA Life Ins. Ded. Total:						32.00
0	07/17/2014	General Fund	Police Explorer Program	Mn Law Enforcement-CC	Conference Fees	353.00
Police Explorer Program Total:						353.00
74558	07/24/2014	General Fund	Police Reserve Program	Uniforms Unlimited, Inc.	Uniform Supplies	74.25
Police Reserve Program Total:						74.25
74505	07/24/2014	General Fund	Printing	Impressive Print	Envelopes	272.00
Printing Total:						272.00
74487	07/24/2014	General Fund	Professional Services	BCA-Apprehension	CJDN Operation Unit	840.00
0	07/17/2014	General Fund	Professional Services	Byerly's- CC	HRC Race Dialogue Supplies	74.17
0	07/24/2014	General Fund	Professional Services	Erickson, Bell, Beckman & Quinn I	Legal Services	15,107.00
0	07/24/2014	General Fund	Professional Services	Frontier Precision, Inc	Trimble Software Maintenance Exten	530.00
0	07/30/2014	General Fund	Professional Services	GFOA- CC	CAFR Documentation	435.00
74512	07/24/2014	General Fund	Professional Services	Language Line Services	Interpreter Service	51.26
74514	07/24/2014	General Fund	Professional Services	Laser Technology, Inc.	Radar Repair	513.00
74515	07/24/2014	General Fund	Professional Services	LexisNexis Risk Data Mgmt, Inc.	People Searches	102.35
74459	07/17/2014	General Fund	Professional Services	Linn Building Maintenance	City Hall	3,188.60
74518	07/24/2014	General Fund	Professional Services	Martin McAllister, Inc.	Public Safety Assessment	900.00
74545	07/24/2014	General Fund	Professional Services	Sheila Stowell	City Council Meeting Minutes	350.00
74545	07/24/2014	General Fund	Professional Services	Sheila Stowell	Mileage Reimbursement	4.87
74545	07/24/2014	General Fund	Professional Services	Sheila Stowell	City Council Meeting Minutes	343.75
74545	07/24/2014	General Fund	Professional Services	Sheila Stowell	Mileage Reimbursement	4.87
74678	07/31/2014	General Fund	Professional Services	Sheila Stowell	City Council Meeting Minutes	462.50
74678	07/31/2014	General Fund	Professional Services	Sheila Stowell	Mileage Reimbursement	4.87
0	07/17/2014	General Fund	Professional Services	Target- CC	HRC Race Dialogue Supplies	33.96
74550	07/24/2014	General Fund	Professional Services	Time Saver Off Site Secretarial	Finance Commission Meeting Minute	208.50
74552	07/24/2014	General Fund	Professional Services	Tracker Software, Corp	PubWorks Annual Support And Maint	4,022.00
74556	07/24/2014	General Fund	Professional Services	Twin Cities Transport & Recove	Forfeiture	85.00
Professional Services Total:						27,261.70
0	07/22/2014	General Fund	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00002.07.2014 State Incom	13,163.75
State Income Tax Total:						13,163.75

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	07/30/2014	General Fund	Telephone	Sprint- CC	Cell Phones	56.92
0	07/30/2014	General Fund	Telephone	Sprint- CC	Cell Phones	109.15
0	07/30/2014	General Fund	Telephone	Sprint- CC	Cell Phones	78.51
Telephone Total:						244.58
0	07/31/2014	General Fund	Training	371 Diner-CC	Patrol Training	14.57
0	07/31/2014	General Fund	Training	Arrowwood Resort-CC	Patrol Training	252.76
0	07/30/2014	General Fund	Training	Atom Training-CC	Law Enforcement Training	125.00
0	07/31/2014	General Fund	Training	Boulder Tap House-CC	Patrol Training	15.80
0	07/31/2014	General Fund	Training	Channing Bete Co- CC	Heartsaver First Aid CPR AED DVD	163.50
0	07/30/2014	General Fund	Training	Chipotle- CC	Use Of Force Supplies	68.40
0	07/30/2014	General Fund	Training	Chipotle- CC	Use Of Force Supplies	89.93
0	07/24/2014	General Fund	Training	City of St. Paul	SWAT Operator Firearms Training	99.00
0	07/17/2014	General Fund	Training	Cossetta-CC	Use of Force Training Lunch	43.75
0	07/17/2014	General Fund	Training	Cub Foods- CC	Training Supplies	91.14
0	07/31/2014	General Fund	Training	Jason Gehrman	Training Expenses Reimbursement	42.34
0	07/31/2014	General Fund	Training	Ivens on the Bay-CC	Patrol Training	16.30
0	07/31/2014	General Fund	Training	JM Speedstop-CC	Patrol Training	47.72
0	07/17/2014	General Fund	Training	Joe's Sporting Goods-CC	Gun Cleaning Supplies	56.73
0	07/30/2014	General Fund	Training	Metro State-CC	Mental Illness Training	150.00
0	07/31/2014	General Fund	Training	MNSCU-CC	Healthcare Provider Course Card	150.00
0	07/17/2014	General Fund	Training	Streicher's	Training	2,122.75
0	07/30/2014	General Fund	Training	Streicher's-CC	Ammunition	560.00
0	07/30/2014	General Fund	Training	Superamerica- CC	Use of Force Supplies	26.50
0	07/31/2014	General Fund	Training	Superamerica- CC	Patrol Training	56.61
0	07/31/2014	General Fund	Training	The Lodge Bar and Grill-CC	Patrol Training	26.04
0	07/31/2014	General Fund	Training	The Lodge Bar and Grill-CC	Patrol Training	13.42
Training Total:						4,232.26
74525	07/24/2014	General Fund	Unemployment Insurance	Mn Dept of Employment & Econ D	Unemployment Benefits-Acct Numbe	592.62
Unemployment Insurance Total:						592.62
0	07/24/2014	General Fund	Utilities	Collins Electrical Construction Co.	New LED Lamps Installation	12,385.00
0	07/24/2014	General Fund	Utilities	Xcel Energy	Civil Defense	56.88
0	07/24/2014	General Fund	Utilities	Xcel Energy	New Fire Station	2,114.04
0	07/24/2014	General Fund	Utilities	Xcel Energy	Street Lights	11,384.94
Utilities Total:						25,940.86

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	07/24/2014	General Fund	Utilities - City Garage	Xcel Energy	Garage/PW Garage	2,454.16
					Utilities - City Garage Total:	2,454.16
0	07/24/2014	General Fund	Utilities - City Hall	Xcel Energy	City Hall Building	7,508.03
					Utilities - City Hall Total:	7,508.03
0	07/24/2014	General Fund	Utilities - Old City Hall	Xcel Energy	Fire Stations	303.15
					Utilities - Old City Hall Total:	303.15
0	07/30/2014	General Fund	Vehicle Supplies	Amazing Machinery-CC	Gas Cap With Gauge	39.70
74445	07/17/2014	General Fund	Vehicle Supplies	Astleford International Trucks	2014 Blanket PO For Vehicle Repairs	151.31
74486	07/24/2014	General Fund	Vehicle Supplies	Bauer Built, Inc.	Grabbers	894.74
74492	07/24/2014	General Fund	Vehicle Supplies	Central Power Distributors Inc	Heavy Duty Blade	40.19
0	07/31/2014	General Fund	Vehicle Supplies	Cheetah Auto Supply-CC	Vehicle Supplies	11.06
0	07/24/2014	General Fund	Vehicle Supplies	Cushman Motor Co Inc	2014 Blanket PO For Vehicle Repairs	1,569.41
0	07/24/2014	General Fund	Vehicle Supplies	Cushman Motor Co Inc	2014 Blanket PO For Vehicle Repairs	162.95
74499	07/24/2014	General Fund	Vehicle Supplies	EMP	Pulse Oximeter	772.80
0	07/30/2014	General Fund	Vehicle Supplies	Etrailer.com-CC	Pintle Hook Combo	99.34
0	07/24/2014	General Fund	Vehicle Supplies	Factory Motor Parts, Co.	2014 Blanket PO for Vehicle Repairs	175.99
0	07/24/2014	General Fund	Vehicle Supplies	Factory Motor Parts, Co.	2014 Blanket PO for Vehicle Repairs	66.94
0	07/24/2014	General Fund	Vehicle Supplies	Factory Motor Parts, Co.	2014 Blanket PO for Vehicle Repairs	358.33
0	07/24/2014	General Fund	Vehicle Supplies	Factory Motor Parts, Co.	2014 Blanket PO for Vehicle Repairs	171.54
0	07/31/2014	General Fund	Vehicle Supplies	Factory Motor Parts, Co.	2014 Blanket PO for Vehicle Repairs	155.91
0	07/17/2014	General Fund	Vehicle Supplies	Fastenal Company Inc.	2014 Blanket PO For Vehicle Repairs	103.18
0	07/17/2014	General Fund	Vehicle Supplies	Fastenal Company Inc.	2014 Blanket PO For Vehicle Repairs	24.05
0	07/24/2014	General Fund	Vehicle Supplies	Fastenal Company Inc.	2014 Blanket PO For Vehicle Repairs	41.22
0	07/24/2014	General Fund	Vehicle Supplies	FleetPride Truck & Trailer Parts	2014 Blanket PO for Vehicle Repairs	441.17
0	07/31/2014	General Fund	Vehicle Supplies	FleetPride Truck & Trailer Parts	2014 Blanket PO for Vehicle Repairs	21.22
0	07/31/2014	General Fund	Vehicle Supplies	FleetPride Truck & Trailer Parts	2014 Blanket PO for Vehicle Repairs	118.67
0	07/24/2014	General Fund	Vehicle Supplies	Gopher Bearing (BDI Branch 78)	Belt	25.22
74513	07/24/2014	General Fund	Vehicle Supplies	Lano Equipment, Inc.	Oil Filters	51.10
0	07/24/2014	General Fund	Vehicle Supplies	Larson Companies	2014 Blanket PO for Vehicle Repairs	119.14
0	07/24/2014	General Fund	Vehicle Supplies	Larson Companies	2014 Blanket PO for Vehicle Repairs	228.18
0	07/24/2014	General Fund	Vehicle Supplies	MacQueen Equipment	2014 Blanket PO For Vehicle Repairs	39.79
74520	07/24/2014	General Fund	Vehicle Supplies	Matheson Tri-Gas, Inc	2014 Blanket PO For Vehicle Repairs	64.80
0	07/24/2014	General Fund	Vehicle Supplies	McMaster-Carr Supply Co	2014 Blanket PO For Vehicle Repairs	168.47
0	07/24/2014	General Fund	Vehicle Supplies	MES, Inc.	Battery	23.54
0	07/24/2014	General Fund	Vehicle Supplies	Napa Auto Parts	2014 Blanket PO For Vehicle Repairs	32.72
0	07/24/2014	General Fund	Vehicle Supplies	Napa Auto Parts	2014 Blanket PO For Vehicle Repairs	115.74
0	07/24/2014	General Fund	Vehicle Supplies	Napa Auto Parts	2014 Blanket PO For Vehicle Repairs	12.89

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	07/24/2014	General Fund	Vehicle Supplies	Napa Auto Parts	2014 Blanket PO For Vehicle Repairs	16.24
0	07/24/2014	General Fund	Vehicle Supplies	Napa Auto Parts	2014 Blanket PO For Vehicle Repairs	70.78
0	07/24/2014	General Fund	Vehicle Supplies	Napa Auto Parts	2014 Blanket PO For Vehicle Repairs	179.75
0	07/24/2014	General Fund	Vehicle Supplies	Napa Auto Parts	2014 Blanket PO For Vehicle Repairs	163.80
74531	07/24/2014	General Fund	Vehicle Supplies	Norm's Tire Sales, Inc.	Vehicle Supplies	149.00
0	07/17/2014	General Fund	Vehicle Supplies	PTS Tool Supply-CC	SPA Ratchet	95.00
0	07/30/2014	General Fund	Vehicle Supplies	PTS Tool Supply-CC	Vehicle Supplies	193.00
74539	07/24/2014	General Fund	Vehicle Supplies	RCM Equipment Company, LLC	Plastic Spacer	366.04
0	07/24/2014	General Fund	Vehicle Supplies	Rigid Hitch Incorporated	2014 Blanket PO For Vehicle Repairs	115.94
74541	07/24/2014	General Fund	Vehicle Supplies	Roseville Chrysler Jeep Dodge	2014 Blanket PO for Vehicle Repairs	51.08
74541	07/24/2014	General Fund	Vehicle Supplies	Roseville Chrysler Jeep Dodge	2014 Blanket PO for Vehicle Repairs	27.40
74541	07/24/2014	General Fund	Vehicle Supplies	Roseville Chrysler Jeep Dodge	2014 Blanket PO for Vehicle Repairs	41.80
74541	07/24/2014	General Fund	Vehicle Supplies	Roseville Chrysler Jeep Dodge	2014 Blanket PO for Vehicle Repairs	-189.60
74468	07/17/2014	General Fund	Vehicle Supplies	Scharber & Sons	Wiper Blade and Late Fees	206.91
74547	07/24/2014	General Fund	Vehicle Supplies	Suburban Tire Wholesale, Inc.	2014 Blanket PO for Vehicle Repairs	70.10
74547	07/24/2014	General Fund	Vehicle Supplies	Suburban Tire Wholesale, Inc.	2014 Blanket PO for Vehicle Repairs	132.80
74547	07/24/2014	General Fund	Vehicle Supplies	Suburban Tire Wholesale, Inc.	2014 Blanket PO for Vehicle Repairs	505.28
74553	07/24/2014	General Fund	Vehicle Supplies	Tri State Bobcat, Inc	2014 Blanket PO For Vehicle Repairs	256.11
0	07/17/2014	General Fund	Vehicle Supplies	Zarnoth Brush Works, Inc.	2014 Blanket PO For Vehicle Repairs	1,196.00
Vehicle Supplies Total:						9,948.74
0	07/17/2014	General Fund	Worksession Expenses	Zerbee-CC	Flash Drive	34.47
Worksession Expenses Total:						34.47
Fund Total:						400,502.20
74559	07/24/2014	General Fund Donations	K-9 Supplies	University of Minnesota-VMC	K9 Supplies	96.79
K-9 Supplies Total:						96.79
74485	07/24/2014	General Fund Donations	Supplies - Target Corp Grant	Norm Barnhart	Family Night Out Vendor	400.00
74511	07/24/2014	General Fund Donations	Supplies - Target Corp Grant	KP Concessions	Family Night Out Vendor	250.00
Supplies - Target Corp Grant Total:						650.00
Fund Total:						746.79
0	07/31/2014	Golf Course	Clothing	Spartan Promotional Group, Inc.	Uniform Supplies	30.55

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	07/31/2014	Golf Course	Clothing	Spartan Promotional Group, Inc.	T-Shirts	822.00
Clothing Total:						852.55
0	07/30/2014	Golf Course	Contract Maintenance	Nitti Sanitation-CC	Regular Service	88.40
0	07/30/2014	Golf Course	Contract Maintenance	Target- CC	Onion	2.99
Contract Maintenance Total:						91.39
74586	07/31/2014	Golf Course	Day League Registration	Carrie Broin	Golf League Refund	80.89
74621	07/31/2014	Golf Course	Day League Registration	Debby Hammer	Golf League Refund for Audrey Nybe	17.00
74672	07/31/2014	Golf Course	Day League Registration	Sally Sobiech	Golf League Refund	19.00
74677	07/31/2014	Golf Course	Day League Registration	Catherine Stahley	Golf League Refund	17.00
Day League Registration Total:						133.89
0	07/22/2014	Golf Course	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00002.07.2014 Federal Incc	710.56
Federal Income Tax Total:						710.56
0	07/22/2014	Golf Course	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.07.2014 Medicare E	128.66
0	07/22/2014	Golf Course	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.07.2014 FICA Empl	550.22
FICA Employee Ded. Total:						678.88
0	07/22/2014	Golf Course	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.07.2014 FICA Empl	550.22
0	07/22/2014	Golf Course	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.07.2014 Medicare E	128.66
FICA Employers Share Total:						678.88
74535	07/24/2014	Golf Course	HSA Employee	Premier Bank	PR Batch 00002.07.2014 HSA Empl	76.92
HSA Employee Total:						76.92
0	07/24/2014	Golf Course	ICMA Def Comp	ICMA Retirement Trust 457-30022'	PR Batch 00002.07.2014 ICMA Defe	50.00
ICMA Def Comp Total:						50.00
74544	07/24/2014	Golf Course	Life Ins. Employee	Standard Insurance Company	Insurance Premiums-July 2014 Policy	73.48

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					Life Ins. Employee Total:	73.48
74544	07/24/2014	Golf Course	Life Ins. Employer	Standard Insurance Company	Insurance Premiums-July 2014 Policy	8.08
					Life Ins. Employer Total:	8.08
74544	07/24/2014	Golf Course	Long Term Disability	Standard Insurance Company	Insurance Premiums-July 2014 Policy	20.52
					Long Term Disability Total:	20.52
74530	07/24/2014	Golf Course	Medical Ins Employee	NJPA	Health Insurance Premium for July 2014	717.40
					Medical Ins Employee Total:	717.40
74530	07/24/2014	Golf Course	Medical Ins Employer	NJPA	Health Insurance Premium for July 2014	1,374.00
					Medical Ins Employer Total:	1,374.00
74588	07/31/2014	Golf Course	Merchandise For Sale	Capitol Beverage Sales, LP	Beverages for Resale	218.82
74598	07/31/2014	Golf Course	Merchandise For Sale	Coca Cola Refreshments	Beverages for Resale	388.78
74598	07/31/2014	Golf Course	Merchandise For Sale	Coca Cola Refreshments	Beverages for Resale	379.42
74631	07/31/2014	Golf Course	Merchandise For Sale	Cindy House	Golf Ball Marker Necklaces for Resale	240.00
0	07/17/2014	Golf Course	Merchandise For Sale	Restaurant Depot- CC	Food Items	187.37
0	07/30/2014	Golf Course	Merchandise For Sale	Restaurant Depot- CC	Concession Supplies For Resale	194.85
0	07/31/2014	Golf Course	Merchandise For Sale	Restaurant Depot- CC	Food	168.81
0	07/31/2014	Golf Course	Merchandise For Sale	Restaurant Depot- CC	Fries, Burgers, Buns, Icees, Hot Dips	105.96
0	07/17/2014	Golf Course	Merchandise For Sale	Target- CC	Buns	6.95
					Merchandise For Sale Total:	1,890.96
0	07/22/2014	Golf Course	MN State Retirement	MSRS-Non Bank	PR Batch 00002.07.2014 Post Employment	56.45
					MN State Retirement Total:	56.45
74615	07/31/2014	Golf Course	Operating Supplies	Gertens Greenhouses	Garden Supplies	251.97
0	07/17/2014	Golf Course	Operating Supplies	Gertens Greenhouses-CC	Flowers for Golf Course	317.16
0	07/31/2014	Golf Course	Operating Supplies	Grainger Inc	Nitrile Gloves	126.26
0	07/31/2014	Golf Course	Operating Supplies	Grainger Inc	Ear Muffs	50.45
74655	07/31/2014	Golf Course	Operating Supplies	National Pen Company	Golf Pencils	926.55
0	07/30/2014	Golf Course	Operating Supplies	Online Education-CC	Alcohol Awareness Training	19.95

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	07/31/2014	Golf Course	Operating Supplies	Restaurant Depot- CC	Supplies	15.60
0	07/31/2014	Golf Course	Operating Supplies	Restaurant Depot- CC	Supplies	69.82
0	07/30/2014	Golf Course	Operating Supplies	Robinson Landscaping-CC	Mower Supplies	149.98
0	07/30/2014	Golf Course	Operating Supplies	Suburban Ace Hardware-CC	Paint Supplies	20.77
0	07/30/2014	Golf Course	Operating Supplies	Suburban Ace Hardware-CC	Power Equipment Parts	7.49
0	07/31/2014	Golf Course	Operating Supplies	Suburban Ace Hardware-CC	Sealer for CH Roof	6.99
0	07/30/2014	Golf Course	Operating Supplies	Target- CC	Shop Supplies	7.98
0	07/31/2014	Golf Course	Operating Supplies	Target- CC	Cleaning Supplies	23.91
74690	07/31/2014	Golf Course	Operating Supplies	US Bank	League Prize Money Fund	400.00
Operating Supplies Total:						2,394.88
0	07/22/2014	Golf Course	PERA Employee Ded	PERA-Non Bank	PR Batch 00002.07.2014 Pera Emplo	406.97
PERA Employee Ded Total:						406.97
0	07/22/2014	Golf Course	PERA Employer Share	PERA-Non Bank	PR Batch 00002.07.2014 Pera Emplo	406.97
0	07/22/2014	Golf Course	PERA Employer Share	PERA-Non Bank	PR Batch 00002.07.2014 Pera additio	65.11
PERA Employer Share Total:						472.08
0	07/31/2014	Golf Course	Rental	Jimmys Johnnys, Inc	Toilet Rental	55.62
74474	07/17/2014	Golf Course	Rental	Versatile Vehicles, Inc.	Short Term Lease	737.44
Rental Total:						793.06
0	07/22/2014	Golf Course	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00002.07.2014 State Incom	350.80
State Income Tax Total:						350.80
74655	07/31/2014	Golf Course	State Sales Tax Payable	National Pen Company	Sales/Use Tax	-59.60
State Sales Tax Payable Total:						-59.60
0	07/30/2014	Golf Course	Training	Online Education-CC	Responsible Beverage Server Training	19.95
Training Total:						19.95
74615	07/31/2014	Golf Course	Use Tax Payable	Gertens Greenhouses	Sales/Use Tax	-16.21
0	07/31/2014	Golf Course	Use Tax Payable	Grainger Inc	Sales/Use Tax	-8.12
0	07/31/2014	Golf Course	Use Tax Payable	Grainger Inc	Sales/Use Tax	-3.25

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	07/31/2014	Golf Course	Use Tax Payable	MTI Distributing, Inc.	Sales/Use Tax	-8.97
74474	07/17/2014	Golf Course	Use Tax Payable	Versatile Vehicles, Inc.	Use Tax Payable	-47.44
0	07/24/2014	Golf Course	Use Tax Payable	Xcel Energy	Sales/Use Tax	-44.32
Use Tax Payable Total:						-128.31
0	07/24/2014	Golf Course	Utilities	Xcel Energy	Golf Course	689.00
Utilities Total:						689.00
0	07/17/2014	Golf Course	Vehicle Supplies	All Seasons Rental- CC	Cement for Sidewalk Repair/Sewer L	197.95
0	07/17/2014	Golf Course	Vehicle Supplies	Batteries Plus-CC	Ligh Bulbs for CH	35.94
0	07/31/2014	Golf Course	Vehicle Supplies	Beisswenger's Hardware-CC	Mower Parts for Zero Turn	10.79
0	07/31/2014	Golf Course	Vehicle Supplies	FleetPride Truck & Trailer-CC	Hydraulic Hose Repair for Toro	107.56
0	07/31/2014	Golf Course	Vehicle Supplies	MTI Distributing, Inc.	Bearings, Bushings	139.40
0	07/31/2014	Golf Course	Vehicle Supplies	NAPA Auto Parts-CC	Mower Parts for Zero Turn	19.25
0	07/30/2014	Golf Course	Vehicle Supplies	North Hgts Hardware Hank-CC	Leaf Blower Parts	13.80
0	07/17/2014	Golf Course	Vehicle Supplies	Suburban Ace Hardware-CC	Light Bulbs for CH	1.49
0	07/31/2014	Golf Course	Vehicle Supplies	Suburban Ace Hardware-CC	Rope for Repairs	3.21
Vehicle Supplies Total:						529.39
Fund Total:						12,882.18
74509	07/24/2014	Housing & Redevelopment Agency	Attorney Fees	Kennedy & Graven, Chartered	Legal Services	132.89
Attorney Fees Total:						132.89
0	07/17/2014	Housing & Redevelopment Agency	Membership/Subscriptions	Urban Land Institute- CC	Membership Dues	175.00
Membership/Subscriptions Total:						175.00
0	07/17/2014	Housing & Redevelopment Agency	Printing	Fastsigns-CC	Printing, Frames	139.20
0	07/30/2014	Housing & Redevelopment Agency	Printing	Smartpress-CC	Rose Parade Supplies	80.70
Printing Total:						219.90
0	07/17/2014	Housing & Redevelopment Agency	Professional Services	Vroman Systems- CC	For Rental Registration and H&G Fai	24.97

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
Professional Services Total:						24.97
74467	07/17/2014	Housing & Redevelopment Agency	Training	Saint Paul Area Chamber of Comm	Small Business Series	40.00
0	07/31/2014	Housing & Redevelopment Agency	Training	Sensible Land Use-CC	Program Registration	50.00
Training Total:						90.00
0	07/31/2014	Housing & Redevelopment Agency	Transportation	Jeanne Kelsey	Mileage Reimbursement	82.32
0	07/31/2014	Housing & Redevelopment Agency	Transportation	Jeanne Kelsey	Parking Reimbursement	6.00
Transportation Total:						88.32
Fund Total:						731.08
74551	07/24/2014	HRA Property Abatement Program	Payments to Contractors	TMR Quality Lawn Service	Lawn Service-892 Millwood	105.00
74551	07/24/2014	HRA Property Abatement Program	Payments to Contractors	TMR Quality Lawn Service	Lawn Service-1681 Ridgewood	70.00
74551	07/24/2014	HRA Property Abatement Program	Payments to Contractors	TMR Quality Lawn Service	House/Yard Clean Up-1175-77 Count	460.00
74551	07/24/2014	HRA Property Abatement Program	Payments to Contractors	TMR Quality Lawn Service	Lawn Service-2618 Herschel St.	70.00
Payments to Contractors Total:						705.00
Fund Total:						705.00
0	07/30/2014	Info Tech/Contract Cities	North St. Paul Computer Equip	Network Solutions- CC	Domain Registration-North St. Paul	359.80
North St. Paul Computer Equip Total:						359.80
Fund Total:						359.80
74589	07/31/2014	Information Technology	Computer Equipment	CDW Government, Inc.	Cradlepoint Broadband	1,127.30
74595	07/31/2014	Information Technology	Computer Equipment	Cities Digital Inc	Laserfiche Rio Upgrade Quote ID 567	15,825.75
0	07/17/2014	Information Technology	Computer Equipment	Data Q-CC	2 Wireless Access Points	4,466.00
0	07/31/2014	Information Technology	Computer Equipment	Data Q-CC	Network Module for LC and K9 Wire	2,135.39
74603	07/31/2014	Information Technology	Computer Equipment	Datalink	Firmware/Software Update	2,260.00
74504	07/24/2014	Information Technology	Computer Equipment	Hewlett-Packard Company	Computer Supplies	662.00
0	07/31/2014	Information Technology	Computer Equipment	PayPal-CC	Cisco Catalyst Port Switch	550.00
0	07/31/2014	Information Technology	Computer Equipment	PayPal-CC	Optical Transcievers for CWDM Fibe	3,184.96

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
Computer Equipment Total:						30,211.40
0	07/17/2014	Information Technology	Contract Maintenance	McAfee, Inc-CC	March Threat Management Spam filte	880.00
74528	07/24/2014	Information Technology	Contract Maintenance	Nardini Fire Equipment Co, Inc	System Inspection	200.00
0	07/17/2014	Information Technology	Contract Maintenance	Network Solutions- CC	Domain Registrations	184.95
0	07/31/2014	Information Technology	Contract Maintenance	Zoho Corp-ACH	Annual Software Maintenance Servio	750.00
Contract Maintenance Total:						2,014.95
0	07/22/2014	Information Technology	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00002.07.2014 Federal Incc	3,637.03
Federal Income Tax Total:						3,637.03
0	07/22/2014	Information Technology	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.07.2014 FICA Empl	1,958.21
0	07/22/2014	Information Technology	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.07.2014 Medicare E	457.95
FICA Employee Ded. Total:						2,416.16
0	07/22/2014	Information Technology	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.07.2014 FICA Empl	1,958.21
0	07/22/2014	Information Technology	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.07.2014 Medicare E	457.95
FICA Employers Share Total:						2,416.16
74535	07/24/2014	Information Technology	HSA Employee	Premier Bank	PR Batch 00002.07.2014 HSA Empl	181.54
HSA Employee Total:						181.54
0	07/24/2014	Information Technology	ICMA Def Comp	ICMA Retirement Trust 457-30022	PR Batch 00002.07.2014 ICMA Defe	325.00
ICMA Def Comp Total:						325.00
74576	07/31/2014	Information Technology	Internet	Anoka County Treasury	Broadband-August 2014	75.00
74597	07/31/2014	Information Technology	Internet	City of North St. Paul	Data Interconnects	600.00
74597	07/31/2014	Information Technology	Internet	City of North St. Paul	Billing Interconnects	1,900.00
74562	07/24/2014	Information Technology	Internet	US Internet	DNS Hosting	2.00
74567	07/24/2014	Information Technology	Internet	XO Communications Inc.	Telephone	1,166.53
Internet Total:						3,743.53
74544	07/24/2014	Information Technology	Life Ins. Employee	Standard Insurance Company	Insurance Premiums-July 2014 Policy	51.61

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					Life Ins. Employee Total:	51.61
74544	07/24/2014	Information Technology	Life Ins. Employer	Standard Insurance Company	Insurance Premiums-July 2014 Policy	94.94
					Life Ins. Employer Total:	94.94
74544	07/24/2014	Information Technology	Long Term Disability	Standard Insurance Company	Insurance Premiums-July 2014 Policy	198.02
					Long Term Disability Total:	198.02
74530	07/24/2014	Information Technology	Medical Ins Employee	NJPA	Health Insurance Premium for July 2014	1,110.08
					Medical Ins Employee Total:	1,110.08
74530	07/24/2014	Information Technology	Medical Ins Employer	NJPA	Health Insurance Premium for July 2014	7,112.92
					Medical Ins Employer Total:	7,112.92
0	07/22/2014	Information Technology	MN State Retirement	MSRS-Non Bank	PR Batch 00002.07.2014 Post Employment	319.88
					MN State Retirement Total:	319.88
0	07/17/2014	Information Technology	Operating Supplies	Amazon.com- CC	Plantronics Headset Battery	16.84
74589	07/31/2014	Information Technology	Operating Supplies	CDW Government, Inc.	Wireless Mouse	35.42
0	07/30/2014	Information Technology	Operating Supplies	Dania-CC	Office Chair	427.43
74605	07/31/2014	Information Technology	Operating Supplies	Fed Ex	Duty on Fiber Equipment	46.91
0	07/17/2014	Information Technology	Operating Supplies	Newegg.Com-CC	3 Plantronics Phone Headset Cables	41.85
0	07/24/2014	Information Technology	Operating Supplies	SHI International Corp	Computer Supplies	621.30
0	07/24/2014	Information Technology	Operating Supplies	SHI International Corp	Laserfiche Server Licenses	960.00
0	07/17/2014	Information Technology	Operating Supplies	UPS Store- CC	RMA Shipping Defective Camera-Wa	15.39
					Operating Supplies Total:	2,165.14
0	07/22/2014	Information Technology	PERA Employee Ded	PERA-Non Bank	PR Batch 00002.07.2014 Pera Employment	1,999.28
					PERA Employee Ded Total:	1,999.28
0	07/22/2014	Information Technology	PERA Employer Share	PERA-Non Bank	PR Batch 00002.07.2014 Pera Employment	1,999.28
0	07/22/2014	Information Technology	PERA Employer Share	PERA-Non Bank	PR Batch 00002.07.2014 Pera addition	319.88

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
PERA Employer Share Total:						2,319.16
0	07/22/2014	Information Technology	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00002.07.2014 State Incom	1,425.26
State Income Tax Total:						1,425.26
0	07/24/2014	Information Technology	Transportation	Mark Mayfield	Mileage Reimbursement	193.76
Transportation Total:						193.76
Fund Total:						61,935.82
0	07/31/2014	License Center	Computer Equipment	Data Q-CC	Cisco Series Switch	3,021.24
0	07/31/2014	License Center	Computer Equipment	Data Q-CC	Network Module for LC and K9 Wire	175.47
0	07/31/2014	License Center	Computer Equipment	Monoprice.Com-CC	HDMI Splitter For TV's	77.31
Computer Equipment Total:						3,274.02
74519	07/24/2014	License Center	Contract Maintenance	Master Technology Group	Cable Installation	215.00
Contract Maintenance Total:						215.00
0	07/22/2014	License Center	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00002.07.2014 Federal Incc	2,892.85
Federal Income Tax Total:						2,892.85
0	07/22/2014	License Center	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.07.2014 Medicare E	417.54
0	07/22/2014	License Center	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.07.2014 FICA Empl	1,785.31
FICA Employee Ded. Total:						2,202.85
0	07/22/2014	License Center	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.07.2014 FICA Empl	1,785.31
0	07/22/2014	License Center	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.07.2014 Medicare E	417.54
FICA Employers Share Total:						2,202.85
74535	07/24/2014	License Center	HSA Employee	Premier Bank	PR Batch 00002.07.2014 HSA Empl	38.46

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					HSA Employee Total:	38.46
74544	07/24/2014	License Center	Life Ins. Employee	Standard Insurance Company	Insurance Premiums-July 2014 Policy	76.50
					Life Ins. Employee Total:	76.50
74544	07/24/2014	License Center	Life Ins. Employer	Standard Insurance Company	Insurance Premiums-July 2014 Policy	72.72
					Life Ins. Employer Total:	72.72
74544	07/24/2014	License Center	Long Term Disability	Standard Insurance Company	Insurance Premiums-July 2014 Policy	122.42
					Long Term Disability Total:	122.42
74530	07/24/2014	License Center	Medical Ins Employee	NJPA	Health Insurance Premium for July 2014	2,340.44
					Medical Ins Employee Total:	2,340.44
74530	07/24/2014	License Center	Medical Ins Employer	NJPA	Health Insurance Premium for July 2014	6,241.00
					Medical Ins Employer Total:	6,241.00
0	07/24/2014	License Center	Minnesota Benefit Ded	MN Benefit Association	PR Batch 00002.07.2014 Minnesota Benefit Deduction	103.84
					Minnesota Benefit Ded Total:	103.84
0	07/22/2014	License Center	MN State Retirement	MSRS-Non Bank	PR Batch 00002.07.2014 Post Employment Benefits	301.87
					MN State Retirement Total:	301.87
0	07/22/2014	License Center	MNDCP Def Comp	Great West- Non Bank	PR Batch 00002.07.2014 MNDCP Def Compensation	50.00
					MNDCP Def Comp Total:	50.00
0	07/17/2014	License Center	Office Supplies	Pakor-CC	Passport Supplies	543.16
0	07/30/2014	License Center	Office Supplies	Pakor-CC	Passport Supplies	750.00
0	07/31/2014	License Center	Office Supplies	Pakor-CC	Office Supplies	284.96
0	07/17/2014	License Center	Office Supplies	S & T Office Products-CC	Office Supplies	91.62
0	07/30/2014	License Center	Office Supplies	S & T Office Products-CC	Office Supplies	15.15
0	07/31/2014	License Center	Office Supplies	Target- CC	Office Supplies	39.12

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	07/17/2014	License Center	Office Supplies	Uline-CC	Office Supplies	140.78
Office Supplies Total:						1,864.79
0	07/22/2014	License Center	PERA Employee Ded	PERA-Non Bank	PR Batch 00002.07.2014 Pera Emplo	1,828.89
PERA Employee Ded Total:						1,828.89
0	07/22/2014	License Center	PERA Employer Share	PERA-Non Bank	PR Batch 00002.07.2014 Pera Emplo	1,828.89
0	07/22/2014	License Center	PERA Employer Share	PERA-Non Bank	PR Batch 00002.07.2014 Pera additio	292.62
PERA Employer Share Total:						2,121.51
0	07/17/2014	License Center	Postage	USPS-CC	Postage	111.10
0	07/30/2014	License Center	Postage	USPS-CC	Postage	141.40
0	07/31/2014	License Center	Postage	USPS-CC	Postage	116.15
Postage Total:						368.65
0	07/31/2014	License Center	Professional Services	Electro Watchman, Inc.	License Center Security	180.00
74459	07/17/2014	License Center	Professional Services	Linn Building Maintenance	License Center	596.70
0	07/31/2014	License Center	Professional Services	Muska Electric Co	Reconfigure Cable for New Power Po	1,241.50
Professional Services Total:						2,018.20
0	07/24/2014	License Center	Rental	Gaughan Properties	License Center Rent-Aug 2014	5,010.77
Rental Total:						5,010.77
0	07/22/2014	License Center	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00002.07.2014 State Incom	1,249.10
State Income Tax Total:						1,249.10
0	07/24/2014	License Center	Utilities	Xcel Energy	Motor Vehicle	392.11
Utilities Total:						392.11
Fund Total:						34,988.84
74444	07/17/2014	Multi-Family&Housing Program	Turf Control	Alex's Lawn & Turf	Trim and Cut Grass	140.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
74444	07/17/2014	Multi-Family&Housing Program	Turf Control	Alex's Lawn & Turf	Trim and Cut Grass	185.00
Turf Control Total:						325.00
Fund Total:						325.00
74585	07/31/2014	Municipal Community Band	Operating Supplies	Pat Blyth	Band Trip Refund	13.00
74607	07/31/2014	Municipal Community Band	Operating Supplies	Eve Fillenbaum	Community Band Trip Refund	13.00
74622	07/31/2014	Municipal Community Band	Operating Supplies	Dave Hansen	Community Band Trip Refund	13.00
74628	07/31/2014	Municipal Community Band	Operating Supplies	Paul Herubin	Community Band Trip Refund	13.00
74660	07/31/2014	Municipal Community Band	Operating Supplies	Bob Olsen	Community Band Trip Refund	13.00
74667	07/31/2014	Municipal Community Band	Operating Supplies	Barb Saeffe	Community Band Trip Refund	13.00
Operating Supplies Total:						78.00
Fund Total:						78.00
74616	07/31/2014	P & R Contract Maintenance	Contract Maintenance	Gilbert Mechanical Contracting	RPZ Testing	145.00
74616	07/31/2014	P & R Contract Maintenance	Contract Maintenance	Gilbert Mechanical Contracting	RPZ Testing	145.00
74616	07/31/2014	P & R Contract Maintenance	Contract Maintenance	Gilbert Mechanical Contracting	RPZ Testing	145.00
74616	07/31/2014	P & R Contract Maintenance	Contract Maintenance	Gilbert Mechanical Contracting	RPZ Testing	145.00
74616	07/31/2014	P & R Contract Maintenance	Contract Maintenance	Gilbert Mechanical Contracting	RPZ Testing	290.00
74616	07/31/2014	P & R Contract Maintenance	Contract Maintenance	Gilbert Mechanical Contracting	Technician Labor	461.41
74616	07/31/2014	P & R Contract Maintenance	Contract Maintenance	Gilbert Mechanical Contracting	Technician Labor	1,053.99
74616	07/31/2014	P & R Contract Maintenance	Contract Maintenance	Gilbert Mechanical Contracting	Technician Labor	518.00
0	07/30/2014	P & R Contract Maintenance	Contract Maintenance	Nitti Sanitation-CC	Regular Service	516.80
Contract Maintenance Total:						3,420.20
0	07/22/2014	P & R Contract Maintenance	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00002.07.2014 Federal Inc	2,722.54
Federal Income Tax Total:						2,722.54
0	07/22/2014	P & R Contract Maintenance	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.07.2014 Medicare E	409.79
0	07/22/2014	P & R Contract Maintenance	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.07.2014 FICA Empl	1,752.25
FICA Employee Ded. Total:						2,162.04
0	07/22/2014	P & R Contract Maintenance	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.07.2014 FICA Empl	1,752.25

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	07/22/2014	P & R Contract Maintenance	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.07.2014 Medicare E	409.79
FICA Employers Share Total:						2,162.04
74535	07/24/2014	P & R Contract Maintenance	HSA Employee	Premier Bank	PR Batch 00002.07.2014 HSA Empl	213.84
74535	07/24/2014	P & R Contract Maintenance	HSA Employee	Premier Bank	PR Batch 00002.07.2014 HSA WI En	34.62
HSA Employee Total:						248.46
74544	07/24/2014	P & R Contract Maintenance	Life Ins. Employee	Standard Insurance Company	Insurance Premiums-July 2014 Policy	52.41
Life Ins. Employee Total:						52.41
74544	07/24/2014	P & R Contract Maintenance	Life Ins. Employer	Standard Insurance Company	Insurance Premiums-July 2014 Policy	66.66
Life Ins. Employer Total:						66.66
74544	07/24/2014	P & R Contract Maintenance	Long Term Disability	Standard Insurance Company	Insurance Premiums-July 2014 Policy	115.61
Long Term Disability Total:						115.61
74530	07/24/2014	P & R Contract Maintenance	Medical Ins Employee	NJPA	Health Insurance Premium for July 20	675.02
Medical Ins Employee Total:						675.02
74530	07/24/2014	P & R Contract Maintenance	Medical Ins Employer	NJPA	Health Insurance Premium for July 20	4,282.66
Medical Ins Employer Total:						4,282.66
0	07/22/2014	P & R Contract Maintenance	MN State Retirement	MSRS-Non Bank	PR Batch 00002.07.2014 Post Emplo	197.14
MN State Retirement Total:						197.14
0	07/22/2014	P & R Contract Maintenance	MNDCP Def Comp	Great West- Non Bank	PR Batch 00002.07.2014 MNDCP De	130.00
MNDCP Def Comp Total:						130.00
0	07/31/2014	P & R Contract Maintenance	Operating Supplies	A & L Superior-CC	Resident Sod Repair	24.37
0	07/17/2014	P & R Contract Maintenance	Operating Supplies	All Poolside-CC	Rosebrook for the pool	34.09
0	07/17/2014	P & R Contract Maintenance	Operating Supplies	BFG Supply Co-CC	Lexington Flowers	320.51
0	07/31/2014	P & R Contract Maintenance	Operating Supplies	Bryan Rock Products, Inc.	Red Ball Diamond Aggregate	576.67

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
74591	07/31/2014	P & R Contract Maintenance	Operating Supplies	Central Power Distributors Inc	Trimmer Line	59.70
74591	07/31/2014	P & R Contract Maintenance	Operating Supplies	Central Power Distributors Inc	Cycle Oil	108.99
0	07/30/2014	P & R Contract Maintenance	Operating Supplies	Certified Laboratories-CC	Industrial Gloves	92.24
74594	07/31/2014	P & R Contract Maintenance	Operating Supplies	Cintas Corporation #470	Uniform Cleaning	8.48
74594	07/31/2014	P & R Contract Maintenance	Operating Supplies	Cintas Corporation #470	Uniform Cleaning	8.48
74594	07/31/2014	P & R Contract Maintenance	Operating Supplies	Cintas Corporation #470	Uniform Cleaning	8.48
74594	07/31/2014	P & R Contract Maintenance	Operating Supplies	Cintas Corporation #470	Uniform Cleaning	8.48
74594	07/31/2014	P & R Contract Maintenance	Operating Supplies	Cintas Corporation #470	Uniform Cleaning	8.48
74599	07/31/2014	P & R Contract Maintenance	Operating Supplies	Commercial Pool	Pool Supplies	162.53
74599	07/31/2014	P & R Contract Maintenance	Operating Supplies	Commercial Pool	Pool Supplies	379.74
74599	07/31/2014	P & R Contract Maintenance	Operating Supplies	Commercial Pool	Pool Supplies	627.05
74599	07/31/2014	P & R Contract Maintenance	Operating Supplies	Commercial Pool	Pool Supplies	173.15
74600	07/31/2014	P & R Contract Maintenance	Operating Supplies	Costa Farm & Greenhouse	Garden Supplies	1,054.00
74600	07/31/2014	P & R Contract Maintenance	Operating Supplies	Costa Farm & Greenhouse	Garden Supplies	185.00
0	07/17/2014	P & R Contract Maintenance	Operating Supplies	Cub Foods- CC	Snacks for Volunteers	21.18
0	07/31/2014	P & R Contract Maintenance	Operating Supplies	Cub Foods- CC	Arboretum Supplies	26.57
0	07/31/2014	P & R Contract Maintenance	Operating Supplies	Davis Lock & Safe-CC	Door Lock Box, Owasso Baseball	44.99
0	07/31/2014	P & R Contract Maintenance	Operating Supplies	Fastenal Company Inc.	Ear Plugs, Gloves	55.92
74609	07/31/2014	P & R Contract Maintenance	Operating Supplies	Fra-Dor Inc.	Garden Mix	180.00
0	07/17/2014	P & R Contract Maintenance	Operating Supplies	General Industrial Supply-CC	Blk Frame Gray Lnes w/cord	8.70
0	07/17/2014	P & R Contract Maintenance	Operating Supplies	General Industrial Supply-CC	Long Wand with Wheels	27.46
74615	07/31/2014	P & R Contract Maintenance	Operating Supplies	Gertens Greenhouses	Garden Supplies	63.05
74615	07/31/2014	P & R Contract Maintenance	Operating Supplies	Gertens Greenhouses	Garden Supplies	259.69
74615	07/31/2014	P & R Contract Maintenance	Operating Supplies	Gertens Greenhouses	Garden Supplies	463.54
74619	07/31/2014	P & R Contract Maintenance	Operating Supplies	Graybar, Inc.	Circuit Breakers	427.20
74627	07/31/2014	P & R Contract Maintenance	Operating Supplies	Hedberg Aggregates, Inc.	Clear Granite Chips	513.86
74627	07/31/2014	P & R Contract Maintenance	Operating Supplies	Hedberg Aggregates, Inc.	Clear Granite Chips	126.37
0	07/17/2014	P & R Contract Maintenance	Operating Supplies	Hirshfields-CC	Athletic Field Mark Yellow	151.90
0	07/30/2014	P & R Contract Maintenance	Operating Supplies	Home Depot- CC	Gloves	14.98
0	07/31/2014	P & R Contract Maintenance	Operating Supplies	Jo-Ann Fabrics-CC	Velco for Soccer Nets	29.97
0	07/31/2014	P & R Contract Maintenance	Operating Supplies	M/A Associates	Can Liners	782.80
0	07/30/2014	P & R Contract Maintenance	Operating Supplies	Malmborgs- CC	Arboretum Supplies	499.46
0	07/31/2014	P & R Contract Maintenance	Operating Supplies	Menards	Arboretum Supplies	34.94
0	07/17/2014	P & R Contract Maintenance	Operating Supplies	Menards-CC	26' Telescoping Tia	249.00
0	07/17/2014	P & R Contract Maintenance	Operating Supplies	Menards-CC	Cedar	129.44
0	07/17/2014	P & R Contract Maintenance	Operating Supplies	Menards-CC	Supplies	100.77
0	07/31/2014	P & R Contract Maintenance	Operating Supplies	Menards-CC	Linning Field Supplies	9.96
0	07/31/2014	P & R Contract Maintenance	Operating Supplies	Menards-CC	Lumber	9.82
74646	07/31/2014	P & R Contract Maintenance	Operating Supplies	MIDC Enterprises	Nursery Supplies	32.32
74646	07/31/2014	P & R Contract Maintenance	Operating Supplies	MIDC Enterprises	Irrigation Supplies	63.00
74646	07/31/2014	P & R Contract Maintenance	Operating Supplies	MIDC Enterprises	Valve Box	22.21
0	07/31/2014	P & R Contract Maintenance	Operating Supplies	MTI Distributing, Inc.	Bushings, Washers	71.57
0	07/31/2014	P & R Contract Maintenance	Operating Supplies	MTI Distributing, Inc.	Lanyards	34.59
0	07/31/2014	P & R Contract Maintenance	Operating Supplies	Muska Electric Co	Water Fountain Repair	111.80

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
74654	07/31/2014	P & R Contract Maintenance	Operating Supplies	Muska Lighting Center	Lights	216.36
0	07/17/2014	P & R Contract Maintenance	Operating Supplies	North Hgts Hardware Hank-CC	Supplies	57.77
0	07/17/2014	P & R Contract Maintenance	Operating Supplies	North Hgts Hardware Hank-CC	Fastners, Nails, etc	79.25
0	07/30/2014	P & R Contract Maintenance	Operating Supplies	North Hgts Hardware Hank-CC	Parks Supplies	70.10
0	07/30/2014	P & R Contract Maintenance	Operating Supplies	North Hgts Hardware Hank-CC	Parks Supplies	86.99
0	07/31/2014	P & R Contract Maintenance	Operating Supplies	North Hgts Hardware Hank-CC	Park Signs	7.50
0	07/31/2014	P & R Contract Maintenance	Operating Supplies	North Hgts Hardware Hank-CC	Cleaning Supplies, for park shelters	19.76
0	07/31/2014	P & R Contract Maintenance	Operating Supplies	North Hgts Hardware Hank-CC	Tent and Doors, evergreen park	41.55
0	07/31/2014	P & R Contract Maintenance	Operating Supplies	North Hgts Hardware Hank-CC	Supplies for Soccer Nets	85.22
0	07/31/2014	P & R Contract Maintenance	Operating Supplies	North Hgts Hardware Hank-CC	Tie Straps for Soccer Nets	18.52
0	07/31/2014	P & R Contract Maintenance	Operating Supplies	North Hgts Hardware Hank-CC	Arboretum Supplies	25.45
0	07/31/2014	P & R Contract Maintenance	Operating Supplies	North Hgts Hardware Hank-CC	Supplies	23.85
0	07/31/2014	P & R Contract Maintenance	Operating Supplies	Online Stores.com-ACH	Hard Hats	283.85
0	07/31/2014	P & R Contract Maintenance	Operating Supplies	Prowire, Inc.	Siren Labor	305.00
0	07/30/2014	P & R Contract Maintenance	Operating Supplies	Sports Authority-CC	Ampitheater Supplies	267.79
0	07/17/2014	P & R Contract Maintenance	Operating Supplies	Suburban Ace Hardware-CC	Equipment Parts	11.99
0	07/30/2014	P & R Contract Maintenance	Operating Supplies	Suburban Ace Hardware-CC	Batteries, Cable Ties	50.96
0	07/30/2014	P & R Contract Maintenance	Operating Supplies	Suburban Ace Hardware-CC	Lawn Mower Supplies	42.95
0	07/31/2014	P & R Contract Maintenance	Operating Supplies	Suburban Ace Hardware-CC	Park Signs	4.79
0	07/31/2014	P & R Contract Maintenance	Operating Supplies	Suburban Ace Hardware-CC	Cable Ties	7.49
0	07/31/2014	P & R Contract Maintenance	Operating Supplies	Suburban Ace Hardware-CC	Supplies	8.99
0	07/17/2014	P & R Contract Maintenance	Operating Supplies	Tessman Seed Co-ACH	Weed Killer	120.78
74683	07/31/2014	P & R Contract Maintenance	Operating Supplies	Trio Supply Company	Restroom Supplies	120.88
74683	07/31/2014	P & R Contract Maintenance	Operating Supplies	Trio Supply Company	Restroom Supplies	471.38
74685	07/31/2014	P & R Contract Maintenance	Operating Supplies	Twin City Saw Co	Saw Head, Pole	235.42
0	07/17/2014	P & R Contract Maintenance	Operating Supplies	Twin City Saw-CC	Back Pack Blower	39.94
74687	07/31/2014	P & R Contract Maintenance	Operating Supplies	Universal Athletic Service, Inc.	Net Fastener	45.00
74691	07/31/2014	P & R Contract Maintenance	Operating Supplies	Valley Athletics	Field Paint	1,009.75
74693	07/31/2014	P & R Contract Maintenance	Operating Supplies	Viking Electric Supply, Inc.	Splice Kit	57.64
Operating Supplies Total:						12,224.42
0	07/22/2014	P & R Contract Maintenance	PERA Employee Ded	PERA-Non Bank	PR Batch 00002.07.2014 Pera Emplo	1,322.70
PERA Employee Ded Total:						1,322.70
0	07/22/2014	P & R Contract Maintenance	PERA Employer Share	PERA-Non Bank	PR Batch 00002.07.2014 Pera Emplo	1,322.70
0	07/22/2014	P & R Contract Maintenance	PERA Employer Share	PERA-Non Bank	PR Batch 00002.07.2014 Pera additio	211.63
PERA Employer Share Total:						1,534.33
74643	07/31/2014	P & R Contract Maintenance	Professional Services	Margolis Company	Boulevard Tree Planting	24,965.04
74569	07/24/2014	P & R Contract Maintenance	Professional Services	Stantec Consulting Services Inc.	Langton Lake Restoration Consulting	4,930.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
74569	07/24/2014	P & R Contract Maintenance	Professional Services	Stantec Consulting Services Inc.	Langton Lake Restoration Consulting	22,762.00
74471	07/17/2014	P & R Contract Maintenance	Professional Services	Trugreen L.P.	76473 Valley Park	130.00
74471	07/17/2014	P & R Contract Maintenance	Professional Services	Trugreen L.P.	LIQUID WEED CONTROL ONLY f	136.00
74471	07/17/2014	P & R Contract Maintenance	Professional Services	Trugreen L.P.	76479 Howard Johnson Park	259.00
74471	07/17/2014	P & R Contract Maintenance	Professional Services	Trugreen L.P.	109511 Pioneer Park	97.00
74471	07/17/2014	P & R Contract Maintenance	Professional Services	Trugreen L.P.	94747 Owasso Hills Park	65.00
74471	07/17/2014	P & R Contract Maintenance	Professional Services	Trugreen L.P.	76693 Owasso Ballfields	290.00
74471	07/17/2014	P & R Contract Maintenance	Professional Services	Trugreen L.P.	90308 B Dale Field (1 Softball Field)	189.00
74471	07/17/2014	P & R Contract Maintenance	Professional Services	Trugreen L.P.	31995 Concordia Park	567.00
74471	07/17/2014	P & R Contract Maintenance	Professional Services	Trugreen L.P.	Legion Field Baseball	345.00
74471	07/17/2014	P & R Contract Maintenance	Professional Services	Trugreen L.P.	76470 Central (Dale W) general Turf	1,070.00
74471	07/17/2014	P & R Contract Maintenance	Professional Services	Trugreen L.P.	Weed & Feed Fertilizer 1 lbs/ 1000 sq	345.00
74471	07/17/2014	P & R Contract Maintenance	Professional Services	Trugreen L.P.	76473 Mapleview	172.00
74471	07/17/2014	P & R Contract Maintenance	Professional Services	Trugreen L.P.	89739 Arboretum - Weed & Feed fert	486.00
74560	07/24/2014	P & R Contract Maintenance	Professional Services	Upper Cut Tree Service	Diseased and Hazard Tree Removal	12,584.00
74688	07/31/2014	P & R Contract Maintenance	Professional Services	Upper Cut Tree Service	Diseased and Hazard Tree Removal	725.00
74688	07/31/2014	P & R Contract Maintenance	Professional Services	Upper Cut Tree Service	Diseased and Hazard Tree Removal	5,521.00
Professional Services Total:						75,638.04
0	07/22/2014	P & R Contract Maintenance	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00002.07.2014 State Incom	1,234.48
State Income Tax Total:						1,234.48
0	07/30/2014	P & R Contract Maintenance	Telephone	Sprint- CC	Cell Phones	26.17
Telephone Total:						26.17
74615	07/31/2014	P & R Contract Maintenance	Use Tax Payable	Gertens Greenhouses	Sales/Use Tax	-0.05
74615	07/31/2014	P & R Contract Maintenance	Use Tax Payable	Gertens Greenhouses	Sales/Use Tax	-0.20
74627	07/31/2014	P & R Contract Maintenance	Use Tax Payable	Hedberg Aggregates, Inc.	Sales/Use Tax	-0.41
74627	07/31/2014	P & R Contract Maintenance	Use Tax Payable	Hedberg Aggregates, Inc.	Sales/Use Tax	-0.10
0	07/31/2014	P & R Contract Maintenance	Use Tax Payable	Menards	Sales/Use Tax	-0.03
74646	07/31/2014	P & R Contract Maintenance	Use Tax Payable	MIDC Enterprises	Sales/Use Tax	-0.02
0	07/31/2014	P & R Contract Maintenance	Use Tax Payable	MTI Distributing, Inc.	Sales/Use Tax	-1.10
0	07/31/2014	P & R Contract Maintenance	Use Tax Payable	MTI Distributing, Inc.	Sales/Use Tax	-0.16
0	07/31/2014	P & R Contract Maintenance	Use Tax Payable	MTI Distributing, Inc.	Sales/Use Tax	-0.74
0	07/31/2014	P & R Contract Maintenance	Use Tax Payable	MTI Distributing, Inc.	Sales/Use Tax	-0.08
74683	07/31/2014	P & R Contract Maintenance	Use Tax Payable	Trio Supply Company	Sales/Use Tax	-0.27
74685	07/31/2014	P & R Contract Maintenance	Use Tax Payable	Twin City Saw Co	Sales/Use Tax	-0.52
0	07/24/2014	P & R Contract Maintenance	Use Tax Payable	Xcel Energy	Sales/Use Tax	-0.19
0	07/24/2014	P & R Contract Maintenance	Use Tax Payable	Xcel Energy	Sales/Use Tax	-0.42
0	07/24/2014	P & R Contract Maintenance	Use Tax Payable	Xcel Energy	Sales/Use Tax	-0.63

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	07/24/2014	P & R Contract Maintenance	Use Tax Payable	Xcel Energy	Sales/Use Tax	-4.76
0	07/24/2014	P & R Contract Maintenance	Use Tax Payable	Xcel Energy	Sales/Use Tax	-0.20
Use Tax Payable Total:						-9.88
0	07/24/2014	P & R Contract Maintenance	Utilities	Xcel Energy	Arborteam	256.58
0	07/24/2014	P & R Contract Maintenance	Utilities	Xcel Energy	Jaycees Shelter	839.45
0	07/24/2014	P & R Contract Maintenance	Utilities	Xcel Energy	Foundation Shelter	136.29
0	07/24/2014	P & R Contract Maintenance	Utilities	Xcel Energy	Shelter @ 2555 Dale	102.45
0	07/24/2014	P & R Contract Maintenance	Utilities	Xcel Energy	P&R	3,973.85
0	07/24/2014	P & R Contract Maintenance	Utilities	Xcel Energy	Lions Shelter	64.12
Utilities Total:						5,372.74
0	07/31/2014	P & R Contract Maintenance	Vehicle Supplies	MTI Distributing, Inc.	Toro Supplies	493.53
0	07/31/2014	P & R Contract Maintenance	Vehicle Supplies	MTI Distributing, Inc.	Toro Supplies	332.83
Vehicle Supplies Total:						826.36
Fund Total:						114,404.14
74456	07/17/2014	Park Renewal 2011	Professional Services	Land Title, Inc.	To Exercise Purchase Agreement Ext	1,000.00
Professional Services Total:						1,000.00
Fund Total:						1,000.00
0	07/24/2014	Pathway Maintenance Fund	Operating Supplies	Aggregate Industries-MWR, Inc.	Road Base	601.61
74493	07/24/2014	Pathway Maintenance Fund	Operating Supplies	Century Fence, Co	Split Rail Fence Replacement	5,325.00
Operating Supplies Total:						5,926.61
Fund Total:						5,926.61
0	07/24/2014	Police - DWI Enforcement	Professional Services	Erickson, Bell, Beckman & Quinn I	Legal Services	653.83
74555	07/24/2014	Police - DWI Enforcement	Professional Services	Twin Cities Auctions, Inc.	Vehicle Storage	1,150.00
74555	07/24/2014	Police - DWI Enforcement	Professional Services	Twin Cities Auctions, Inc.	Vehicle Storage	1,200.00
74555	07/24/2014	Police - DWI Enforcement	Professional Services	Twin Cities Auctions, Inc.	Vehicle Storage	1,200.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					Professional Services Total:	4,203.83
					Fund Total:	4,203.83
0	07/22/2014	Police Grants	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00002.07.2014 Federal Incc	304.20
					Federal Income Tax Total:	304.20
0	07/22/2014	Police Grants	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.07.2014 Medicare E	30.46
					FICA Employee Ded. Total:	30.46
0	07/22/2014	Police Grants	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.07.2014 Medicare E	30.46
					FICA Employers Share Total:	30.46
74535	07/24/2014	Police Grants	HSA Employee	Premier Bank	PR Batch 00002.07.2014 HSA Empl	7.29
					HSA Employee Total:	7.29
74544	07/24/2014	Police Grants	Life Ins. Employee	Standard Insurance Company	Insurance Premiums-July 2014 Policy	2.30
					Life Ins. Employee Total:	2.30
74544	07/24/2014	Police Grants	Life Ins. Employer	Standard Insurance Company	Insurance Premiums-July 2014 Policy	12.72
					Life Ins. Employer Total:	12.72
74544	07/24/2014	Police Grants	Long Term Disability	Standard Insurance Company	Insurance Premiums-July 2014 Policy	23.56
					Long Term Disability Total:	23.56
74530	07/24/2014	Police Grants	Medical Ins Employee	NJPA	Health Insurance Premium for July 20	6.89
					Medical Ins Employee Total:	6.89
74530	07/24/2014	Police Grants	Medical Ins Employer	NJPA	Health Insurance Premium for July 20	770.15

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					Medical Ins Employer Total:	770.15
0	07/22/2014	Police Grants	MN State Retirement	MSRS-Non Bank	PR Batch 00002.07.2014 Post Emplo	21.31
					MN State Retirement Total:	21.31
0	07/22/2014	Police Grants	MNDCP Def Comp	Great West- Non Bank	PR Batch 00002.07.2014 MNDCP De	63.52
					MNDCP Def Comp Total:	63.52
0	07/22/2014	Police Grants	PERA Employee Ded	PERA-Non Bank	PR Batch 00002.07.2014 Pera Emplo	217.35
					PERA Employee Ded Total:	217.35
0	07/22/2014	Police Grants	PERA Employer Share	PERA-Non Bank	PR Batch 00002.07.2014 Pera Emplo	326.03
					PERA Employer Share Total:	326.03
0	07/22/2014	Police Grants	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00002.07.2014 State Incom	105.49
					State Income Tax Total:	105.49
					Fund Total:	1,921.73
0	07/22/2014	Police Forfeiture Fund	Deferred Comp	Great West- Non Bank	PR Batch 00002.07.2014 MNDCP De	36.13
					Deferred Comp Total:	36.13
0	07/22/2014	Police Forfeiture Fund	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00002.07.2014 Federal Incc	104.53
					Federal Income Tax Total:	104.53
0	07/22/2014	Police Forfeiture Fund	FICA Employee Ded	IRS EFTPS- Non Bank	PR Batch 00002.07.2014 Medicare Ei	9.45
					FICA Employee Ded Total:	9.45
0	07/22/2014	Police Forfeiture Fund	FICA Employer	IRS EFTPS- Non Bank	PR Batch 00002.07.2014 Medicare Ei	9.45

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					FICA Employer Total:	9.45
74535	07/24/2014	Police Forfeiture Fund	Hospitalization Ded	Premier Bank	PR Batch 00002.07.2014 HSA Empl	6.25
					Hospitalization Ded Total:	6.25
74544	07/24/2014	Police Forfeiture Fund	Life Ins. Employee	Standard Insurance Company	Insurance Premiums-July 2014 Policy	6.64
					Life Ins. Employee Total:	6.64
74544	07/24/2014	Police Forfeiture Fund	Life Insurance	Standard Insurance Company	Insurance Premiums-July 2014 Policy	1.39
					Life Insurance Total:	1.39
74544	07/24/2014	Police Forfeiture Fund	Long term Disability	Standard Insurance Company	Insurance Premiums-July 2014 Policy	3.00
					Long term Disability Total:	3.00
74530	07/24/2014	Police Forfeiture Fund	Medical Employer	NJPA	Health Insurance Premium for July 20	62.79
					Medical Employer Total:	62.79
0	07/22/2014	Police Forfeiture Fund	MN State Retirement	MSRS-Non Bank	PR Batch 00002.07.2014 Post Emplo	6.65
					MN State Retirement Total:	6.65
0	07/22/2014	Police Forfeiture Fund	PERA Employee Ded	PERA-Non Bank	PR Batch 00002.07.2014 Pera Emplo	67.80
					PERA Employee Ded Total:	67.80
0	07/22/2014	Police Forfeiture Fund	PERA Employer	PERA-Non Bank	PR Batch 00002.07.2014 Pera Emplo	101.70
					PERA Employer Total:	101.70
0	07/30/2014	Police Forfeiture Fund	Professional Services	National Camera Exchange-CC	Camera	274.99
74673	07/31/2014	Police Forfeiture Fund	Professional Services	SOTA	SWAT School for Operator Kyle Ecke	675.00
					Professional Services Total:	949.99
0	07/22/2014	Police Forfeiture Fund	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00002.07.2014 State Incom	34.69

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					State Income Tax Total:	34.69
					Fund Total:	1,400.46
0	07/17/2014	Police Vehicle Revolving	Capital Outlay	Compsource-CC	Worksurface	434.00
					Capital Outlay Total:	434.00
0	07/31/2014	Police Vehicle Revolving	Vehicles & Equipment	Sun Control Of MN- CC	Marc's Squad Outfit	50.00
					Vehicles & Equipment Total:	50.00
					Fund Total:	484.00
74501	07/24/2014	Recreation Donations	Operating Supplies	Flagship Recreation	Steel Bench	1,715.00
					Operating Supplies Total:	1,715.00
					Fund Total:	1,715.00
0	07/30/2014	Recreation Fund	Advertising	Its Time Publications-CC	HANC Advertising	150.00
74676	07/31/2014	Recreation Fund	Advertising	Speedpro	Rosefest Signs	210.00
					Advertising Total:	360.00
74503	07/24/2014	Recreation Fund	Collected Insurance Fee	Sara Graham	LaCrosse Camp Refund	2.00
74630	07/31/2014	Recreation Fund	Collected Insurance Fee	Karen Hobart	AARP Driving Class Refund	0.50
74636	07/31/2014	Recreation Fund	Collected Insurance Fee	Beverly Johnson	AARP Driving Class Refund	0.50
74532	07/24/2014	Recreation Fund	Collected Insurance Fee	Deirdre Otis	Art Camp Refund	2.00
					Collected Insurance Fee Total:	5.00
0	07/31/2014	Recreation Fund	Contract Maintenance	Kone Inc	Maintenance Coverage	4,200.24
74459	07/17/2014	Recreation Fund	Contract Maintenance	Linn Building Maintenance	Skating Center	1,006.22
0	07/30/2014	Recreation Fund	Contract Maintenance	Nitti Sanitation-CC	Regular Service	275.40
0	07/31/2014	Recreation Fund	Contract Maintenance	North Hgts Hardware Hank-CC	Log Splitter Rental	70.28
74661	07/31/2014	Recreation Fund	Contract Maintenance	OSI Environmental Inc	Ammonia/Waste Oil	75.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	07/31/2014	Recreation Fund	Contract Maintenance	Printers Service Inc	Ice Knife Sharpening	36.00
74675	07/31/2014	Recreation Fund	Contract Maintenance	South-Town Refrigeration	Refrigeration Repair	1,383.33
Contract Maintenance Total:						7,046.47
0	07/31/2014	Recreation Fund	Contract Maintenance	Kone Inc	Maintenance Coverage	2,139.48
74459	07/17/2014	Recreation Fund	Contract Maintenance	Linn Building Maintenance	Nature Center	799.72
Contract Maintenance Total:						2,939.20
74491	07/24/2014	Recreation Fund	Deposits - Arboretum Bricks	Central Park Foundation	\$458-R. Dunnette \$217 S. Pikula-Bric	675.00
74590	07/31/2014	Recreation Fund	Deposits - Arboretum Bricks	Central Park Foundation	Credit Card Revenue From Walter Ba	200.00
Deposits - Arboretum Bricks Total:						875.00
0	07/22/2014	Recreation Fund	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00002.07.2014 Federal Incc	4,885.89
Federal Income Tax Total:						4,885.89
74484	07/24/2014	Recreation Fund	Fee Program Revenue	Maureen Austinson	Key Deposit Refund	25.00
74489	07/24/2014	Recreation Fund	Fee Program Revenue	Ashley Caswell	Damage Deposit Refund	93.75
74503	07/24/2014	Recreation Fund	Fee Program Revenue	Sara Graham	LaCrosse Camp Refund	72.00
74503	07/24/2014	Recreation Fund	Fee Program Revenue	Sara Graham	LaCrosse Camp Refund	11.00
74630	07/31/2014	Recreation Fund	Fee program Revenue	Karen Hobart	AARP Driving Class Refund	21.50
74630	07/31/2014	Recreation Fund	Fee Program Revenue	Karen Hobart	AARP Driving Class Refund	2.00
74636	07/31/2014	Recreation Fund	Fee program Revenue	Beverly Johnson	AARP Driving Class Refund	16.50
74636	07/31/2014	Recreation Fund	Fee Program Revenue	Beverly Johnson	AARP Driving Class Refund	2.00
74532	07/24/2014	Recreation Fund	Fee Program Revenue	Deirdre Otis	Art Camp Refund	3.00
74561	07/24/2014	Recreation Fund	Fee Program Revenue	Sandra Urrutia	Key Deposit Refund	25.00
Fee Program Revenue Total:						271.75
0	07/22/2014	Recreation Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.07.2014 Medicare E	915.28
0	07/22/2014	Recreation Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.07.2014 FICA Empl	3,913.56
FICA Employee Ded. Total:						4,828.84
0	07/22/2014	Recreation Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.07.2014 FICA Empl	3,913.56
0	07/22/2014	Recreation Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.07.2014 Medicare E	915.28

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					FICA Employers Share Total:	4,828.84
74535	07/24/2014	Recreation Fund	HSA Employee	Premier Bank	PR Batch 00002.07.2014 HSA Empl	330.19
					HSA Employee Total:	330.19
0	07/24/2014	Recreation Fund	ICMA Def Comp	ICMA Retirement Trust 457-30022	PR Batch 00002.07.2014 ICMA Defe	525.00
					ICMA Def Comp Total:	525.00
74544	07/24/2014	Recreation Fund	Life Ins. Employee	Standard Insurance Company	Insurance Premiums-July 2014 Policy	138.65
					Life Ins. Employee Total:	138.65
74544	07/24/2014	Recreation Fund	Life Ins. Employer	Standard Insurance Company	Insurance Premiums-July 2014 Policy	96.96
					Life Ins. Employer Total:	96.96
74544	07/24/2014	Recreation Fund	Long Term Disability	Standard Insurance Company	Insurance Premiums-July 2014 Policy	208.07
					Long Term Disability Total:	208.07
74530	07/24/2014	Recreation Fund	Medical Ins Employee	NJPA	Health Insurance Premium for July 20	908.98
					Medical Ins Employee Total:	908.98
74530	07/24/2014	Recreation Fund	Medical Ins Employer	NJPA	Health Insurance Premium for July 20	7,801.46
					Medical Ins Employer Total:	7,801.46
0	07/31/2014	Recreation Fund	Memberships & Subscriptions	DMX, Inc.	Skating Center Music	146.97
					Memberships & Subscriptions Total:	146.97
74610	07/31/2014	Recreation Fund	Merchandise for Sale	Friends of the Parks & Trails of St.	Trees for Resale	6,025.00
					Merchandise for Sale Total:	6,025.00
0	07/24/2014	Recreation Fund	Minnesota Benefit Ded	MN Benefit Association	PR Batch 00002.07.2014 Minnesota B	456.95

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					Minnesota Benefit Ded Total:	456.95
0	07/17/2014	Recreation Fund	Miscellaneous	Home Depot- CC	Misc Supplies	6.88
0	07/17/2014	Recreation Fund	Miscellaneous	Office Depot- CC	Misc Office Supplies	114.96
					Miscellaneous Total:	121.84
74532	07/24/2014	Recreation Fund	Miscellaneous Revenue	Deirdre Otis	Art Camp Refund	78.00
					Miscellaneous Revenue Total:	78.00
0	07/22/2014	Recreation Fund	MN State Retirement	MSRS-Non Bank	PR Batch 00002.07.2014 Post Emplo	399.74
					MN State Retirement Total:	399.74
0	07/22/2014	Recreation Fund	MNDCP Def Comp	Great West- Non Bank	PR Batch 00002.07.2014 MNDCP De	1,270.00
					MNDCP Def Comp Total:	1,270.00
74635	07/31/2014	Recreation Fund	Office Supplies	Impressive Print	Business Cards-D. Cash	45.00
0	07/17/2014	Recreation Fund	Office Supplies	Office Depot- CC	Office Supplies	176.86
0	07/17/2014	Recreation Fund	Office Supplies	Office Depot- CC	Office Supplies	55.95
0	07/17/2014	Recreation Fund	Office Supplies	Office Depot- CC	Office Supplies	219.90
0	07/17/2014	Recreation Fund	Office Supplies	Office Depot- CC	Office Supplies	315.11
0	07/17/2014	Recreation Fund	Office Supplies	Office Depot- CC	Glossy Brochure Paper	229.90
0	07/30/2014	Recreation Fund	Office Supplies	Office Depot- CC	Office Supplies	69.99
0	07/30/2014	Recreation Fund	Office Supplies	Office Depot- CC	Office Supplies	81.95
0	07/30/2014	Recreation Fund	Office Supplies	Office Depot- CC	Credit	-107.95
0	07/30/2014	Recreation Fund	Office Supplies	Office Depot- CC	Office Supplies	170.89
					Office Supplies Total:	1,257.60
74574	07/31/2014	Recreation Fund	Operating Supplies	All Flags, LLC	Fans with Stars	148.55
0	07/30/2014	Recreation Fund	Operating Supplies	Amazon.com- CC	Plastic Whistle Pack	24.13
0	07/17/2014	Recreation Fund	Operating Supplies	Deborah Cash	Reimbursement for Program Supplies	314.90
0	07/17/2014	Recreation Fund	Operating Supplies	Deborah Cash	Reimbursement for Program Supplies	460.00
0	07/17/2014	Recreation Fund	Operating Supplies	Deborah Cash	Reimbursement for Program Supplies	13.99
0	07/17/2014	Recreation Fund	Operating Supplies	Deborah Cash	Reimbursement for Program Supplies	324.92
0	07/17/2014	Recreation Fund	Operating Supplies	Cub Foods- CC	Training Supplies and Animal Foods	25.85
0	07/31/2014	Recreation Fund	Operating Supplies	Cub Foods- CC	Training Week Lunch and BBQ	138.32
0	07/31/2014	Recreation Fund	Operating Supplies	Cub Foods- CC	Nature's Kitchen Supplies	79.27

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	07/31/2014	Recreation Fund	Operating Supplies	Cub Foods- CC	Training Supplies for Parks Challeng	6.49
0	07/31/2014	Recreation Fund	Operating Supplies	Cub Foods- CC	Senior Club Supplies	30.68
0	07/31/2014	Recreation Fund	Operating Supplies	Cub Foods- CC	Nature's Kitchen Supplies	19.85
0	07/31/2014	Recreation Fund	Operating Supplies	Cub Foods- CC	Nature's Kitchen Supplies	2.99
0	07/31/2014	Recreation Fund	Operating Supplies	Cub Foods- CC	Run Supplies	23.96
0	07/31/2014	Recreation Fund	Operating Supplies	Cub Foods- CC	Volunteer Cookies	19.16
0	07/31/2014	Recreation Fund	Operating Supplies	Fun Express-CC	Water bottles, noisemakers, Sunglasse	281.75
0	07/31/2014	Recreation Fund	Operating Supplies	Gopher Bearing (BDI Branch 78)	Belts	72.04
0	07/31/2014	Recreation Fund	Operating Supplies	Grainger Inc	Bit, Rod	12.98
0	07/31/2014	Recreation Fund	Operating Supplies	Grainger Inc	Fill Valve	19.56
0	07/31/2014	Recreation Fund	Operating Supplies	Grainger Inc	Cables	30.44
0	07/31/2014	Recreation Fund	Operating Supplies	Grainger Inc	Floodlights	32.40
0	07/17/2014	Recreation Fund	Operating Supplies	Hirshfields-CC	Preschool Gymnastics Room Paint	182.45
0	07/17/2014	Recreation Fund	Operating Supplies	Home Depot- CC	Locker Room Paint, drain opener, cov	125.99
0	07/30/2014	Recreation Fund	Operating Supplies	Home Depot- CC	Credit	-9.74
0	07/31/2014	Recreation Fund	Operating Supplies	Hub Hobby Center-CC	Supplies for Forces of Nature	419.85
0	07/17/2014	Recreation Fund	Operating Supplies	Jimmys Johnnys, Inc	Taste of Rosefest weekend rental	425.00
0	07/24/2014	Recreation Fund	Operating Supplies	Jimmys Johnnys, Inc	Toilet Rental	54.50
0	07/31/2014	Recreation Fund	Operating Supplies	Jimmys Johnnys, Inc	Toilet Rental	54.50
0	07/31/2014	Recreation Fund	Operating Supplies	Jo-Ann Fabrics-CC	Summer Dance Supplies	26.45
0	07/17/2014	Recreation Fund	Operating Supplies	Joe's Sporting Goods-CC	Animal Foods	13.88
0	07/30/2014	Recreation Fund	Operating Supplies	Josh Tesch Apparel-CC	Shirts	795.00
0	07/31/2014	Recreation Fund	Operating Supplies	Lexington Floral- CC	Flowers for Dance Recitals	441.89
0	07/31/2014	Recreation Fund	Operating Supplies	Lexington Floral- CC	Flowers for Dance Recital	117.84
74640	07/31/2014	Recreation Fund	Operating Supplies	Lightning Disposal, Inc.	Can Disposal	150.00
0	07/17/2014	Recreation Fund	Operating Supplies	Marco Meeting-CC	Volunteer Appreciation Supplies	658.60
0	07/17/2014	Recreation Fund	Operating Supplies	Marco Meeting-CC	Volunteer Appreciation Supplies	200.00
0	07/17/2014	Recreation Fund	Operating Supplies	Menards-CC	Operating Supplies	145.74
0	07/30/2014	Recreation Fund	Operating Supplies	Menards-CC	Pump	97.49
0	07/17/2014	Recreation Fund	Operating Supplies	Michaels-CC	Sponsorship Thank You's	44.92
0	07/31/2014	Recreation Fund	Operating Supplies	Michaels-CC	Summer Spetacular Decorating Suppl	10.61
0	07/31/2014	Recreation Fund	Operating Supplies	Michaels-CC	DYP Materials, Caterpillars	18.16
0	07/31/2014	Recreation Fund	Operating Supplies	Michaels-CC	Summer Dance Supplies	21.34
0	07/30/2014	Recreation Fund	Operating Supplies	MPLS Meters-CC	Inadvertant Personal Purchase. Repa	3.40
0	07/17/2014	Recreation Fund	Operating Supplies	NAPA Auto Parts-CC	Fuse	6.38
0	07/17/2014	Recreation Fund	Operating Supplies	North Hgts Hardware Hank-CC	Silicone, Plumbing, Water	16.78
0	07/30/2014	Recreation Fund	Operating Supplies	North Hgts Hardware Hank-CC	Anchors, Nails, Fasteners	8.51
0	07/17/2014	Recreation Fund	Operating Supplies	Office Depot- CC	Office Supplies	75.92
0	07/30/2014	Recreation Fund	Operating Supplies	Office Max-CC	Folders	1.60
0	07/30/2014	Recreation Fund	Operating Supplies	Oriental Trading- CC	Dance Recital Supplies	21.42
0	07/31/2014	Recreation Fund	Operating Supplies	Parking Ramp-CC	Parking	4.00
0	07/30/2014	Recreation Fund	Operating Supplies	Party City-CC	Dance Recital Supplies	12.77
0	07/31/2014	Recreation Fund	Operating Supplies	Party City-CC	Dance Recital Supplies	9.58
0	07/31/2014	Recreation Fund	Operating Supplies	Party City-CC	1/2 Day Supplies	38.97

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0	07/31/2014	Recreation Fund	Operating Supplies	Party City-CC	HANC supplies	24.32
0	07/31/2014	Recreation Fund	Operating Supplies	Party City-CC	Preschool	6.41
0	07/31/2014	Recreation Fund	Operating Supplies	Party City-CC	Rosefest	11.05
0	07/31/2014	Recreation Fund	Operating Supplies	Party City-CC	Table Cloth Roll for DYP	26.99
0	07/30/2014	Recreation Fund	Operating Supplies	PetSmart-CC	Animal Food	4.08
0	07/31/2014	Recreation Fund	Operating Supplies	Rainbow Foods-CC	BBQ Supplies	96.45
0	07/31/2014	Recreation Fund	Operating Supplies	Rainbow Foods-CC	Charcoal for BBQ	21.53
0	07/31/2014	Recreation Fund	Operating Supplies	Restaurant Depot- CC	Staff Training	324.92
0	07/31/2014	Recreation Fund	Operating Supplies	Roseville Area Schools	Flyer Printing Cost	364.43
0	07/31/2014	Recreation Fund	Operating Supplies	Roseville Area Schools	Flyer Printing Cost	16.63
0	07/31/2014	Recreation Fund	Operating Supplies	Roseville Area Schools	Flyer Printing Cost	823.73
74542	07/24/2014	Recreation Fund	Operating Supplies	John Rusterholz	CTV Volunteer Supplies Reimbursem	39.74
0	07/31/2014	Recreation Fund	Operating Supplies	Staples-CC	Medallion Hunt Supplies	16.38
0	07/17/2014	Recreation Fund	Operating Supplies	Stitchin Post	Kicker & Slugger	2,667.70
0	07/17/2014	Recreation Fund	Operating Supplies	Stitchin Post	LIT Act #106	286.88
0	07/17/2014	Recreation Fund	Operating Supplies	Stitchin Post	DYP Shirts, Act #121	163.00
0	07/17/2014	Recreation Fund	Operating Supplies	Stitchin Post	Track Shirts	310.70
0	07/17/2014	Recreation Fund	Operating Supplies	Stitchin Post	Staff Shirts	186.70
0	07/17/2014	Recreation Fund	Operating Supplies	Stitchin Post	Staff Shirts	106.70
0	07/17/2014	Recreation Fund	Operating Supplies	Stitchin Post	Staff Shirts	146.70
0	07/17/2014	Recreation Fund	Operating Supplies	Stitchin Post	Staff Shirts	146.70
0	07/17/2014	Recreation Fund	Operating Supplies	Stitchin Post	Run for the Roses T-Shirts	2,358.90
0	07/17/2014	Recreation Fund	Operating Supplies	Suburban Ace Hardware-CC	Fastners	3.75
0	07/30/2014	Recreation Fund	Operating Supplies	Suburban Ace Hardware-CC	Cultivator, Pruner	28.48
0	07/31/2014	Recreation Fund	Operating Supplies	Subway-CC	Staff Training before Recital	74.99
74680	07/31/2014	Recreation Fund	Operating Supplies	SunWind Solar, Inc.	Classroom Solar Cars	141.88
74680	07/31/2014	Recreation Fund	Operating Supplies	SunWind Solar, Inc.	Classroom Solar Cars	236.00
0	07/30/2014	Recreation Fund	Operating Supplies	Superamerica- CC	Inadvertant Personal Purchase. Repai	12.06
0	07/17/2014	Recreation Fund	Operating Supplies	Target- CC	Summer Spectacular Open House Wa	3.19
0	07/30/2014	Recreation Fund	Operating Supplies	Target- CC	Arboretum Supplies	20.11
0	07/30/2014	Recreation Fund	Operating Supplies	Target- CC	HANC Supplies	72.32
0	07/30/2014	Recreation Fund	Operating Supplies	Target- CC	Dance Recital Supplies	21.48
0	07/31/2014	Recreation Fund	Operating Supplies	Target- CC	summer Spec Kick-off Supplies & Sn	22.66
0	07/31/2014	Recreation Fund	Operating Supplies	Target- CC	DYP Supplies	4.69
0	07/31/2014	Recreation Fund	Operating Supplies	Target- CC	LIT Notebooks	4.03
0	07/31/2014	Recreation Fund	Operating Supplies	Target- CC	My New Plate Foods and Supplies	124.66
0	07/31/2014	Recreation Fund	Operating Supplies	Target- CC	Nature's Kitchen Supplies	109.17
0	07/31/2014	Recreation Fund	Operating Supplies	Target- CC	LIT Snack Purchase	21.73
0	07/31/2014	Recreation Fund	Operating Supplies	Target- CC	Snacks and Sunscreen for SS/SS+	22.11
0	07/17/2014	Recreation Fund	Operating Supplies	Uberprints.Com-CC	Recital T-Shirts, Staff Uniforms	646.78
74693	07/31/2014	Recreation Fund	Operating Supplies	Viking Electric Supply, Inc.	PVC Elbow	47.37
0	07/31/2014	Recreation Fund	Operating Supplies	Viking Trophies-CC	Medallion	54.95
0	07/30/2014	Recreation Fund	Operating Supplies	Walmart-CC	Craft Supplies	12.16
0	07/30/2014	Recreation Fund	Operating Supplies	Walmart-CC	Craft Supplies	14.64

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0	07/30/2014	Recreation Fund	Operating Supplies	Walmart-CC	Program Supplies	3.85
0	07/30/2014	Recreation Fund	Operating Supplies	Walmart-CC	Program Supplies	50.54
0	07/30/2014	Recreation Fund	Operating Supplies	Walmart-CC	Program Supplies	37.39
0	07/30/2014	Recreation Fund	Operating Supplies	Walmart-CC	Summer Spectacular Supplies	133.32
0	07/31/2014	Recreation Fund	Operating Supplies	Walmart-CC	Lemonade and insect repellent for DY	15.30
0	07/31/2014	Recreation Fund	Operating Supplies	Walmart-CC	Lemonade and insect repellent for DY	9.75
0	07/31/2014	Recreation Fund	Operating Supplies	Zoro Tools-CC	Pully, Hose, Bushing	49.69
Operating Supplies Total:						16,425.72
74657	07/31/2014	Recreation Fund	Parade Sponsor	North Suburban Golden "K" Kiwan	Rosefest Button Sales Commission	460.50
Parade Sponsor Total:						460.50
0	07/22/2014	Recreation Fund	PERA Employee Ded	PERA-Non Bank	PR Batch 00002.07.2014 Pera Emplo	2,686.06
PERA Employee Ded Total:						2,686.06
0	07/22/2014	Recreation Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00002.07.2014 Pera Emplo	2,686.06
0	07/22/2014	Recreation Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00002.07.2014 Pera additio	429.78
PERA Employer Share Total:						3,115.84
74663	07/31/2014	Recreation Fund	Postage	Postmaster	Fall Brochure Postage-Permit 2437	7,140.00
Postage Total:						7,140.00
74676	07/31/2014	Recreation Fund	Printing	Speedpro	Banner, Performance Line-Up Signs	441.00
Printing Total:						441.00
74570	07/31/2014	Recreation Fund	Professional Services	3rd Lair SkatePark	Skate Camp	1,556.25
74571	07/31/2014	Recreation Fund	Professional Services	AARP	AARP Driving Class	510.00
74572	07/31/2014	Recreation Fund	Professional Services	AARP	AARP Driving Class	320.00
74483	07/24/2014	Recreation Fund	Professional Services	Art Spark	Art Camp	1,284.00
74578	07/31/2014	Recreation Fund	Professional Services	Asian Media Access, Inc.	Summer Entertainment	1,000.00
74581	07/31/2014	Recreation Fund	Professional Services	Fred Bailey	Summer Entertainment	200.00
74583	07/31/2014	Recreation Fund	Professional Services	Louise Beaman	Volleyball Officiating	216.00
74447	07/17/2014	Recreation Fund	Professional Services	Brio Brass	Summer Entertainment Performance	200.00
0	07/17/2014	Recreation Fund	Professional Services	Byerly's- CC	Accreditation	19.68
74587	07/31/2014	Recreation Fund	Professional Services	Bill Cagley	Summer Entertainment	400.00
74494	07/24/2014	Recreation Fund	Professional Services	City of Eagan	Cascade Bay Field Trip Deposit	225.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
74476	07/21/2014	Recreation Fund	Professional Services	Jeff Crosby	Little Hoopers Director.	738.00
74601	07/31/2014	Recreation Fund	Professional Services	Dale Dahlquist	Summer Entertainment	275.00
74449	07/17/2014	Recreation Fund	Professional Services	Chuck DeVore	Summer Entertainment Performance	330.00
74604	07/31/2014	Recreation Fund	Professional Services	Duniya Drum and Dance	Summer Entertainment	1,200.00
0	07/31/2014	Recreation Fund	Professional Services	Mark Emme	Volleyball Officiating	400.00
74451	07/17/2014	Recreation Fund	Professional Services	Robert K. Everest	Summer Entertainment Performance	1,500.00
74500	07/24/2014	Recreation Fund	Professional Services	Tim Fett	Tennis Instructor	159.25
74606	07/31/2014	Recreation Fund	Professional Services	Tim Fett	Tennis Instructor	278.69
74606	07/31/2014	Recreation Fund	Professional Services	Tim Fett	Tennis Instructor	64.31
74612	07/31/2014	Recreation Fund	Professional Services	Dave Fruehauf	Summer Entertainment	200.00
74613	07/31/2014	Recreation Fund	Professional Services	David Furniss	Summer Entertainment	200.00
74617	07/31/2014	Recreation Fund	Professional Services	Shawn Glidden	Summer Entertainment	200.00
0	07/17/2014	Recreation Fund	Professional Services	Good Earth-CC	Accreditation Visit	58.00
74618	07/31/2014	Recreation Fund	Professional Services	Arthur T. Graf	Summer Entertainment	287.50
74618	07/31/2014	Recreation Fund	Professional Services	Arthur T. Graf	Summer Entertainment	342.50
0	07/31/2014	Recreation Fund	Professional Services	Mike Grant	Track and Field Camp Director	848.00
74624	07/31/2014	Recreation Fund	Professional Services	Harmonic Relief	Summer Entertainment	150.00
74625	07/31/2014	Recreation Fund	Professional Services	Mike Harvey	Volleyball Officiating	144.00
74626	07/31/2014	Recreation Fund	Professional Services	Carly Hayes	Tennis Instructor	147.00
74632	07/31/2014	Recreation Fund	Professional Services	Pat Hubbard	Volleyball Officiating	144.00
74634	07/31/2014	Recreation Fund	Professional Services	Tom Imhoff	Volleyball Officiating	216.00
0	07/31/2014	Recreation Fund	Professional Services	Jimmys Johnnys, Inc	Toilet Rental	327.00
0	07/31/2014	Recreation Fund	Professional Services	Jimmys Johnnys, Inc	Toilet Rental	218.00
0	07/31/2014	Recreation Fund	Professional Services	Jimmys Johnnys, Inc	Toilet Rental	54.50
0	07/31/2014	Recreation Fund	Professional Services	Jimmys Johnnys, Inc	Toilet Rental	54.50
0	07/31/2014	Recreation Fund	Professional Services	Jimmys Johnnys, Inc	Toilet Rental	54.50
0	07/31/2014	Recreation Fund	Professional Services	Jimmys Johnnys, Inc	Toilet Rental	54.50
0	07/31/2014	Recreation Fund	Professional Services	Jimmys Johnnys, Inc	Toilet Rental	54.50
74638	07/31/2014	Recreation Fund	Professional Services	Sarah Victoria King	Summer Entertainment	200.00
74639	07/31/2014	Recreation Fund	Professional Services	Rose Kubiaticz	Summer Entertainment	400.00
74517	07/24/2014	Recreation Fund	Professional Services	Claire Lutter	Tennis Instruction	51.00
0	07/31/2014	Recreation Fund	Professional Services	Willie McCray	Umpire Service	2,948.00
0	07/31/2014	Recreation Fund	Professional Services	Willie McCray	Umpire Service	3,146.00
0	07/31/2014	Recreation Fund	Professional Services	Willie McCray	Umpire Service	2,210.00
74645	07/31/2014	Recreation Fund	Professional Services	Merry Bobb Music	Summer Entertainment	625.00
0	07/31/2014	Recreation Fund	Professional Services	Mill City Museum-CC	Summer Spectacular Field Trip	70.00
0	07/31/2014	Recreation Fund	Professional Services	Mill City Museum-CC	Summer Spectacular Field Trip	110.00
74647	07/31/2014	Recreation Fund	Professional Services	Minneapolis Police Band	Summer Entertainment	125.00
74648	07/31/2014	Recreation Fund	Professional Services	Minnesota State Band	Summer Entertainment	150.00
0	07/17/2014	Recreation Fund	Professional Services	Mn Volleyball Headquarters, Inc.	JR Club Membership	900.00
0	07/24/2014	Recreation Fund	Professional Services	Mn Volleyball Headquarters, Inc.	Youth Clinics, Camps	1,990.75
74649	07/31/2014	Recreation Fund	Professional Services	Corey Mohan	Summer Entertainment	200.00
74527	07/24/2014	Recreation Fund	Professional Services	Karen Muller	July 4th Staff	40.00
74656	07/31/2014	Recreation Fund	Professional Services	Ashley Neaton	Volleyball Officiating	115.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
74529	07/24/2014	Recreation Fund	Professional Services	New Brighton Parks/Recreation	Senior Trip-Winehaven	424.48
74463	07/17/2014	Recreation Fund	Professional Services	Bob Nielsen	Concert at Salo Park 6/26/14	40.00
74659	07/31/2014	Recreation Fund	Professional Services	Philip Nusbaum	Summer Entertainment	200.00
0	07/17/2014	Recreation Fund	Professional Services	Office Depot- CC	Accreditation	94.51
0	07/30/2014	Recreation Fund	Professional Services	PayPal-CC	Teamup Calendar	240.00
0	07/17/2014	Recreation Fund	Professional Services	Porter House Steaks-CC	Accreditation Visit	216.30
0	07/17/2014	Recreation Fund	Professional Services	Radisson Hotel-ACH	Lodging and Meals for Andre Pichly	195.33
0	07/17/2014	Recreation Fund	Professional Services	Radisson Hotel-ACH	Lodging and Meals for Sara Hensley	227.05
74664	07/31/2014	Recreation Fund	Professional Services	Nicole Rajkowski	Volleyball Officiating	48.00
74666	07/31/2014	Recreation Fund	Professional Services	Richard Alan Productions, Inc.	Summer Entertainment	780.00
74669	07/31/2014	Recreation Fund	Professional Services	Clayton King Schanilec	Summer Entertainment	200.00
74674	07/31/2014	Recreation Fund	Professional Services	Sounds of Hope LTD	Summer Entertainment	550.00
0	07/17/2014	Recreation Fund	Professional Services	Star Tribune	Acct 1000013429	700.00
74679	07/31/2014	Recreation Fund	Professional Services	Kim Sueoka	Summer Entertainment	250.00
74548	07/24/2014	Recreation Fund	Professional Services	Amanda Svendsen	July 4 Staffing	40.00
74681	07/31/2014	Recreation Fund	Professional Services	Swank Motion Pictures, Inc.	Movie Rental	452.04
74681	07/31/2014	Recreation Fund	Professional Services	Swank Motion Pictures, Inc.	Movie Rental	291.36
74552	07/24/2014	Recreation Fund	Professional Services	Tracker Software, Corp	PubWorks Annual Support And Maint	1,400.00
74686	07/31/2014	Recreation Fund	Professional Services	Ukranian Village Band	Summer Entertainment	400.00
74689	07/31/2014	Recreation Fund	Professional Services	Kathie Urbaniak	Volleyball Officiating	363.00
74694	07/31/2014	Recreation Fund	Professional Services	Dave Walbridge	Summer Entertainment	300.00
0	07/31/2014	Recreation Fund	Professional Services	Water Park of America-CC	Friday Field Trip	150.00
0	07/31/2014	Recreation Fund	Professional Services	Water Park of America-CC	Friday Field Trip	270.00
74696	07/31/2014	Recreation Fund	Professional Services	Julie Young Walser	Summer Entertainment	200.00
Professional Services Total:						35,943.50
0	07/31/2014	Recreation Fund	Rental	Jimmys Johnnys, Inc	Toilet Rental	99.00
0	07/31/2014	Recreation Fund	Rental	Jimmys Johnnys, Inc	Toilet Rental	99.00
0	07/31/2014	Recreation Fund	Rental	Jimmys Johnnys, Inc	Toilet Rental	198.00
0	07/31/2014	Recreation Fund	Rental	Jimmys Johnnys, Inc	Toilet Rental	99.00
0	07/31/2014	Recreation Fund	Rental	Jimmys Johnnys, Inc	Toilet Rental	179.50
0	07/31/2014	Recreation Fund	Rental	Jimmys Johnnys, Inc	Toilet Rental	54.50
0	07/31/2014	Recreation Fund	Rental	Jimmys Johnnys, Inc	Toilet Rental	54.50
0	07/31/2014	Recreation Fund	Rental	Jimmys Johnnys, Inc	Toilet Rental	54.50
0	07/31/2014	Recreation Fund	Rental	Jimmys Johnnys, Inc	Toilet Rental	144.50
0	07/31/2014	Recreation Fund	Rental	Jimmys Johnnys, Inc	Toilet Rental	54.50
0	07/31/2014	Recreation Fund	Rental	Jimmys Johnnys, Inc	Toilet Rental	54.50
0	07/31/2014	Recreation Fund	Rental	Jimmys Johnnys, Inc	Toilet Rental	1.94
Rental Total:						1,093.44
0	07/22/2014	Recreation Fund	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00002.07.2014 State Incom	2,123.82

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
State Income Tax Total:						2,123.82
74529	07/24/2014	Recreation Fund	Transportation	New Brighton Parks/Recreation	Senior Trip-Winehaven	232.00
Transportation Total:						232.00
74525	07/24/2014	Recreation Fund	Unemployment	Mn Dept of Employment & Econ D	Enemployment Benefits-Acct Numbe	334.49
Unemployment Total:						334.49
74525	07/24/2014	Recreation Fund	Unemployment Insurance	Mn Dept of Employment & Econ D	Enemployment Benefits-Acct Numbe	328.28
Unemployment Insurance Total:						328.28
74459	07/17/2014	Recreation Fund	Use Tax Payable	Linn Building Maintenance	Use Tax Payable	-1.06
74459	07/17/2014	Recreation Fund	Use Tax Payable	Linn Building Maintenance	Use Tax Payable	-5.60
0	07/24/2014	Recreation Fund	Use Tax Payable	Xcel Energy	Sales/Use Tax	-0.48
0	07/24/2014	Recreation Fund	Use Tax Payable	Xcel Energy	Sales/Use Tax	-71.85
Use Tax Payable Total:						-78.99
0	07/24/2014	Recreation Fund	Utilities	Xcel Energy	Nature Center	365.32
0	07/24/2014	Recreation Fund	Utilities	Xcel Energy	Skating Center-Oval	1,252.19
0	07/24/2014	Recreation Fund	Utilities	Xcel Energy	Skating Center-Ice Arena	12,238.74
Utilities Total:						13,856.25
Fund Total:						129,908.31
74608	07/31/2014	Recreation Improvements	Arboretum Drainage Issues	Flagship Recreation	Wood Fiber	4,275.00
Arboretum Drainage Issues Total:						4,275.00
0	07/31/2014	Recreation Improvements	Bleacher Pads	Midwest Fence	Fence Repair at Central Park Lexingt	4,939.00
Bleacher Pads Total:						4,939.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
Fund Total:						9,214.00
74692	07/31/2014	Sanitary Sewer	2014 Mill & Overlay	Valley Paving, Inc.	Mill & Overlays-Payment #2	55,385.00
2014 Mill & Overlay Total:						55,385.00
74454	07/17/2014	Sanitary Sewer	2014 Sanitary Sewer Lining	Instituform Technologies USA, Inc	Sanitary Sewer Lining Project, Payme	315,369.60
2014 Sanitary Sewer Lining Total:						315,369.60
74593	07/31/2014	Sanitary Sewer	Accounts Payable	DONALD CHRISTIANSON	Refund Check	9.20
74611	07/31/2014	Sanitary Sewer	Accounts Payable	ROGER FROELICH	Refund Check	3.18
74629	07/31/2014	Sanitary Sewer	Accounts Payable	HERMAN HINRICHS	Refund Check	8.46
74475	07/17/2014	Sanitary Sewer	Accounts Payable	JEROME WESTGARD	Refund Check	20.72
Accounts Payable Total:						41.56
0	07/22/2014	Sanitary Sewer	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00002.07.2014 Federal Incc	1,271.19
Federal Income Tax Total:						1,271.19
0	07/22/2014	Sanitary Sewer	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.07.2014 Medicare E	190.18
0	07/22/2014	Sanitary Sewer	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.07.2014 FICA Empl	813.17
FICA Employee Ded. Total:						1,003.35
0	07/22/2014	Sanitary Sewer	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.07.2014 FICA Empl	813.17
0	07/22/2014	Sanitary Sewer	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.07.2014 Medicare E	190.18
FICA Employers Share Total:						1,003.35
0	07/24/2014	Sanitary Sewer	ICMA Def Comp	ICMA Retirement Trust 457-30022'	PR Batch 00002.07.2014 ICMA Defe	35.00
ICMA Def Comp Total:						35.00
74544	07/24/2014	Sanitary Sewer	Life Ins. Employee	Standard Insurance Company	Insurance Premiums-July 2014 Policy	6.48
74544	07/24/2014	Sanitary Sewer	Life Ins. Employee	Standard Insurance Company	Insurance Premiums-July 2014 Policy	32.18
Life Ins. Employee Total:						38.66

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
74544	07/24/2014	Sanitary Sewer	Life Ins. Employer	Standard Insurance Company	Insurance Premiums-July 2014 Policy	37.62
					Life Ins. Employer Total:	37.62
74544	07/24/2014	Sanitary Sewer	Long Term Disability	Standard Insurance Company	Insurance Premiums-July 2014 Policy	69.24
					Long Term Disability Total:	69.24
74530	07/24/2014	Sanitary Sewer	Medical Ins Employee	NJPA	Health Insurance Premium for July 2014	1,120.00
					Medical Ins Employee Total:	1,120.00
74530	07/24/2014	Sanitary Sewer	Medical Ins Employer	NJPA	Health Insurance Premium for July 2014	2,439.57
					Medical Ins Employer Total:	2,439.57
0	07/24/2014	Sanitary Sewer	Minnesota Benefit Ded	MN Benefit Association	PR Batch 00002.07.2014 Minnesota I	20.87
					Minnesota Benefit Ded Total:	20.87
74446	07/17/2014	Sanitary Sewer	Miscellaneous Expense	Jan Boehlke	Met Council Grant Reimbursement for	2,000.00
74450	07/17/2014	Sanitary Sewer	Miscellaneous Expense	Sean Emery	Reimbursement for Sanitary Sewer R	2,000.00
74458	07/17/2014	Sanitary Sewer	Miscellaneous Expense	Dallas Leier	Reimbursement for Sanitary Sewer R	1,991.67
74462	07/17/2014	Sanitary Sewer	Miscellaneous Expense	Galen Naber	Reimbursement for Sanitary Sewer R	1,808.33
					Miscellaneous Expense Total:	7,800.00
0	07/22/2014	Sanitary Sewer	MN State Retirement	MSRS-Non Bank	PR Batch 00002.07.2014 Post Emplo	121.12
					MN State Retirement Total:	121.12
0	07/22/2014	Sanitary Sewer	MNDCP Def Comp	Great West- Non Bank	PR Batch 00002.07.2014 MNDCP De	109.80
					MNDCP Def Comp Total:	109.80
74497	07/24/2014	Sanitary Sewer	Operating Supplies	Earl F. Andersen, Inc.	Traffic Cones	326.25
74472	07/17/2014	Sanitary Sewer	Operating Supplies	Ultimate Safety Concepts, Inc.	Monitor, Regulator, Gas	1,003.19
					Operating Supplies Total:	1,329.44
0	07/22/2014	Sanitary Sewer	PERA Employee Ded	PERA-Non Bank	PR Batch 00002.07.2014 Pera Emplo	756.88

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
PERA Employee Ded Total:						756.88
0	07/22/2014	Sanitary Sewer	PERA Employer Share	PERA-Non Bank	PR Batch 00002.07.2014 Pera Emplo	756.88
0	07/22/2014	Sanitary Sewer	PERA Employer Share	PERA-Non Bank	PR Batch 00002.07.2014 Pera additio	121.12
PERA Employer Share Total:						878.00
0	07/24/2014	Sanitary Sewer	Professional Services	Gopher State One Call	FTP Tickets	500.65
0	07/17/2014	Sanitary Sewer	Professional Services	Infratech, Inc.	Joint Grouting on Wewers Rd	1,852.50
74534	07/24/2014	Sanitary Sewer	Professional Services	Pipe Services Inc	Sanitary Sewer TV Inspection	14,451.63
Professional Services Total:						16,804.78
74521	07/24/2014	Sanitary Sewer	Sewer SAC Charges	Metropolitan Council/ Environment	SAC Charges	3,555.90
74522	07/24/2014	Sanitary Sewer	Sewer SAC Charges	Michael Lee Inc.	SAC Charges Refund	2,485.00
Sewer SAC Charges Total:						6,040.90
0	07/22/2014	Sanitary Sewer	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00002.07.2014 State Incom	555.54
State Income Tax Total:						555.54
0	07/30/2014	Sanitary Sewer	Telephone	Sprint- CC	Cell Phones	50.34
Telephone Total:						50.34
0	07/24/2014	Sanitary Sewer	Utilities	Xcel Energy	Sewer	191.48
Utilities Total:						191.48
Fund Total:						412,473.29
74510	07/24/2014	Singles Program	Operating Supplies	Florence Klobucher	Singles Supplies Reimbursement	10.99
Operating Supplies Total:						10.99

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
Fund Total:						10.99
0	07/22/2014	Solid Waste Recycle	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00002.07.2014 Federal Incc	90.07
Federal Income Tax Total:						90.07
0	07/22/2014	Solid Waste Recycle	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.07.2014 Medicare E	11.86
0	07/22/2014	Solid Waste Recycle	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.07.2014 FICA Empl	50.72
FICA Employee Ded. Total:						62.58
0	07/22/2014	Solid Waste Recycle	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.07.2014 FICA Empl	50.72
0	07/22/2014	Solid Waste Recycle	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.07.2014 Medicare E	11.86
FICA Employers Share Total:						62.58
74544	07/24/2014	Solid Waste Recycle	Life Ins. Employer	Standard Insurance Company	Insurance Premiums-July 2014 Policy	2.43
Life Ins. Employer Total:						2.43
74544	07/24/2014	Solid Waste Recycle	Long Term Disability	Standard Insurance Company	Insurance Premiums-July 2014 Policy	5.28
Long Term Disability Total:						5.28
74530	07/24/2014	Solid Waste Recycle	Medical Ins Employer	NJPA	Health Insurance Premium for July 20	109.55
Medical Ins Employer Total:						109.55
0	07/22/2014	Solid Waste Recycle	MN State Retirement	MSRS-Non Bank	PR Batch 00002.07.2014 Post Emplo	8.04
MN State Retirement Total:						8.04
0	07/22/2014	Solid Waste Recycle	PERA Employee Ded	PERA-Non Bank	PR Batch 00002.07.2014 Pera Emplo	50.31
PERA Employee Ded Total:						50.31
0	07/22/2014	Solid Waste Recycle	PERA Employer Share	PERA-Non Bank	PR Batch 00002.07.2014 Pera Emplo	50.31
0	07/22/2014	Solid Waste Recycle	PERA Employer Share	PERA-Non Bank	PR Batch 00002.07.2014 Pera additio	8.04

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
PERA Employer Share Total:						58.35
0	07/22/2014	Solid Waste Recycle	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00002.07.2014 State Incom	41.83
State Income Tax Total:						41.83
Fund Total:						491.02
74537	07/24/2014	Storm Drainage	Accounts Payable	RBF CORP #8826	Refund Check	64.07
Accounts Payable Total:						64.07
74614	07/31/2014	Storm Drainage	Contract Maintenance	Gary Carlson Equipment, Corp.	Mini Excavator	885.00
74523	07/24/2014	Storm Drainage	Contract Maintenance	Miller Trucking of Buffalo, Inc.	QTY 21 End Dump: Haul Spring Stre	390.00
Contract Maintenance Total:						1,275.00
0	07/17/2014	Storm Drainage	Evergreen Park Drainage Improv	SRF Consulting Group, Inc.	Evergreen Park Underground Storage	6,007.27
0	07/24/2014	Storm Drainage	Evergreen Park Drainage Improv	SRF Consulting Group, Inc.	Professional Services Through June 3	4,495.12
Evergreen Park Drainage Improv Total:						10,502.39
0	07/22/2014	Storm Drainage	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00002.07.2014 Federal Incc	1,137.33
Federal Income Tax Total:						1,137.33
0	07/22/2014	Storm Drainage	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.07.2014 Medicare E	173.12
0	07/22/2014	Storm Drainage	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.07.2014 FICA Empl	740.21
FICA Employee Ded. Total:						913.33
0	07/22/2014	Storm Drainage	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.07.2014 FICA Empl	740.21
0	07/22/2014	Storm Drainage	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.07.2014 Medicare E	173.12
FICA Employers Share Total:						913.33
74544	07/24/2014	Storm Drainage	Life Ins. Employee	Standard Insurance Company	Insurance Premiums-July 2014 Policy	13.50

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					Life Ins. Employee Total:	13.50
74544	07/24/2014	Storm Drainage	Life Ins. Employer	Standard Insurance Company	Insurance Premiums-July 2014 Policy	39.32
					Life Ins. Employer Total:	39.32
74544	07/24/2014	Storm Drainage	Long Term Disability	Standard Insurance Company	Insurance Premiums-July 2014 Policy	63.62
					Long Term Disability Total:	63.62
74530	07/24/2014	Storm Drainage	Medical Ins Employer	NJPA	Health Insurance Premium for July 2014	255.64
					Medical Ins Employer Total:	255.64
0	07/22/2014	Storm Drainage	MN State Retirement	MSRS-Non Bank	PR Batch 00002.07.2014 Post Emplo	107.26
					MN State Retirement Total:	107.26
0	07/22/2014	Storm Drainage	MNDCP Def Comp	Great West- Non Bank	PR Batch 00002.07.2014 MNDCP De	10.00
					MNDCP Def Comp Total:	10.00
0	07/31/2014	Storm Drainage	Motor Fuel	Superamerica- CC	Motor Fuel	12.83
					Motor Fuel Total:	12.83
0	07/17/2014	Storm Drainage	Operating Supplies	Brock White -CC	Supplies	168.32
74497	07/24/2014	Storm Drainage	Operating Supplies	Earl F. Andersen, Inc.	Traffic Cones	326.25
74452	07/17/2014	Storm Drainage	Operating Supplies	Fra-Dor Inc.	MH & CB Repair, Dig out Material	496.00
0	07/17/2014	Storm Drainage	Operating Supplies	Suburban Ace Hardware-CC	Garden Sprayer, 2 gallon	10.70
					Operating Supplies Total:	1,001.27
0	07/22/2014	Storm Drainage	PERA Employee Ded	PERA-Non Bank	PR Batch 00002.07.2014 Pera Emplo	670.23
					PERA Employee Ded Total:	670.23
0	07/22/2014	Storm Drainage	PERA Employer Share	PERA-Non Bank	PR Batch 00002.07.2014 Pera Emplo	670.23
0	07/22/2014	Storm Drainage	PERA Employer Share	PERA-Non Bank	PR Batch 00002.07.2014 Pera additio	107.26

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
PERA Employer Share Total:						777.49
0	07/22/2014	Storm Drainage	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00002.07.2014 State Incom	523.50
State Income Tax Total:						523.50
0	07/30/2014	Storm Drainage	Telephone	Sprint- CC	Cell Phones	54.58
Telephone Total:						54.58
Fund Total:						18,334.69
74692	07/31/2014	Street Construction	2014 Mill & Overlay	Valley Paving, Inc.	Mill & Overlays-Payment #2	258,292.96
74692	07/31/2014	Street Construction	2014 Mill & Overlay	Valley Paving, Inc.	Mill & Overlays-Payment #2	85,722.31
2014 Mill & Overlay Total:						344,015.27
Fund Total:						344,015.27
0	07/22/2014	Telecommunications	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00002.07.2014 Federal Incc	475.32
Federal Income Tax Total:						475.32
0	07/22/2014	Telecommunications	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.07.2014 FICA Empl	401.29
0	07/22/2014	Telecommunications	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.07.2014 Medicare E	93.86
FICA Employee Ded. Total:						495.15
0	07/22/2014	Telecommunications	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.07.2014 FICA Empl	401.29
0	07/22/2014	Telecommunications	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.07.2014 Medicare E	93.86
FICA Employers Share Total:						495.15
74535	07/24/2014	Telecommunications	HSA Employee	Premier Bank	PR Batch 00002.07.2014 HSA Empl	8.18
HSA Employee Total:						8.18

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
74544	07/24/2014	Telecommunications	Life Ins. Employee	Standard Insurance Company	Insurance Premiums-July 2014 Policy	31.64
					Life Ins. Employee Total:	31.64
74544	07/24/2014	Telecommunications	Life Ins. Employer	Standard Insurance Company	Insurance Premiums-July 2014 Policy	17.84
					Life Ins. Employer Total:	17.84
74544	07/24/2014	Telecommunications	Long Term Disability	Standard Insurance Company	Insurance Premiums-July 2014 Policy	42.56
					Long Term Disability Total:	42.56
74530	07/24/2014	Telecommunications	Medical Ins Employee	NJPA	Health Insurance Premium for July 2014	260.16
					Medical Ins Employee Total:	260.16
74530	07/24/2014	Telecommunications	Medical Ins Employer	NJPA	Health Insurance Premium for July 2014	743.00
					Medical Ins Employer Total:	743.00
0	07/22/2014	Telecommunications	MN State Retirement	MSRS-Non Bank	PR Batch 00002.07.2014 Post Emplo	65.32
					MN State Retirement Total:	65.32
0	07/22/2014	Telecommunications	MNDCP Def Comp	Great West- Non Bank	PR Batch 00002.07.2014 MNDCP De	335.00
					MNDCP Def Comp Total:	335.00
0	07/22/2014	Telecommunications	PERA Employee Ded	PERA-Non Bank	PR Batch 00002.07.2014 Pera Emplo	408.18
					PERA Employee Ded Total:	408.18
0	07/22/2014	Telecommunications	PERA Employer Share	PERA-Non Bank	PR Batch 00002.07.2014 Pera Emplo	408.18
0	07/22/2014	Telecommunications	PERA Employer Share	PERA-Non Bank	PR Batch 00002.07.2014 Pera additio	65.32
					PERA Employer Share Total:	473.50
74662	07/31/2014	Telecommunications	Postage	Postmaster	Newsletter Postage	3,000.00
					Postage Total:	3,000.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	07/30/2014	Telecommunications	Professional Services	Office Depot- CC	Renewal Program Kick Off Supplies	272.59
0	07/30/2014	Telecommunications	Professional Services	Party City-CC	Renewal Program Kick Off Event Su	16.06
0	07/30/2014	Telecommunications	Professional Services	Restaurant Depot- CC	Renewal Program Kick Off Supplies	25.00
0	07/30/2014	Telecommunications	Professional Services	Staples-CC	Renewal Program Kick Off Event Su	320.53
0	07/17/2014	Telecommunications	Professional Services	Walmart-CC	Kick off Renewal Program	73.80
0	07/30/2014	Telecommunications	Professional Services	Walmart-CC	Renewal Program Kick Off Event Su	111.37
Professional Services Total:						819.35
0	07/22/2014	Telecommunications	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00002.07.2014 State Incom	219.46
State Income Tax Total:						219.46
74525	07/24/2014	Telecommunications	Unemployment Insurance	Mn Dept of Employment & Econ D	Enemployment Benefits-Acct Numbe	7,548.00
Unemployment Insurance Total:						7,548.00
Fund Total:						15,437.81
74592	07/31/2014	Telephone	PSTN-PRI Access/DID Allocation	CenturyLink	Telephone	89.66
74592	07/31/2014	Telephone	PSTN-PRI Access/DID Allocation	CenturyLink	Telephone	54.83
74592	07/31/2014	Telephone	PSTN-PRI Access/DID Allocation	CenturyLink	Telephone	195.90
74592	07/31/2014	Telephone	PSTN-PRI Access/DID Allocation	CenturyLink	Telephone	306.02
74592	07/31/2014	Telephone	PSTN-PRI Access/DID Allocation	CenturyLink	Telephone	161.04
74592	07/31/2014	Telephone	PSTN-PRI Access/DID Allocation	CenturyLink	Telephone	86.06
74592	07/31/2014	Telephone	PSTN-PRI Access/DID Allocation	CenturyLink	Telephone	75.86
74592	07/31/2014	Telephone	PSTN-PRI Access/DID Allocation	CenturyLink	Telephone	213.74
74506	07/24/2014	Telephone	PSTN-PRI Access/DID Allocation	Integra Telecom	Telephone	338.33
74563	07/24/2014	Telephone	PSTN-PRI Access/DID Allocation	Verizon Wireless	Cell Phones	50.02
74566	07/24/2014	Telephone	PSTN-PRI Access/DID Allocation	Wimactel Inc.	Payphone Advantage	64.13
PSTN-PRI Access/DID Allocation Total:						1,635.59
Fund Total:						1,635.59
74481	07/24/2014	TIF #18 Sienna Green	Contractor Payments	Aeon	1st Half TIF-Sienna Green	32,456.95
Contractor Payments Total:						32,456.95

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
Fund Total:						32,456.95
74533	07/24/2014	TIF #19 Applewood Point II	Contractor Payments	PFI II, LLC	2014 1st Half TIF Payment-Applewo	87,843.40
Contractor Payments Total:						87,843.40
Fund Total:						87,843.40
74477	07/22/2014	TIF District #17-Twin Lakes	Land Purchases	PIK Terminal Company	Right-of-Way Acquisition. Final Sett	308,577.81
74478	07/22/2014	TIF District #17-Twin Lakes	Land Purchases	Ramsey County	Right-of Way Acquisition. Settlement	839,158.74
Land Purchases Total:						1,147,736.55
Fund Total:						1,147,736.55
74692	07/31/2014	Water Fund	2014 Mill & Overlay	Valley Paving, Inc.	Mill & Overlays-Payment #2	94,472.66
2014 Mill & Overlay Total:						94,472.66
74482	07/24/2014	Water Fund	Accounts Payable	AMANDA ANDERSON	Refund Check	40.68
74580	07/31/2014	Water Fund	Accounts Payable	RICHARD BACKLUND	Refund Check	30.78
74584	07/31/2014	Water Fund	Accounts Payable	JUDITH BERGAUER	Refund Check	23.07
74448	07/17/2014	Water Fund	Accounts Payable	KATRINA BROWN	Refund Check	65.17
74593	07/31/2014	Water Fund	Accounts Payable	DONALD CHRISTIANSON	Refund Check	43.28
74620	07/31/2014	Water Fund	Accounts Payable	RUSSELL GREENBUSH	Refund Check	52.41
74623	07/31/2014	Water Fund	Accounts Payable	HANSON BUILDERS INC	Refund Check	134.18
74629	07/31/2014	Water Fund	Accounts Payable	HERMAN HINRICHS	Refund Check	25.67
74453	07/17/2014	Water Fund	Accounts Payable	ESTHER IJZER	Refund Check	24.12
74633	07/31/2014	Water Fund	Accounts Payable	ESTHER IJZER	Refund Check	136.69
74637	07/31/2014	Water Fund	Accounts Payable	JONG KIM	Refund Check	14.82
74650	07/31/2014	Water Fund	Accounts Payable	DAN MOHR	Refund Check	226.78
74460	07/17/2014	Water Fund	Accounts Payable	MORGAN & TRUST REALTY	Refund Check	157.51
74651	07/31/2014	Water Fund	Accounts Payable	MORGAN & TRUST REALTY	Refund Check	78.94
74652	07/31/2014	Water Fund	Accounts Payable	BRIAN MORGENSEN	Refund Check	37.25
74461	07/17/2014	Water Fund	Accounts Payable	MS RELOCATION SERVICES LL	Refund Check	89.01
74653	07/31/2014	Water Fund	Accounts Payable	PATRICIA MURTAUGH	Refund Check	35.35
74658	07/31/2014	Water Fund	Accounts Payable	ERIC NOWLIN	Refund Check	79.06
74464	07/17/2014	Water Fund	Accounts Payable	GREG & DANIKA OWEN	Refund Check	51.17
74538	07/24/2014	Water Fund	Accounts Payable	RBF CORP #8826 FARMERS MA	Refund Check	63.14

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
74665	07/31/2014	Water Fund	Accounts Payable	RICE & 36TH PARATNERSHIP	Refund Check	52.72
74668	07/31/2014	Water Fund	Accounts Payable	BLANCHE SANDERS	Refund Check	166.87
74670	07/31/2014	Water Fund	Accounts Payable	JOSHUA SCHMIDT	Refund Check	277.67
74671	07/31/2014	Water Fund	Accounts Payable	SILVIJA WOLFE TRUSTEE	Refund Check	58.62
74682	07/31/2014	Water Fund	Accounts Payable	GOA THAO	Refund Check	77.75
74470	07/17/2014	Water Fund	Accounts Payable	MICHAEL TRACY	Refund Check	8.15
74475	07/17/2014	Water Fund	Accounts Payable	JEROME WESTGARD	Refund Check	66.91
74695	07/31/2014	Water Fund	Accounts Payable	MARY WOESSNER	Refund Check	97.64
Accounts Payable Total:						2,215.41
0	07/31/2014	Water Fund	Clothing	Michael Ross	Uniform Supplies Reimbursement	14.29
Clothing Total:						14.29
0	07/22/2014	Water Fund	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00002.07.2014 Federal Incc	1,433.70
Federal Income Tax Total:						1,433.70
0	07/22/2014	Water Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.07.2014 Medicare E	213.35
0	07/22/2014	Water Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.07.2014 FICA Empl	912.28
FICA Employee Ded. Total:						1,125.63
0	07/22/2014	Water Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.07.2014 FICA Empl	912.28
0	07/22/2014	Water Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.07.2014 Medicare E	213.35
FICA Employers Share Total:						1,125.63
74535	07/24/2014	Water Fund	HSA Employee	Premier Bank	PR Batch 00002.07.2014 HSA Empl	48.56
HSA Employee Total:						48.56
74465	07/17/2014	Water Fund	Hydrant Meter Deposits	Rachel Contracting	Meter Deposit	1,100.00
Hydrant Meter Deposits Total:						1,100.00
0	07/24/2014	Water Fund	ICMA Def Comp	ICMA Retirement Trust 457-30022'	PR Batch 00002.07.2014 ICMA Defe	65.00
ICMA Def Comp Total:						65.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
74544	07/24/2014	Water Fund	Life Ins. Employee	Standard Insurance Company	Insurance Premiums-July 2014 Policy	55.62
					Life Ins. Employee Total:	55.62
74544	07/24/2014	Water Fund	Life Ins. Employer	Standard Insurance Company	Insurance Premiums-July 2014 Policy	48.20
					Life Ins. Employer Total:	48.20
74544	07/24/2014	Water Fund	Long Term Disability	Standard Insurance Company	Insurance Premiums-July 2014 Policy	74.18
					Long Term Disability Total:	74.18
74530	07/24/2014	Water Fund	Medical Ins Employee	NJPA	Health Insurance Premium for July 2014	370.84
					Medical Ins Employee Total:	370.84
74530	07/24/2014	Water Fund	Medical Ins Employer	NJPA	Health Insurance Premium for July 2014	1,949.11
					Medical Ins Employer Total:	1,949.11
0	07/31/2014	Water Fund	Memberships & Subscriptions	Bob Norby	Supplies Reimbursement	23.00
					Memberships & Subscriptions Total:	23.00
74488	07/24/2014	Water Fund	Miscellaneous Expense	Bill Brandt	Pipe Thawing Reimbursement	350.00
74455	07/17/2014	Water Fund	Miscellaneous Expense	Ryan Jenner	Reimbursement for Thaw	305.30
74644	07/31/2014	Water Fund	Miscellaneous Expense	Matt's Plumbing Solutions	Pipe Thawing	995.00
					Miscellaneous Expense Total:	1,650.30
74465	07/17/2014	Water Fund	Miscellaneous Revenue	Rachel Contracting	Less Meter Rental	-40.00
					Miscellaneous Revenue Total:	-40.00
0	07/22/2014	Water Fund	MN State Retirement	MSRS-Non Bank	PR Batch 00002.07.2014 Post Emplo	139.87
					MN State Retirement Total:	139.87
0	07/22/2014	Water Fund	MNDCP Def Comp	Great West- Non Bank	PR Batch 00002.07.2014 MNDCP De	162.50

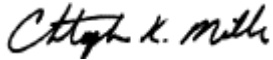
Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
MNDP Def Comp Total:						162.50
74497	07/24/2014	Water Fund	Operating Supplies	Earl F. Andersen, Inc.	Traffic Cones	326.25
0	07/17/2014	Water Fund	Operating Supplies	Ferguson Waterworks #2516	Lower SPLG Sleeve	1,856.36
0	07/24/2014	Water Fund	Operating Supplies	Ferguson Waterworks #2516	Water Meter Supplies	2,299.57
0	07/30/2014	Water Fund	Operating Supplies	Grainger-CC	Meter Supplies	61.20
0	07/30/2014	Water Fund	Operating Supplies	McMaster-Carr-CC	Meter Supplies	236.79
0	07/30/2014	Water Fund	Operating Supplies	Menards-CC	Sod	25.65
0	07/17/2014	Water Fund	Operating Supplies	PTS Tool Supply-CC	Twist Skt	52.00
0	07/31/2014	Water Fund	Operating Supplies	Suburban Ace Hardware-CC	Plumbing	50.91
0	07/24/2014	Water Fund	Operating Supplies	T. A. Schifsky & Sons, Inc.	Modified Asphalt	3,411.45
Operating Supplies Total:						8,320.18
0	07/22/2014	Water Fund	PERA Employee Ded	PERA-Non Bank	PR Batch 00002.07.2014 Pera Emplo	874.25
PERA Employee Ded Total:						874.25
0	07/22/2014	Water Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00002.07.2014 Pera Emplo	874.25
0	07/22/2014	Water Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00002.07.2014 Pera additio	139.87
PERA Employer Share Total:						1,014.12
0	07/24/2014	Water Fund	Professional Services	Gopher State One Call	FTP Tickets	500.65
Professional Services Total:						500.65
0	07/22/2014	Water Fund	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00002.07.2014 State Incom	607.51
State Income Tax Total:						607.51
74465	07/17/2014	Water Fund	State Sales Tax Payable	Rachel Contracting	Less Tax	-4.55
State Sales Tax Payable Total:						-4.55
0	07/30/2014	Water Fund	Telephone	Sprint- CC	Cell Phones	113.84
0	07/17/2014	Water Fund	Telephone	Vesta-CC	Utility on Call Telephone	54.41
0	07/31/2014	Water Fund	Telephone	Vesta-CC	Utility On Call Telephone AT&T Pay	54.41

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					Telephone Total:	222.66
0	07/24/2014	Water Fund	Utilities	Xcel Energy	Water Tower	345.63
					Utilities Total:	345.63
74465	07/17/2014	Water Fund	Water - Roseville	Rachel Contracting	Less Water Charges	-63.80
					Water - Roseville Total:	-63.80
0	07/31/2014	Water Fund	Water Meters	Grainger-CC	For Meter Installs	32.85
0	07/31/2014	Water Fund	Water Meters	Suburban Ace Hardware-CC	Supplies	38.98
					Water Meters Total:	71.83
					Fund Total:	117,922.98
0	07/24/2014	Workers Compensation	Insurance	WCRA	Workers Comp Reinsurance	2,427.94
					Insurance Total:	2,427.94
					Fund Total:	2,427.94
					Report Total:	3,091,395.11

REQUEST FOR COUNCIL ACTION

Date: 8/11/2014
Item No.: 7.b

Department Approval



City Manager Approval



Item Description: Approve 2014 Business and Other Licenses

BACKGROUND

Chapter 301 of the City Code requires all applications for business and other licenses to be submitted to the City Council for approval. The following application(s) is (are) submitted for consideration:

Massage Therapist License

Darcey Engelke
Massage Xcape, LLC
1767 Lexington Ave N
Roseville, MN 55113

Sally Wu
New Dragon Acupressure Massage
320 Rosedale Center
Roseville, MN 55113

Brenda Engelman
Massage Envy
2480 Fairview Ave N, Suite 120
Roseville, MN 55113

Candace Allison
Massage Envy
2480 Fairview Ave N, Suite 120
Roseville, MN 55113

Lisa Goodwin
Elements Therapeutic Massage
2100 Snelling Avenue N, Suite 66B
Roseville, MN 55113

POLICY OBJECTIVE

Required by City Code

FINANCIAL IMPACTS

The correct fees were paid to the City at the time the application(s) were made.

35 **STAFF RECOMMENDATION**

36 Staff has reviewed the applications and has determined that the applicant(s) meet all City requirements. Staff
37 recommends approval of the license(s).

38 **REQUESTED COUNCIL ACTION**

39
40 Motion to approve the business and other license application(s) pending successful background checks.

Prepared by: Chris Miller, Finance Director

Attachments: A: Applications



Finance Department, License Division
2660 Civic Center Drive, Roseville, MN 55113
(651) 792-7036

Massage Therapist License

☒ New License ☐ Renewal For the License Year Ending June 30, 2015

1. Full Legal Name (Please Print) Engelke Darcey Lynn
(Last) (First) (Middle)

2. Home Address _____
(Street) (City) (State) (Zip)

3. Telephone _____ ☒ Cell ☐ Home ☐ Work

4. Date of Birth (mm/dd/yyyy) _____

5. Email Address _____

6. Driver's License Number _____ State of Issuance MN

7. Ethnicity: _____

8. Sex: _____

9. Have you ever used or been known by any name other than the legal name given in number 1 above?
☐ Yes ☒ No If Yes, List each full name along with dates and places where used.

10. Name and address of the licensed Massage Therapy Establishment at which you expect to be employed:
massage escape Lexington ave, Roseville 55113

11. Have you held any previous massage therapist licenses? If yes, in which city were you licensed?
☒ Yes FOR River ☐ No

12. If you answered Yes to number 11 above, were any previous massage therapist licenses revoked, suspended or not renewed? If yes, explain in detail on the back of this page.
☒ Yes ☐ No ☐ N/A stopped working as massage therapist

The information that you are asked to provide on the application is classified by State law as either public, private or confidential. All data, with the exception of driver's license numbers, will constitute public record if and when the license is granted. Our intended use of the information is to perform the background check procedures required prior to license issuance. If you refuse to supply the information, the license application may not be processed.

By signing below you certify that the above information is correct and authorize the City of Roseville Police Department to run your information for the required background checks. (**Note: Background checks may take up to 30 days to complete.**)

Signature Darcey Engelke

Date 7/24/14

Please print this form and mail or hand-deliver along with a certified copy of a diploma or certificate of graduation from a school of massage therapy including proof of a minimum of 600 hours in successfully completed course work as described in Roseville Ordinance 116, Massage Therapy Establishments.

License Fee is \$100.00 (prorated quarterly)
Make checks payable to: City of Roseville



Finance Department, License Division
2660 Civic Center Drive, Roseville, MN 55113
(651) 792-7036

Massage Therapist License

☒ New License ☐ Renewal

For the License Year Ending June 30, 2015

1. Full Legal Name (Please Print) Wu Sally
(Last) (First) (Middle)

2. Home Address _____
(Street) (City) (State) (Zip)

3. Telephone _____ ☒ Cell ☐ Home ☐ Work

4. Date of Birth (mm/dd/yyyy) _____

5. Email Address _____

6. Driver's License Number _____ State of Issuance 11-2013

7. Ethnicity:

8. Sex:

9. Have you ever used or been known by any name other than the legal name given in number 1 above?

☒ Yes ☐ No If Yes, List each full name along with dates and places where used.

Feng Ci Rong

10. Name and address of the licensed Massage Therapy Establishment at which you expect to be employed:

New Dragon Acupressure Massage 1705 Rosedale Center #198 Roseville, MN 55113

11. Have you held any previous massage therapist licenses? If yes, in which city were you licensed?

☐ Yes ☒ No

12. If you answered Yes to number 11 above, were any previous massage therapist licenses revoked, suspended or not renewed? If yes, explain in detail on the back of this page.

☐ Yes ☒ No ☐ N/A

The information that you are asked to provide on the application is classified by State law as either public, private or confidential. All data, with the exception of driver's license numbers, will constitute public record if and when the license is granted. Our intended use of the information is to perform the background check procedures required prior to license issuance. If you refuse to supply the information, the license application may not be processed.

By signing below you certify that the above information is correct and authorize the City of Roseville Police Department to run your information for the required background checks. (Note: Background checks may take up to 30 days to complete.)

Signature Sally Wu

Date 7-22-14

Please print this form and mail or hand-deliver along with a certified copy of a diploma or certificate of graduation from a school of massage therapy including proof of a minimum of 600 hours in successfully completed course work as described in Roseville Ordinance 116, Massage Therapy Establishments.

License Fee is \$100.00 (prorated quarterly)
Make checks payable to: City of Roseville



Finance Department, License Division
2660 Civic Center Drive, Roseville, MN 55113
(651) 792-7036

Massage Therapist License

(Please Print Clearly)

☒ New License ☐ Renewal

For License Year Ending June 30, 2015

1. Full Legal Name (Please Print) Engelman Brenda Lynn
(Last) (First) (Middle)

2. Home Address _____
(Street) (City) (State) (Zip)

3. Telephone _____ ☒ Cell ☐ Home ☐ Work

4. Date of Birth (mm/dd/yyyy) _____

5. Driver's License Number _____ State of Issuance MN

6. Ethnicity: _____

7. Sex: _____

8. Email Address _____

9. Have you ever used or been known by any name other than the legal name given in number 1 above?
☐ Yes ☒ No If Yes, List each full name along with dates and places where used.

10. Name and address of the licensed Massage Therapy Establishment at which you expect to be employed:

Massage Envy of Roseville, 2480 Fairview Ave N

11. Have you held any previous massage therapist licenses? If yes, in which city were you licensed? Roseville, MN 55113
☐ Yes ☒ No

12. If you answered Yes to number 11 above, were any previous massage therapist licenses revoked, suspended or not renewed?

☐ Yes ☒ No ☐ N/A
If yes, explain in detail on a separate page.

By signing below you certify that the above information is correct and authorize the City of Roseville Police Department to run your information for the required background checks.

Signature Brenda Engelman

Date 7-8-2014

Please print this form and mail or hand-deliver along with a certified copy of a diploma or certificate of graduation from a school of massage therapy including proof of a minimum of 600 hours in successfully completed course work as described in Roseville Ordinance 116, Massage Therapy Establishments.

License Fee is \$100.00

Make checks payable to: City of Roseville



Finance Department, License Division
2660 Civic Center Drive, Roseville, MN 55113
(651) 792-7036

Massage Therapist License

(Please Print Clearly)

☒ New License ☐ Renewal

For License Year Ending June 30, 2015

1. Full Legal Name (Please Print) Allison Candace L
(Last) (First) (Middle)

2. Home Address _____
(Street) (City) (State) (Zip)

3. Telephone _____ ☒ Cell ☐ Home ☐ Work

4. Date of Birth (mm/dd/yyyy) _____

5. Driver's License Number _____ State of Issuance _____

6. Ethnicity: _____

7. Sex: _____

8. Email Address _____

9. Have you ever used or been known by any name other than the legal name given in number 1 above?
☐ Yes ☒ No If Yes, List each full name along with dates and places where used.

10. Name and address of the licensed Massage Therapy Establishment at which you expect to be employed:
Massage Envy 2480 Fairview Ave, Roseville, MN 55113

11. Have you held any previous massage therapist licenses? If yes, in which city were you licensed?
☒ Yes Arizona State License ☐ No
Burnsville, MN Leawood, KS

12. If you answered Yes to number 11 above, were any previous massage therapist licenses revoked, suspended or not renewed?

☐ Yes ☒ No ☐ N/A
If yes, explain in detail on a separate page.

By signing below you certify that the above information is correct and authorize the City of Roseville Police Department to run your information for the required background checks.

Signature Allison

Date 7-23-14

Please print this form and mail or hand-deliver along with a certified copy of a diploma or certificate of graduation from a school of massage therapy including proof of a minimum of 600 hours in successfully completed course work as described in Roseville Ordinance 116, Massage Therapy Establishments.

License Fee is \$100.00

Make checks payable to: City of Roseville



Finance Department, License Division
2660 Civic Center Drive, Roseville, MN 55113
(651) 792-7036

Massage Therapist License

(Please Print Clearly)

☒ New License ☐ Renewal

For License Year Ending June 30, 2015

1. Full Legal Name (Please Print) Goodwin Lisa Maree
(Last) (First) (Middle)

2. Home Address _____
(Street) (City) (State) (Zip)

3. Telephone _____ ☒ Cell ☐ Home ☐ Work

4. Date of Birth (mm/dd/yyyy) _____

5. Driver's License Number _____ State of Issuance MN

6. Ethnicity:

7. Sex:

8. Email Address _____

9. Have you ever used or been known by any name other than the legal name given in number 1 above?
☐ Yes ☒ No If Yes, List each full name along with dates and places where used.

10. Name and address of the licensed Massage Therapy Establishment at which you expect to be employed:

Elements massage - 2100 Snelling Ave N, Ste 660B

11. Have you held any previous massage therapist licenses? If yes, in which city were you licensed?

☒ Yes St. Paul, Eagan, Shoreview ☐ No

12. If you answered Yes to number 11 above, were any previous massage therapist licenses revoked, suspended or not renewed?

☐ Yes ☒ No ☐ N/A
If yes, explain in detail on a separate page.

By signing below you certify that the above information is correct and authorize the City of Roseville Police Department to run your information for the required background checks.

Signature Lisa Goodwin Date 7-28-14

Please print this form and mail or hand-deliver along with a certified copy of a diploma or certificate of graduation from a school of massage therapy including proof of a minimum of 600 hours in successfully completed course work as described in Roseville Ordinance 116, Massage Therapy Establishments.

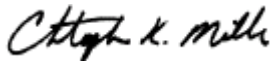
License Fee is \$100.00

Make checks payable to: City of Roseville

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 8/11/2014
Item No.: 7.c

Department Approval



City Manager Approval



Item Description: Approve General Purchases or Sale of Surplus Items Exceeding \$5,000

BACKGROUND

City Code section 103.05 establishes the requirement that all general purchases and/or contracts in excess of \$5,000 be approved by the Council. In addition, State Statutes require that the Council authorize the sale of surplus vehicles and equipment.

General Purchases or Contracts

City Staff have submitted the following items for Council review and approval:

Department	Vendor	Description	Amount	Budget / CIP
Sewer	Ess Brothers	Manhole sealing (a)	\$30,000.00	CIP
Parks	Upper Cut Tree Care	Diseased and hazardous tree removal	15,000.00	Budget
Parks	Tuf-werks	Cushman turf machine (b)	20,079.00	CIP
Streets	Midstates Equipment	Crack sealing material (c)	12,236.40	Budget
Streets	Allied Blacktop	Pathway & Parking lot pavement seal	13,715.59	Budget
Vehicle Maint.	Zahl Petroleum	Fuel dispenser system (e)	50,000.00	CIP

Comments/Description:

- a) Includes sealing manholes to create a water tight seal to prevent inflow and infiltration into the sewer system and subsequent wastewater treatment charges.
- b) Replaces the 1986 model.
- c) Annual crack sealing program for 15-20 miles of city streets.
- d) Replaces the existing fuel dispensing system and includes hardware and software components.

Sale of Surplus Vehicles or Equipment

City Staff have identified surplus vehicles and equipment that have been replaced and/or are no longer needed to deliver City programs and services. These surplus items will either be traded in on replacement items or will be sold in a public auction or bid process. The items include the following:

Department	Item / Description
N/A	N/A

POLICY OBJECTIVE

Required under City Code 103.05.

FINANCIAL IMPACTS

Funding for all items is provided for in the current operating or capital budget.

25 **STAFF RECOMMENDATION**

26 Staff recommends the City Council approve the submitted purchases or contracts for service and, if
27 applicable, authorize the trade-in/sale of surplus items.

28 **REQUESTED COUNCIL ACTION**

29 Motion to approve the attached list of general purchases and contracts for services and where
30 applicable; the trade-in/sale of surplus equipment.

31

32

Prepared by: Chris Miller, Finance Director
Attachments: A: 2014 CIP Purchase Summary

33

City of Roseville

2014 Capital Improvement Plan Summary

As of 07/31/2014

<u>Asset Type</u>	<u>Department / Function</u>	<u>Item / Description</u>	<u>Planned Amount</u>	<u>Council Approval Date</u>	<u>YTD Actual Amount</u>	<u>Difference</u>
Vehicles	Police	Marked squad replacement (5)	\$ 147,440	1/13/2014	\$ 149,216	\$ (1,776)
Vehicles	Police	Unmarked vehicles (2)	46,680		-	-
Vehicles	Police	CSO Vehicle	33,950	1/13/2014	25,258	8,692
Vehicles	Fire	Command Unit	45,000	1/13/2014	40,534	4,466
Vehicles	Fire	Rescue Boat	18,000	3/24/2014	25,035	(7,035)
Vehicles	Streets	Vehicle #123 Patch Hook Body	100,000		-	-
Vehicles	Streets	Vehicle #124 Oil distribution body/chassis	120,000	4/14/2014	52,850	67,150
Vehicles	Park Maintenance	Replace Vehicle #501 3/4 ton with plow	35,000		-	-
Vehicles	Park Maintenance	Replace Vehicle #508, 3/4 ton with plow	45,000		-	-
Vehicles	Park Maintenance	Replace Vehicle #533, 3/4 ton with plow	35,000		-	-
Vehicles	Park Maintenance	Replace Vehicle #532, 1/2 ton	25,000		-	-
Vehicles	Skating Center	Replace Zamboni	-	2013 CIP	106,093	(106,093)
Vehicles	Community Dev.	Inspections Vehicle	-	2013 CIP	16,647	-
Vehicles	Sanitary Sewer	Vehicle #203 1-ton truck	28,000	3/24/2014	-	-
Vehicles	Sanitary Sewer	Vehicle #225 Backhoe	50,000		-	-
Vehicles	Storm Sewer	New Vehicle	-	2013 CIP	123,418	(123,418)
Total Vehicles			\$ 729,070		\$ 539,052	\$ (158,015)
Equipment	Central Services	Postage Machine Rental	\$ 3,340		\$ -	\$ -
Equipment	Central Services	Copier/scanner rentals	78,000	n/a	34,072	43,928
Equipment	Police	Computer equipment	7,210		742	6,468
Equipment	Police	Office furniture	2,060		422	1,638
Equipment	Police	Evidence room equipment replacements	2,575		559	2,016
Equipment	Police	Laptop replacement for squads	5,645		-	-
Equipment	Police	Squad conversion	15,450		11,105	4,345
Equipment	Police	Non-lethal weapons	1,545		716	829
Equipment	Police	Long-gun parts	3,090		-	-
Equipment	Police	Sidearm parts	2,060		1,853	207
Equipment	Police	Tactical gear	5,150		5,186	(36)
Equipment	Police	SWAT vests	6,180		-	-
Equipment	Police	Defibrillators	1,545		-	-
Equipment	Police	Radar units	4,120		-	-
Equipment	Police	Stop sticks	1,030		-	-
Equipment	Police	Rear transport seats	2,705		-	-
Equipment	Police	Control boxes	2,575		-	-
Equipment	Police	Radio equipment	15,450		331	15,119
Equipment	Fire	Firefighter turnout gear	52,800		-	-
Equipment	Fire	Lifepacks - 12	30,000		-	-
Equipment	Fire	Ventilation equipment	6,000	3/24/2014	8,202	(2,202)
Equipment	Fire	equipment tools	8,000		-	-
Equipment	Fire	Head protection	9,000		-	-
Equipment	Fire	Vehicle laptops	11,000		-	-
Equipment	Fire	Rescue Equipment	-	n/a	4,628	(4,628)
Equipment	Engineering	Office furniture	20,000		-	-
Equipment	Streets	Vehicle #122 Wheel loader bucket scale	6,000	2/24/2014	5,093	908
Equipment	Streets	Vehicle #153 Trailer Felling	8,000		-	-
Equipment	Streets	Street signs	50,000		-	-
Equipment	Streets	Mower/ Snow blower combo	30,000	1/6/2014	23,943	6,057
Equipment	Streets	Anti-icing Hook setup	20,000	1/13/2014	14,534	5,466
Equipment	Streets	Spray Injection Patch Trailer	-	n/a	52,850	(52,850)
Equipment	Maintenance Garage	Replace office furniture	8,000		-	-
Equipment	Park Maintenance	MainTrac software	25,000		-	-
Equipment	Park Maintenance	Park security systems	150,000		-	-
Equipment	Park Maintenance	Unit #520 trailer	5,000		-	-
Equipment	Park Maintenance	Unit #538 portable generator	3,000		-	-
Equipment	Park Maintenance	Snowblower	1,000		-	-
Equipment	Skating Center	Ice show curtain - arena	8,000		-	-
Equipment	Skating Center	OVAL bandy boards	8,000		-	-
Equipment	Communications	Web conferencing equipment: Aspen Room	10,000		-	-
Equipment	Communications	Control room equipment replacements	10,000		-	-

City of Roseville

2014 Capital Improvement Plan Summary

As of 07/31/2014

<u>Asset Type</u>	<u>Department / Function</u>	<u>Item / Description</u>	<u>Planned Amount</u>	<u>Council Approval Date</u>	<u>YTD Actual Amount</u>	<u>Difference</u>
Equipment	Information Technology	Computers, monitors printers	52,200	Multiple	40,542	11,658
Equipment	Information Technology	Network: servers, routers, etc.	62,000	Multiple	61,703	297
Equipment	Information Technology	Telephones, UPS, other	14,200	Multiple	9,400	4,800
Equipment	Community Dev.	Office furniture	5,500		-	-
Equipment	Community Dev.	Large format printer	5,000		1,983	3,017
Equipment	Community Dev.	Computer software	1,500		1,713	(213)
Equipment	Water	Water meters, AMR system	530,000	Prior Year	497,119	32,881
Equipment	Water	Replace/upgrade SCADA	20,000		-	-
Equipment	Water	Field computer replacement	5,000		-	-
Equipment	Water	Compactor for backhoe	5,000	1/27/2014	4,337	663
Equipment	Sewer	Replace/upgrade SCADA	20,000		-	-
Equipment	Sewer	Field computer replacement	5,000		-	-
Equipment	Sewer	Compactor for backhoe	-	1/27/2014	4,337	(4,337)
Equipment	Storm Drainage	Replace Unit #115 flair mower	25,000		-	-
Equipment	Storm Drainage	Mower/ Snow blower combo	30,000	1/6/2014	24,542	5,458
Equipment	Storm Drainage	Vehicle #225 Backhoe	50,000		-	-
Equipment	Storm Drainage	Replace/upgrade SCADA	20,000		995	19,005
Equipment	Storm Drainage	Backhoe compactor	5,000	1/27/2014	4,337	663
Equipment	Storm Drainage	Vehicle #122 Wheel loader bucket scale	6,000	2/24/2014	5,093	908
Equipment	Golf Course	Point-of-Sale software, Computer	-		6,302	(6,302)
Equipment	Golf Course	Gas pump and tank replacement	10,000		-	-
Equipment	Golf Course	Greens mowers	27,000		-	-
Equipment	Golf Course	Course netting/deck/shelter	8,000		-	-
Equipment	Golf Course	Cushman	15,000		-	-
Total Equipment			\$ 1,559,930		\$ 826,637	\$ 95,763

City of Roseville

2014 Capital Improvement Plan Summary

As of 07/31/2014

<u>Asset Type</u>	<u>Department / Function</u>	<u>Item / Description</u>	<u>Planned Amount</u>	<u>Council Approval Date</u>	<u>YTD Actual Amount</u>	<u>Difference</u>
Bldgs & Infrastructure	General Facilities	Door card reader	\$ 6,000		\$ -	\$ -
Bldgs & Infrastructure	General Facilities	Replace MUA	30,000		-	-
Bldgs & Infrastructure	General Facilities	Replace Kewanee Boiler @ City Hall	40,000		-	-
Bldgs & Infrastructure	General Facilities	Fire Station #2 repurposing	25,000		-	-
Bldgs & Infrastructure	General Facilities	Overhead door replacement @ PW	15,000		-	-
Bldgs & Infrastructure	General Facilities	Remodel Fire Admin area @ City Hall	35,000	4/14/2014	30,844	4,156
Bldgs & Infrastructure	General Facilities	City Hall Interior Painting	-	7/7/2014	-	-
Bldgs & Infrastructure	General Facilities	Emergency generator	40,000		-	-
Bldgs & Infrastructure	General Facilities	Replace tables and chairs	25,000		-	-
Bldgs & Infrastructure	General Facilities	Central Park gymnasium improvements	5,000		-	-
Bldgs & Infrastructure	General Facilities	Video surveillance camera replacement	-	n/a	4,487	(4,487)
Bldgs & Infrastructure	General Facilities	City Hall, PW Roofing Project	-	6/9/2014	1,000	(1,000)
Bldgs & Infrastructure	Street Lighting	Larpenteur Avenue streetlights	25,000		-	-
Bldgs & Infrastructure	Street Lighting	General replacement - streetlight fixtures	25,000	5/12/2014	-	-
Bldgs & Infrastructure	Central Garage	Replace fuel management system	50,000		-	-
Bldgs & Infrastructure	Central Garage	Drill press	2,000		-	-
Bldgs & Infrastructure	Skating Center	Water heater - commons	8,000		-	-
Bldgs & Infrastructure	Skating Center	Water storage tank - commons	8,000		-	-
Bldgs & Infrastructure	Skating Center	Refrigeration system - OVAL	60,000		-	-
Bldgs & Infrastructure	Skating Center	Lobby Roof - OVAL	85,000		-	-
Bldgs & Infrastructure	Skating Center	Mechanical Room improvements - OVAL	60,000		-	-
Bldgs & Infrastructure	Skating Center	Skating Center painting	-	7/14/2014	-	-
Bldgs & Infrastructure	Skating Center	Bathroom partitions - OVAL	5,000		-	-
Bldgs & Infrastructure	Pathways	Pathway Maintenance	180,000	6/9/2014	5,927	174,073
Bldgs & Infrastructure	Pavement Management	Mill & Overlay	1,000,000		619,061	380,939
Bldgs & Infrastructure	Pavement Management	MSA Street Construction / Overlay	1,000,000		25,061	974,939
Bldgs & Infrastructure	Park Improvements	Park Renewal Program	5,467,000	Prior Year	386,324	5,080,676
Bldgs & Infrastructure	Water	Water system improvements	700,000		174,422	525,578
Bldgs & Infrastructure	Water	Elevated storage tank repairs/painting	800,000		-	-
Bldgs & Infrastructure	Water	Booster station improvements	200,000		-	-
Bldgs & Infrastructure	Sanitary Sewer	Sanitary Sewer improvements	900,000		649,500	250,500
Bldgs & Infrastructure	Sanitary Sewer	I & I reduction, Lift station repairs	300,000		-	-
Bldgs & Infrastructure	Storm Drainage	Pond Improvements, sewer replacement	650,000	3/24/2014	29,679	620,321
Bldgs & Infrastructure	Golf Course	Course improvements	5,000		-	-
Bldgs & Infrastructure	Golf Course	Parking lot improvements	7,500		-	-
Bldgs & Infrastructure	Golf Course	Clubhouse kitchen equipment	5,000		-	-
Bldgs & Infrastructure	Golf Course	Clubhouse roof replacement	30,000		-	-
Total Buildings & Infrastructure			\$ 11,793,500		\$ 1,926,304	\$ 8,005,696
Total - All 2014 CIP Items			\$ 14,082,500		\$ 3,291,993	\$ 7,943,444

REQUEST FOR COUNCIL ACTION

Date: 8/11/14

Item No.: 7.d

Department Approval



City Manager Approval



Item Description: Reject Irrigation Proposals and Authorize Re-Solicitation

BACKGROUND

On May 12, 2014 as a part of the Parks and Recreation Renewal Program, the City Council authorized the execution of a contract for irrigation replacement and upgrades in the amount of \$227,437.68 with Anderson Irrigation Inc.

Because of unforeseen circumstances, a contract could not be executed. Specifically Anderson Irrigation was not able to meet the bonding requirements for the entire 3 year duration of the project. As this was discovered, with guidance from Arizona State University (Best Value Process) and the City Attorney, staff began the clarification process with the second and only other vendor within the budget. An agreement with this vendor could not be reached.

Attached is the Best Value Summary dated March 17, 2014 of all 5 proposals received. It is recommended that the City Council reject all irrigation proposals as submitted and authorize the re-solicitation.

The project included irrigation improvements to Acorn Park, Autumn Grove Park, Central Park Dale Street West, Central Park Lexington, Central Park Victoria East, Evergreen Park, Langton Lake Park, Lexington Park and Rosebrook Park.

This funding remains the same and is planned in the Renewal Program budget.

POLICY OBJECTIVE

It is the policy of the City to provide a thoughtful approach when making improvements to City facilities.

BUDGET IMPLICATIONS

The re-solicitation of bids will include the budget of \$227,438.

STAFF RECOMMENDATION

Based on the status of the proposals received, staff recommends that all 5 proposals be rejected and that re-solicitation of proposals be authorized.

REQUESTED COUNCIL ACTION

Motion rejecting all irrigation replacement and upgrade proposals as described on the Best Value Summary dated March 17, 2014

36 Motion authorizing staff to seek proposals for the irrigation replacement and upgrade projects that are
37 associated with the 2012-2016 Parks and Recreation Renewal Program as described.
38

39 Prepared by: Jeff Evenson, Park Superintendent
40

41 Attachment: Best Value Summary of Vendors
42

City of Roseville
Construction – Proposal Package H (Irrigation)
Best Value Selection Summary

Attachment A

March 17, 2014

Section 1: Summary of Scores

Raw Data								Points				
No	Criteria	Possible Points	H-1	H-2	H-3	H-4	H-5	H-1	H-2	H-3	H-4	H-5
1	Cost Proposal – Total Base	250	\$371,700	\$293,324	\$422,834	\$327,539	\$244,911	164.7	208.7	144.8	186.9	250.0
2	Interview Rating	350	5.8	6.3	7.1	6.3	5.8	288.2	308.8	350.0	308.8	288.2
3	Risk Plan Rating	150	5.0	6.7	4.3	8.3	4.3	90.0	120.0	78.0	150.0	78.0
4	Project Capability Plan Rating	100	5.0	6.7	4.3	9.2	5.0	54.5	72.7	47.3	100.0	54.5
5	Value Added Plan Rating	100	5.0	6.7	4.3	8.3	5.0	60.0	80.0	52.0	100.0	60.0
6	PPI	50	9.7	6.6	5.0	9.9	5.0	49.0	33.3	25.3	50.0	25.3
Total Available Points		1000						706	824	697	896	756

Section 2: Ranking

Proposer	Total Score	Difference
H-4	896	--
H-2	824	72
H-5	756	68
H-1	706	50
H-3	697	9

Section 3: Committee Ratings

Risk Plan Ratings						Capability Plan Ratings						Value-Added Proposal Ratings					
Evaluator	H-1	H-2	H-3	H-4	H-5	Evaluator	H-1	H-2	H-3	H-4	H-5	Evaluator	H-1	H-2	H-3	H-4	H-5
Evaluator 1	5	10	5	10	5	Evaluator 1	5	10	5	10	5	Evaluator 1	5	10	5	10	5
Evaluator 2	5	5	5	5	5	Evaluator 2	5	5	5	5	5	Evaluator 2	5	5	5	10	5
Evaluator 3	5	10	5	10	5	Evaluator 3	5	5	5	10	5	Evaluator 3	5	5	5	5	5
Evaluator 4	5	5	5	5	5	Evaluator 4	5	5	5	10	5	Evaluator 4	5	5	5	5	5
Evaluator 5	5	5	5	10	5	Evaluator 5	5	10	5	10	5	Evaluator 5	5	10	5	10	5
Evaluator 6	5	5	1	10	5	Evaluator 6	5	5	1	10	5	Evaluator 6	5	5	1	10	5
Average	5.0	6.7	4.3	8.3	5.0	Average	5.0	6.7	4.3	9.2	5.0	Average	5.0	6.7	4.3	8.3	5.0

Project Manager Interview Ratings						Site Superintendent Interview Ratings					
Evaluator	H-1	H-2	H-3	H-4	H-5	Evaluator	H-1	H-2	H-3	H-4	H-5
Evaluator 1	10	10	10	10	10	Evaluator	10	10	10	10	10
Evaluator 2	5	10	5	5	10	Evaluator	5	5	5	5	5
Evaluator 3	5	5	5	5	5	Evaluator	5	5	5	5	5
Evaluator 4	5	5	5	5	10	Evaluator	5	5	5	5	5
Evaluator 5	5	5	5	5	5	Evaluator	5	5	5	5	5
Evaluator 6	5	5	10	5	10	Evaluator	5	5	5	5	5

REQUEST FOR COUNCIL ACTION

Date: August 11, 2014
Item No.: 7.e

Department Approval



City Manager Approval



Item Description: Adopt a Sign Retroreflectivity Policy

BACKGROUND

All agencies, including cities, who maintain roadways open to public travel, must adopt a sign maintenance program designed to maintain traffic sign retroreflectivity at or above specific levels.

“Retroreflectivity” describes how light is reflected from a surface and returned to its original source.

Traffic signs are made with retroreflective sign sheeting material that redirects headlamp illumination back toward the vehicle, thereby making the sign visible at nighttime to the vehicle driver. Improvements to nighttime visibility of traffic signs will help drivers better navigate roads at night and thus promote safety and mobility. Improvements in sign visibility will also help older drivers whose visual capabilities may be declining.

The retroreflective properties of all sign sheeting materials degrade over time making signs progressively less visible at night. As signs degrade and become less retroreflective, their effectiveness in communicating regulatory, warning, and guidance messages to road users at nighttime diminishes to the point that they cannot be seen or read in time for the driver to react properly. Thus, to maintain nighttime effectiveness, signs should be replaced before they reach the end of their useful life.

The *Manual of Uniform Traffic Control Devices* (MUTCD), published by the U.S. Department of Transportation, Federal Highway Administration (FHWA), sets forth basic principles of traffic signs in order to promote safety on public roads. The MUTCD establishes uniform standards for traffic signs.

The Minnesota Department of Transportation (MN/DOT) has adopted the MUTCD and certain MN/DOT appendices as the *Minnesota Manual on Uniform Traffic Control Devices* (MN MUTCD). See <http://www.dot.state.mn.us/trafficeng/publ/mutcd/>.

The Minnesota Commissioner of Transportation has ordered that the MN MUTCD shall be implemented and applied to all traffic control devices.

The MN MUTCD requires the city to establish an assessment or management method that is designed to maintain sign retroreflectivity at or above minimum levels specified in MN MUTCD Table 2A-3, which can be seen on page 2A-6 of the MN MUTCD, Chapter 2A: <http://www.dot.state.mn.us/trafficeng/publ/mutcd/mnmutcd2014/mnmutcd-2a.pdf>.

The 2015 and 2018 compliance dates for replacement of signs that fail to meet minimum standards have been eliminated. However, cities still need to adopt a policy to replace traffic signs when they are worn out. Adopting a sign retroreflectivity policy will significantly reduce

tort liability lawsuits involving traffic signs.

Regulatory, warning, and guide signs and object markers must be retroreflective or illuminated to show the same shape and similar color by both day and night unless there is an exception in the MN MUTCD manual.

In 2007, the Public Works Department purchased software to track traffic sign maintenance, type, material, and locations. Signs have been replaced with Diamond Grade DG3 when the manufacturers expected life cycle was reached. DG3 quality sign materials have the lowest life cycle costs and meet current retroreflectivity standards.

Staff is recommending adopting the attached sign maintenance policy using the management method to ensure standards are met.

POLICY OBJECTIVE

To improve public safety on city streets and prioritize replacements within the city budget. This policy will bring us in compliance with the Minnesota Manual on Traffic Control Devices (MN MUTCD) per the compliance date of June, 14, 2014.

BUDGET IMPLICATIONS

The current 2014 sign maintenance supplies budget is \$15,200. We replace dated and non-reflective traffic signs using annual operating budget dollars. Current budgeted dollars are sufficient to replace the remaining signs at the end of their useful life to meet the retro reflectivity requirement. At this time there is no compliance date for street name signs, however we will incorporate the replacement of them into our sign management plan and assessment method.

STAFF RECOMMENDATION

Staff recommends the City Council adopt the attached Sign Retroreflectivity Policy to ensure compliance with federal and state sign standards.

REQUESTED COUNCIL ACTION

Motion to adopt the Sign Retroreflectivity Policy.

Prepared by: Steve Zweber, Street Superintendent
Attachments: A: Policy



City of Roseville, Minnesota Sign Retroreflectivity Policy

Article I. Purpose and Goal.

The purpose of this policy is to establish how the City of Roseville will implement an assessment or management method, or combination of methods, to meet the minimum sign retroreflectivity requirements in the Minnesota Manual on Uniform Traffic Control Devices (MN MUTCD).

Substantial conformance with the MN MUTCD is achieved by having a method in place to maintain minimum retroreflectivity levels. Conformance does not require or guarantee that every individual sign in the city will meet or exceed the minimum retroreflective levels at every point in time.

The goal of this policy is to improve public safety on the city's streets and roads and prioritize the city's limited resources to replace signs.

Article II. Applicable Signs.

This policy applies to all regulatory, warning, and guide signs as set forth in the MN MUTCD.

[Pursuant to Section 2A.8 of the MN MUTCD the city excludes the following signs from the retroreflectivity maintenance guidelines:

- A. Parking, Standing, and Stopping signs (R7 and R8 series)
- B. Walking/Hitchhiking/Crossing signs (R9 series, R10-1 through R10-4b)
- C. Acknowledgment signs, including Memorial signs
- D. All signs with blue or brown backgrounds
- E. Bikeway signs that are intended for exclusive use by bicyclists or pedestrians]

Article III. Resource Materials

The city has reviewed and relied on numerous resources in adopting this policy. These resource materials include, but are not limited to the following:

- *Methods for Maintaining Traffic Sign Retroreflectivity*, Publication No. FHWA-HRT-08-026, U.S. Department of Transportation, Federal Highway Administration (November 2007).
- *Sign Retroreflectivity Guidebook*, Publication No. FHWA-CFL/TD-09-005, U.S. Department of Transportation, Federal Highway Administration (September 2009).
- *Sign Retroreflectivity: A Minnesota Toolkit*, Minnesota Department of Transportation, Local Road Research Board (June 2010).
- *Traffic Sign Maintenance/Management Handbook*, Report No. 2010RIC10, Version 1.1, Minnesota Department of Transportation (October 2010).

- *LMCIT Sign Retroreflectivity Memo and Model Policy*, League of Minnesota Cities (Final Edition, March 2014).

Article IV. Sign Inventory

To meet the city's goal of maintaining sign retroreflectivity above certain levels, the City of Roseville will maintain a sign inventory of all new or replacement signs installed after the effective date of this policy. The inventory shall indicate the type of sign, the location of the sign, the date of installation or replacement, the type of sheeting material used on the sign face, the expected life of the sign, and any maintenance performed on the sign.

As to existing signs, the city will perform an inventory of all signs covered by this policy. The city recognizes this process will occur over time subject to the city's monetary and human resources. The city completed its sign inventory in 2011. The city shall record the above information related to new signs to the extent that such information is known and shall also include a statement on the general condition of the sign.

Article V. Removal of Signs

In recognition of the fact that excess road signs have been shown to reduce the effectiveness of signage, as well as impose an unnecessary financial burden on road authorities, it is the city's policy to remove signs determined to be unnecessary for safety purposes and which are not required to comply with an applicable state or federal statute or regulation. The removal of signs shall be based on an engineering study and the MN MUTCD.

Article VI. Approved Sign Evaluation Method.

After reviewing the various methods proposed for sign maintenance, the City adopts one or more of the following methods to meet the minimum sign retroreflectivity requirements in the MN MUTCD:

1) Expected Sign Life

The installation date is labeled or recorded when a sign is installed, so that the age of any given sign is known. The age of the sign is compared to the expected sign life. The expected sign life is based on the experience of sign retroreflectivity degradation in the City. Signs older than the expected life will be replaced.

2) Blanket Replacement

All signs in the City of a given type are replaced at specified intervals. This eliminates the need to assess retroreflectivity or track the life of individual signs. The replacement interval is based on the expected sign life for the shortest-life material used in the City or a given sign type. The current replacement interval is 20 years.

Article VII. Sign Replacement.

The City hereby establishes the following priority order in which road signs will be replaced:

- First priority shall be given to replacing all signs determined not to meet applicable retroreflectivity standards. Top priority shall also be given to replacing missing or damaged signs determined to be of a priority for safety purposes.
- Second priority shall be given to signs determined to be marginal in their retroreflectivity evaluation.
- Third priority shall be given to all remaining signs as they come to the end of their anticipated service life, become damaged, etc.

In addition, within each category above, further priority shall be given to warning and regulatory signs on roads with higher vehicle usage.

After the initial replacement of signs as provided for in this Article or the installation of new signs, the City shall, for the purpose of complying with the requirements of the MN MUTCD, maintain minimum retroreflectivity standards, as budgetary factors allow, by replacing signs as they reach the end of the latter of their (a) warranty period; (b) expected life expectancy for the sheeting material used on the sign; or (c) expected life as determined by an authorized engineering study.

Damaged, stolen, or missing signs may be replaced as needed.

Article VIII. Modification and Deviation from Policy.

The City of Roseville reserves the right to modify this Sign Retroreflectivity Policy at any time if deemed to be in the best interests of the City based on safety, social, political and economic considerations.

The Director of Public Works, or his or her designee, may authorize a deviation from the implementation of this policy in regard to a particular sign when deemed to be in the best interests of the City based on safety, social, political and economic considerations. Such deviation shall be documented including the reason for the deviation and other information supporting the deviation.

REQUEST FOR COUNCIL ACTION

Date: 8-11-14
Item No.: 7.f

Department Approval



City Manager Approval



Item Description: Approve Amendment to Purchase Agreement with Independent School District No. 621 to Extend Contingency Date

BACKGROUND

The City previously entered into a Purchase Agreement dated April 21, 2014, with Independent School District No. 621 to purchase real property located at 2959 Hamline Avenue. The Purchase Agreement provides that the City shall have a period of time following the signing of the Purchase Agreement ("Due Diligence Period") to determine, among other things, the environmental condition of the property, whether the City can obtain a No Association Determination, Certificate of Completion, and other written assurances from the Minnesota Pollution Control Agency pertaining to the property, and whether the condition of the title to the property is satisfactory to the City. Several meetings with the Minnesota Pollution Control Agency ("MPCA") have been held and considerable document review and investigation has been conducted with respect to these matters. As a result of the meetings, reviews, and investigation, it has been discovered that additional time will be needed to determine what actions the MPCA will require regarding the environmental condition of the property and that a Proceedings Subsequent action will be required to remedy the title issues which exist with respect to the property. An extension of the Due Diligence Period to December 31, 2014, will be needed to complete these items.

Representatives of the School District have indicated that it is agreeable to extending the Due Diligence Period to enable the School District to complete the Proceedings Subsequent action and the MPCA to complete its determination of what further actions it will require with respect to the environmental condition of the property. The City Attorney has prepared the Amendment to Purchase Agreement included with these materials which will extend the Due Diligence Period to December 31, 2014. The Amendment to Purchase Agreement will need to be approved and signed by the respective parties on or before August 19, 2014, as the existing Due Diligence Period will expire after such date.

POLICY OBJECTIVE

It is the policy of City to protect, improve and expand community natural amenities as integral aspects of the parks and recreation system. Supporting the implementation of the Parks and Recreation System Master Plan is a Community Aspiration.

30 **BUDGET IMPLICATIONS**

31 The costs associated with this parcel, including acquisition, are proposed to be taken from the
32 budgeted amount identified in the Parks and Recreational Renewal Program Fund.

33 **STAFF RECOMMENDATION**

34 Staff recommends that the Amendment to Purchase Agreement to extend the Due Diligence Date
35 in the Purchase Agreement pertaining to the property at 2959 Hamline Avenue be approved.

36 **REQUESTED COUNCIL ACTION**

37 Approve a motion to approve the attached Amendment to Purchase Agreement to extend the Due
38 Diligence Date to December 31, 2014, and authorize the Mayor and City Manager to execute the
39 Amendment to Purchase Agreement on behalf of the City.

40
41 Prepared by: Charles R. Bartholdi, City Attorney

42 Attachments: A: Amendment to Purchase Agreement

**AMENDMENT
TO
PURCHASE AGREEMENT**

THIS AMENDMENT TO PURCHASE AGREEMENT is made as of _____, 2014, between Independent School District Number 621, a Minnesota independent school district ("Seller"), and the City of Roseville, a Minnesota municipal corporation ("Buyer").

WHEREAS, the Seller and Buyer have entered into a Purchase Agreement ("Purchase Agreement") pertaining to real property located in Roseville, Minnesota, legally described in Exhibit A attached hereto ("Property"); and

WHEREAS, pursuant to Provision 3 of the Purchase Agreement the Buyer has until the "Contingency Date" to determine whether the contingencies set forth in said Provision have been satisfied; and

WHEREAS, the original contingency Date set forth in the Purchase Agreement was July 20, 2014, which original Contingency Date has been extended to August 19, 2014; and

WHEREAS, pursuant to Provision 6 of the Purchase Agreement the Buyer has made objections to the condition of title of the Property which will require Proceedings Subsequent to delete the recital listing Restrictions contained in Document No. 239182 and the reservation of a right-of-way for ingress and egress over the Property from the Certificate of Title; and

WHEREAS, the parties have determined that additional time is needed for the Buyer to determine whether the contingencies can be satisfied and for the Seller to cure the objections to title which have been raised by the Buyer;

NOW THEREFORE, in consideration of the mutual covenants contained herein and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties agree as follows:

1. The Recitals set forth above are acknowledged by each of the parties to be true and correct and are hereby incorporated into the body of this Agreement by reference.
2. The "Contingency Date" set forth in the Purchase Agreement is hereby extended to December 31, 2014.
3. The Seller shall conduct and pay the costs for the Proceedings Subsequent necessary to delete the recital listing Restrictions contained in Document No. 239182 and the reservation of the right-of-way for ingress and egress over the Property contained in the Certificate of Title for the Property.

4. The Buyer shall have the right to waive the contingencies contained in Provision 3 of the Purchase Agreement and its objections to the condition of title to the Property at any time prior to December 31, 2014, by delivering written notice of such waiver to the Seller. In the event of the delivery of such written waiver, the Contingency Date shall be deemed to be the date of receipt by the Seller of such written waiver and the Closing shall occur, subject to all of the other terms and conditions of the Purchase Agreement, within ten (10) days after the receipt of said notice.
5. That notices to be served upon the Seller pursuant to Provision 12 of the Purchase Agreement may be delivered personally upon John Ward. If such notice is given by mail or a reputable express courier for overnight delivery, the mailing or delivery address for Seller shall be as follows:

Independent School District Number 621
350 Highway 96 West
Shoreview, MN 55126
Attn: John Ward

6. The parties hereby reaffirm the Purchase Agreement as hereby amended, and agree that except as hereby amended, all other terms and conditions of the Purchase Agreement shall remain the same.
7. This Agreement may be executed in any number of counterparts, each of which will be deemed to be an original, but all of which, when taken together, constitute the same instrument.

IN WITNESS WHEREOF, the parties have executed this instrument as of the date set forth above.

SELLER:

Independent School District Number 621, a
Minnesota independent school district

_____, School Board Chair

_____, School Board Clerk

Date of Execution by Seller

_____, 2014

BUYER:

City of Roseville, a Minnesota municipal
corporation

By: _____
Mayor

By: _____
City Manager

Date of Execution by Buyer

_____, 2014

Exhibit A

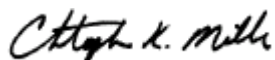
Property

The North 326 feet of the South 1143 feet of the East 476 feet of the Northwest Quarter of Section 3, Township 29 North, Range 23 West, Ramsey County, Minnesota.

REQUEST FOR COUNCIL ACTION

Date: 08/11/2014
Item No.: 7.g

Department Approval



City Manager Approval



Item Description: Set Public Hearing to Consider Approving a Small Brewer Off Sale Intoxicating Liquor License, an On Sale and Sunday Brewer's Taproom License and an Outside Sales and Consumption Endorsement for Blume Brauhaus, LLC (Bent Brewstillery) located at 1744 Terrace Drive.

BACKGROUND

Under City Code, a public hearing is required to consider approving liquor licenses for the current calendar year. The City has received an application for 2014 Liquor Licenses as follows:

- ❖ Blume Brauhaus, LLC (Bent Brewstillery) – Small Brewer Off Sale Intoxicating Liquor License
- ❖ Blume Brauhaus, LLC (Bent Brewstillery) – On Sale and Sunday Brewer's Taproom License
- ❖ Blume Brauhaus, LLC (Bent Brewstillery) – Outside Sales and Consumption Endorsement

The endorsement will be for the sale and consumption of alcoholic beverages outside of a structure on the licensed premises. Land use has been approved by Community Development.

Neither State Statute nor City Code limits the number of licenses that can be issued for any of the above stated license types.

POLICY OBJECTIVE

The regulation of establishments that sell alcoholic beverages has been a long-standing practice by the State and the City.

FINANCIAL IMPACTS

The revenue that is generated from the license fees is used to offset the cost of police compliance checks, background investigations, enforcement of liquor laws, and license administration.

STAFF RECOMMENDATION

City Staff recommends that the City Council set a public hearing for August 18, 2014 to consider approving the requested liquor licenses, subject to the completion of a criminal background check.

REQUESTED COUNCIL ACTION

To set public hearing for August 18, 2014 to consider approving the requested liquor licenses for the remainder of calendar year 2014, subject to the completion of a criminal background check.

Prepared by: Chris Miller, Finance Director
Attachments: A: Applications from Blume Brauhaus, LLC (Bent Brewstillery)



Minnesota Department of Public Safety
ALCOHOL AND GAMBLING ENFORCEMENT DIVISION
444 Cedar Street, Suite 222, St. Paul, MN 55101
(651) 201-7500 TDD (651) 282-6555
FAX (651) 297-5259

Attachment A

Print Form

APPLICATION FOR SMALL BREWER OFF SALE INTOXICATING LIQUOR LICENSE

Workers Comp. Ins. Co. The Hartford

Policy Number 41 WEC BU8525

Minnesota Tax ID Number 2723601

Federal Tax ID Number 45-2650832

Licensee's Name (business, partnership, LLC, corporation) Blume Brauhaus, LLC	DOB	Social Security Number	DBA or Trade Name Bent Brewstillery
Business address 1744 Terrace Dr	Phone Number 844-TRY-BENT		Fax Number
City Roseville	State MN	Zip Code 55113	License Period From 8/1/14 To <u>12/31/2014</u>
Name of Store Manager Bartley Blume	Phone Number 844-TRY-BENT		DOB (Individual Applicant)

If a corporation or LLC state name, date of birth, Social Security Number address, title, and share held by each officer. If a partnership, state names, address and date of birth of each partner.

Partner Officer (First, middle, last) Bartley Blume	DOB	SS#	Title President/Owner	Shares 95%	Business address 1744 Terrace Dr, 55113
Partner Officer (First, middle, last) Kristen England	DOB	SS#	Title COO	Shares 0%	Business address 1744 Terrace Dr, 55113
Partner Officer (First, middle, last)	DOB	SS#	Title	Shares	Business address
Partner Officer (First, middle, last)	DOB	SS#	Title	Shares	Business address

1. If a corporation, date of incorporation 12/21/2013, state incorporate in Minnesota
amount paid in capital 0. If a subsidiary of any other corporation, so state _____
and give purpose of corporation _____. If incorporated under the laws of another state, is corporation
authorized to do business in the state of Minnesota? ☐ Yes ☒ No
2. Describe premises to which license applies; such as (first floor, second floor, basement, etc.) or if entire building, so state.
The brewery sits on a single floor in a 7500sq ft industrial warehouse
3. Is establishment located near any state university, state hospital, training school, reformatory or prison? ☐ Yes ☒ No
If yes state approximate distance. _____
4. Name and address of building owner: OP2 Evergreen LLC, 11455 Viking Dr Suite 350, Eden Prairie MN 55344

Has owner of building any connection, directly or indirectly, with applicant? ☐ Yes ☒ No

5. Is applicant or any of the associates in this application, a member of the governing body of the municipality in which this license is to be issued? ☐ Yes ☒ No If yes, in what capacity? _____

6. State whether any person other than applicants has any right, title or interest in the furniture, fixtures or equipment for which license is applied and if so, give name and details. _____

7. Have applicants any interest whatsoever, directly or indirectly, in any other liquor establishment in the state of Minnesota?

☐ Yes ☒ No If yes, give name and address of establishment. _____

8. Are the premises now occupied or to be occupied by the applicant entirely separate and exclusive from any other business establishment? ☒ Yes ☐ No
9. State whether applicant has or will be granted, an On sale Liquor License in conjunction with this Off Sale Liquor License and for the same premises. ☐ Yes ☐ No ☒ Will be Granted
10. State whether applicant has or will be granted a Sunday On Sale Liquor License in conjunction with the regular On Sale Liquor License. ☐ Yes ☐ No ☒ Will be Granted
11. If this application is for a County Board Off Sale License, state the distance in miles to the nearest municipality. n/a
12. State Number of Employees 1
13. If this license is being Issued by a County Board, has a public hearing been held as per MN Statute 340A.405 sub2(d)? n/a
14. If this license is being Issued by a County Board, is it located in an organized township? If so, attach township approval.
1. State whether applicant or any of the associates in this application, have ever had an application for a liquor license rejected by any municipality or state authority; if so, give dates and details. No

2. Has the applicant or any of the associates in this application, during the five years immediately preceding this application ever had a license under the Minnesota Liquor Control Act revoked for any violation of such laws or local ordinances; if so, give dates and details.
No

3. Has applicant, partners, officers, or employees ever had any liquor law violations or felony convictions in Minnesota or elsewhere, including State Liquor penalties? ☐ Yes ☒ No If yes, give dates, charges and final outcome.

4. During the past license year, has a summons been issued under the Liquor Civil Liability Law (Dram Shop) M.S. 340A.802.
☐ Yes ☒ No If yes, attach a copy of the summons.

This licensee must have one of the following: (ATTACH CERTIFICATE OF INSURANCE TO THIS FORM.)

Check one

☒ Liquor Liability Insurance (Dram Shop) - \$50,000 per person, \$100,000 more than one person; \$10,000 property destruction; \$50,000 and \$100,000 for loss of means of support.

☐ A surety bond from a surety company with minimum coverage as specified in A.

☐ A certificate from the State Treasurer that the licensee has deposited with the state, trust funds having market value of \$100,000 or \$100,000 in cash or securities.

I certify that I have read the above questions and that the answers are true and correct of my own knowledge.

Print name of applicant and title Dr. Kristen A England	Signature of applicant <i>Kristen A England</i>	Date 7/31/14
--	--	-----------------

REPORT BY POLICE/SHERIFF'S DEPARTMENT

This is to certify that the applicant and the associates named herein have not been convicted within the past five years for any violation of laws of the State of Minnesota or municipal ordinances relating to intoxicating liquor except as follows:

Police/Sheriff's Department	Title	Signature
-----------------------------	-------	-----------

County Attorney's Signature

IMPORTANT NOTICE

All retail liquor licensees must have a current Federal Special Occupational Stamp. This stamp is issued by the Bureau of Alcohol, Tobacco, and Firearms. For information call (651) 726-0220



Minnesota Department of Public Safety
Alcohol and Gambling Enforcement Division (AGED)
444 Cedar Street, Suite 222, St. Paul, MN 55101
Telephone 651-201-7507 Fax 651-297-5259 TTY 651-282-6555

MUST BE A LICENSED BREWER IN ORDER TO APPLY FOR THIS LICENSE
Certification of an On Sale Brewer's Taproom License and Sunday License

This license only authorizes the on sale of Malt liquor produced by the brewer for consumption on the premises

Cities and Counties: You are required by law to complete and sign form to certify the issuance of the following License types: **City issued On Sale Brewer's Taproom and Sunday Liquor Licenses**

Name of City or County Issuing Liquor License Roseville License From: 8/1/14 To: 12/31/2014
8/1/15

Circle One: New License License Transfer _____ Suspension Revocation Cancel _____
(Former Licensee Name) (Give Dates)

Fees: On Sale Taproom License Fee: \$ 750.00 Sunday License Fee: \$ 200.00

License Name: Blume Brauhaus LLC DOB _____ Social Security # _____
(Corporation, Partnership, LLC, or Individual)

Business Trade Name Bent Brewstillery Business Address 1744 Terrace Ave City Roseville

Zip Code 55113 County Ramsey Business Phone 844-TRY-BENT Home Phone 651-233-3843

Home Address 3287 Owasso Heights Rd City Shoreview Zip Code 55126

Licensee's MN Tax ID # 2723601 Licensee's Federal Tax ID # 45-2650832

If above named licensee is a corporation, partnership, or LLC complete the following for each partner/officer :
Bartley Blume

Partner/Officer Name (First Middle Last)	DOB	Social Security #	Home address
<u>Dr. Kristen Adam England</u>			
Partner/Officer Name (First Middle Last)	DOB	Social Security #	Home address
Partner/Officer Name (First Middle Last)	DOB	Social Security #	Home address

On Sale Taproom licensees must attach a certificate of Liquor Liability Insurance to this form. The Insurance Certificate **Must contain** all of the following:

- 1) Show the exact licensee name (Corporation, partnership, LLC, etc.) and business address of the location listed on the license.
- 2) Cover completely the license period set by the local city or county licensing authority as shown on the license.

Circle One: (YES NO) During the last year has a summons been issued to the licensee under the Civil Liquor Liability Law?
Workers Compensation Insurance is also required by all licensees: Please complete the following:

Workers Compensation Insurance Company Name: The Hartford Policy # 41 WEC BU8525

I Certify that this license(s) has been approved in an official meeting by the governing body of the city or county.

City Clerk or County Auditor Signature _____ Date _____
(title)

CITY OF ROSEVILLE

Finance Department, License Division
2660 Civic Center Drive, Roseville, MN 55113
(651) 792-7036

ON-SALE INTOXICATING OUTSIDE PERMANENT ENDORSEMENT

Trade Name Bent Brewstillery

Business Name Blume Brauhaus LLC

Business Address 1744 Terrace Dr Roseville MN 55113

Business Phone 844-TRY-BENT

Contact person Dr. Kristen England

Phone 763-442-1169

Location of Outside Sales 1744 Terrace Dr, Roseville MN 55113

The undersigned agrees to abide by all the laws of the State of Minnesota and the Ordinances of the City of Roseville.

Signature Kristen England Date 8/6/2014

License fee is 25.00

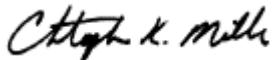
Make checks payable to City of Roseville

*** Contact Community Development. Requires land use approval**

REQUEST FOR COUNCIL ACTION

Date: 08/11/14
Item No.: 7.h

Department Approval



City Manager Approval



Item Description: Consider Approving IT Shared Service Agreement with the City of Spring Lake Park

BACKGROUND

Minnesota State Statute 471.59 authorizes political subdivisions of the State to enter into joint powers agreements (JPA) or Shared Services Agreements for the joint exercise of powers that are common to each entity. Over the past several months, the City of Spring Lake Park and the City of Roseville have held on-going discussions in regards to the sharing of IT support services. Specifically, for the deployment of new Police mobile user security procedures required by the FBI for database access. Roseville currently provides these same services to 6 other agencies.

The City of Roseville currently employs twelve full-time employees to administer the information systems for the City of Roseville and 33 other municipal and governmental agencies. The proposed Agreement with the City of Spring Lake Park is similar to the other agreements in both structure and substance.

The attached Agreement has been approved by the City of Spring Lake Park and is awaiting approval from the Roseville City Council.

POLICY OBJECTIVE

Joint cooperative ventures are consistent with past practices as well as the goals and strategies outlined in the Imagine Roseville 2025 process.

FINANCIAL IMPACTS

The proposed Agreement provides non-tax revenues to support City operations. The hourly rates charged to other cities or entities are more than the cost of a City employee; yet substantially lower than could be obtained from private companies – hence the value to other cities is greater. For 2014, it is projected that the services provided to Spring Lake Park will include on-going services in the amount of \$6,431.59 annually and a one-time setup charge of up to \$4,079.60.

There is no budget impact. The presence of the Agreement along with existing revenue sources is sufficient to fund the City's added personnel, software licensing, and related information systems costs related to the contracted services.

29 **STAFF RECOMMENDATION**
30 Staff recommends the Council approve the attached Shared Service Agreement.

31 **REQUESTED COUNCIL ACTION**
32 Approve the attached Shared Services Agreement with the City of Spring Lake Park for the purposes of
33 providing IT support services.

34 Prepared by: Chris Miller, Finance Director
35 Attachments: A: IT Shared Service Agreement with the City of Spring Lake Park

INFORMATION TECHNOLOGY SHARED SERVICE AGREEMENT

This INFORMATION TECHNOLOGY SHARED SERVICE AGREEMENT (this "Agreement") entered into by and between the City of Roseville, a Minnesota municipal corporation ("*Roseville*"), and the City of Spring Lake Park, a Minnesota municipal corporation ("*Spring Lake Park*"), is effective upon the execution of this Agreement by the named officers of both organizations. Roseville and Spring Lake Park are referred to individually as "Party" and collectively as the "Parties" or the "Cities".

WHEREAS: The City of Roseville and the City of Spring Lake Park agree to work collaboratively in the areas of Information Technology and related service areas, collectively referred to as "IT", and,

WHEREAS: The purpose of this Agreement is to define the terms and conditions under which services will be defined and provided between Roseville, by and through Roseville's Information Technology Division ("Roseville IT") and the City of Spring Lake Park. Under this Agreement, either party may provide services to the other.

NOW, THEREFORE, in consideration of the mutual covenants herein and for good and valuable consideration, receipt of which is hereby acknowledged, the Parties agree as follows;

SECTION 1- DEFINITIONS. As used in this Agreement, certain terms shall have the following meanings:

- 1.1** "Agreement" shall mean the combined terms and conditions of this Agreement and of specific Task Order depending on context.
- 1.2** "Provider" shall mean the party to this Agreement defined within a Task Order specified as providing the service to the other party.
- 1.3** "Recipient" shall mean the party to this Agreement defined within a Task Order specified as receiving services from or through the other party.
- 1.4** "Services" shall generally represent the "Scope of Services" as defined within a Task Order and may represent any combination of labor, whether provided by the Provider's employees or a third party designated by the Provider, use of facilities, equipment, software, or material goods utilized or consumed in providing the Services.
- 1.5** "Task Order" shall represent the terms and conditions of this Agreement that specify services, products, and other costs incurred by one party that are to be compensated by the other party. Task Order refers to the written specifications for either annually renewable Services or project-based Services that are completed under accomplishment of specified deliverables or other project event. Task Orders are more fully defined in Section 10.
- 1.6** "Holidays" includes New Year's Day, Martin Luther King, Jr. Day, President's Day, Memorial Day, Independence Day, Labor Day, Veterans' Day, Thanksgiving, Christmas Eve, Christmas Day, and other days that are consistent with past practices.
- 1.7** "Service Hours" means, unless otherwise noted, the hours of 8 a.m. to 5 p.m. local time, Monday through Friday, excluding Holidays.

1.8 "Entity" means any corporation (including any non-profit corporation), general partnership, limited partnership, limited liability partnership, joint venture, estate, trust, cooperative, foundation, society, political party, union, company (including any limited liability company or joint stock company), firm or other enterprise, association, organization or entity.

1.9 "Governmental Body" means any (a) nation, principality, state, commonwealth, province, territory, county, municipality, district or other jurisdiction; (b) federal, state, local, municipal or foreign government (including any agency, department, bureau, division, court, or other administrative or judicial body thereof); or (c) governmental or quasi-governmental authority of any nature.

1.10 "Software" means software programs, including supporting documentation and online help facilities. Software includes applications software programs and operating systems software programs.

1.11 "Business Continuity" means the ability to maintain operations/services in the face of a disruptive event.

SECTION 2 - EFFECTIVE DATE

The effective date of this Agreement is September 1, 2014 or the last date of signature by all parties, whichever is later and remains in effect until termination, as set forth in Section 3 of this Agreement.

SECTION 3- TERMINATION

3.1 Termination for Convenience. Either party may terminate this Agreement or a specific Task Order for convenience, after first providing written notice of the intent to terminate to the other party, one year in advance.

3.2 Termination of Task Order. Each Task Order shall specify the timeline for notice to terminate that Task Order.

3.3 Termination by Mutual Agreement. The parties may terminate this agreement in whole or in part, at any time by mutual agreement.

3.4 Termination of the Agreement shall also terminate any active Task Orders under this Agreement.

3.5 Termination of a Task Order will terminate all Services as defined by the Task Order but does not alter any terms or conditions of any other active Task Order or this Agreement.

3.6 In the event written notice of termination is given by either party, both parties shall work to accomplish a complete transition of services being terminated without interruption of, or adverse impact on, the services enjoyed by either party under this Agreement. The disentanglement process shall begin as soon as possible, but not later than the date of termination. Disentanglements will be defined as a Task Order and both parties, shall in good faith, seek to maintain existing service levels and minimize the disruption of services until the disentanglement is completed. Each party shall bear its cost of disentanglement, unless separately defined within a Task Order, or as may otherwise be agreed by both parties.

3.7 Third-Party Authorizations. Provider shall execute any third-party authorizations necessary to grant the Recipient the use and benefit of any third-party contracts, to the limits allowed by the contracts.

3.8 Licenses to Proprietary Software. Provider shall negotiate to allow the Recipient (after receiving written approval from the Provider) to use, copy, and modify, applications and programs developed by the Provider that would be needed in order to allow the Recipient to continue to perform for itself, unless otherwise prohibited by the software's licensing agreement.

3.9 Delivery of Documentation. Provider shall make reasonable efforts to deliver to the Recipient or its designee, at the Recipient's request, all available documentation and data related to the Recipient, including the Recipient Data held by Provider. Costs incurred will be borne by Recipient.

3.10 Personnel. Should the Recipient decide to reduce or terminate any portion of this Agreement, to the extent that such reduction or termination will displace one or more Provider employees, then it is agreed that the parties will, if feasible transfer personnel from the Provider to the Recipient in order to provide a reasonable opportunity to provide staff continued employment.

SECTION 4 - COORDINATION AND COMMUNICATION

4.1 The Management Committee, composed of a designated representative for Spring Lake Park and Roseville shall provide oversight and administer this agreement. Designated representatives are considered authorized representatives of their respective management and shall be empowered with authorities granted to the Management Committee under this Agreement.

4.2 The Management Committee shall meet quarterly (or as otherwise mutually agreed) to review the performance with regard to material aspects, risk management, as well as the effectiveness and value of the Services and Task Order provided between the Provider and the Recipient.

4.3 Agreement Review. The Management Committee will meet annually, to formally review and, to the extent mutually agreed upon by the Parties, update the terms, pricing, conditions and other details of this Agreement and any Task Order so that the on-going business requirements of both Parties are met.

SECTION 5 - DISPUTE RESOLUTION

5.1 In the event of a dispute between Spring Lake Park and Roseville regarding the delivery of Services under this Agreement or any related Task Order, the Management Committee shall review disputes and recommend options for resolution to the involved personnel.

5.2 Any dispute not resolved by the Management Committee shall be referred to the Spring Lake Park City Administrator and the Roseville City Manager (collectively "City Managers"), or their designated representatives, who shall review the dispute and options for resolution. The resolution of the City Managers regarding the dispute shall be final as between the parties and shall be reduced to writing as an addendum to this Agreement.

5.3 Any dispute under Section 5.1 of this Agreement that cannot be resolved by the City Managers may be submitted to mediation through the State of Minnesota Bureau of Mediation Services, the cost of which shall be borne equally between the parties.

5.4 In the event either party determines that there has been a breach of the provisions of this Agreement or a related Task Order which cannot be resolved by the City Managers, the Agreement or related Task Order may be terminated as described in Section 3.

SECTION 6 - INDEPENDENT CONTRACTOR

A Provider is, and shall at all times be, deemed to be an independent contractor in the provision of the Services set forth in this Agreement. Nothing in this Agreement shall be deemed or construed as creating a joint venture or partnership between the Parties. Neither Party is by virtue of this Agreement authorized as an agent, employee, or legal representative of the other Party, and the relationship of the Parties is, and at all times will continue to be, that of independent contractors. A Provider shall retain all authority and responsibility for the provision of Services, standards of performance, discipline and control of personnel, and other matters incident to the performance of services by a Provider pursuant to this Agreement. A Provider shall comply with all relevant Federal, State, and municipal laws, rules, and regulations. Nothing in this Agreement shall make any employee of the Recipient jurisdiction, an employee of a Provider jurisdiction or any employee of a Provider jurisdiction, an employee of the Recipient jurisdictions for any purpose, including but not limited to, withholding of taxes, payment of benefits, workers' compensation benefits, or any other rights or privileges afforded said employees by virtue of their employment.

SECTION 7 - ASSIGNMENT/SUBCONTRACTING

Neither the Recipient nor the Provider shall transfer or assign, in whole or in part, any or all of their respective rights or obligations under this Agreement without the prior written consent of the other.

SECTION 8 - HOLD HARMLESS INDEMNIFICATION

8.1 Each party agrees to indemnify, defend, save and hold harmless the other, its officials, employees and agents from any and all liability, demands, claims, causes of action, suits or judgments, including costs, attorney fees and expenses incurred in connection therewith, or whatsoever kind or nature, arising out of, or in connection with, or incident to, its negligent acts or omissions under this Agreement. Without limiting the generality of the foregoing, the parties further expressly agree to indemnify, defend, save and hold harmless the other party, its officials, employees, and agents, from and against any and all liability, claims, demands, losses, damage, costs, causes of action, suits or judgments, including attorney fees, costs or expenses incurred in connection therewith, for deaths or injuries to person arising out of, in connection with, or incident to the performance of this Agreement by a Provider, its officials, employees, or agents.

Provided, however, that this provision does not indemnify a Recipient against liability for damages arising out of the Recipient's failure to abide by reasonable industry and user standards and the reasonable requirements provided by a Provider which include, but are not limited to, procedures, guidelines, and security instructions for proper use, user maintenance, and mandatory user security responsibilities.

8.2 Section 8.1 of this Agreement shall include any claim made against a Recipient by an employee of the Provider or subcontractor or agent of the Provider, even if the Provider is thus otherwise immune from liability pursuant to the Minnesota workers' compensation law provided, however, this paragraph does not purport to indemnify the Recipient against the liability for damages arising out of bodily injuries to person caused by, or resulting from, the sole negligence of the Recipient, its elected' officials, officers, employees and agents.

8.3 Section 8.1 of this Agreement shall further include any claim made against either party regarding payment of any taxes other than state sales tax on tangible goods.

8.4 In the event of litigation between the parties to enforce rights under this section, each party shall bear its own attorney's fees and costs.

8.5 Nothing in this Agreement shall constitute a waiver of the statutory limits of liability set forth in Minnesota Statutes Chapter 466 or a waiver of any available immunities or defenses.

SECTION 9 - NOTICE

9.1 Notices. Except as otherwise provided, any notices to be given under Section 3 of this Agreement or termination of any Task Order shall be in writing and shall, at a minimum, be delivered electronically or postage prepaid and addressed to:

City of Spring Lake Park	City of Roseville
Name: Doug Ebeltoft	Name: Terrence Heiser
Title: Chief of Police	Title: Information Technology Manager
Email: debeltoft@slpmn.org	Email: network.manager@metro-inet.us
Address: 1301 81st Ave. NE Spring Lake Park, MN	Address: 2660 Civic Center Drive Roseville, MN 55113

9.2 Choice of Law; Consent to Jurisdiction. This Agreement shall be construed in accordance with, and governed in all respects by, the internal laws of the State of Minnesota.

9.3 Force Majeure. Neither Party will be liable for delays or failure to perform Services if due to any cause or conditions beyond its reasonable control, including, but not limited to, delays or failures due to acts of God, natural disasters, acts of civil or military authority, fire, flood, earthquake, strikes, wars, or utility disruptions (shortage of power).

9.4 Entire Agreement; Amendment; Waivers. This Agreement, together with all Exhibits hereto, constitutes the entire agreement between the Parties pertaining to the subject matter hereof and supersedes all prior agreements, understandings, negotiations and discussions, whether oral or written, of the Parties. No supplement, modification or waiver of this Agreement shall be binding unless executed in writing by the Party to be bound thereby. No waiver of any of the provisions of this Agreement shall be deemed or shall constitute a waiver of any other provision hereof (whether or not similar), nor shall such waiver constitute a continuing waiver unless otherwise expressly provided.

9.5 Severability. In the event that any one or more of the provisions contained in this Agreement or in any other instrument referred to herein, is, for any reason, held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality or unenforceability shall not affect any other provision of this Agreement or any other such instrument and the invalid, illegal or unenforceable provision shall be deemed modified so as to be valid, legal and enforceable to the maximum extent allowed under applicable law.

9.6 Parties Obligated and Benefited. This Agreement will be binding upon the Parties hereto and their respective permitted assigns and successors in interest and will inure solely to the benefit of such Parties and their respective permitted assigns and successors in interest, and no other Person.

SECTION 10 - SERVICES AND TASK ORDERS

10.1 Where Spring Lake Park and Roseville exchange Services under this Agreement, such Services will be defined in the form of a Task Order, in writing and signed by the Management Committee.

(a) The intent of this provision is to ensure clear communications and commitment prior to either party taking action or incurring costs on behalf of the other. Both parties will act in good faith to identify requirements, expectations and to adhere to the commitments specified within this Agreement.

(b) Services exchanged or actions taken with the intent of providing Services between Spring Lake Park and Roseville without an agreed Task Order will not be covered by the terms of the Agreement and incurred costs will not be reimbursed. The party requesting Services covenants, by way of executing a Task Order pursuant to this Agreement that its requests for Service are within the annual budget for that party.

(c) In cases of emergency, where the urgency of circumstance precludes the practicality of executing a Task Order for a Service not covered by an existing Task Order, the Task Order may be reduced to writing and executed as soon after provision of Services as is practicable. Where the parties cannot agree on the terms of the written Task Order, the parties agree to follow the dispute resolution procedures set forth in Section 5. An emergency may be any unanticipated event or circumstance outside the bounds of existing provisions under any active Task Order that the Management Committee members or the designees of both parties declare as such.

(d) Unless agreed otherwise by both parties, the costs incurred in the planning, preparing and processing of a Task Order by one party will not be charged to the other.

10.2 All Task Orders are subject to the terms and condition of this Agreement.

10.3 All Task Orders must minimally include acceptance by the Management Committee. The Management Committee shall ensure that any additional authorization requirements, with respect to their individual organizations, have been secured prior to initiating or amending the Task Orders.

10.4 Duration of a Task Order shall be defined in the Task Order and may be: a limited time period; concluded upon accomplishment of specified deliverables; or a continuing Service with regular renewal review.

(a) Task Orders may address Services that are of a general or continuous nature that would be reviewed annually, at the same time as the Agreement. Such Task orders may also be terminated in accordance to the terms defined in Section 3.

(b) Alternatively, Task Orders may also be defined in association with a specific Project which would include specific criteria for normal completion (e.g. point-in-time, deliverable acceptance); these too may be terminated in accordance to the terms defined in Section 3.

10.5 Task Orders may not amend this Agreement or its terms and conditions, but shall specify Services, rates, and other aspects of the scope of work for specific Services related to this Agreement. The terms of a Task Order will apply only to the specific Task Order and may not change such terms or conditions relative to the Agreement or other Task Orders.

10.6 Each Task Order will utilize the standardized form. Attached as Exhibit A.

10.7 Provider of Services will track and report status, as may be defined in the Task Order, with regard to:

(a) Performance-related service levels.

(b) Progress towards deliverables.

(c) Billed costs vs. maximum specified annual Task Order budgeted amount.

10.8 If the deliverables specified in a Task Order are not achieved or the Recipient believes it is not receiving acceptable service, the parties shall follow the dispute resolution procedures set forth in Section 5 and for Termination for Breach set forth in Section 5.4.

SECTION 11 - FINANCIAL TERMS AND PAYMENT PROCESS

11.1 Unless agreed otherwise by both parties, the Provider will present invoices to Recipient monthly. Charges for Services will be invoiced no later than thirty (30) days following the period in which Services were delivered, costs incurred and all relevant vendor or supplier invoices have been received, or the project milestone for payment is accomplished.

11.2 Invoices may combine charges from multiple Task Orders, unless otherwise defined for a specific Task Order.

11.3 Invoices shall include:

- (a) Total of all charges represented on the invoice.
- (b) Itemization by Task Order and as further instructed within the Task Order.
- (c) Copies of third-party invoices representing a basis for the invoiced charge.
- (d) Any other detail as may be specified within the related Task Order.

11.4 Unless otherwise defined in the Task Order, invoices are due and payable to the Provider within thirty (30) days of receipt of the invoice by the Recipient. An invoice may be disputed within the thirty (30) day period. Any Provider-proposed resolution will restart the thirty (30) day period for payment, without waiving the Recipient's rights to dispute resolution under Section 5.

11.5 Invoiced amounts may be changed upon mutual consent of parties pursuant to Section 10 and each affected Task Order.

11.6 Disputes regarding invoices that cannot be otherwise resolved, the parties agree to follow the dispute resolution procedures set forth in Section 5.

SECTION 12 - PERSONNEL

12.1 Assigned staff. Provider shall designate the personnel to provide services to the Recipient. Recipient reserves the right to review the qualifications of personnel providing services under this Agreement, and to make recommendations regarding placement of such personnel for the benefit of Recipient.

12.2 If the Recipient believes that the performance or conduct of any person employed or retained by the Provider to perform obligations under this Agreement is unsatisfactory for any reason, or is not in compliance with the provision of this Agreement, the Recipient will notify the Provider. The Provider will establish a plan to resolve the issue within a deadline agreeable to the Recipient. If a mutually acceptable solution can not be

reached, the parties agree to follow the dispute resolution procedures set forth in Section 5.

12.3 Access to Recipient facilities. The Recipient, depending on requirements of the Task Order, in its sole discretion, may approve any Provider employees requiring access to any Recipient facility. Should Recipient refuse access to any Provider employee attempting to act in accordance with this Agreement, the Provider shall not be held in breach of this Agreement as to the Services affected.

12.4 Staff substitution. In the event that Recipient notifies Provider that it wishes Provider to replace an employee of the Provider providing services to Recipient, Recipient and Provider shall meet to attempt to resolve Recipient's concerns. If the parties are not able to resolve Recipient's concerns within ten (10) days after Recipient's notice to Provider (or such later date agreed upon by both parties), provider shall exercise reasonable diligence to honor Recipient's requests to replace the staff member.

12.5 Background checks. As may be required by the Recipient and the requirements of a Task Order, the Provider shall be responsible for conducting a background check on all personnel hired after the effective date of this Agreement or after the effective date of the related Task Order who provide services to the Recipient. The background investigation shall include but not be limited to, a credit check and criminal records check for misdemeanors and felonies. If requested by the Recipient, background checks will be performed on current employees that have access to the Recipient's sensitive data.

12.6 Staff Direction. In situations where Spring Lake Park's staff receives direction from Roseville staff or Roseville's staff receives direction from Spring Lake Park's staff that may be in conflict with either Spring Lake Park's or Roseville's IT strategic direction, policy or guidelines, terms and conditions of this Agreement, or that may result in potential risk to either Party's shared infrastructure, the involved staff will immediately notify the Management Committee of such potential conflict and of the relevant policy, guideline or term or condition of this Agreement and delay implementing such direction, unless immediate action is required to ensure business continuity, until the conflict can be resolved in consultation with the Management Committee. The parties will provide one another and their respective staff members with copies of their respective strategic plans, policies, and guidelines and of this Agreement. Neither party is obligated to delay action based on a strategic plan, policy, guideline or term or condition of this Agreement if such copies have not been provided. The Management Committee will make best efforts to expedite identification and resolution of conflicts and provide prompt direction to their respective staff members. If the parties are not able to resolve the conflict, the provisions of Section 5 (Dispute Resolution) shall apply.

12.7 Employees physically working at a facility of the other party will act in accordance with all policies and procedures regarding appropriate conduct in that party's workplace. Exceptions may be identified by the Provider and are subject to

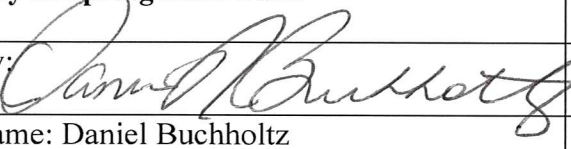
acceptance by the Recipient.

SECTION 13 - TECHNOLOGY PLANNING

13.1 Strategic Information Technology planning. Spring Lake Park and Roseville both engage in strategic technology planning that includes establishing a strategic IT direction, and determining technology initiatives and investments in accordance with Spring Lake Park and Roseville strategic business goals.

13.2 Each party is invited to participate in the other party's strategic planning process.

IN WITNESS WHEREOF, Spring Lake Park and Roseville have caused this Agreement to be executed in their respective names by their duly authorized officers and have caused this Agreement to be dated as of the 21 day of July, 2014.

City of Spring Lake Park	City of Roseville
By: 	By:
Name: Cindy Hansen	Name: Dan Roe
Title: Mayor	Title: Mayor
City of Spring Lake Park	City of Roseville
By: 	By:
Name: Daniel Buchholtz	Name: Patrick Trudgeon
Title: City Administrator	Title: City Manager

Information Technology Shared Service Agreement

Task Order

This Task Order is a specification of Services to be provided between the City of Spring Lake Park and the City of Roseville; it is an addendum to the current Information Technology Shared Service Agreement ("Agreement") and is subject to the terms and conditions of the Agreement.

Task Order #	2014-SLP001A	Title	2014 NetMotion Mobility® and 2FA ONE ("Mobility Services")
Service Start Date	09/01/2014	End Date	OPEN

Provider	ROSEVILLE	POC	Terre Heiser – Network Manager
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Recipient	SPRING LAKE PARK	POC	Doug Ebeltoft – Police Chief
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		Task Order Cost	
Skill Set (Primary)	Systems Engineer	Nonrecurring Charges (NRC)	\$4,079.60
Skill Set (Secondary)	Computer Support Specialist	Annual Recurring Charges (2014 ARC)	\$6,431.59
Skill Set (Tertiary)	Server Specialist		
		Billing Frequency (ARC)	Quarterly (1/4 ARC)

Task Order Attachments: 2014 Cost Calculation Summary

This section and attachments (listed above) define the scope of Services as well as service levels and performance criteria and measurement expectations.

1. Purpose:

The purpose of this Task Order is to establish parameters for the provision of NetMotion Mobility® and 2FA ONE (“Mobility Services”) by the Provider to the Recipient, and to define the terms and conditions under which the Provider will execute these Mobility Services. Both Parties agree to work cooperatively to fulfill the terms and purpose of this Task Order.

2. Background:

The Federal Bureau of Investigations (FBI) has mandated through the Criminal Justice Information Systems (CJIS) Security Policy Section 5.6.2.2 Advanced Authentication that users accessing Criminal Justice Information (“CJI”) from devices associated with, and located within, a police vehicle are required to provide advanced authentication.

Advanced Authentication (AA) provides for additional security to the typical user identification and authentication of login ID and password, such as: biometric systems, user-based public key infrastructure (PKI), smart cards, software tokens, hardware tokens, paper (inert) tokens, or “Risk-based Authentication” that includes a software token element comprised of a number of factors, such as network information, user information, positive device identification (i.e. device forensics, user pattern analysis and user binding), user profiling, and high-risk challenge/response questions.

NetMotion Mobility® provides a central point for securing mobile computers that connect to network resources over open wireless networks. Mobility is a client/server application providing end-to-end security using US government standards for security and encryption and supports multiple forms of single and two-factor authentication.

2FA ONE is an advanced authentication and password management program that meets US government required two-factor authentication requirements for accessing criminal justice information systems (CJIS).

3. Task Description:

Provider currently operates and maintains a NetMotion Mobility® server system and a 2FA ONE Server to provide secured and encrypted connections between mobile units and its internal network. Through this task order the Provider will extend use of this system to the Recipient.

4. Delivery Price Notes/Remedy:

Initial service cost is calculated as a share of known and assumed costs associated with the delivery of the Mobility Services. The cost is shared amongst multiple municipal agencies that utilize the Mobility Services. Prices may be adjusted annually based on a review of actual operating costs and labor costs associated with the delivery of the Mobility Services.

5. Billing Type: Capital recovery costs billed at time of purchase. Support services billed quarterly.

6. Scope of Work:

a. Provider

- i. Provider will support and maintain the server components for NetMotion Mobility® and 2FA ONE server.
- ii. Provider will grant access over the Provider's Internet connection to allow connectivity to Recipients Mobile Data Provider.
- iii. Provider will maintain the necessary licenses for NetMotion Mobility® and 2FA ONE to cover Recipients covered mobile computers and authenticated users ("Covered Units").
- iv. Provider will work with Recipient on configuring access between the Recipient's Covered Units and the Recipient's internal network servers and applications.
- v. Provider will work with Recipient on configuring software for Covered Units.

b. Recipient

- i. Recipient will configure software and hardware for Covered Units as directed by the Provider.
- ii. Recipient will be first point of contact for mobile users for trouble resolution.

7. Assumptions and Constraints:

a. Ownership of Equipment and Licenses

- i. Provider will retain ownership of servers (physical or virtual), server licensing and NetMotion Mobility XE Server and 2FA ONE Server application licenses.
- ii. Provider will retain ownership of end-user client licenses associated with NetMotion Mobility and 2FA ONE application unless transfer of licenses allowed by the software manufacturer.
- iii. Recipient will retain ownership of any physical equipment purchased by the Recipient for their exclusive use.
- iv. Recipient will retain ownership of any additional software or licenses purchased by the Recipient for their exclusive use.

8. Task Communications/Management/Reporting:

Requests for assistance shall be communicated to the Provider via an authorized point of contact (POC) for the Recipient. Service requests can be submitted via telephone or electronically.

Via Telephone: Help Desk – (651) 792-7095 Calls are typically answered Monday through Friday 7:00 a.m. until 4:30 p.m. Voice messages will be responded within 30 minutes

Via Email: support@metro-inet.us Emails will generate a work ticket with a response provided within 45 minutes. Time to resolution for a Normal Incident is 72 hours.

Incident reports will be submitted to the Recipient on a quarterly basis. An annual report will be provided at the time of the service review.

9. **Quality/Measures/Remedy:**

Billing will commence after the acceptance of the delivered services.

10. **Duration:** Annual until cancelled subject to termination provisions.

11. **Termination Provision:**

Either party may cancel this Task Order with 120 day written notice.

IN WITNESS WHEREOF, Spring Lake Park and Roseville have caused this Task Order to be executed in their respective names by their duly authorized officers and have caused this Task Order to be dated as of the _____ day of _____, 20__.

CITY OF SPRING LAKE PARK

CITY OF ROSEVILLE

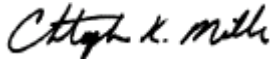
Terrence Heiser
Information Technology Manager

Date

REQUEST FOR COUNCIL ACTION

Date: 08/11/14
Item No.: 7.i

Department Approval



City Manager Approval



Item Description: Consider Approving IT Shared Service Agreement with the City of Fridley

BACKGROUND

Minnesota State Statute 471.59 authorizes political subdivisions of the State to enter into joint powers agreements (JPA) or shared services agreements for the joint exercise of powers that are common to each. Over the past several months, the City of Fridley and the City of Roseville have held on-going discussions in regards to the sharing of the City's internet connection. Our current internet connection has excess capacity and by partnering with the City of Fridley we have the opportunity to capture a revenue source to offset our own costs.

The Council is asked to consider authorizing an agreement for the purposes of sharing the City's internet connection.

The City of Roseville currently employs twelve full-time employees and one part-time employee to administer the information systems for the City of Roseville and 33 other municipal and governmental agencies.

The attached Shared Service Agreement has been approved by the City of Fridley and is awaiting approval from the Roseville City Council.

POLICY OBJECTIVE

Joint cooperative ventures are consistent with past practices as well as the goals and strategies outlined in the Imagine Roseville 2025 process.

FINANCIAL IMPACTS

The proposed agreement provides non-tax revenues to support City operations. The sharing of the internet connection will offset the City's costs by \$6,600 per year.

STAFF RECOMMENDATION

Staff recommends the Council approve the attached IT Shared Service Agreement.

REQUESTED COUNCIL ACTION

Approve the attached Information Technology Shared Service Agreement with the City of Fridley for the purposes of sharing Roseville's internet connection.

Prepared by: Chris Miller, Finance Director

Attachments: A: IT Shared Service Agreement with the City of Fridley

Attachment A

INFORMATION TECHNOLOGY SHARED SERVICE AGREEMENT

This INFORMATION TECHNOLOGY SHARED SERVICE AGREEMENT (this "Agreement") entered into by and between the City of Roseville, a Minnesota municipal corporation ("*Roseville*"), and the City of Fridley, a Minnesota municipal corporation ("*Fridley*"), is effective upon the execution of this Agreement by the named officers of both organizations. Roseville and Fridley are referred to individually as "Party" and collectively as the "Parties" or the "Cities".

WHEREAS: The City of Roseville and the City of Fridley agree to work collaboratively in the areas of Information Technology and related service areas, collectively referred to as "IT", and,

WHEREAS: The purpose of this Agreement is to define the terms and conditions under which services will be defined and provided between Roseville, by and through Roseville's Information Technology Division ("Roseville IT") and the City of Fridley. Under this Agreement, either party may provide services to the other.

NOW, THEREFORE, in consideration of the mutual covenants herein and for good and valuable consideration, receipt of which is hereby acknowledged, the Parties agree as follows;

SECTION 1- DEFINITIONS. As used in this Agreement, certain terms shall have the following meanings:

1.1 "Agreement" shall mean the combined terms and conditions of this Agreement and of specific Task Order depending on context.

1.2 "Provider" shall mean the party to this Agreement defined within a Task Order specified as providing the service to the other party.

1.3 "Recipient" shall mean the party to this Agreement defined within a Task Order specified as receiving services from or through the other party.

1.4 "Services" shall generally represent the "Scope of Services" as defined within a Task Order and may represent any combination of labor, whether provided by the Provider's employees or a third party designated by the Provider, use of facilities, equipment, software, or material goods utilized or consumed in providing the Services.

1.5 "Task Order" shall represent the terms and conditions of this Agreement that specify services, products, and other costs incurred by one party that are to be compensated by the other party. Task Order refers to the written specifications for either annually renewable Services or project-based Services that are completed under accomplishment of specified deliverables or other project event. Task Orders are more fully defined in Section 10.

1.6 "Holidays" includes New Year's Day, Martin Luther King, Jr. Day, President's Day, Memorial Day, Independence Day, Labor Day, Veterans' Day, Thanksgiving, Christmas Eve, Christmas Day, and other days that are consistent with past practices.

1.7 "Service Hours" means, unless otherwise noted, the hours of 8 a.m. to 5 p.m. local time, Monday through Friday, excluding Holidays.

1.8 "Entity" means any corporation (including any non-profit corporation), general partnership, limited partnership, limited liability partnership, joint venture, estate, trust, cooperative, foundation, society, political party, union, company (including any limited liability company or joint stock company), firm or other enterprise, association, organization or entity.

1.9 "Governmental Body" means any (a) nation, principality, state, commonwealth, province, territory, county, municipality, district or other jurisdiction; (b) federal, state, local, municipal or foreign government (including any agency, department, bureau, division, court, or other administrative or judicial body thereof); or (c) governmental or quasi-governmental authority of any nature.

1.10 "Software" means software programs, including supporting documentation and online help facilities. Software includes applications software programs and operating systems software programs.

1.11 "Business Continuity" means the ability to maintain operations/services in the face of a disruptive event.

SECTION 2 - EFFECTIVE DATE

The effective date of this Agreement is December 1, 2013 or the last date of signature by all parties, whichever is later and remains in effect until termination, as set forth in Section 3 of this Agreement.

SECTION 3 - TERMINATION

3.1 Termination for Convenience. Either party may terminate this Agreement or a specific Task Order for convenience, after first providing written notice of the intent to terminate to the other party, one year in advance.

3.2 Termination of Task Order. Each Task Order shall specify the timeline for notice to terminate that Task Order.

3.3 Termination by Mutual Agreement. The parties may terminate this agreement in whole or in part, at any time by mutual agreement.

3.4 Termination of the Agreement shall also terminate any active Task Orders under this Agreement.

3.5 Termination of a Task Order will terminate all Services as defined by the Task Order but does not alter any terms or conditions of any other active Task Order or this Agreement.

3.6 In the event written notice of termination is given by either party, both parties shall work to accomplish a complete transition of services being terminated without interruption of, or adverse impact on, the services enjoyed by either party under this Agreement. The disentanglement process shall begin as soon as possible, but not later than the date of termination. Disentanglements will be defined as a Task Order and both parties, shall in good faith, seek to maintain existing service levels and minimize the disruption of services until the disentanglement is completed. Each party shall bear its cost of disentanglement, unless separately defined within a Task Order, or as may otherwise be agreed by both parties.

3.7 Third-Party Authorizations. Provider shall execute any third-party authorizations necessary to grant the Recipient the use and benefit of any third-party contracts, to the limits allowed by the contracts.

3.8 Licenses to Proprietary Software. Provider shall negotiate to allow the Recipient (after receiving written approval from the Provider) to use, copy, and modify, applications and programs developed by the Provider that would be needed in order to allow the Recipient to continue to perform for itself, unless otherwise prohibited by the software's licensing agreement.

3.9 Delivery of Documentation. Provider shall make reasonable efforts to deliver to the Recipient or its designee, at the Recipient's request, all available documentation and data related to the Recipient, including the Recipient Data held by Provider. Costs incurred will be borne by Recipient.

3.10 Personnel. Should the Recipient decide to reduce or terminate any portion of this Agreement, to the extent that such reduction or termination will displace one or more Provider employees, then it is agreed that the parties will, if feasible transfer personnel from the Provider to the Recipient in order to provide a reasonable opportunity to provide staff continued employment.

SECTION 4 - COORDINATION AND COMMUNICATION

4.1 The Management Committee, composed of a designated representative for Fridley and Roseville shall provide oversight and administer this agreement. Designated representatives are considered authorized representatives of their respective management and shall be empowered with authorities granted to the Management Committee under this Agreement.

4.2 The Management Committee shall meet quarterly (or as otherwise mutually agreed) to review the performance with regard to material aspects, risk management, as well as the effectiveness and value of the Services and Task Order provided between the Provider and the Recipient.

4.3 Agreement Review. The Management Committee will meet annually, to formally review and, to the extent mutually agreed upon by the Parties, update the terms, pricing, conditions and other details of this Agreement and any Task Order so that the on-going business requirements of both Parties are met.

SECTION 5 - DISPUTE RESOLUTION

5.1 In the event of a dispute between Fridley and Roseville regarding the delivery of Services under this Agreement or any related Task Order, the Management Committee shall review disputes and recommend options for resolution to the involved personnel.

5.2 Any dispute not resolved by the Management Committee shall be referred to the Fridley City Administrator and the Roseville City Manager (collectively "City Managers"), or their designated representatives, who shall review the dispute and options for resolution. The resolution of the City Managers regarding the dispute shall be final as between the parties and shall be reduced to writing as an addendum to this Agreement.

5.3 Any dispute under Section 5.1 of this Agreement that cannot be resolved by the City Managers may be submitted to mediation through the state Bureau of Mediation Services, the cost of which shall be borne equally between the parties.

5.4 In the event either party determines that there has been a breach of the provisions of this Agreement or a related Task Order which cannot be resolved by the City Managers, the Agreement or related Task Order may be terminated as described in Section 3.

SECTION 6 - INDEPENDENT CONTRACTOR

A Provider is, and shall at all times be, deemed to be an independent contractor in the provision of the Services set forth in this Agreement. Nothing in this Agreement shall be deemed or construed as creating a joint venture or partnership between the Parties. Neither Party is by virtue of this Agreement authorized as an agent, employee, or legal representative of the other Party, and the relationship of the Parties is, and at all times will continue to be, that of independent contractors. A Provider shall retain all authority and responsibility for the provision of Services, standards of performance, discipline and control of personnel, and other matters incident to the performance of services by a Provider pursuant to this Agreement. A Provider shall comply with all relevant Federal, State, and municipal laws, rules, and regulations. Nothing in this Agreement shall make any employee of the Recipient jurisdiction, an employee of a Provider jurisdiction or any employee of a Provider jurisdiction, an employee of the Recipient jurisdictions for any purpose, including but not limited to, withholding of taxes, payment of benefits, workers' compensation benefits, or any other rights or privileges afforded said employees by virtue of their employment.

SECTION 7 - ASSIGNMENT/SUBCONTRACTING

Neither the Recipient nor the Provider shall transfer or assign, in whole or in part, any or all of their respective rights or obligations under this Agreement without the prior written consent of the other.

SECTION 8 - HOLD HARMLESS INDEMNIFICATION

8.1 Each party agrees to indemnify, defend, save and hold harmless the other, its officials, employees and agents from any and all liability, demands, claims, causes of action, suits or judgments, including costs, attorney fees and expenses incurred in connection therewith, or whatsoever kind or nature, arising out of, or in connection with, or incident to, its negligent acts or omissions under this Agreement. Without limiting the generality of the foregoing, the parties further expressly agree to indemnify, defend, save and hold harmless the other party, its officials, employees, and agents, from and against any and all liability, claims, demands, losses, damage, costs, causes of action, suits or judgments, including attorney fees, costs or expenses incurred in connection therewith, for deaths or injuries to person arising out of, in connection with, or incident to the performance of this Agreement by a Provider, its officials, employees, or agents.

Provided, however, that this provision does not indemnify a Recipient against liability for damages arising out of the Recipient's failure to abide by reasonable industry and user standards and the reasonable requirements provided by a Provider which include, but are not limited to, procedures, guidelines, and security instructions for proper use, user maintenance, and mandatory user security responsibilities.

8.2 Section 8.1 of this Agreement shall include any claim made against a Recipient by an employee of the Provider or subcontractor or agent of the Provider, even if the Provider is thus otherwise immune from liability pursuant to the Minnesota workers' compensation law provided, however, this paragraph does not purport to indemnify the Recipient against the liability for damages arising out of bodily injuries to person caused by, or resulting from, the sole negligence of the Recipient, its elected' officials, officers, employees and agents.

8.3 Section 8.1 of this Agreement shall further include any claim made against either party regarding payment of any taxes other than state sales tax on tangible goods.

8.4 In the event of litigation between the parties to enforce rights under this section, each party shall bear its own attorney's fees and costs.

8.5 Nothing in this Agreement shall constitute a waiver of the statutory limits of liability set forth in Minnesota Statutes Chapter 466 or a waiver of any available immunities or defenses.

SECTION 9 - NOTICE

9.1 Notices. Except as otherwise provided, any notices to be given under Section 3 of this Agreement or termination of any Task Order shall be in writing and shall, at a minimum, be delivered electronically or postage prepaid and addressed to:

City of Fridley	City of Roseville
Name: James Erickson	Name: Terrence Heiser
Title: Information Technology Manager	Title: Information Technology Manager
Email: James.Erickson@FridleyMN.gov	Email: Terre.Heiser@CityofRoseville.com
Address: 6431 University Ave., N.E. Fridley, MN 55432	Address: 2660 Civic Center Drive Roseville, MN 55113

9.2 Choice of Law; Consent to Jurisdiction. This Agreement shall be construed in accordance with, and governed in all respects by, the internal laws of the State of Minnesota.

9.3 Force Majeure. Neither Party will be liable for delays or failure to perform Services if due to any cause or conditions beyond its reasonable control, including, but not limited to, delays or failures due to acts of God, natural disasters, acts of civil or military authority, fire, flood, earthquake, strikes, wars, or utility disruptions (shortage of power).

9.4 Entire Agreement; Amendment; Waivers. This Agreement, together with all Exhibits hereto, constitutes the entire agreement between the Parties pertaining to the subject matter hereof and supersedes all prior agreements, understandings, negotiations and discussions, whether oral or written, of the Parties. No supplement, modification or waiver of this Agreement shall be binding unless executed in writing by the Party to be bound thereby. No waiver of any of the provisions of this Agreement shall be deemed or shall constitute a waiver of any other provision hereof (whether or not similar), nor shall such waiver constitute a continuing waiver unless otherwise expressly provided.

9.5 Severability. In the event that any one or more of the provisions contained in this Agreement or in any other instrument referred to herein, is, for any reason, held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality or unenforceability shall not affect any other provision of this Agreement or any other such instrument and the invalid, illegal or unenforceable provision shall be deemed modified so as to be valid, legal and enforceable to the maximum extent allowed under applicable law.

9.6 Parties Obligated and Benefited. This Agreement will be binding upon the Parties hereto and their respective permitted assigns and successors in interest and will inure solely to the benefit of such Parties and their respective permitted assigns and successors in interest, and no other Person.

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10.1 Where Fridley and Roseville exchange Services under this Agreement, such Services will be defined in the form of a Task Order, in writing and signed by the Management Committee.

(a) The intent of this provision is to ensure clear communications and commitment prior to either party taking action or incurring costs on behalf of the other. Both parties will act in good faith to identify requirements, expectations and to adhere to the commitments specified within this Agreement.

(b) Services exchanged or actions taken with the intent of providing Services between Fridley and Roseville without an agreed Task Order will not be covered by the terms of the Agreement and incurred costs will not be reimbursed. The party requesting Services covenants, by way of executing a Task Order pursuant to this Agreement that its requests for Service are within the annual budget for that party.

(c) In cases of emergency, where the urgency of circumstance precludes the practicality of executing a Task Order for a Service not covered by an existing Task Order, the Task Order may be reduced to writing and executed as soon after provision of Services as is practicable. Where the parties cannot agree on the terms of the written Task Order, the parties agree to follow the dispute resolution procedures set forth in Section 5. An emergency may be any unanticipated event or circumstance outside the bounds of existing provisions under any active Task Order that the Management Committee members or the designees of both parties declare as such.

(d) Unless agreed otherwise by both parties, the costs incurred in the planning, preparing and processing of a Task Order by one party will not be charged to the other.

10.2 All Task Orders are subject to the terms and condition of this Agreement.

10.3 All Task Orders must minimally include acceptance by the Management Committee. The Management Committee shall ensure that any additional authorization requirements, with respect to their individual organizations, have been secured prior to initiating or amending the Task Orders.

10.4 Duration of a Task Order shall be defined in the Task Order and may be: a limited time period; concluded upon accomplishment of specified deliverables; or a continuing Service with regular renewal review.

(a) Task Orders may address Services that are of a general or continuous nature that would be reviewed annually, at the same time as the Agreement. Such Task orders may also be terminated in accordance to the terms defined in Section 3.

(b) Alternatively, Task Orders may also be defined in association with a specific Project which would include specific criteria for normal completion (e.g. point-in-time, deliverable acceptance); these too may be terminated in accordance to the terms defined in Section 3.

10.5 Task Orders may not amend this Agreement or its terms and conditions, but shall specify Services, rates, and other aspects of the scope of work for specific Services related to this Agreement. The terms of a Task Order will apply only to the specific Task Order and may not change such terms or conditions relative to the Agreement or other Task Orders.

10.6 Each Task Order will utilize the standardized form. Attached as Exhibit A.

10.7 Provider of Services will track and report status, as may be defined in the Task Order, with regard to:

(a) Performance-related service levels.

(b) Progress towards deliverables.

(c) Billed costs vs. maximum specified annual Task Order budgeted amount.

10.8 If the deliverables specified in a Task Order are not achieved or the Recipient believes it is not receiving acceptable service, the parties shall follow the dispute resolution procedures set forth in Section 5 and for Termination for Breach set forth in Section 5.4.

SECTION 11 - FINANCIAL TERMS AND PAYMENT PROCESS

11.1 Unless agreed otherwise by both parties, the Provider will present invoices to Recipient monthly. Charges for Services will be invoiced no later than thirty (30) days following the period in which Services were delivered, costs incurred and all relevant vendor or supplier invoices have been received, or the project milestone for payment is accomplished.

11.2 Invoices may combine charges from multiple Task Orders, unless otherwise defined for a specific Task Order.

11.3 Invoices shall include:

- (a)** Total of all charges represented on the invoice.
- (b)** Itemization by Task Order and as further instructed within the Task Order.
- (c)** Copies of third-party invoices representing a basis for the invoiced charge.
- (d)** Any other detail as may be specified within the related Task Order.

11.4 Unless otherwise defined in the Task Order, invoices are due and payable to the Provider within thirty (30) days of receipt of the invoice by the Recipient. An invoice may be disputed within the thirty (30) day period. Any Provider-proposed resolution will restart the thirty (30) day period for payment, without waiving the Recipient's rights to dispute resolution under Section 5.

11.5 Invoiced amounts may be changed upon mutual consent of parties pursuant to Section 10 and each affected Task Order.

11.6 Disputes regarding invoices that cannot be otherwise resolved, the parties agree to follow the dispute resolution procedures set forth in Section 5.

SECTION 12 - PERSONNEL

12.1 Assigned staff. Provider shall designate the personnel to provide services to the Recipient. Recipient reserves the right to review the qualifications of personnel providing services under this Agreement, and to make recommendations regarding placement of such personnel for the benefit of Recipient.

12.2 If the Recipient believes that the performance or conduct of any person employed or retained by the Provider to perform obligations under this Agreement is unsatisfactory for any reason, or is not in compliance with the provision of this Agreement, the Recipient will notify the Provider. The Provider will establish a plan to resolve the issue within a deadline agreeable to the Recipient. If a mutually acceptable solution can not be

reached, the parties agree to follow the dispute resolution procedures set forth in Section 5.

12.3 Access to Recipient facilities. The Recipient, depending on requirements of the Task Order, in its sole discretion, may approve any Provider employees requiring access to any Recipient facility. Should Recipient refuse access to any Provider employee attempting to act in accordance with this Agreement, the Provider shall not be held in breach of this Agreement as to the Services affected.

12.4 Staff substitution. In the event that Recipient notifies Provider that it wishes Provider to replace an employee of the Provider providing services to Recipient, Recipient and Provider shall meet to attempt to resolve Recipient's concerns. If the parties are not able to resolve Recipient's concerns within ten (10) days after Recipient's notice to Provider (or such later date agreed upon by both parties), provider shall exercise reasonable diligence to honor Recipient's requests to replace the staff member.

12.5 Background checks. As may be required by the Recipient and the requirements of a Task Order, the Provider shall be responsible for conducting a background check on all personnel hired after the effective date of this Agreement or after the effective date of the related Task Order who provide services to the Recipient. The background investigation shall include but not be limited to, a credit check and criminal records check for misdemeanors and felonies. If requested by the Recipient, background checks will be performed on current employees that have access to the Recipient's sensitive data.

12.6 Staff Direction. In situations where Fridley's staff receives direction from Roseville staff or Roseville's staff receives direction from Fridley's staff that may be in conflict with either Fridley's or Roseville's IT strategic direction, policy or guidelines, terms and conditions of this Agreement, or that may result in potential risk to either Party's shared infrastructure, the involved staff will immediately notify the Management Committee of such potential conflict and of the relevant policy, guideline or term or condition of this Agreement and delay implementing such direction, unless immediate action is required to ensure business continuity, until the conflict can be resolved in consultation with the Management Committee. The parties will provide one another and their respective staff members with copies of their respective strategic plans, policies, and guidelines and of this Agreement. Neither party is obligated to delay action based on a strategic plan, policy, guideline or term or condition of this Agreement if such copies have not been provided. The Management Committee will make best efforts to expedite identification and resolution of conflicts and provide prompt direction to their respective staff members. If the parties are not able to resolve the conflict, the provisions of Section 5 (Dispute Resolution) shall apply.

12.7 Employees physically working at a facility of the other party will act in accordance with all policies and procedures regarding appropriate conduct in that party's workplace. Exceptions may be identified by the Provider and are subject to

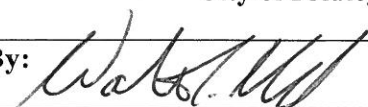
acceptance by the Recipient.

SECTION 13 - TECHNOLOGY PLANNING

13.1 Strategic Information Technology planning. Fridley and Roseville both engage in strategic technology planning that includes establishing a strategic IT direction, and determining technology initiatives and investments in accordance with Fridley and Roseville strategic business goals.

13.2 Each party is invited to participate in the other party's strategic planning process.

IN WITNESS WHEREOF, Fridley and Roseville have caused this Agreement to be executed in their respective names by their duly authorized officers and have caused this Agreement to be dated as of the 14th day of July, 2014

City of Fridley	City of Roseville
By: 	By:
Name: Wally Wysopal	Name: Dan Roe
Title: City Manager	Title: Mayor
	City of Roseville
	By:
	Name: Patrick Trudgeon
	Title: City Manager

Information Technology Shared Service Agreement

Task Order

This Task Order is a specification of Services to be provided between the City of Fridley and the City of Roseville; it is an addendum to the current Information Technology Shared Service Agreement (“Agreement”) and is subject to the terms and conditions of the Agreement.

Task Order #	14-01FRD	Title	Shared Internet Access	
Service Start Date	08/01/2014	End Date	OPEN	

Provider	ROSEVILLE	POC	Terrence Heiser – Information Technology Manager
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Recipient	FRIDLEY	POC	James Erickson – Information Technology Manager
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Skill Set	Network Systems Engineer	Task Order Cost (MRC)	\$550.00 (2014)
		Setup Cost (NRC)	\$1,780.00
		Billing Frequency	Monthly

Task Order Attachments:

This section and attachments (listed above) define the scope of Services as well as service levels and performance criteria and measurement expectations.

1. **Billing Type - Monthly**

2. **Delivery Price Notes/Remedy**

3. **Task Details/Scope of Work**

The Service provides a Shared Internet Connection at designated speeds into the Recipients IP Network. The Recipient will be assigned a 6 IP address block for their exclusive use.

4. **Assumptions and Constraints**

Delivery of Shared Internet to the Recipients IP Network is co-dependent on the availability of other provider networks including, but not limited to, the Zayo/Anoka County IP Network.

The role of the Provider is to extend Internet access between designated Internet Service Providers, currently XO Communications and Hurricane Electric, and the Recipients IP network. The Provider (Roseville) in the context of this work order, is not to be considered an Internet Service Provider.

5. **Task Communications/Management/Reporting**

6. **Quality/Measures/Remedy**

Service availability is subject to the terms of the service level agreement (SLA) provided by the Internet service providers.

7. **Duration**

Perpetual monthly agreement until terminated by either party.

8. **Termination Provision**

Assigned IP addresses are provisioned to the City of Roseville by the American Registry for Internet Numbers (ARIN) and are not transferable. Upon termination of this task order, the assigned IP addresses will no longer be available to the Recipient.

IN WITNESS WHEREOF, Fridley and Roseville have caused this Task Order to be executed in their respective names by their duly authorized officers and have caused this Task Order to be dated as of the _____ day of _____, 20__.

CITY OF FRIDLEY

CITY OF ROSEVILLE

James Erickson
Information Technology Manager

Date

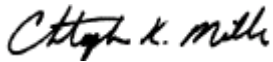
Terrence Heiser
Information Technology Manager

Date

REQUEST FOR COUNCIL ACTION

Date: 08/11/14
Item No.: 11.a

Department Approval



City Manager Approval



Item Description: Hearing to Solicit Public Comment on the 2015 Budget & Tax Levy

BACKGROUND

At the February 24, 2014 City Council meeting the Council considered the proposed 2015 Budget Calendar which outlined a series of steps to establish an eventual budget. To date, the Calendar has included the following steps:

- ❖ May 12, 2014 Preliminary report on budget and tax levy impact items
- ❖ May 22, 2014 Departmental budget presentations
- ❖ June 16, 2014 Discussion on City Council Budget Goals & Priorities
- ❖ July 14, 2014 Presentation of the City Manager Recommended Budget

The next step in the Budget Calendar is to hold a public hearing to solicit comment on the 2015 budget and tax levy. The purpose of the Hearing is to provide citizens with an opportunity to provide input on City programs and the budget and to gauge their willingness to pay higher property taxes and fees in order to maintain programs at current service levels. The City Council can then use this input to help guide the setting of a preliminary tax levy and budget.

For reference purposes, the 2015 Recommended Budget calls for a tax levy increase of \$890,829 or 4.9%. This will result in a tax impact of \$7.56 per month for a typical single-family home. With this increase, homeowners will pay approximately \$72 per month for core services including; 24x7x365 police and fire protection, well-maintained streets and parks, street lighting, and other services. That's comparable to what a home pays independently for gas, electric, cable tv, broadband internet, or mobile phone service.

The Council is reminded to bring all budget-related materials received to date, to subsequent budget discussions.

POLICY OBJECTIVE

Holding a budget hearing to solicit public input is consistent with the goals established in IR2025, as well as the budgeting best practices.

FINANCIAL IMPACTS

Not applicable.

31 **STAFF RECOMMENDATION**

32 Not applicable.

33 **REQUESTED COUNCIL ACTION**

34 For information purposes only. No formal Council action is required.

35

Prepared by: Chris Miller, Finance Director

Attachments: A: Not applicable

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Agenda Date: 8/11/2014

Agenda Item: 11.b

Department Approval



City Manager Approval



Item Description: Request for approval of a minor subdivision of the residential property into 2 parcels, and a variance to City Code §1103.06 (Lot Standards) to allow the creation of a parcel with substandard width and area (PF14-017)

The action deadline for this request, mandated by Minn. Stat. 15.99, is September 6, 2014.

GENERAL SITE INFORMATION

Applicant: John Ellering

Location: 990 County Road B

Property Owner: John Ellering

Land Use Context

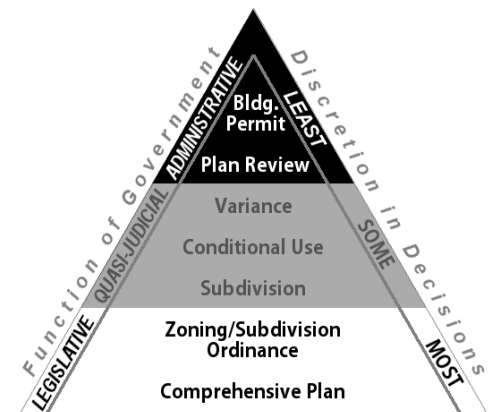
	Existing Land Use	Guiding	Zoning
Site	One-family residential, detached	LR	LDR-1
North	One-family residential, detached	LR	LDR-1
West	One-family residential, detached	LR	LDR-1
East	One-family residential, detached	LR	LDR-1
South	One-family residential, detached	LR	LDR-1

Natural Characteristics: The site does not include unusual natural characteristics.

Planning File History: April 9, 1979 denial of substandard subdivision (PF1174)

LEVEL OF CITY DISCRETION IN DECISION-MAKING

Action taken on variance and subdivision requests is **quasi-judicial**; the City's role is to determine the facts associated with the request, and weigh those facts against the legal standards contained in State Statute and City Code.



PROPOSAL

John Ellering proposed to subdivide the property into two parcels for future development of an additional one-family, detached home. The existing home at 990 County Road B would be situated on the proposed Parcel A, and the new Parcel B would face Burke Avenue. As proposed, Parcel B would be shallower and comprise less area than the minimum requirements, necessitating the requested variance. Staff from Roseville's Planning and Engineering Divisions could not support the nonconforming subdivision as proposed (nor the necessary variance to lot size standards); staff does, however, support a conforming subdivision of the site and a variance for the excess impervious coverage of the existing improvements on a revised Parcel A. Mr. Ellering understands staff's position with respect to his original proposal, and is open to revising the application for conforming parcels and the impervious surface variance; this RCA reviews the revised proposal as recommended by City staff which is illustrated in the site plan included with this report as RCA Exhibit C.

The minor subdivision proposed in Planning File 1174 in 1979 was much like the present proposal, but it would have dedicated the necessary ROW to County Road B and Burke Avenue, and the southern parcel would have been another three feet deeper than the present proposal. While the April 4, 1979 Planning Commission minutes reflect some concern about the substandard nature of the Burke Avenue parcel, they unanimously recommended approval of the subdivision but requested that the supplied survey be updated to show the distance between the existing home and the proposed new parcel boundary so that the City Council could give more informed consideration to the relationship between the existing home, the new property line, and the depth and size of the southern parcel. The City Council denied the subdivision request, but the "executive" minutes do not reflect the discussion that led to the denial.

When exercising the so-called "quasi-judicial" authority on variance and subdivision requests, the role of the City is to determine the facts associated with a particular request and apply those facts to the legal standards contained in the ordinance and relevant state law. In general, if the facts indicate a subdivision proposal that meets the relevant legal standards and will not compromise the public health, safety and general welfare, then the applicant is likely entitled to the approval. The City has much more latitude to evaluate whether a variance application passes the "practical difficulty test," discussed in the Variance Analysis section below, and whether the request ought to be approved. Finally, the City is able to add conditions to subdivision and variance approvals to ensure that the likely impacts on and around the subject property are adequately addressed.

SUBDIVISION ANALYSIS

A minor subdivision application has been submitted in lieu of the preliminary plat/final plat process because §1104.04E (Minor Subdivision) of the City Code establishes the three-parcel minor subdivision process to simplify those subdivisions "which create a total of three or [fewer] parcels, situated in an area [adequately served by public utilities and streets], and the new parcels meet or exceed the size requirements of the zoning code." The current application can meet all of these criteria.

Minor subdivision proposals are reviewed primarily for the purpose of ensuring that all proposed lots meet the minimum size requirements of the zoning and subdivision codes, and that adequate easements and rights-of-way are in place or provided. As a minor subdivision of residential property, the proposal is subject to the minimum lot size, easement, and right-of-way standards

established in Chapter 1103 (Design Standards) of the subdivision code. The recommended subdivision and the applicable standards are reviewed below.

City Code §1103.02 (Rights-Of-Way)

Local streets, like Burke Avenue, require 60 feet of right-of-way (ROW). Burke Avenue presently lies in the 30 feet dedicated as the southern half of the ROW, and this section of the subdivision code would require the dedication of the remaining 30 feet of ROW from the subject property. While the Public Works Department does not presently have plans to widen or relocate Burke Avenue, all of the subject property's western neighbors—all the way to Lexington Avenue—have dedicated the required 30 feet of right-of-way for their respective plats or subdivisions occurring as recently as 1995.

The property's two neighboring parcels to the east, however, have been similarly subdivided but have not dedicated Burke Avenue ROW. After reviewing the planning files on these two subdivisions, also from the 1990s, Planning Division staff believes that proper rights-of-way would've been dedicated by both of the subject property's eastern neighbors but for apparent procedural errors in both subdivision approval processes.

County Road B is classified as an “A Minor Reliever” roadway; as such, §1103.02 does not specify minimum ROW width standard. The current ROW standard for County Road B, however, is 86 feet, so an additional 10 feet would need to be dedicated from Parcel A to complete the 43-foot southern half of the County Road B ROW in that location.

City Code §1103.04 (Easements): Drainage and utility easements 12 feet in width, centered on side and rear property lines, are required; the easements sketched onto the recommended site plan will meet these requirements.

City Code §1103.06 (Lot Standards): Interior lots must be at least 85 feet wide, 110 feet deep and comprise at least 11,000 square feet in area. The parcel boundaries in the recommended subdivision would allow both parcels meet or exceed all width, depth, and area requirements. Both parcels are 95 feet wide. Parcel A, being about 141 feet deep would have about 13,400 square feet of area, and Parcel B would comprise 11,000 square feet of area at a depth of about 116 feet.

VARIANCE ANALYSIS

Given the total parcel depth between Burke Avenue and County Road B, the large setback and long driveway of the property's existing improvements, and the requirement to dedicate additional ROW, the subject property cannot be subdivided without at least one variance to deviate from the ROW standards, the parcel size standards, or the impervious coverage limit. Variances to zoning requirements are typically handled by the Variance Board, but §1104.05 of the Subdivision Code authorizes the City Council to approve variances to subdivision requirements. Whatever variance becomes necessary in this case will be a direct result of the specific nonconformity that is created by actions integral to the subdivision process. Substandard parcel size would deviate from standards currently contained in both the subdivision and zoning codes, but having the Variance Board act on such a variance would be for that body to make a *de facto* recommendation about the subdivision as a whole, which is not its role. And while impervious surface coverage limits are a subject of only the zoning regulations, both the City Council and Variance Board could only offer approvals for the subdivision and the variance, respectively, which were contingent upon the other body's decision if the subdivision and variance aspects of the application were acted on separately.

City Code §1004.08C (Improvement Area) limits impervious surfaces (e.g., building footprints and driveways, sidewalks, patios, or other paved areas) to 30% of the area of a residential parcel. The subject property's existing improvements which would remain on Parcel A represent about 17% of the current parcel area. If the proposal is approved by the City Council, the impervious coverage of Parcel A, after subtracting the ROW, would add up to about 35%.

The city code establishes an administrative tool—the Residential Storm Water Permit (ReSWP)—for accommodating excess impervious coverage on older properties in exchange for installing and maintaining best management practices (BMPs) to mitigate the storm water runoff generated by that excess impervious surface area. But the present act of subdividing the property would make both new parcels ineligible for using the ReSWP. Prior to the establishment of the ReSWP process, proposals to exceed the impervious surface limits were handled as variances and such variance approvals were typically conditioned on installing the kind of BMP that the current administrative process requires. In the present case, the City Council would seem to have a couple of options for addressing the drainage concerns if a variance is granted to allow excess impervious coverage on Parcel A. One option could be to require the installation and maintenance of a BMP on Parcel A consistent with the ReSWP process. Another possibility could be to limit the site as a whole to 30% impervious coverage; if the entire property (less the dedicated ROW) would allow for about 7,325 square feet of impervious surface and Parcel A would have about 4,700 of that amount, Parcel B could be limited to the remaining 2,625 square feet of coverage.

REVIEW OF VARIANCE APPROVAL REQUIREMENTS: The Zoning Code establishes a mandate that the Variance Board make five specific findings about a variance request as a prerequisite for approving a variance to the zoning regulations. While the City Council will be acting on the variance request in this case, using the same process established for the Variance Board is prudent. Planning Division staff has reviewed the application and offers the following findings.

- a. *The proposal is consistent with the Comprehensive Plan.* Planning Division staff believes that the proposal is generally consistent with the Comprehensive Plan because the proposed parcels fall within the density range established in the LR land use category and a future new home represents the sort of continued investment promoted by the Comprehensive Plan's goals and policies for residential areas.
- b. *The proposal is in harmony with the purposes and intent of the zoning ordinances.* Planning Division staff believes that the proposal is consistent with the intent of the zoning ordinances because the impervious coverage limits are intended to prevent adverse impacts from excessive amounts of storm water runoff, and runoff from the excess impervious surface on Parcel A can be addressed **EITHER** by mitigating the storm water within Parcel A's boundaries **OR** by restricting the impervious surfaces on Parcel B to equal 30% across the two parcels when combined with the impervious surface on Parcel A.
- c. *The proposal puts the subject property to use in a reasonable manner.* Planning Division staff believes that the proposal makes reasonable use of the subject property because the subdivision would create conforming parcels for one-family, detached dwellings which would be consistent with the surrounding properties.
- d. *There are unique circumstances to the property which were not created by the landowner.* The creation of the existing lot in 1954 as one of four tracts in Registered Land Survey (RLS) 56, and subsequent construction of the home in 1957 precedes the applicant's ownership of the property; given the size of the lot, the double frontage on

Burke Avenue and County Road B, and the subdivisions of the three other tracts of RLS 56, the original lot seems to have been configured for subdivision in the future. The rights-of-way standards were first established in the original subdivision code in 1956 and were changed to the present requirements in 1995, and the impervious coverage limits were not established until 2001, combining to create the current circumstances. Planning Division staff believes these are the kind of unique characteristics that justify the approval of the requested variance.

- e. *The variance, if granted, will not alter the essential character of the locality.* The proposed subdivision and the existing improvements which would exceed 30% of the area of the new Parcel A appear to be very similar to the existing improvements and parcel configurations of the subject property's neighbors. For this reason, the VARIANCE, if approved, would not negatively alter the character of the surrounding residential neighborhood.

Section 1104.05 (Variances) of the Subdivision Code indicates that variances may be granted "[w]here there is undue hardship..." in applying the applicable regulations, but that "hardship" language was revised by the state legislature in 2011. Variance process language in the zoning code has been updated to reflect the new statute, and explains that the purpose of a variance is "to permit adjustment to the zoning regulations where there are practical difficulties applying to a parcel of land or building that prevent the property from being used to the extent intended by the [code]." The proposal appears to compare favorably with all of the above criteria essential for approving variances. Moreover, Engineering and Planning Division staff do not believe that the regulations of the zoning and subdivision codes are intended to preclude the subdivision of the subject property even though the subdivision cannot be approved without a variance to at least one applicable development standard in the zoning and/or subdivision codes. Planning Division staff believes that such a situation represents a practical difficulty which the variance process is intended to relieve.

Roseville's Development Review Committee (DRC) met on July 10 and 17, 2014 to discuss this application. Beyond the above comments pertaining to the zoning and subdivision codes, the DRC did not have any other significant comments about the proposal.

PUBLIC COMMENT

At the time this report was prepared, Planning Division staff has received comments from the homeowner at 946 Burke Avenue in response to the mailed notice. This individual expressed his "adamant opposition" to the proposed subdivision, believing that large new houses on too-small lots are inappropriate, and that the increased density of housing along with the increased traffic would adversely affect the high quality of life which prompted him to purchase his home. Because the public notice had indicated that the application involved a variance to the minimum parcel size, it is unclear whether the homeowner would continue to oppose the subdivision if the new parcels conformed to the codified standards.

RECOMMENDED ACTIONS

Adopt a resolution approving a minor subdivision and variance to allow the property at 990 County Road B to be subdivided into two conforming parcels with nonconforming impervious coverage on Parcel A, based on the comments and findings of this report and input received during the public hearing, subject to the following conditions:

- 178 a. Parcel A shall dedicate 10 feet of right-of-way for County Road B, Parcel B shall
179 dedicate 30 feet of right-of-way for Burke Avenue, and drainage and utility easements
180 shall be dedicated in conformance with the standards of City Code §1103.04, as
181 illustrated on RCA Exhibit D;
- 182 b. Both parcels shall conform to the minimum parcel size standards of City Code §1103.06;
- 183 c. The applicant shall complete the Residential Storm Water Permit process to install and
184 maintain a BMP to mitigate the excess impervious surface coverage of the existing
185 improvements on Parcel A, including the existing sheds or an equivalent replacement, if
186 desired, within 30 days of filing the subdivision with the Ramsey County Recorder;
187 **OR**
188 Combined impervious surface area on Parcel A and Parcel B shall be limited to 30% of
189 the total land area after right-of-way dedication (i.e., approximately 7,325 square feet),
190 with Parcel A being limited to its existing improvements totaling about 4,700 square feet
191 (including the existing sheds or an equivalent replacement, if desired) and Parcel B being
192 allowed the remaining 2,625 square feet, more or less; and
- 193 d. If the existing sheds are to be kept with the other existing improvements on Parcel A,
194 they shall be relocated within the new parcel boundaries to comply with applicable
195 setback and easement requirements. Otherwise, the unused shed(s) shall be removed from
196 the property within 30 days of filing the subdivision with the Ramsey County Recorder.

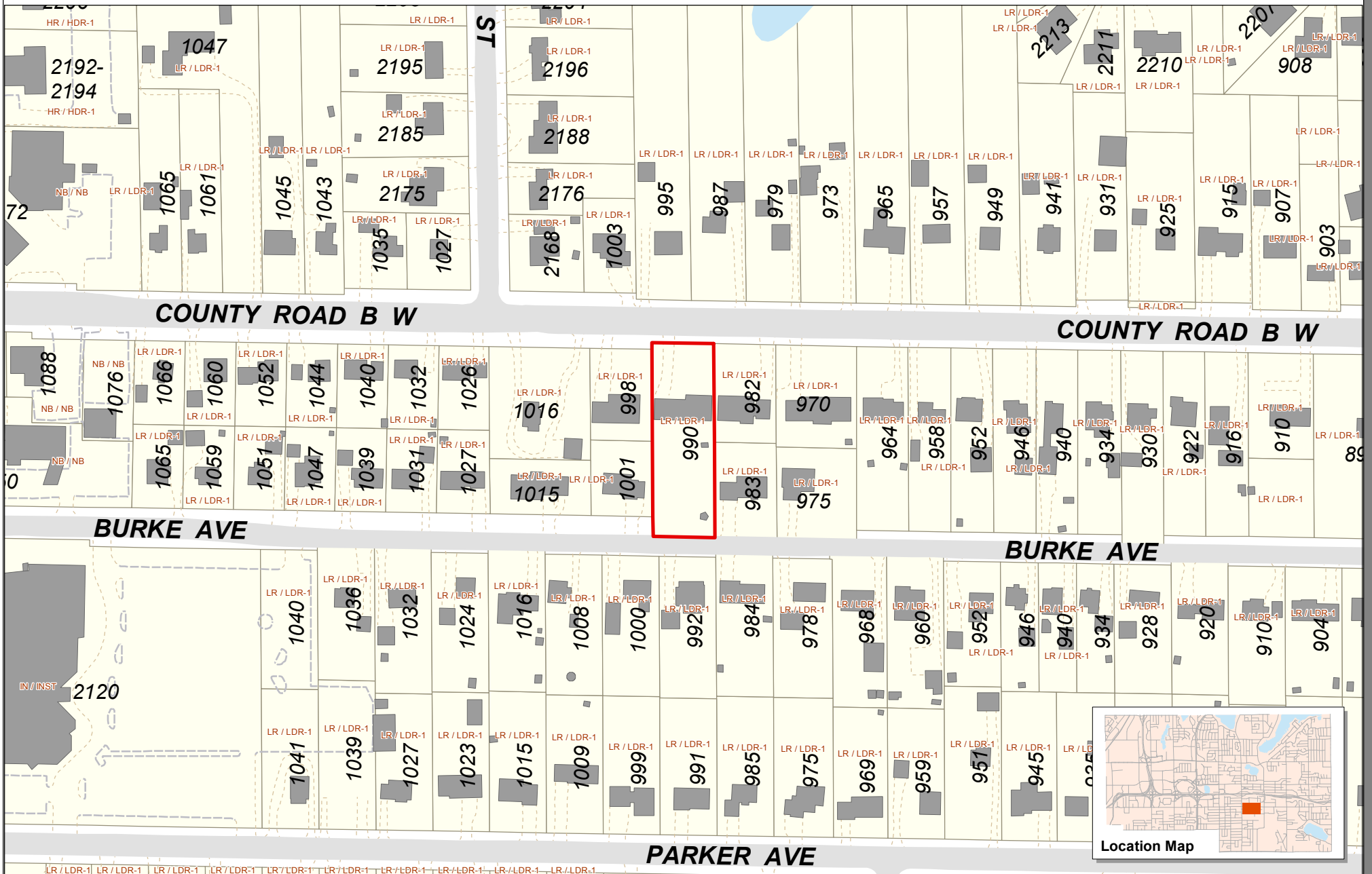
197 **ALTERNATIVE ACTIONS**

- 198 A. **Pass a motion to table one or more of the items for future action.** Tabling beyond
199 September 6, 2014 may require extension of the 60-day action deadline established in
200 Minn. Stat. §15.99 to avoid statutory approval.
- 201 B. **By motion, recommend denial of the proposed preliminary plat.** Denial should be
202 supported by specific findings of fact based on the City Council's review of the
203 application, applicable zoning or subdivision regulations, and the public record.

Prepared by: Senior Planner Bryan Lloyd
651-792-7073 | bryan.lloyd@ci.roseville.mn.us

Attachments: A: Area map C: Recommended subdivision
B: Aerial photo D: Draft resolution

Attachment A for Planning File 14-017



Prepared by:
Community Development Department
Printed: August 7, 2014



Site Location

Comp Plan / Zoning
Designations

Data Sources

* Ramsey County GIS Base Map (7/1/2014)
For further information regarding the contents of this map contact:
City of Roseville, Community Development Department,
2660 Civic Center Drive, Roseville MN

Disclaimer

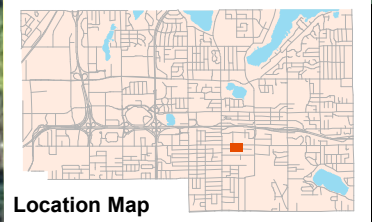
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Attachment B for Planning File 14-017



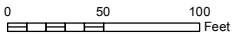
Prepared by:
Community Development Department
Printed: August 7, 2014



Site Location

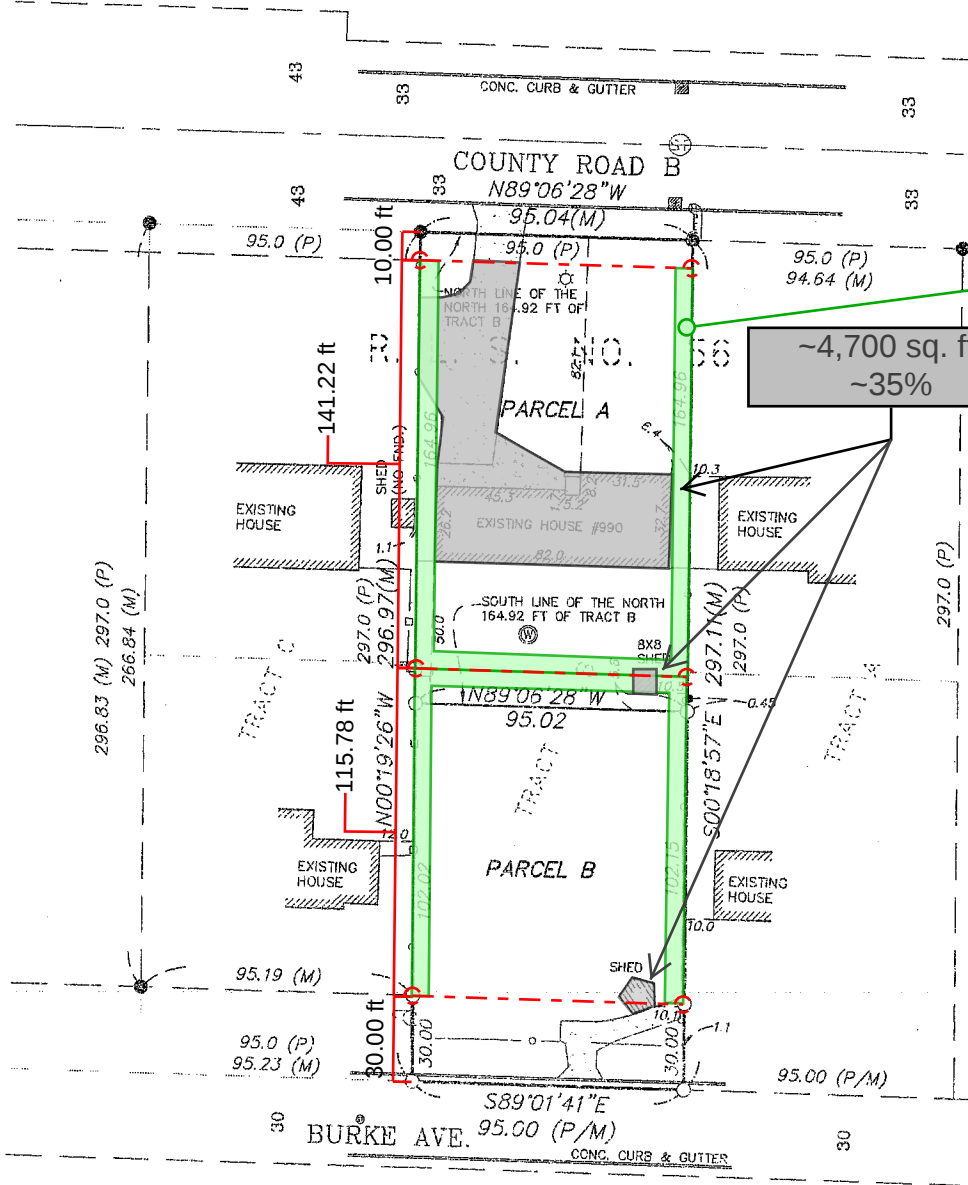
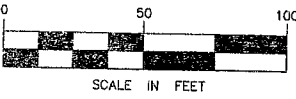
Data Sources
* Ramsey County GIS Base Map (7/1/2014)
* Aerial Data: MnGeo (4/2012)
For further information regarding the contents of this map contact:
City of Roseville, Community Development Department,
2660 Civic Center Drive, Roseville MN

Disclaimer
This map is neither a legally recorded map nor a survey and is not intended to be used as one. This map is a compilation of records, information and data located in various city, county, state and federal offices and other sources regarding the area shown, and is to be used for reference purposes only. The City does not warrant that the Geographic Information System (GIS) Data used to prepare this map are error free, and the City does not represent that the GIS Data can be used for navigational, tracking or any other purpose requiring exacting measurement of distance or direction or precision in the depiction of geographic features. If errors or discrepancies are found please contact 651-792-7085. The preceding disclaimer is provided pursuant to Minnesota Statutes §466.03, Subd. 21 (2000), and the user of this map acknowledges that the City shall not be liable for any damages, and expressly waives all claims, and agrees to defend, indemnify, and hold harmless the City from any and all claims brought by User, its employees or agents, or third parties which arise out of the user's access or use of data provided.



CERTIFICATE OF SURVEY

Call 48 Hours before digging
GOPHER STATE ONE CALL
Twin Cities Area 651-454-0002
MN. Toll Free 1-800-252-1166



Drainage & utility easements
per Sec. 1103.04

~4,700 sq. ft.
~35%

LEGAL DESCRIPTION

Tract B, REGISTERED LAND SURVEY NO. 56,
Ramsey County, Minnesota

PROPOSED LEGAL DESCRIPTIONS

PARCEL A (0.36 AC)

The North 164.92 feet of Tract B, REGISTERED
LAND SURVEY NO. 56, Ramsey County, Minnesota

PARCEL B (0.29 AC)

That part of Tract B, REGISTERED LAND SURVEY
NO. 56, Ramsey County, Minnesota, lying southerly
of the North 164.92 feet of said Tract B, Ramsey
County, Minnesota

LEGEND

- DENOTES FOUND PROPERTY IRON
- DENOTES SET 1/2" X 18" REBAR
WITH PLASTIC CAP "PLS 25105"
- DENOTES BITUMINOUS SURFACE
- DENOTES CONCRETE SURFACE
- DENOTES WOOD FENCE
- - - DENOTES SETBACK LINE
- DENOTES CHAINLINK FENCE
- (M) DENOTES MEASURED DISTANCE
- (P) DENOTES PLATTED DISTANCE
- ⊙ DENOTES STORM SEWER MANHOLE
- ☆ DENOTES LIGHT POLE
- ⊗ DENOTES WELL
- DENOTES CATCH BASIN

BUILDING SETBACKS

ZONING: LDR-1 LOW DENSITY (ONE FAMILY) RESIDENTIAL-1
HOUSE: FRONT = 30 FT
SIDE = 5 FT
REAR = 30 FT

HARDCOVER

EXISTING IMPERVIOUS SURFACES 5,408 SQ. FT.
TOTAL LOT AREA 28,218 SQ. FT. (0.65 AC)
EXISTING HARDCOVER 19.1 %

NOTES

1. THE BASIS OF THE BEARING SYSTEM IS ASSUMED.
2. NO SPECIFIC SOIL INVESTIGATION HAS BEEN COMPLETED
3. NO TITLE INFORMATION WAS PROVIDED FOR THIS SURVEY. THIS SURVEY DOES NOT PURPORT TO SHOW ALL EASEMENTS OF RECORD.
4. EXISTING UTILITIES AND SERVICES SHOWN HEREON OWNER LOCATED EITHER PHYSICALLY ON THE GROUND DURING THE SURVEY OR FROM EXISTING RECORDS MADE AVAILABLE TO US OR BY RESIDENT TESTIMONY. OTHER UTILITIES AND SERVICES MAY BE PRESENT. VERIFICATION AND LOCATION OF UTILITIES AND SERVICES SHOULD BE OBTAIN FROM THE OWNERS OF RESPECTIVE UTILITIES BY CONTACTING GOPHER STATE ONE CALL AT (651) 454-0002 PRIOR TO ANY DESIGN, PLANNING OR EXCAVATION.
5. MONUMENTS FOUND SUPPORT PLATTED DIMENSIONS AS SHOWN ON THE REGISTERED LAND SURVEY NO. 56 PLAT, DATED JULY 6, 1954.
6. ZONING INFORMATION OBTAINED FROM THE CITY OF ROSEVILLE ZONING CODE ORDINANCES.

NO.	DATE	DESCRIPTION	BY

EDS
ENGINEERING DESIGN & SURVEYING
5480 Weyzata Blvd. Minneapolis, MN 55424
OFFICE: (763) 545-2800 FAX: (763) 545-2801
EMAIL: info@edsmn.com WEBSITE: http://edsmn.com

I HEREBY CERTIFY THAT THIS SURVEY WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION,
AND THAT I AM A DULY LICENSED LAND SURVEYOR UNDER THE LAWS OF THE STATE OF MINNESOTA.

Vladimir Sivriyev
VLADIMIR SIVRIYEV L.S. NO. 25105
DATED: 12/08/13

JOB NAME: SELECT ASSOCIATES REALTY

LOCATION: 990 COUNTY RD B
ROSEVILLE, MN 55113

FIELD WORK DATE: 12/1/13

FIELD BOOK NO.: EDS-11

DRAWN BY: CG

CHECKED BY: VS

PROJECT NO.: 13-116

SHEET NO. 1 OF 1

**EXTRACT OF MINUTES OF MEETING OF THE
CITY COUNCIL OF THE CITY OF ROSEVILLE**

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Roseville, County of Ramsey, State of Minnesota, was held on the 11th day of August 2014 at 6:00 p.m.

The following Members were present: _____
and _____ were absent.

Council Member _____ introduced the following resolution and moved its adoption:

RESOLUTION NO. ____

**A RESOLUTION APPROVING A MINOR SUBDIVISION AND A VARIANCE TO
§1004.08C (IMPROVEMENT AREA) OF THE ROSEVILLE CITY CODE AT
990 COUNTY ROAD B (PF14-017)**

WHEREAS, John Ellering, owner of the property at 990 County Road B, which is legally described as;

PID: 14-29-23-22-0002

Tract B, Registered Land Survey No. 56, Ramsey County, Minnesota

And WHEREAS, Mr. Ellering has applied for approval of a minor subdivision of said Tract B into two parcels; and

WHEREAS, the Roseville City Council held the duly-noticed public hearing for the proposed minor subdivision on August 11, 2014 and, after receiving and reviewing the proposal, staff analysis, and public testimony, found that the minor subdivision would meet all applicable requirements of the subdivision code and would not compromise the public health, safety and general welfare; and

WHEREAS, Roseville City Code §1004.08C limits impervious surfaces to 30% of the area of the subject property; and

24 WHEREAS, the existing impervious surfaces on the property, when situated on Parcel A
25 of the proposed subdivision, would equal approximately 35% of the area of Parcel A; and

26 WHEREAS, City Code §1009.04 (Variances) establishes the purpose of a VARIANCE is
27 “to permit adjustment to the zoning regulations where there are practical difficulties applying to a
28 parcel of land or building that prevent the property from being used to the extent intended by the
29 [code];” and

30 WHEREAS, the Roseville City Council held the duly-noticed public hearing for the
31 requested variance on August 11, 2014 and, after receiving and reviewing the proposal, staff
32 analysis, and public testimony, the City Council has made the following findings:

- 33 **a.** The practical difficulty stems from the fact that zoning and subdivision codes are not
34 intended to preclude the subdivision of the subject property even though the
35 subdivision cannot be approved without a variance to at least one applicable
36 development standard in the zoning and/or subdivision codes;
- 37 **b.** The proposal is generally consistent with the Comprehensive Plan in that the
38 proposed parcels fall within the density range established in the LR land use category
39 and a future new home represents the sort of continued investment promoted by the
40 Comprehensive Plan’s goals and policies for residential areas;
- 41 **c.** The proposal is consistent with the intent of the zoning ordinances because the
42 impervious coverage limits are intended to prevent adverse impacts from excessive
43 amounts of storm water runoff, and runoff from the excess impervious surface on
44 Parcel A can be addressed **EITHER** by mitigating the storm water within Parcel A’s
45 boundaries **OR** by restricting the impervious surfaces on Parcel B to equal 30% across
46 the two parcels when combined with the impervious surface on Parcel A;
- 47 **d.** The proposal makes reasonable use of the subject property because the subdivision
48 would create conforming parcels for one-family, detached dwellings which would be
49 consistent with the surrounding properties;
- 50 **e.** The property possesses the kind of unique characteristics that justify approval of the
51 requested variance in that the existing lot was created in 1954 as one of four tracts in
52 Registered Land Survey (RLS) 56 which, given the size of the lot, the double frontage
53 on Burke Avenue and County Road B, and the subdivisions of the three other tracts of
54 RLS 56, seems to have been configured for subdivision in the future, and the rights-
55 of-way standards were not established until 1956 and, further, while the house was
56 built in 1957 the impervious coverage limits were not established until 2001; and
- 57 **f.** The proposed subdivision and the existing improvements which would exceed 30% of
58 the area of the new Parcel A appear to be very similar to the existing improvements
59 and parcel configurations of the subject property’s neighbors, so approval of the
60 requested variance would not alter the character of the surrounding area.

61 NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of
62 Roseville, Minnesota, that the minor subdivision of the subject property into two

conforming parcels and the variance to the impervious coverage limit on Parcel A are hereby approved with the following conditions:

- a. Parcel A shall dedicate 10 feet of right-of-way for County Road B, Parcel B shall dedicate 30 feet of right-of-way for Burke Avenue, and drainage and utility easements shall be dedicated in conformance with the standards of City Code §1103.04;
- b. Both parcels shall conform to the minimum parcel size standards of City Code §1103.06;
- c. The applicant shall complete the Residential Storm Water Permit process to install and maintain a storm water BMP to mitigate the excess impervious surface coverage of the existing improvements on Parcel A, including the existing sheds or an equivalent replacement, if desired, within 30 days of filing the subdivision with the Ramsey County Recorder;
OR
Combined impervious surface area on Parcel A and Parcel B shall be limited to 30% of the total land area after right-of-way dedication (i.e., approximately 7,325 square feet), with Parcel A being limited to its existing improvements totaling about 4,700 square feet (including the existing sheds or an equivalent replacement, if desired) and Parcel B being allowed the remaining 2,625 square feet, more or less; and
- d. If the existing sheds are to be kept with the other existing improvements on Parcel A, they shall be relocated within the new parcel boundaries to comply with applicable setback and easement requirements. Otherwise, the unused shed(s) shall be removed from the property within 30 days of filing the subdivision with the Ramsey County Recorder.

The motion for the adoption of the foregoing resolution was duly seconded by Council Member _____ and upon a vote being taken thereon, the following voted in favor: _____ and _____ voted against.

WHEREUPON said resolution was declared duly passed and adopted.

Resolution approving minor subdivision and variance at 990 County Road B (PF14-017)

STATE OF MINNESOTA)
) ss
COUNTY OF RAMSEY)

I, the undersigned, being the duly qualified City Manager of the City of Roseville, County of Ramsey, State of Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a regular meeting of said City Council held on the 11th day of August 2014 with the original thereof on file in my office.

WITNESS MY HAND officially as such Manager this 11th day of August 2014.

Patrick Trudgeon, City Manager

(SEAL)

REQUEST FOR COUNCIL ACTION

Date: August 11, 2014
Item No.: 13.a

Department Approval



City Manager Approval



Item Description: Consider Design Modification to the County Road B Pathway Project

BACKGROUND

At the February 10, 2014 City Council meeting, City Council approved the installation of a pathway along the south side of County Road B west of Cleveland Ave. This pathway was approved as an 8 foot paved shoulder area along the in-place roadway.

There was one exception to the standard proposed section and that was the area between Fairways Lane and Fulham Street on the west end of the project area. This section of County Road B has 4 driveways and 5 lots which are impacted by the proposed design. At the January 16, 2014 Public Meeting regarding this proposed project comments were received related to the loss of on street parking in this area. As a result, Council approved a sidewalk in this area to maintain on street parking. That sidewalk was proposed to be a 6 foot walk with a 5 foot boulevard.

Once staff was able to produce an initial design for this project, it was determined that the proposed sidewalk with the boulevard would have negatively impacted at least one fence and potentially several trees. Therefore, it is necessary to consider extending the blacktop surface 6 additional feet to provide space for both on street parking and the pathway. Attachment A shows the two areas as currently proposed.

The residents in this area were recently made aware of this potential design modification and some residents have expressed concerns over the proposal. Therefore, staff sent a survey to the 5 impacted properties to determine how many of these residents want to maintain on street parking. Four of the five properties responded to the survey. Three preferred no parking on the south side of the street and one wished to maintain parking on the south side. The resident surveys received are attached. (Attachment B)

We are asking Council to consider the results of the survey and then direct staff to build either the pathway maintaining on street parking in this area or prohibit on street parking on the south side of County Road B through this area, as it will be along the rest of County Road B, and extend the in-place pavement a maximum of 2-3 feet.

POLICY OBJECTIVE

Roseville, with its current pathway system and the proposed additions to that system, strives to address the transportation needs of the pedestrian and cyclist. Through the development of these proposed pathways, we are expanding the pathway network into the larger community, allowing users safer linkages to the regional system.

33 **FINANCIAL IMPACTS**

34 Removing the concrete sidewalk from this project reduces the expected construction cost by
35 approximately \$10,000-\$15000 depending on the option selected. Additional cost reductions
36 could be achieved if the existing shoulder is designated a pedestrian facility and no widening
37 occurs in this segment.

38 This project is being funded by Parks Renewal funds. Much of the labor is being supplied by
39 City forces. Storm water improvements will be funded from the City's Storm Water Utility
40 account.

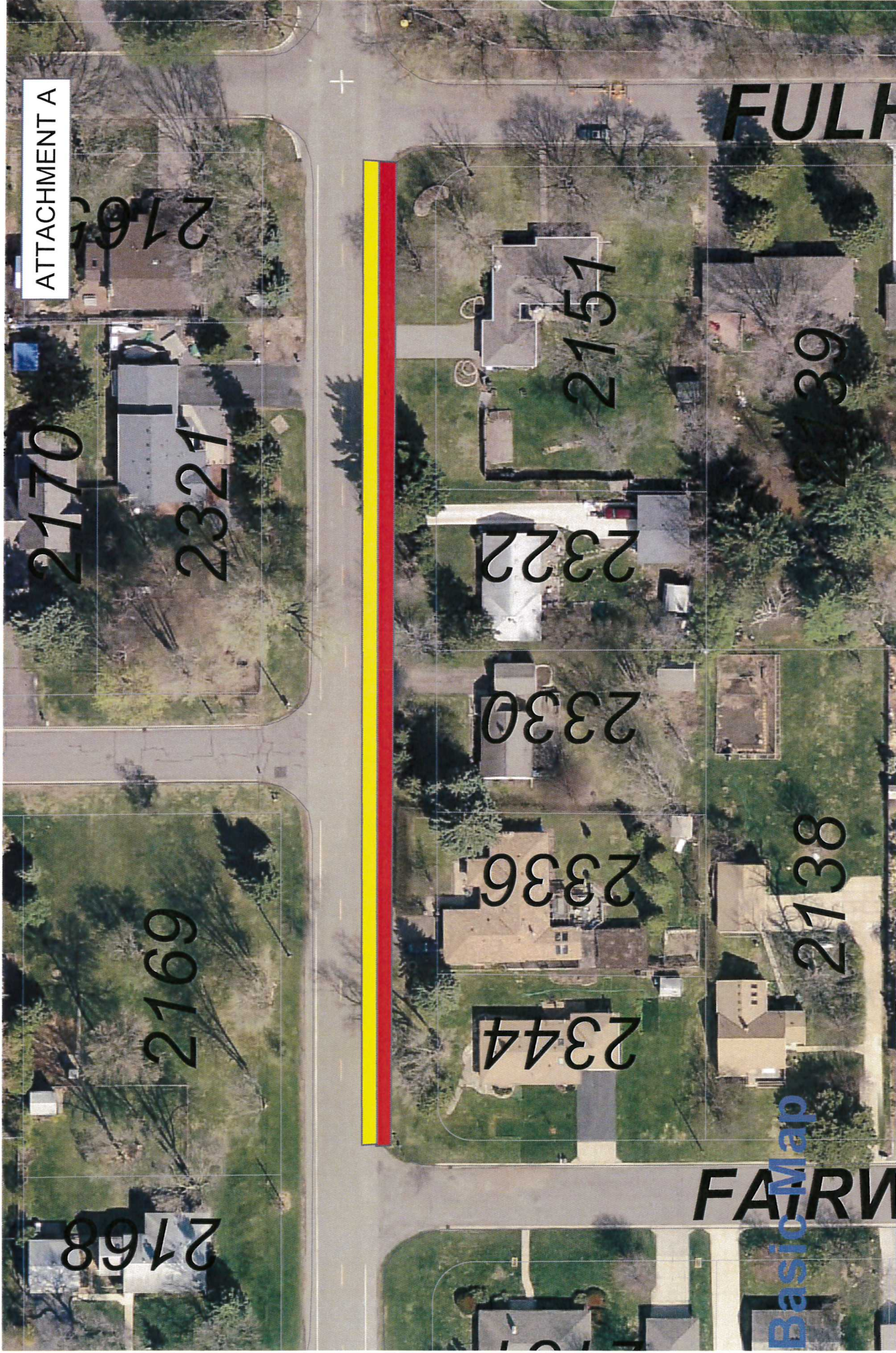
41 **STAFF RECOMMENDATION**

42 Receive the survey results and a presentation by staff on the alternate options for the pathway
43 section from Fairways Lane to Fulham Street and direct staff on the preferred alternative.

44 **REQUESTED COUNCIL ACTION**

45 Receive the survey results and a presentation by staff on the available options for the pathway
46 typical section from Fairways Lane to Fulham Street and direct staff on the preferred alternative.

Prepared by: Marc Culver, City Engineer
Attachments: A: Figure 1: Full Section to Support On-Street Parking
B: Typical Sections
C: Surveys

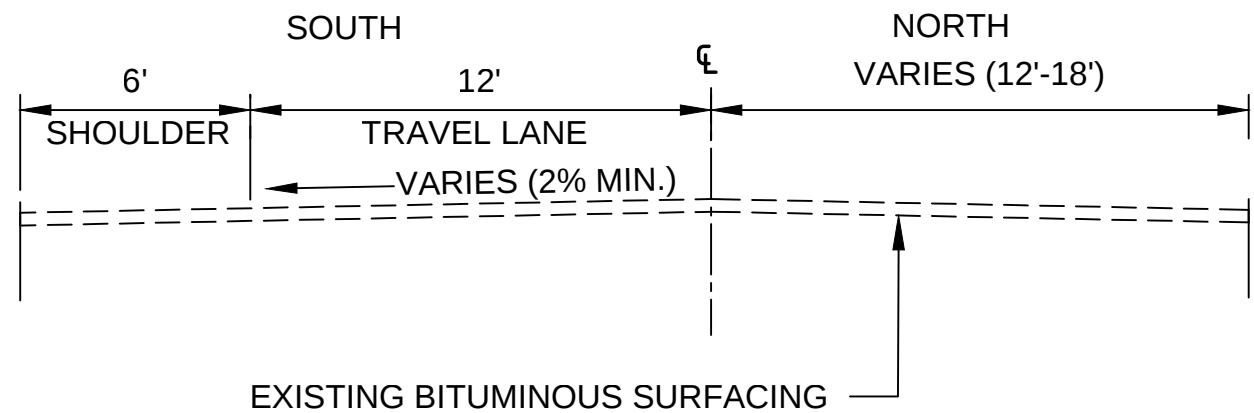


ATTACHMENT A

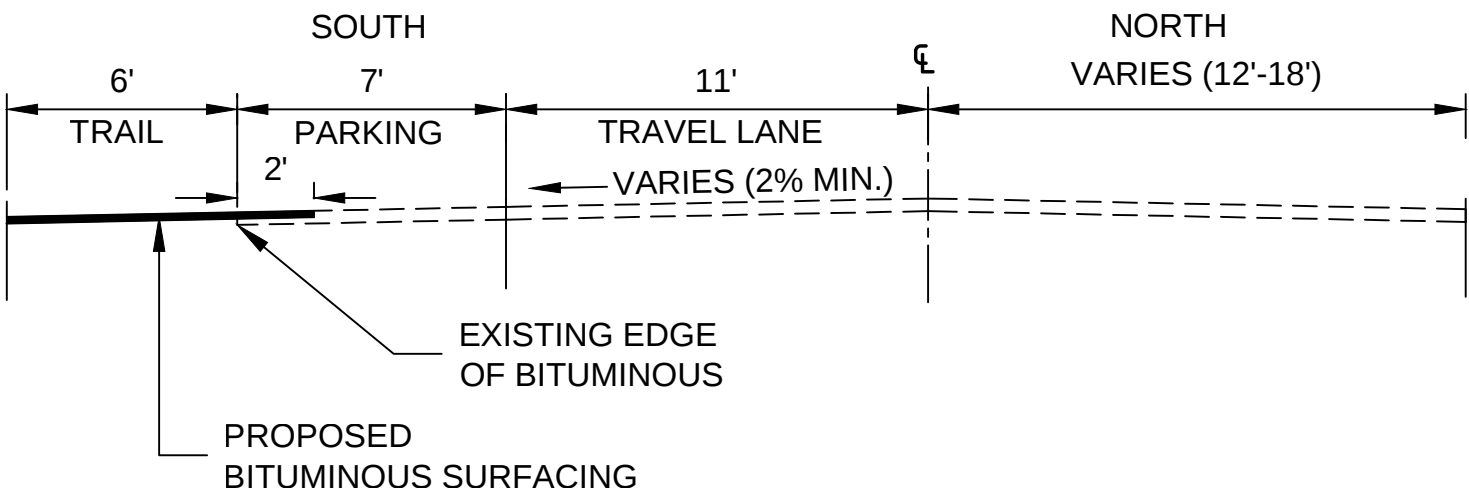


Prepared by:
Engineering Department
July 31, 2014

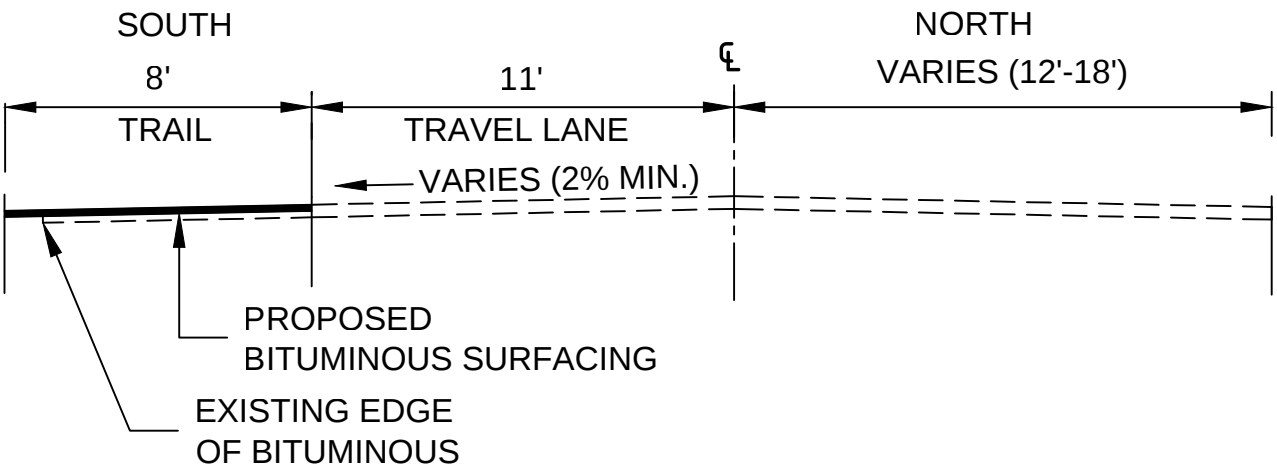
FIGURE 1: FULL SECTION TO SUPPORT ON STREET PARKING



TYPICAL SECTION - EXISTING CONDITIONS
FULHAM ST. TO FAIRWAYS LN.



TYPICAL SECTION - PROPOSED WITH PARKING
FULHAM ST. TO FAIRWAYS LN.



TYPICAL SECTION - PROPOSED WITHOUT PARKING
FULHAM ST. TO FAIRWAYS LN.



AUG 04 2014

PARKING/PATHWAY SURVEY
FOR RESIDENTS LOCATED BETWEEN FAIRWAYS LANE AND FULHAM STREET

YOUR ADDRESS

2151 Fulham St

YOUR NAME

Jim & Nancy NELSON

DATE

8/2/14

PLEASE SELECT ONE OPTION AS LISTED BELOW:

☐

1. Extend the blacktop pavement an additional 6 feet south to support both parking and the pathway



2. Prohibit parking along the south side of County Road B between Fairways Lane and Fulham Street and extend the blacktop pavement edge a maximum of 2 feet south

PLEASE RETURN THIS SURVEY IN THE INCLUDED ENVELOPE OR EMAIL
YOUR VOTE TO publicworks@ci.roseville.mn.us BY TUESDAY, AUGUST 5th



AUG 05 2014

PARKING/PATHWAY SURVEY
FOR RESIDENTS LOCATED BETWEEN FAIRWAYS LANE AND FULHAM STREET

YOUR ADDRESS

2330 W. CO RD B . Roseville, MN 55113

YOUR NAME

Frieda Casey

DATE

8/2/14

PLEASE SELECT ONE OPTION AS LISTED BELOW:



1. Extend the blacktop pavement an additional 6 feet south to support both parking and the pathway

Compromise: CO RD B. is approx. 12 ft wide in this area which would allow shifting the roadway 2 ft. to the north & extending the blacktop only an additional 4 ft. to allow for parking & the pathway.



2. Prohibit parking along the south side of County Road B between Fairways Lane and Fulham Street and extend the blacktop pavement edge a maximum of 2 feet south

PLEASE RETURN THIS SURVEY IN THE INCLUDED ENVELOPE OR EMAIL
YOUR VOTE TO publicworks@ci.roseville.mn.us BY TUESDAY, AUGUST 5th



AUG 04 2014

PARKING/PATHWAY SURVEY
FOR RESIDENTS LOCATED BETWEEN FAIRWAYS LANE AND FULHAM STREET

YOUR ADDRESS

2344 West Cnty Rd B

YOUR NAME

Bruce & Ruth Anne Allen

DATE

8/01/2014

PLEASE SELECT ONE OPTION AS LISTED BELOW:

☐

1. Extend the blacktop pavement an additional 6 feet south to support both parking and the pathway



2. Prohibit parking along the south side of County Road B between Fairways Lane and Fulham Street and extend the blacktop pavement edge a maximum of 2 feet south

PLEASE RETURN THIS SURVEY IN THE INCLUDED ENVELOPE OR EMAIL
YOUR VOTE TO publicworks@ci.roseville.mn.us BY TUESDAY, AUGUST 5th



AUG 05 2014

PARKING/PATHWAY SURVEY
FOR RESIDENTS LOCATED BETWEEN FAIRWAYS LANE AND FULHAM STREET

YOUR ADDRESS

2336 West Co. R. B. Roseville

YOUR NAME

Mohamed ElakKad

DATE

8-2-2014

PLEASE SELECT ONE OPTION AS LISTED BELOW:

☐

1. Extend the blacktop pavement an additional 6 feet south to support both parking and the pathway

☒

2. Prohibit parking along the south side of County Road B between Fairways Lane and Fulham Street and extend the blacktop pavement edge a maximum of 2 feet south

PLEASE RETURN THIS SURVEY IN THE INCLUDED ENVELOPE OR EMAIL
YOUR VOTE TO publicworks@ci.roseville.mn.us BY TUESDAY, AUGUST 5th

REQUEST FOR COUNCIL ACTION

Date: August 11, 2014
Item No.: 13.b

Department Approval



City Manager Approval



Item Description: Award Engineering Services Contract for the I-35W at Cleveland Ave Interchange Improvements

BACKGROUND

On June 16, 2014, the City Council authorized staff to issue a Request for Proposals for engineering services for final design and construction administration for improvements to the I-35W Interchange at Cleveland Ave. Staff received three proposals and has scored them. We are presenting those results to Council and recommending a firm for the City Council to award an Engineering Services contract.

As a part of the Alternative Urban Area wide Review for the Twin Lakes area, several transportation improvements were identified in order to support redevelopment of the Twin Lakes Area. One of those improvements was the modification of the interchange at Cleveland Ave to/from Northbound I-35W.

In 2011, the City applied for, and in 2012 was granted, \$1,192,584 in federal Surface Transportation Program (STP) funds for the reconstruction of the intersection of Cleveland Ave and the I-35W northbound ramps. These improvements include dual left turn lanes for northbound Cleveland Ave to the ramp, aligning through lanes from the northbound off ramp with the newly constructed Twin Lakes Parkway on the east side of the intersection and constructing a new permanent traffic signal system. The current estimated construction cost for this project is approximately \$1.5 million. A preliminary layout of the proposed improvements is included in Attachment A.

In addition the Walmart development contributed \$400,000 toward the construction of the interchange improvements as a part of their development agreement.

Due to the complexity of the project including necessary environmental documentation, freeway operations analysis and the need to apply for an Interchange Access Modification Request (IAMR) with the Federal Highway Administration, as well as the necessary oversight of the construction project due to the requirements of federal funds and multiple agency coordination, it is necessary that the City hire a consultant firm that has similar project experience and capability.

Following the release of a Request for Proposals, the City received three proposals for engineering services. The City was fortunate to receive three very competitive and well laid out proposals. The three responding firms were Kimley-Horn and Associates, SEH, Inc. and SRF Consulting Group.

29 The proposals were scored based on the following categories:

CATEGORY	WEIGHT
Fees	40%
Project Scope Understanding	30%
Background and Qualifications	20%
Past Performance Survey	10%

30 The proposals were reviewed by three staff members. The individual scores were collected and
31 averaged to reach a final total score for each firm. The results of that scoring were as follows:

32

Firm	Total Average Proposal Score	Total Proposed Price (including estimated reimbursables)
Kimley-Horn & Associates	86	\$336,660
SEH, Inc.	84	\$319,500
SRF Consulting Group	93	\$297,500

33 Based on the proposal scores and a follow up clarification interview with the highest scoring firm,
34 staff is recommending awarding an engineering services contract to SRF Consulting Group.

35 All three proposals identified items that were not in the original scope of the RFP, as interpreted by
36 the respondents. One of those items was the potential use of a roundabout as an intersection control
37 technique at this location versus the originally proposed traffic signal. All new intersection projects
38 on State Aid and/or Trunk Highway facilities are required to perform an “Intersection Control
39 Evaluation” (ICE) to determine the best intersection control type given operational considerations,
40 estimated cost and physical impacts to the surrounding area (such as wetlands, right-of-way, etc.).

41 While the proposed scope by SRF, as well as the other two respondents, included the ICE report, if
42 the roundabout option was selected there would be an added cost to the scope of this contract for the
43 design of the roundabout. That additional cost could be as high as \$20,000. A more detailed cost
44 proposal will be prepared if the reports indicate we should consider a roundabout option.

45 Staff has had some discussions about the merits of a roundabout at this intersection. There could be
46 operational benefits, especially in the non-peak hours, and there would certainly be aesthetic benefits
47 to the use of a roundabout versus a traffic signal. Finally, there could actually be less impervious
48 surface with the use of a roundabout versus the currently proposed traffic signal.

49 If the ICE recommends a roundabout as the best alternative and Ramsey County concurs, staff would
50 present the information to Council, including the benefits and risks of switching to a roundabout, in
51 order to make a decision as to how to proceed. This would likely occur in September.

52 Finally, staff is recommending adding one optional task to the scope as suggested by SRF. In order
53 to ensure that the existing storm water trunk system, as constructed during Phase I of the Twin Lakes
54 Parkway project, has the capacity to carry storm water from the expanded intersection, SRF will
55 conduct a full review of the in place system using the City’s and watershed’s updated storm water
56 standards. This optional task will add \$3,540 to the cost of the engineering services contract for a

57 total of \$301,040. It should be noted that even with this added scope, SRF still has the lowest price
58 among the three respondents.

59 Attached is a draft Engineering Services Contract. City staff will enter into a final, mutually agreed
60 upon contract with SRF Consulting Group detailing a not-to-exceed price of \$301,040, subject to
61 review and approval by the City Attorney.

62 **FINANCIAL IMPACTS**

63 The cost of this improvement is largely funded by a federal transportation grant as mentioned above.
64 Additionally we have funds from the Walmart development to apply towards this overall project.
65 With the engineering services, construction testing, and some potential right-of-way costs, staff
66 estimates there would be a gap of approximately \$300-400,000. Staff is recommending the use of
67 TIF dollars to fund the gap for this particular project.

68 **STAFF RECOMMENDATION**

69 Staff recommends awarding an engineering services contract to SRF Consulting Group in the
70 amount of \$301,040.

71 **REQUESTED COUNCIL ACTION**

72 Motion to award an engineering services contract to SRF Consulting Group in the amount of
73 \$301,040.

Prepared by: Marc Culver, City Engineer
Attachments: A: Cleveland Ave at I-35W Interchange Improvements Preliminary Layout
B: Draft Engineering Services Contract

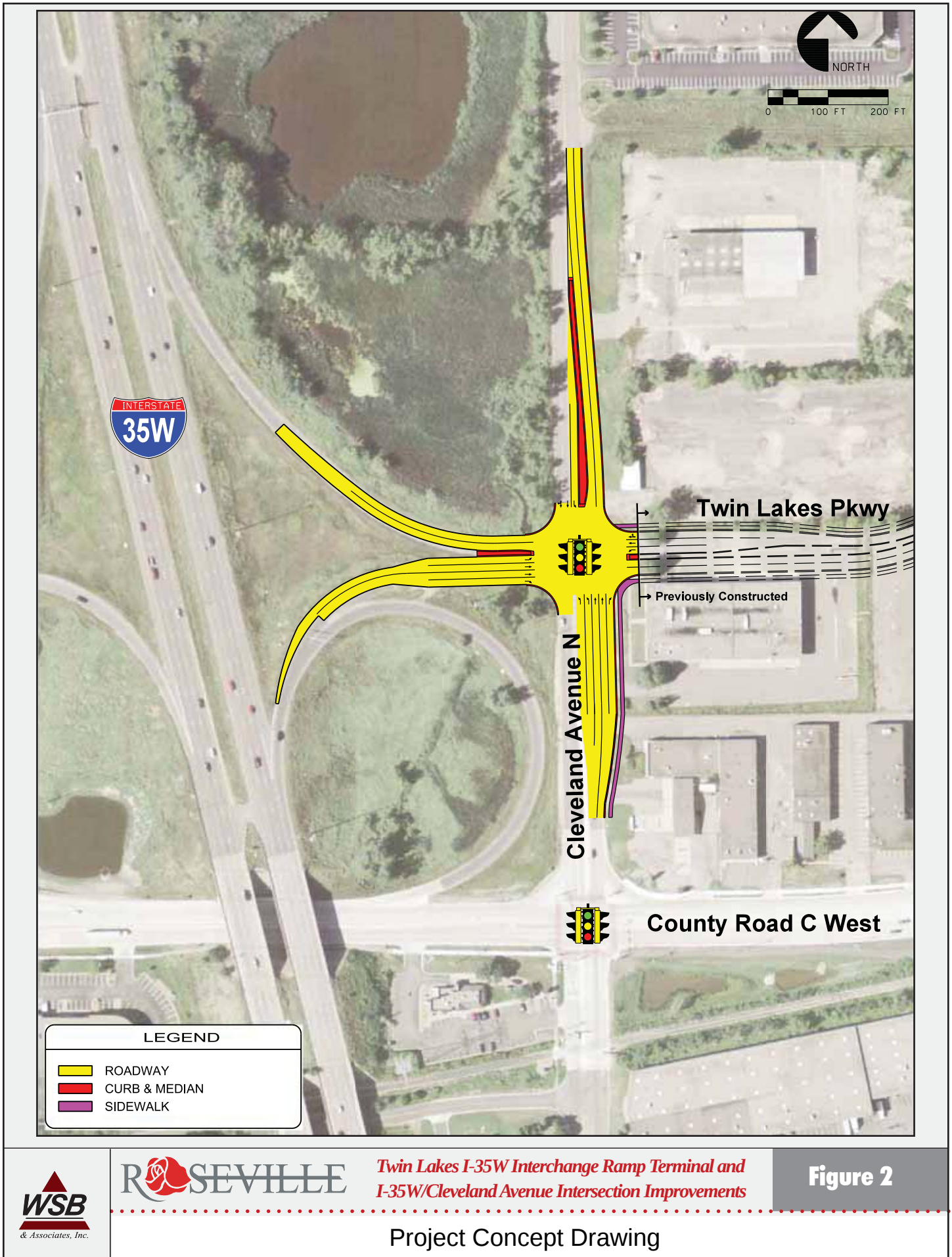


Figure 3

DRAFT**Standard Agreement for Professional Services**

This Agreement ("Agreement") is made on the _____ day of _____, _____, between the City of Roseville, a municipal corporation (hereinafter "City"), and SRF Consulting Group, a _____ (hereinafter "Consultant").

Preliminary Statement

The City has adopted a policy regarding the selection and hiring of consultants to provide a variety of professional services for City projects. That policy requires that persons, firms or corporations providing such services enter into written agreements with the City. The purpose of this Agreement is to set forth the terms and conditions for the performance of professional services by the Consultant.

The City and Consultant agree as follows:

1. **Scope of Work Proposal.** The Consultant agrees to provide the professional services shown in Exhibit "A" attached hereto ("Work") in consideration for the compensation set forth in Provision 3 below. The terms of this Agreement shall take precedence over and supersede any provisions and/or conditions in any proposal submitted by the Consultant.
2. **Term.** The term of this Agreement shall be from August 12, 2014, through December 31, 2016, the date of signature by the parties notwithstanding.
3. **Compensation for Services.** The City agrees to pay the Consultant the compensation described in Exhibit B attached hereto for the Work, subject to the following:
 - A. Any changes in the Work which may result in an increase to the compensation due the Consultant shall require prior written approval of the City. The City will not pay additional compensation for Work that does not have such prior written approval.
 - B. Third party independent contractors and/or subcontractors may be retained by the Consultant when required by the complex or specialized nature of the Work when authorized in writing by the City. The Consultant shall be responsible for and shall pay all costs and expenses payable to such third party contractors unless otherwise agreed to by the parties in writing.
4. **City Representative and Special Requirements:**
 - A. The Roseville City Engineer shall act as the City's representative with respect to the Work to be performed under this Agreement. Such representative shall have authority to transmit instructions, receive information and interpret and define the City's policies and decisions with respect to the Work to be performed under this Agreement, but shall not have the right to enter into contracts or make binding agreements on behalf of the City with respect to the Work or this Agreement. The City may change the City's representative at any time by notifying the Consultant of such change in writing.
 - B. In the event that the City requires any special conditions or requirements relating to the Work and/or this Agreement, such special conditions and requirements are stated in Exhibit C attached hereto. The parties agree that such special conditions and requirements are incorporated into and made a binding part of this Agreement and the Consultant agrees to perform the Work in accordance with, and that this Agreement shall be subject to, the conditions and requirements set forth in Exhibit C.

5. **Method of Payment.** The Consultant shall submit to the City, on a monthly basis, an itemized invoice for Work performed under this Agreement. Invoices submitted shall be paid in the same manner as other claims made to the City. Invoices shall contain the following:
- A. For Work reimbursed on an hourly basis, the Consultant shall indicate for each employee, his or her name, job title, the number of hours worked, rate of pay for each employee, a computation of amounts due for each employee, and the total amount due for each project task. For all other Work, the Consultant shall provide a description of the Work performed and the period to which the invoice applies. For reimbursable expenses, if provided for in Exhibit A, the Consultant shall provide an itemized listing and such documentation of such expenses as is reasonably required by the City. In addition to the foregoing, all invoices shall contain, if requested by the City, the City's project number, a progress summary showing the original (or amended) amount of the Agreement, the current billing, past payments, the unexpended balance due under the Agreement, and such other information as the City may from time to time reasonably require.
 - B. To receive any payment pursuant to this Agreement, the invoice must include the following statement dated and signed by the Consultant: "I declare under penalty of perjury that this account, claim, or demand is just and correct and that no part of it has been paid."
- The payment of invoices shall be subject to the following provisions:
- A. The City shall have the right to suspend the Work to be performed by the Consultant under this Agreement when it deems necessary to protect the City, residents of the City or others who are affected by the Work. If any Work to be performed by the Consultant is suspended in whole or in part by the City, the Consultant shall be paid for any services performed prior to the delivery upon the Consultant of the written notice from the City of such suspension.
 - B. The Consultant shall be reimbursed for services performed by any third party independent contractors and/or subcontractors only if the City has authorized the retention of and has agreed to pay such persons or entities pursuant to Section 3B above.
6. **Project Manager and Staffing.** The Consultant has designated _____ and _____ ("Project Contacts") to perform and/or supervise the Work, and as the persons for the City to contact and communicate with regarding the performance of the Work. The Project Contacts shall be assisted by other employees of the Consultant as necessary to facilitate the completion of the Work in accordance with the terms and conditions of this Agreement. The Consultant may not remove or replace the Project Contacts without the prior approval of the City.
7. **Standard of Care.** All Work performed by the Consultant under this Agreement shall be in accordance with the normal standard of care in Ramsey County, Minnesota, for professional services of like kind.
8. **Audit Disclosure.** Any reports, information, data and other written documents given to, or prepared or assembled by the Consultant under this Agreement which the City requests to be kept confidential shall not be made available by the Consultant to any individual or organization without the City's prior written approval. The books, records, documents and accounting procedures and practices of the Consultant or other parties relevant to this Agreement are subject to examination by the City and either the Legislative Auditor or the State Auditor for a period of six (6) years after the effective date of this Agreement. The Consultant shall at all times abide by Minn. Stat. § 13.01 et seq. and the Minnesota Government Data Practices Act, to the extent the Act is applicable to data, documents, and other information in the possession of the Consultant.
9. **Termination.** This Agreement may be terminated at any time by the City, with or without cause, by delivering to the Consultant at the address of the Consultant set forth in Provision 26 below, a written

notice at least ten (10) days prior to the date of such termination. The date of termination shall be stated in the notice. Upon termination the Consultant shall be paid for services rendered (and reimbursable expenses incurred if required to be paid by the City under this Agreement) by the Consultant through and until the date of termination so long as the Consultant is not in default under this Agreement. If the City terminates this Agreement because the Consultant is in default of its obligations under this Agreement, no further payment shall be payable or due to the Consultant following the delivery of the termination notice, and the City may, in addition to any other rights or remedies it may have at law or in equity, retain another consultant to undertake or complete the Work to be performed hereunder.

10. **Subcontractor.** The Consultant shall not enter into subcontracts for services provided under this Agreement without the express written consent of the City. The Consultant shall promptly pay any subcontractor involved in the performance of this Agreement as required by the State Prompt Payment Act.
11. **Independent Consultant.** At all times and for all purposes herein, the Consultant is an independent contractor and not an employee of the City. No statement herein shall be construed so as to find the Consultant an employee of the City.
12. **Non-Discrimination.** During the performance of this Agreement, the Consultant shall not discriminate against any person, contractor, vendor, employee or applicant for employment because of race, color, creed, religion, national origin, sex, marital status, status with regard to public assistance, disability, sexual orientation or age. The Consultant shall post in places available to employees and applicants for employment, notices setting forth the provision of this non-discrimination clause and stating that all qualified applicants will receive consideration for employment. The Consultant shall incorporate the foregoing requirements of this Provision 12 in all of its subcontracts for Work done under this Agreement, and will require all of its subcontractors performing such Work to incorporate such requirements in all subcontracts for the performance of the Work. The Consultant further agrees to comply with all aspects of the Minnesota Human Rights Act, Minnesota Statutes 363.01, et. seq., Title VI of the Civil Rights Act of 1964, and the Americans with Disabilities Act.
13. **Assignment.** The Consultant shall not assign this Agreement, nor its rights and/or obligations hereunder, without the prior written consent of the City.
14. **Services Not Provided For.** No claim for services furnished by the Consultant not specifically provided for herein shall be paid by the City.
15. **Compliance with Laws and Regulations.** The Consultant shall abide with all federal, state and local laws, statutes, ordinances, rules and regulations in the performance of the Work. The Consultant and City, together with their respective agents and employees, agree to abide by the provisions of the Minnesota Data Practices Act, Minnesota Statutes Section 13, as amended, and Minnesota Rules promulgated pursuant to Chapter 13. Any violation by the Consultant of statutes, ordinances, rules and regulations pertaining to the Work to be performed shall constitute a material breach of this Agreement and entitle the City to immediately terminate this Agreement.
16. **Waiver.** Any waiver by either party of a breach of any provisions of this Agreement shall not affect, in any respect, the validity of the remainder of this Agreement or either parties ability to enforce a subsequent breach.
17. **Indemnification.** The Consultant agrees to defend, indemnify and hold the City, and its mayor, council members, officers, agents, employees and representatives harmless from and against all liability, claims, damages, costs, judgments, losses and expenses, including but not limited to

reasonable attorney's fees, arising out of or resulting from any act or omission of the Consultant, its officers, agents, employees, contractors and/or subcontractors pertaining to the execution, performance or failure to adequately perform the Work and/or its obligations under this Agreement.

18. Insurance.

- A. General Liability. Prior to starting the Work and during the full term of this Agreement, the Consultant shall procure, maintain and pay for such insurance as will protect against claims for bodily injury or death, and for damage to property, including loss of use, which may arise out of operations by the Consultant or by any subcontractor of the Consultant, or by anyone employed by any of them, or by anyone for whose acts any of them may be liable. Such insurance shall include, but not be limited to, minimum coverages and limits of liability specified in this Provision 18 or such greater coverages and amounts as are required by law. Except as otherwise stated below, the policies shall name the City as an additional insured for the Work provided under this Agreement and shall provide that the Consultant's coverage shall be primary and noncontributory in the event of a loss.
- B. The Consultant shall procure and maintain the following minimum insurance coverages and limits of liability with respect to the Work:
- | | |
|-------------------------------------|---|
| Worker's Compensation: | Statutory Limits |
| Commercial General Liability: | \$1,000,000 per occurrence
\$1,000,000 general aggregate
\$1,000,000 products – completed operations aggregate
\$5,000 medical expense |
| Comprehensive Automobile Liability: | \$1,000,000 combined single limit (shall include coverage for all owned, hired and non-owned vehicles). |
- C. The Commercial General Liability policy(ies) shall be equivalent in coverage to ISO form CG 0001, and shall include the following:
- (i) Personal injury with Employment Exclusion (if any) deleted;
 - (ii) Broad Form Contractual Liability coverage; and
 - (iii) Broad Form Property Damage coverage, including Completed Operations.
- D. During the entire term of this Agreement, and for such period of time thereafter as is necessary to provide coverage until all relevant statutes of limitations pertaining to the Work have expired, the Consultant shall procure, maintain and pay for professional liability insurance, satisfactory to the City, which insures the payment of damages for liability arising out of the performance of professional services for the City, in the insured's capacity as the Consultant, if such liability is caused by an error, omission, or negligent act of the insured or any person or organization for whom the insured is liable. Said policy shall provide an aggregate limit of at least \$2,000,000.00.
- E. The Consultant shall maintain in effect all insurance coverages required under this Provision 18 at Consultant's sole expense and with insurance companies licensed to do business in the state in Minnesota and having a current A.M. Best rating of no less than A-, unless otherwise agreed to by the City in writing. In addition to the requirements stated above, the following applies to the insurance policies required under this Provision:

- (i) All policies, except the Professional Liability Insurance Policy, shall be written on an “occurrence” form (“claims made” and “modified occurrence” forms are not acceptable);
- (ii) All policies, except the Professional Liability Insurance Policy and the Worker’s Compensation Policy, shall name “the City of Roseville” as an additional insured;
- (iii) All policies, except the Professional Liability Insurance Policy and the Worker’s Compensation Policy, shall insure the defense and indemnify obligations assumed by Consultant under this Agreement; and
- (iv) All policies shall contain a provision that coverages afforded thereunder shall not be canceled or non-renewed or restrictive modifications added, without thirty (30) days prior written notice to the City.

A copy of: (i) a certification of insurance satisfactory to the City, and (ii) if requested, the Consultant’s insurance declaration page, riders and/or endorsements, as applicable, which evidences the compliance with this Paragraph 18, must be filed with the City prior to the start of Consultant’s Work. Such documents evidencing insurance shall be in a form acceptable to the City and shall provide satisfactory evidence that the Consultant has complied with all insurance requirements. Renewal certificates shall be provided to the City prior to the expiration date of any of the required policies. The City will not be obligated, however, to review such declaration page, riders, endorsements or certificates or other evidence of insurance, or to advise Consultant of any deficiencies in such documents, and receipt thereof shall not relieve the Consultant from, nor be deemed a waiver of, the City’s right to enforce the terms of the Consultant’s obligations hereunder. The City reserves the right to examine any policy provided for under this Provision 18.

19. ***Ownership of Documents.*** All plans, diagrams, analysis, reports and information generated in connection with the performance of this Agreement (“Information”) shall become the property of the City, but the Consultant may retain copies of such documents as records of the services provided. The City may use the Information for any reasons it deems appropriate without being liable to the Consultant for such use. The Consultant shall not use or disclose the Information for purposes other than performing the Work contemplated by this Agreement without the prior consent of the City.

20. ***Dispute Resolution/Mediation.*** Each dispute, claim or controversy arising from or related to this Agreement or the relationships which result from this Agreement shall be subject to mediation as a condition precedent to initiating arbitration or legal or equitable actions by either party. Unless the parties agree otherwise, the mediation shall be in accordance with the Commercial Mediation Procedures of the American Arbitration Association then currently in effect. A request for mediation shall be filed in writing with the American Arbitration Association and the other party. No arbitration or legal or equitable action may be instituted for a period of 90 days from the filing of the request for mediation unless a longer period of time is provided by agreement of the parties. The cost of mediation shall be shared equally between the parties. Mediation shall be held in the City of Roseville unless another location is mutually agreed upon by the parties. The parties shall memorialize any agreement resulting from the mediation in a Mediated Settlement Agreement, which Agreement shall be enforceable as a settlement in any court having jurisdiction thereof.

21. ***Annual Review.*** Prior to _____ of each year of this Agreement, the City shall have the right to conduct a review of the performance of the Work performed by the Consultant under this Agreement. The Consultant agrees to cooperate in such review and to provide such information as the City may reasonably request. Following each performance review the parties shall, if requested by the City, meet and discuss the performance of the Consultant relative to the remaining Work to be performed by the Consultant under this Agreement.

22. **Conflicts.** No salaried officer or employee of the City and no member of the City Council of the City shall have a financial interest, direct or indirect, in this Agreement. The violation of this provision shall render this Agreement void.
23. **Governing Law.** This Agreement shall be controlled by the laws of the State of Minnesota.
24. **Counterparts.** This Agreement may be executed in multiple counterparts, each of which shall be considered an original.
25. **Severability.** The provisions of this Agreement are severable. If any portion hereof is, for any reason, held by a court of competent jurisdiction to be contrary to law, such decision shall not affect the remaining provisions of this Agreement.
26. **Notices.** Any notice to be given by either party upon the other under this Agreement shall be properly given: a) if delivered personally to the City Manager if such notice is to be given to the City, or if delivered personally to an officer of the Consultant if such notice is to be given to the Consultant, b) if mailed to the other party by United States registered or certified mail, return receipt requested, postage prepaid, addressed in the manner set forth below, or c) if given to a nationally, recognized, reputable overnight courier for overnight delivery to the other party addressed as follows:

If to City: City of Roseville
 Roseville City Hall
 2660 Civic Center Drive
 Roseville, MN 55113
 Attn: City Manager

If to Consultant: SRF Consulting Group

 Attn: _____

Notices shall be deemed effective on the date of receipt if given personally, on the date of deposit in the U.S. mails if mailed, or on the date of delivery to an overnight courier if so delivered; provided, however, if notice is given by deposit in the U.S. mails or delivery to an overnight courier, the time for response to any notice by the other party shall commence to run one business day after the date of mailing or delivery to the courier. Any party may change its address for the service of notice by giving written notice of such change to the other party, in any manner above specified, 10 days prior to the effective date of such change.

27. **Entire Agreement.** Unless stated otherwise in this Provision 27, the entire agreement of the parties is contained in this Agreement. This Agreement supersedes all prior oral agreements and negotiations between the parties relating to the subject matter hereof as well as any previous agreements presently in effect between the parties relating to the subject matter hereof. Any alterations, amendments, deletions, or waivers of the provisions of this Agreement shall be valid only when expressed in writing and duly signed by the parties, unless otherwise provided herein. The following agreements supplement and are a part of this Agreement: _____.

IN WITNESS WHEREOF, the undersigned parties have entered into this Agreement as of the date set forth above.

CITY OF ROSEVILLE

By: _____
Mayor

By: _____
City Manager

(NAME OF CONSULTANT)

By: _____

Its: _____

REQUEST FOR CITY COUNCIL ACTION

Agenda Date: **8/11/2014**

Agenda Item: 13.c

Department Approval



City Manager Approval



Item Description: Request by the Community Development Department for a Text Amendment to the Commercial and Mixed Use Districts Section of the Zoning Ordinance, Specifically Table 1005-1 Regarding Residential, Civic, and Institutional Uses

GENERAL INFORMATION

Applicant: Roseville Community Development Department

Project File History: Text Amendment items removed from consideration on June 9, 2014 and continued discussion of the same on July 14, 2014.

BACKGROUND

During the consideration and approval of University of Northwestern's text amendment (June 9, 2014), the Planning Division sought additional amendments to Table 1005-1 regarding residential, civic and institutional uses within the Community and Mixed-Use districts. Action on these "use chart" amendments was continued to a later City Council date.

On July 14, 2014, the amendments were brought forward to City Council for consideration where questions, comments, and additional discussion ensued. The item was tabled to August 11 with no additional analysis/information being sought by the City Council.

The City Council also directed staff to research and bring back information regarding student housing as a conditional use and information regarding parking standards for student housing and multi-family housing, but those items were not tabled to a date specific. The Planning Division is researching the issues at this time and will bring back for discussion and direction at a later date.

On May 5, 2014, the Roseville Planning Commission held public hearings regarding the text amendments and voted 5-0 to recommend approval.

The Request for City Council Action from July 14, 2014, is attached for the City Council's consideration; dates on the ordinance and summary have been correct appropriately.

Prepared by: City Planner Thomas Paschke 651-792-7074 | thomas.paschke@ci.roseville.mn.us

Attachments: A: 081114 RCA
C: Draft ordinance
E: 071414 CC minutes

B: Draft May PC minutes
D: Summary ordinance

ROSEVILLE
REQUEST FOR CITY COUNCIL ACTION

DATE: 07/14/2014

ITEM NO:

Department Approval



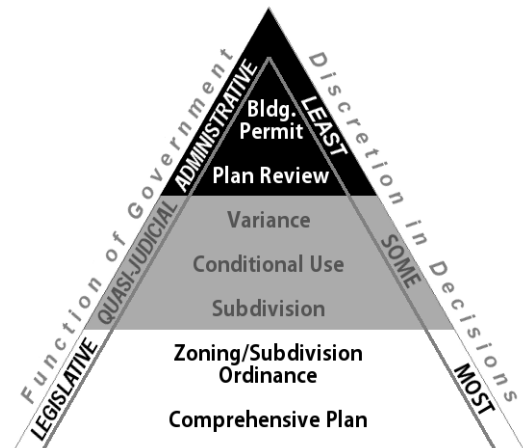
City Manager Approval

Item Description: Request by the Community Development Department for a **Text Amendments** to the Commercial and Mixed Use Districts section of the Zoning Ordinance, specifically Table 1005-1 regarding residential, civic, and institutional uses.

Application Review Details

- RPCA prepared: July 9, 2014
- Public hearing: May 7, 2014
- City Council action: July 14, 2014
- Statutory action deadline: NA

Action taken on proposed zoning amendments is **legislative** in nature; the City has broad discretion in making zoning use decisions based on advancing the health, safety, and general welfare of the community.



- 1 **REQUESTED ACTION**
- 2 Roseville Planning Division seeks approval of **Text Amendments to Table 1005.1** of the
- 3 Zoning Ordinance.
- 4 **SUMMARY OF RECOMMENDATION**
- 5 Planning Division staff concurs with the recommendation of the Planning Commission (5-0
- 6 vote) to approve the proposed **Zoning Text Amendments** to Table 1005-1
- 7 **SUMMARY OF SUGGESTED ACTION**
- 8 Adopt an Ordinance approving text amendments to the Roseville Zoning Ordinance; see
- 9 Suggested City Council Action of this report for the detailed action.

BACKGROUND

On June 9, 2014, the City Council removed from consideration of zoning text amendments associated with the University of Northwestern, modifications to Table 1005-1 pertaining to housing and civic/institutional uses that the Community Development Department was proposing.

PROPOSAL TEXT AMENDMENTS

During the student housing review for University of Northwestern the Planning Division determined that a few changes within the Commercial and Mixed Use Districts regarding housing and civic/institutional should accompany the City portion of the proposed text amendments.

The Planning Division views single family attached units as an appropriate housing type in the NB district as well as multi-family (3-8 units) because these types of residential developments can be completed on smaller commercial parcels and their impacts would be similar or potentially less than some permitted commercial uses in the district. These are proposed as conditional so as to mitigate any issues or concerns that could occur when adjacent low density residential.

The Planning Commission recommended that mixed use buildings with residential over commercial be removed as permitted use from the NB District. The concern that led to that recommendation was that typically that type of development occurs at a building height inappropriate for NB. The Planning Division, after further consideration, has kept it as a permitted use in our recommendation because mixed-use of this type would have to comply with the maximum building heights in district and therefore would likely be similar to live-work unit rather than a large-scale mixed-use project.

Lastly, the Planning Division determined that an accessory dwelling unit, college or post-secondary school, campus, and school, elementary or secondary were inappropriate for the CMU and thus we are recommending them to be not permitted.

In review of Table 1005-1, the Planning Division would suggest the following changes: black strikethrough to be eliminated and red bold, underline, to be added.

Table 1005-1	NB	CB	RB-1	RB-2	CMU	Standards
Commercial Uses						
Liquor store	C	P	P	P	P	
Lodging: hotel, motel	NP	P	P	P	P	
Mini-storage	NP	P	P	P	NP	
Residential – Family Living						
Dwelling, one-family attached (townhome, rowhouse)	NP <u>C</u>	NP	NP	NP	P	
Dwelling, multi-family (3-8 units per	NP <u>C</u>	NP	NP	NP	P	

Table 1005-1	NB	CB	RB-1	RB-2	CMU	Standards
building)						
Dwelling, multi-family (upper stories in mixed-use building)	P	P	NP <u>P</u>	NP <u>P</u>	P	
Dwelling, multi-family (8 or more units per building)	C	NP <u>P</u>	NP <u>P</u>	NP <u>P</u>	P	
Dwelling unit, accessory	NP	NP	NP	NP	C <u>NP</u>	Y
Live-work unit	C	NP	NP	NP	P	Y
Residential – Group Living						
Community residential facility, state licensed, serving 7-16 persons	C	NP	NP	NP	C	Y
Student housing	NP	P	P	P	NP	Y
Nursing home, assisted living facility	C	C	C	C	C	Y
Civic and Institutional Uses						
College or post-secondary school, campus	NP	NP	P	P	P <u>NP</u>	Y
College or post-secondary school, office-based	P	P	P	P	P	Y
Community center, library, municipal building	NP	NP	P	P	P	
Place of assembly	P	P	P	P	P	Y
School, elementary or secondary	NP	NP	P	P	P <u>NP</u>	Y
Theater, performing arts center	NP	NP	P	P	P	Y
(Ord. 1427, 7-9-2012; Ord. 1445, 7-8-2013; Ord. 1446, 7-8-2013; Ord. 1447, 7-8-2013; Ord. 1451, 8-12-2013)						

STAFF RECOMMENDATION

Based on the comments provided above in this report, the Planning Division recommends approval of the proposed **TEXT AMENDMENTS** to Table 1005-1 of the Zoning Ordinance.

PLANNING COMMISSION ACTION

At their meeting of May 5, 2014, the Planning Commission held the duly noticed public hearing regarding the text amendment request. No citizens addressed the Commission, but Commissioners did want to better understanding on why “college or post-secondary school, campus” in the CMU district was being changed from permitted to not permitted. The City and Senior Planner’s provided responses to commissioners regarding these items (see Attachment A).

The Planning Commission voted 5-0 to recommend approval of the proposed text amendments, with the Planning staff to review and possibly modify the definition of student housing.

51 **SUGGESTED CITY COUNCIL ACTION**

52 **Adopt an Ordinance** amending the text within Table 1005-1 (see Attachment B, draft
53 ordinance);

54 **POSSIBLE ALTERNATIVE ACTIONS**

55 **Pass a motion to table the item for future action.** Tabling this item does not affect the 60-day
56 action deadline established in Minn. Stat. §15.99, since it does not apply to City initiated items.
57 The Planning staff, however, would seek specific direction of such an action.

58 **Pass a motion, to deny the requested approval.** Denial should be supported by specific
59 findings of fact based on the City Council's review of the application, applicable zoning, and the
60 public record.

Prepared by: City Planner Thomas Paschke 651-792-7074 | thomas.paschke@ci.roseville.mn.us

Attachments: A: Draft May PC minutes B: Draft ordinance
C: Summary ordinance

Extract of the Meeting Minutes of the Roseville Planning Commission, May 5, 2014

b. PLANNING FILE 14-006

Request by the University of Northwestern for a Text Amendment to the Zoning Ordinance to allow student housing as a permitted use in the Community Business District. The Roseville Community Development Department is also seeking a TEXT AMENDMENT to the definition of dormitory, changing the title to “student housing,” replacing dormitory in the definition of college or post-secondary school, campus with “student housing,” and permitting “student housing” in Regional Business and Community Mixed-Use Districts

Chair Gisselquist opened the Public Hearing for Planning File 14-006 at approximately 7:14 p.m.

City Planner Paschke reviewed the joint request by the University of Northwestern and the Roseville Planning Division for approval of a TEXT AMENDMENT to the Zoning Ordinance, specifically to Section 1001.10 (Definitions, Table 1005.1) and Section 1011.12.E to permit student housing in the select districts within Commercial and Mixed Use Districts to facilitate plans to purchase and convert the Country Inn and Suites into student housing.

Mr. Paschke reviewed the background of staff’s analysis, and rationale for the proposed request to support this use, as detailed in Section 4 of the staff report dated May 7, 2014; and differences in student housing/dormitories versus lodging rooms and potential use impacts for the expansion of the College campus. Further analysis was detailed in Section 5.0 of the staff report, specific to definitions of dormitory, student housing, and other applicable text amendments and permitted uses listed on Table 1005-1. Mr. Paschke also reviewed proposed changes to the “Standards” portion specific to student housing for re-use or newly-constructed use, as outlined in Sections 5.7 and 5.8.

In Section 5.2, Member Daire questioned if it was staff’s intent to eliminate “dormitories;” and if so, there was another section that still referenced “dormitories” versus “student housing.”

Mr. Paschke clarified that the first instance was the existing language, and the second instance was proposed language, immediately ahead of Section 5.3 of the report, similar to Section 5.1, specifically calling out “dormitories” and highlighted in red.

In Section 5.1, Member Murphy noted the proposed “student housing” language seemed to start at high school age; and questioned if language should also consider boarding schools for students under high school age for potential future use if someone put in a residential academy for re-use of an existing building (e.g. middle school). Member Murphy noted that the proposed language did not accommodate such a use; and questioned if there was rationale by staff in excluding student housing for younger than high school age.

Mr. Paschke expressed appreciation for Member Murphy’s point; and suggested it be included in proposed language, as staff had not given it any thought and had no position on excluding it. Mr. Paschke noted that staff would look at inserting language to address those situations, such as boarding schools, private elementary schools with campus housing for students, noting that there were many in the State of Minnesota as well as in other areas of the metro.

Member Murphy spoke in support of allowing those uses.

Member Boguszewski suggested revising language in Section 5.1 (second paragraph) to replace “High School” with “Boarding School” to accomplish that aim versus adding further verbiage to the language.

Member Murphy suggested that the Planning Commission not wordsmith the document tonight, but now that it had been brought to staff's attention, they could resolve that omission if there was no reason not to do so.

Mr. Paschke suggested that staff consult with the City Attorney for wordsmithing as appropriate and make the change as recommended by Member Murphy; with that clarification occurring before the request went before the City Council for action.

In Item 5.8.C and listed conditions, Member Murphy questioned how that would be interpreted if a subject property was surrounded by multiple zoning designations.

Mr. Paschke responded that setback requirements for the structure(s) would apply according to each use, or require a variance or other tool to accomplish that application; but clarified that not just one setback provision would apply if the property had varying zoning designations surrounding it.

At the request of Member Murphy, Mr. Paschke reviewed the instances when the City would work with other and/or adjacent jurisdictions when an entity, such as the University of Northwestern, was located in both Roseville and Arden Hills. Mr. Paschke advised that agreements would be put in place as applicable to address those joint efforts (e.g. parking garage and student center constructed in the past).

Since this campus was located in both communities, Member Daire asked staff if they had consulted with the City of Arden Hills regarding joint adoption of this kind of language in both City Codes.

Mr. Paschke responded negatively, since this is an off-campus site only located in the City of Roseville, and not on the campus proper that would impact the City of Arden Hills.

Since the impact of this new use would be the same or less than the current use, Member Keynan clarified that staff's review involved the re-use itself and determination that there would indeed be no additional impact from this proposed use.

Mr. Paschke concurred with Member Keynan's assumptions; advising that, if these revisions are approved for adoption, and the University of Northwestern completes their purchase of the existing building, the time frame would proceed for finalization of their plans to modify the building to convert it from a hotel design to a design consistent with student housing. Once those plans are submitted to staff by Northwestern's architects and engineers, they would go through the regular permit review by various staff and departments, and include a review of student numbers, occupancy restrictions, whether ample parking was available on site, and other necessary modifications required by City Code. Mr. Paschke noted that the permit process and review would be no different than any other building permit for re-use of a structure; but clarified that the review would not occur until those plans and a review of potential impacts from the conversion had been thoroughly vetted, based on current codes and ordinances in effect at the time of the review and specifically addressing the proposed use.

At the request of Member Daire, Mr. Paschke advised that he was not aware of any limitations on the proximity of educational facilities and/or properties to establishments serving liquor.

In Section 5.8.D, Member Murphy questioned if the intent for locating the roadway if LDR designation was on one side and another classification on another side, and how residences would be potentially impacted.

Mr. Paschke advised that access to a public street was more likely unless part of the interior development; with the intent to place taller buildings near streets, and consistent with code for lower portions to be placed adjacent to lower density areas to avoid negative height impacts. Mr. Paschke clarified that general design standards would apply and need to be incorporated into any plans, but how it may play out was difficult to determine at this time for various areas in the City depending on where those potential sites for student housing may occur in the future and adjacent uses to those side, even with a roadway between them.

However, Mr. Paschke reiterated that the intent was for the taller components to be adjacent to the street as they were typically busier than the rear or sides adjacent to LDR or single-family uses.

Discussion ensued between Member Murphy and Mr. Paschke as to how a new structure on this site may be located or stepped if surrounded by roads and various uses. From his perspective under current code and his interpretation if the structure was rebuilt on this site, Mr. Paschke opined that the building would be placed on the corner and stepped to the west and north, with parking centered around the interior or along Lincoln Drive. Mr. Paschke noted that this would push the taller component toward the busier intersection of Snelling Avenue and County Road C-2, and other component toward Lincoln Drive and/or single-family residential areas on the west and north sides closer to the Eagle Crest building.

Member Boguszewski pursued expressed his two concerns on Table 1005-1, but not pursuant to this particular issue at hand. Member Boguszewski advised that those concerns were related to the "Civic and Institutional Uses" portion of the table, (last line of Page 4 involving CMU designation) moving "college or post-secondary school, campus" use from "permitted" to "not permitted." Also, Member Boguszewski noted his other concern was with a similar proposed change (page 5 of 6 on the Table under the same CMU designation) for "school, elementary or secondary" moving from "permitted" to "not permitted." Member Boguszewski questioned staff's rationale for that recommended change, even though he was aware that such uses were permitted in CMU designated neighborhoods in St. Louis Park and other metropolitan communities. Member Boguszewski also questioned if the "not permitted" designation would exclude daycares, dancing or art studios, or training academies or schools as "not permitted" in CMU neighborhoods as well; and if so, why those were being singled out from "permitted" uses.

Under Roseville City Code, Mr. Paschke advised that these were intentional as they related to school and/or campuses, with those differences addressed in business-related designations. Mr. Paschke suggested that, from his perspective, a business school (e.g. Rasmussen College) would fall under a business designation; and a performing arts studio would fall under the performing arts designation, whether educational in nature or not, it would have some of those specifics for use. Mr. Paschke noted that City Code speaks to those, and unfortunately was unable to recall staff rationale overall in intentionally addressed those specific items, as the suggested modification was made at the staff level during discussions several months ago.

Member Boguszewski sought comment from Mr. Lloyd as to his recollection of those discussions; to which Mr. Lloyd responded that he couldn't be specific in addressing those proposed changes for elementary and/or secondary schools in CMU districts, other than as suggested by Chair Gisselquist, that it may be based on whether or not those uses would remove the property from the tax rolls if permitted institutional uses.

Mr. Paschke opined that the intent in changing campus uses to "not permitted" was based on not allowing that much land to be used for such a use in the City's only current CMU District, the Twin Lakes Redevelopment Area specifically. Since that area was intended for a redevelopment area, Mr. Paschke opined that the discussion held by Planning Staff and City Manager and former Community Development Director Patrick Trudgeon involved eliminating such a potential large use in that area, to reserve it for business redevelopment versus institutional use. Mr. Paschke noted that this was part of a broader language revision as further review of the code was being performed over a number of months since its adoption in 2010, and after those months of practical and realistic application.

Member Boguszewski asked that Mr. Paschke carry the question back to City Manager Trudgeon and report on that rationale for the Planning Commission at the next meeting. Member Boguszewski sought to understand the broader discussion and staff rationale in making the recommendation to he could better make his own determination.

Mr. Paschke duly noted that request; while maintaining that staff did not think either of those uses should be "permitted" in a CMU District.

If the intent of staff was to retain the Twin Lakes CMU District as a catalyst for growth and economic development, Chair Gisselquist opined that he could understand the rationale; however, he suggested other uses may need to be considered based on various scenarios.

Member Murphy stated that he wasn't sure if he shared that opinion, and in reviewing the table if the cell in Table 1005-1 remained blank, it may create a challenge for the City to address in the future. At this point, Member Murphy stated that he supported designating "not permitted" in CMU areas, as proposed by staff in their report.

Mr. Paschke advised that he would look into the background and report back to the Planning Commission at a future meeting.

Member Boguszewski expressed appreciation to staff; noting his desire to incorporate small schools into neighborhood designs, not necessarily a 14-acre school, but reiterated that those concerns would not impact his decision on this request tonight, but opined that it needed to be addressed in case a change was indicated in the future.

Chair Gisselquist opined that he could envision a small charter school or start up school in a CMU District.

From his personal perspective, Member Daire suggested that in staff's follow-through on Member Boguszewski's requested information, it would serve to get everyone on the same page versus challenging staff's wisdom in suggesting the proposed changes, to which Member Boguszewski concurred.

Chair Gisselquist noted that the meeting minutes and video tape would duly reflect the concerns expressed by the Planning Commission about this particular designation; and as noted previously by the City Council, they did follow the meeting discussion of the Commission that served to inform their discussions.

Applicant Representatives: Land Use Attorney Jay Lindgren with the law firm of Dorsey and Whitney, 50 S Sixth Street, Mpls., MN AND CFO and Director of Business Affairs with the University of Northwestern Doug Schroeder

Mr. Lindgren advised that he was present tonight to support the application and staff recommendations. Mr. Lindgren advised that their objective was to finalize the purchase and conversion of the hotel into student housing. Mr. Lindgren expressed appreciation to staff for their productive discussions over the last few months in processing this issue.

Mr. Lindgren noted that, it was staff's determination that the neither the comprehensive plan nor zoning code for this particular parcel in Roseville provided a good designation to utilize the existing college designation in a CMU District. Therefore, Mr. Lindgren noted that several options were considered: amendment to the comprehensive plan and zoning code, or re-designation of the zoning to Regional Business to allow college use and related facilities in that area. Mr. Lindgren advised that it was Mr. Paschke and Planning staff that came up with the idea that they wanted in particular to deal with what a "dormitory" was and assure the building was put to its true use, with the eventual proposal for "student housing" designation as a permitted use.

Mr. Lindgren advised that the applicant was supportive of staff's recommendation and had resubmitted their application accordingly. Mr. Lindgren respectfully asked for approval by the Planning Commission, thus moving the process to the City Council at their June 9, 2014 meeting; allowing completion of the application and permitting process to have student housing available for the next school year.

Chair Gisselquist asked the applicant if this expansion was due to increased enrollment or because it was hard for students to find nearby housing.

Mr. Schroeder responded that, during his 14-year tenure with the college and continued growth, there had been an inconsistency between housing and academic space, never truly aligned. Mr. Schroeder advised that this would accomplish that alignment. Mr. Schroeder advised that as a residential college, one of their strategic goals had been to keep residential housing at approximately 67%, with the remaining students in the “commuter” category; but that currently those numbers had dipped to below 60% available for residential housing.

Mr. Schroeder noted that the college had gone through this process once before, collaborating with the City of Arden Hills, when the college entered into a three-year lease for the former Holiday Inn on County Road E, retrofitting it into student housing. However, Mr. Schroeder advised that the facility was found to be too large in accommodating 360 – 370 beds, and too remote to the campus; as well as being affected by the economic challenges during that time period. Now that the economy and enrollment has stabilized, Mr. Schroeder advised that they were also finding that families wanted students to have campus living experiences for a sense of community, personal safety, and the cost of gas prices for commuting students. Therefore, when this opportunity came along, Mr. Schroeder stated that this property could be turned into a successful housing facility immediately adjacent to the campus. With the University’s long-standing relationship with Presbyterian Homes, Mr. Schroeder advised that the plan was explored, and came together at a price point that was favorable to the relationship; they had approached City staff to see if it could be accommodated in the zoning code.

Member Daire asked if the current “Pippins Restaurant” was part of the acquisition.

Mr. Schroeder advised that Pippins had a lease agreement with Eagle Crest/Presbyterian Homes, owner of the hotel, and that legal, binding contract put Pippins in control of that decision as long as the property remained a hotel. If that use no longer existed, Mr. Schroeder advised that the lease contract provided the right for Pippins 30 days to make a decision to stay or vacate the lease arrangement. At this time, Mr. Schroeder advised that the owner of Pippins had indicated that they intended to stay, and that the University would honor that and continue their lease as an inside facility not owned or operated by Northwestern.

Mr. Lindgren opined that the Pippins ownership seemed somewhat excited by the prospects of this as well.

Member Daire asked if the remote housing location from the campus may be a consideration of increasing the restaurant business, and whether or not that had been a consideration.

Mr. Schroeder advised that they had tried that business model in Arden Hills, and while the perception is that it will work, they had found it not feasible for a “grab and go” or luncheon type of facility. Mr. Schroeder affirmed that it was a nice “hang out” place for students, but from an economic standpoint, there wasn’t enough revenue generated to pay staff and cover food costs.

Therefore, Mr. Schroeder advised that Northwestern didn’t see their involvement short- or long-term in a restaurant; and if Pippins decides not to remain on site, Northwestern would most likely consider another independent restaurant option (e.g. Pizza Ranch). Mr. Schroeder stated that most students ate their significant meal mid-day; and the student housing would accommodate their ability to make breakfasts or evening snacks in their units; but big meals would continue in the middle of the campus for the most successful social community and economic reasons.

Chair Gisselquist closed Public Hearing at approximately 7:50 p.m.; with no one appearing for or against.

Member Boguszewski opined that changing the use from “dormitory” to “student housing” seemed to align with the type of use; and that to him it seemed a wise decision, and he would support it, as well as the remainder of the request. Since other aspects of the University of Northwestern’s plans were presented to the Commission several months ago, and approved, Member Boguszewski continued his support for that

previous vote, opining that there was no reason to stand in their way if the City Attorney and Planning Department had determined that this method was the best way to achieve it through a text amendment. Member Boguszewski stated that he was confident in their rationale and opinion; and spoke in support of the request.

Member Keynan spoke in support of the request as well, and for the proposed route taken; opining that it was good thinking and a good plan overall.

Chair Gisselquist echoed the comments of Member Boguszewski, expressing his support in defining “student housing” as a use versus “dormitory” in the code language. Chair Gisselquist opined that he would support this as it created an opportunity for the college in meeting their needs; and he had no issues with the request.

MOTION

Member Keynan moved, seconded by Member Daire to recommend to the City Council APPROVAL of the TEXT AMENDMENTS to Section 1001 Definitions, Table 1005-1, and Section 1011.12E Property Performance Standards of the Zoning Ordinance; based on the comments and findings of Sections 4-6 and the recommendation of Section 7 of the staff report dated May 7, 2014.

With concurrence by Mr. Paschke, Member Murphy spoke in support of the motion as stated; noting that further consideration of revising boarding school language as discussed relative to Section 5.1 of the staff report could be revised in the future following staff’s research. If appropriate, Mr. Paschke noted that further language revisions, if consistent with tonight’s Planning Commission discussion, could be added to staff’s recommendations before this request was heard by the City Council; and the chart changed accordingly and if still appropriate, and at the discretion of the Commission.

By consensus, the Commission agreed to this process as described by Mr. Paschke, asking that the Planning Commission be copied with the report resulting from that research and the revised recommendations to the City Council.

Mr. Paschke duly noted that request.

Ayes: 5

Nays: 0

Motion carried.

City of Roseville

ORDINANCE NO. _____

AN ORDINANCE AMENDING SELECTED TEXT OF TITLE 10 ZONING ORDINANCE
OF THE ROSEVILLE CITY CODE

THE CITY OF ROSEVILLE ORDAINS:

SECTION 1. Purpose: The Roseville City Code is hereby amended to modify/clarify specific requirements within Table 1005-1 pertaining to the Commercial and Mixed Use Districts, specific to residential, civic, and institutional uses.

SECTION 2. Table 1005-1 is hereby amended as follows:

Table 1005-1	NB	CB	RB-1	RB-2	CMU	Standards
Commercial Uses						
Liquor store	C	P	P	P	P	
Lodging: hotel, motel	NP	P	P	P	P	
Mini-storage	NP	P	P	P	NP	
Residential – Family Living						
Dwelling, one-family attached (townhome, rowhouse)	NP <u>C</u>	NP	NP	NP	P	
Dwelling, multi-family (3-8 units per building)	NP <u>C</u>	NP	NP	NP	P	
Dwelling, multi-family (upper stories in mixed-use building)	P	P	NP <u>P</u>	NP <u>P</u>	P	
Dwelling, multi-family (8 or more units per building)	C	NP <u>P</u>	NP <u>P</u>	NP <u>P</u>	P	
Dwelling unit, accessory	NP	NP	NP	NP	C <u>NP</u>	Y
Live-work unit	C	NP	NP	NP	P	Y
Residential – Group Living						
Community residential facility, state licensed, serving 7-16 persons	C	NP	NP	NP	C	Y
Student housing	NP	P	P	P	NP	Y
Nursing home, assisted living facility	C	C	C	C	C	Y
Civic and Institutional Uses						
College or post-secondary school,	NP	NP	P	P	P <u>NP</u>	Y

Table 1005-1	NB	CB	RB-1	RB-2	CMU	Standards
campus						
College or post-secondary school, office-based	P	P	P	P	P	Y
Community center, library, municipal building	NP	NP	P	P	P	
Place of assembly	P	P	P	P	P	Y
School, elementary or secondary	NP	NP	P	P	P NP	Y
Theater, performing arts center	NP	NP	P	P	P	Y
(Ord. 1427, 7-9-2012; Ord. 1445, 7-8-2013; Ord. 1446, 7-8-2013; Ord. 1447, 7-8-2013; Ord. 1451, 8-12-2013)						

SECTION 3. Effective Date. This ordinance amendment to the Roseville City Code shall take effect upon passage and publication.

Passed this 11th day of August, 2014

City of Roseville

ORDINANCE SUMMARY NO. ____

**AN ORDINANCE AMENDING TABLE 1005-1 OF TITLE 10, ZONING ORDINANCE OF THE
ROSEVILLE CITY CODE**

The following is the official summary of Ordinance No. ____ approved by the City Council of Roseville on August 11, 2014:

The Roseville City Code, Title 10, Zoning Ordinance, specifically Table 1005-1, has been amended to clarify and support certain residential, civic, and institutional uses.

A printed copy of the ordinance is available for inspection by any person during regular office hours in the office of the City Manager at the Roseville City Hall, 2660 Civic Center Drive, Roseville, Minnesota 55113. A copy of the ordinance and summary shall also be posted at the Reference Desk of the Roseville Branch of the Ramsey County Library, 2180 Hamline Avenue North, and on the Internet web page of the City of Roseville (www.ci.roseville.mn.us).

Attest: _____
Patrick Trudgeon, City Manager

EXTRACT FROM THE JULY 14, 2014 CITY COUNCIL MINUTES

13. Business Items (Action Items)

a. Request by the Community Development Department for a Text Amendment to the Commercial and Mixed Use Districts Section of the Zoning Ordinance, Specifically Table 1005-1 regarding Residential, Civic and Institutional Uses

City Planner Thomas Paschke briefly reviewed this request of text amendments recommended by staff, and as detailed in the RCA dated July 14, 2014. At the request of Mayor Roe, Mr. Paschke displayed Table 1005-1 and highlighted proposed amendments.

Based on her personal review, Councilmember McGehee questioned why student housing was proposed as a permitted use in Community Business (CB) and Regional Business-1 (RB-1) and -2 (RB-2) Districts, but not post-secondary colleges.

Councilmember McGehee opined that previous discussions were specific to office based colleges or secondary schools, but not actual campuses in those districts.

Also, under the live-work units in RB-1 and RB-2 Districts, Councilmember McGehee opined that those would not be suitable for student housing.

Mayor Roe clarified that those permitted uses were not changed from the current use table, but only added as permitted uses in the CB Districts.

Mr. Paschke further clarified that this was what was approved with the recent University of Northwestern land use application, moving from dormitory to student housing, and permitted in CB, RB-1 and RB-2 Districts, and Community Mixed Use (CMU) Districts as approved conditionally, but not permitted in Neighborhood Business (NB) Districts).

Mayor Roe sought further clarification related to the University of Northwestern application and rezoning the former Comfort Inn and Suites to RB to allow dorms as a permitted use, which to him seemed contrary to Mr. Paschke's last statement.

City Manager Trudgeon clarified that the change was from "dorms" which were permitted on college campuses, to "student housing." Mr. Trudgeon advised that this had created a conflict with City Code and definition, which still had dorms listed as not permitted.

Mr. Paschke concurred, noting that the standards and definitions sections were changed accordingly.

In now reviewing this as a whole, Councilmember McGehee stated that she didn't see the point in permitting student housing in business districts; while she had no problem allowing office-based campuses as previously discussed, but not straight-forward student housing in these areas as it is currently shown. Councilmember McGehee opined that she didn't find it appropriate and found a Conditional Use more feasible than opening student housing to all business areas.

39 Mayor Roe stated that this discussion had been held at a previous meeting, a vote
40 taken, and majority prevailing as noted.

41 Councilmember Etten, having participated in that discussion and pushed for
42 Conditional Use, expressed his understanding that the conversation was not finished
43 and the issue would return for a broader discussion; and his understanding that
44 nothing was in black and white nor options crossed out yet. Councilmember Etten
45 opined that discussions indicated additional consideration as to whether conditions
46 made sense in the future, even though they didn't matter in the specific University of
47 Northwestern application, at which time the text amendments were also not changed.

48 Mayor Roe, and Councilmember McGehee, concurred with Councilmember Etten's
49 recollection; however, Mayor Roe advised that this was tonight's discussion, and the
50 other referenced discussion would occur at a future time.

51 Councilmember Etten agreed to that, stating that his key point was that it was that the
52 issue had not been decided, and would be coming back for further discussion.

53 Mayor Roe advised that the City Council could take action on these proposed changes
54 tonight, or table those changes for the broader discussion.

55 Councilmember McGehee expressed further questions related to multi-family
56 dwellings in upper stories of mixed-use buildings (pages 2 and 3 of the RCA) and
57 rationale for them going from not permitted to permitted uses. Councilmember
58 McGehee stated that she had a problem visualizing where RB-2 areas were located in
59 the City, since CMU was previously defined with retail below and housing above,
60 based on how the buildings were laid out and parking lot structure. Councilmember
61 McGehee suggested further discussion as part of the broader discussion on those
62 aspects as well.

63 Mayor Roe opined that it would be appropriate to have those discussions yet tonight.

64 Councilmember McGehee stated that for most of the Table, she had no issues, other
65 than housing, and whether individual or dorms in RB-2 and RB-2 Districts.

66 Mayor Roe pointed out that CMU Districts did not specify housing above retail or
67 office, but simply stated mixed uses, and then not necessarily stacked units.

68 Mr. Paschke noted that the Comprehensive Plan directed more mixed use projects,
69 which were currently only supported in CMU Districts, while other corridors in CB,
70 RB-1 or RB-2 may be much more better situated to support them and provide an
71 allowance for mixed use, whether such a development would ever occur or not in
72 those districts.

73 Mayor Roe noted that the definitions in the Comprehensive Plan didn't preclude
74 housing from NB, CB or RB Districts, with housing listed in all to his recollection.

75 Mr. Paschke opined that if found appropriate in CMU Districts, staff thought they
76 were reasonable in RB Districts as well.

77 In his effort to surmise Councilmember McGehee's concerns in RB Districts,
78 Councilmember Willmus questioned whether multi-family housing on top of
79 Rosedale - as an example - was a good idea. Councilmember Willmus expressed his
80 interest in looking more closely at it as well.

81 Mayor Roe opined that the point is that current uses get redeveloped, and while not
82 necessarily Rosedale, could be other entities in RB Districts; with staff's objective to
83 allow mixed uses on those sites, and recognizing challenges adjacent to other uses.

84 Councilmember McGehee stated that her question was, instead of making this so
85 broad and allowing whatever to come in anywhere, when a specific project came
86 forward, as done with the Dale Street Project, it can then be rezoned versus having
87 open season across the City without regulations in place. Councilmember McGehee
88 noted that this was a problem the City Council had found itself in from time to time in
89 the past, without a place to take a stand.

90 Mayor Roe sought Council consensus on whether to take action tonight; and from his
91 perspective opined that he had no problem with the proposed changes with one
92 exception to consider the first two residential uses under CB (multi-family)
93 recognizing that sometimes CB sites are strip malls and may make sense for
94 redevelopment for housing in the future.

95 Due to no time limit and unfinished discussion on many of these issues and the need
96 for a fuller discussion to address those items not yet settled, McGehee moved,
97 Willmus seconded, TABLING TO A DATE UNCERTAIN THE request by the
98 Community Development Department for a Text Amendment to the Commercial and
99 Mixed Use Districts Section of the Zoning Ordinance, Specifically Table 1005-1
100 regarding Residential, Civic and Institutional Uses

101 **Roll Call**

102 **Ayes:** McGehee and Laliberte.

103 **Nays:** Willmus; Etten; and Roe.

104 **Motion failed.**

105 Willmus moved, Laliberte seconded, TABLING TO THE JULY 21 COUNCIL
106 MEETING the request by the Community Development Department for a Text
107 Amendment to the Commercial and Mixed Use Districts Section of the Zoning
108 Ordinance, Specifically Table 1005-1 regarding Residential, Civic and
109 Institutional Uses

110 **Roll Call**

111 **Ayes:** McGehee; Willmus; Laliberte; and Etten.

112 **Nays:** Roe.

113 **Motion carried.**

114 City Manager Trudgeon requested that the City Council clarify what they wanted staff to
115 bring back.

116 Mayor Roe directed that the entire issue be presented, with consensus of the body that the
117 same RCA be brought forward for further discussion.

118 **16. Councilmember-Initiated Items for Future Meetings**

119 Willmus moved, McGehee seconded, RECONSIDERATION OF THE MOTION TO
120 TABLE discussion to July 21, 2014, the request by the Community Development
121 Department for a Text Amendment to the Commercial and Mixed Use Districts Section of
122 the Zoning Ordinance, Specifically Table 1005-1 regarding Residential, Civic and
123 Institutional Uses

124 **Roll Call**

125 **Ayes:** McGehee; Willmus; Laliberte; Etten; Roe.

126 **Nays:** None.

127 Willmus moved, Laliberte seconded, TABLING discussion to August 11, 2014, the
128 request by the Community Development Department for a Text Amendment to the
129 Commercial and Mixed Use Districts Section of the Zoning Ordinance, Specifically Table
130 1005-1 regarding Residential, Civic and Institutional Uses.

131 **Roll Call**

132 **Ayes:** McGehee; Willmus; Laliberte; Etten; Roe.

133 **Nays:** None.

134

REQUEST FOR CITY COUNCIL ACTION

Agenda Date: **8/11/2014**

Agenda Item: 13.d

Department Approval



City Manager Approval



Item Description: Consider a Zoning Text Amendment to Section 1004.05A One- and Two-Family Design Standards of the Roseville Zoning Ordinance

GENERAL INFORMATION

Applicant: Roseville Community Development Department

Location: Text amendments the LDR-1 and LDR-2 districts

Project File History: Proposed amendments brought forward to Planning Commission for discussion/recommendation in June, July, and November 2013.

BACKGROUND

In 2013, the City Council directed the Community Development Department to work with the Planning Commission to review and consider possible modifications to Section 1004.05A, One- and Two-Family Design Standards (garage door setback requirements).

In June, July, and November 2013, the Planning Commission held public hearings regarding text amendments to section 1004.05A of the Zoning Ordinance.

Following is the history regarding the creation of the requirements found in Section 1004.05A as well as the recommendation of the Planning Commission.

On July 7, 2014, the City Council considered the Planning Commission's recommendation and discussed the option (indicated in the report) to modify the placement of garage to a 5-foot forward design (see Attachment A). The Council directed staff to refine the proposal brought forward that evening regarding the 5-foot forward allowance and to further discuss with the Planning Commission the 40-foot setback exemption and whether that distance is appropriate.

Also at the July 7 City Council meeting, Dean Hanson, of Hanson Builders, made a presentation to the Council regarding custom home design. Mr. Hanson spoke in favor of an amendment changing the garage setback to a 5-foot garage forward design so he and other home builders can take advantage of design efficiencies that cannot be realized under the current regulation.

CURRENT REGULATIONS

The challenge with any zoning regulation is to determine what the community considers to be desirable and undesirable design and then develop the least intrusive regulatory environment that accomplishes the community's goals without providing undue burden on private property owners.

Roseville's current garage standards have three main regulatory elements:

1. A limitation on garage width as a percentage of the building façade
2. A setback of 5 feet from the predominant building

3. An administrative waiver procedure to allow garages that do not comply with the standards in hardship situations, without the need for a variance (contained in §1004.05B).

City Code §1004.05A reads as follows:

One- and Two-Family Design Standards: The standards in this section are applicable to all one- and two-family buildings, with the exception of accessory dwelling units. The intent of these standards is to create streets that are pleasant and inviting, and to promote building faces which emphasize living area as the primary function of the building or function of the residential use.

1. Garage doors shall not occupy more than 40% of the building façade (total building front); and

2. Garage doors shall be set back at least 5 feet from the predominant portion of the principal use.

City Code §1004.05B reads as follows:

Requirements Apply to All New Construction: On lots with physical constraints, such as lakefront lots, where the Community Development Department determines that compliance with these requirements is impactful, the Community Development Department may waive the requirements and instead require design enhancements to the garage doors to ensure that the purpose of the requirements is achieved. Design enhancements required for garage doors where the preceding requirements cannot be met may include such things as paint, raised panels, decorative windows, and other similar treatments to complement the residential portion of the facade.

PLANNING COMMISSION ACTION

On August 6, 2014, the Roseville Planning Commission held the duly noticed public hearing regarding garage door placement. After presentations by the City Planner and Community Development Director regarding recent discussions with the City Council and Planning Division amendment language, Commissioners asked a few questions and then discussed the proposed amendments.

Commissioners indicated immediate support of the amendment to allow a garage forward design and concurred that the 5-foot forward distance proposed was appropriate. Most discussion centered on whether an exemption should be given for garages set back a great distance on large lots.

Commissioners indicated that this exception should only be for very large lots where the character of the neighborhood will not be altered. The Planning Commission determined that 100 feet was an appropriate setback distance at which a garage and its doors could be placed completely in front of the principal structure without impacting the character of the neighborhood.

The Planning Commission voted 7-0 to recommend to the City Council adoption of the following two text amendments to §1004.05.A of the Roseville Zoning Ordinance:

2. Garage doors shall be set back at least 5 feet allowed to extend forward a maximum of 5-feet from the predominant portion of the principal use, while still required to meet the 30-foot principal structure front yard setback.
3. Homes with an attached garage that is set back 100 feet or more from the front property line are exempt from meeting the requirement in “a” above, but must meet all other requirements of Section 1004.05A.

SUGGESTED CITY COUNCIL ACTION

Adopt an Ordinance amending the text within §1004.05.A (see Attachment B, draft ordinance) as follows:

2. Garage doors shall be set back at least 5 feet allowed to extend forward a maximum of 5-feet from the predominant portion of the principal use, while still required to meet the 30-foot principal structure front yard setback.
3. Homes with an attached garage that is set back 100 feet or more from the front property line are exempt from meeting the requirement in “a” above, but must meet all other requirements of Section 1004.05A.

POSSIBLE ALTERNATIVE ACTIONS

Pass a motion to table the item for future action. Tabling this item does not affect the 60-day action deadline established in Minn. Stat. §15.99, since it does not apply to City initiated items. The Planning staff, however, would seek specific direction of such an action.

Pass a motion, to deny the requested approval. Denial should be supported by specific findings of fact based on the City Council’s review of the application, applicable zoning, and the public record.

Prepared by: City Planner Thomas Paschke 651-792-7074 | thomas.paschke@ci.roseville.mn.us
CD Director Paul Bilotta 651-792-7071 | paul.bilotta@ci.roseville.mn.us

Attachments: A: CC July 7 minutes

B: Draft ordinance

EXTRACT FROM THE MINUTES OF THE JULY 7, 2014 CITY COUNCIL MEETING

14. Business Items - Presentations/Discussions

a. Request for Approval of a Zoning Text Amendment to Section 1004.05.A One and Two-Family Design Standards of the Roseville Zoning Ordinance

Community Development Director Paul Bilotta summarized information detailed in the RCA dated July 7, 2014; with staff seeking City Council direction.

When this discussion originated several years ago, Councilmember Willmus advised that he was firmly entrenched in the camp to leave things alone and let people do what they wanted on their private lots; and noted subsequent discussion in how to mitigate garages and aesthetic features of porches. By reference, Councilmember Willmus used a home on South Owasso Boulevard, recently featured in the Parade of Homes, built on a legal, but narrow lot, and turned sideways to avoid placement of the garage in the front of the home, per current code. However, in practice for narrow lots, Councilmember Willmus noted that this left little distance between the garage door and side property line and didn't work; providing concern for him and how to develop code to accommodate such situations.

Mr. Bilotta noted that this was the purpose of the Administrative Waiver process, and was also applicable for unique lots throughout the community, including those lake lots tending to be narrow and deep and not oriented to the street as much as to the shoreline.

Mayor Roe noted that the Administrative Waiver process was part of current code.

In observing those images provided in the RCA (Attachment E) for compliant and non-compliant homes, Councilmember McGehee opined that she found all of the homes very nice, providing a lot of variety, and essentially allowing people to do what they wanted on their own lots; and further opined that she found none of those images depicting any serious need for abatement.

Councilmember Etten reviewed one situation of a friend in Roseville who during construction of their new home in the Josephine Woods development, were required to shift the front of their home to the back and walk around it to access their front door due to these current code restrictions, creating great frustration for them. At the request of Councilmember Etten on how to make the process more workable in that type of situation, Mr. Bilotta reviewed the Administrative Waiver process and hardship criteria required. Mr. Bilotta clarified that this was not simply at staff's discretion to remain consistent, and did add another hurdle to seek a variance and another body to weigh in to make those discretionary choices. Councilmember Etten opined that changes were needed to ensure developers felt welcome in the community with ordinances working to promote that effort rather than an ordinance that achieved the opposite of that intent.

Councilmember Willmus questioned the real intent of the ordinance in the first place, whether it was to get away from infill neighborhoods with garages out in front, or whether the same result was created by positioning the garages behind the front property line; and questioned whether there was a balance or a hybrid version to provide some difference between home facades.

Mr. Bilotta advised that staff was leaning toward the plus 5' option; and referencing the images in Attachment E, noted that there were a lot that were not in compliance and with a zero' setback; with newer homes having a projection and allowing more variety in design and not ending up with a lot of negatives.

Councilmember Laliberte opined that she found the 5' setback too specific, and in reviewing the community, found a vast majority that were not in compliance. Councilmember Laliberte suggested language that either said in front of the house or allowed a 5' setback behind or in front of the line with the house; but not being so stringent when the language didn't fit with what was already in place throughout the community.

Councilmember McGehee agreed with Councilmember Laliberte's comments; opining that the language was not consistent with existing housing stock; and further opined that the City of Roseville was not a totally urban city with sidewalks on every street or appropriate sites for porches, yet still having very engaged residential neighborhoods. Councilmember McGehee stated that she found this zoning code language offensive, opining that it was your house and anything beyond requiring a reasonable proportion to the frontage seemed unfair to her. Councilmember McGehee stated that she preferred to see people coming to Roseville with creative ideas to build what they liked; but did support undergrounding wires and requiring energy efficiencies versus telling people where to build their garages. Councilmember McGehee opined that the City shouldn't be in the design mode or be arbitrators for people's tastes on their own properties.

Form his personal perspective, Mayor Roe opined that what was eyes forward, or the 40% limitation addressed a lot of things; especially the "garage forward home design" where only a small portion of the home peaked out behind the garage; with this addressing that concern. Mayor Roe stated that he was comfortable with possible alternative action for Possible Alternative Action (Section 9.0 of the RCA) Item #3 addressing the 5? distance and Administrative Deviations for special circumstances.

At the request of Councilmember Willmus, Mr. Bilotta clarified the intent of Alternative #3 specific for the principle building line not projecting into setbacks, but allowing the garage set 5' forward as long as the setback remained at 30' and no more than 40% of the building façade was taken up by the garage.

At the request of Councilmember Willmus, Mr. Bilotta also addressed hardship variables possible under the Administrative Deviation process, and examples for significantly narrow lots, where garages may be pushed back into wetlands or shorelands, cul-de-sac lots pie shaped, or other situations that were not feasible or would make the house unreasonably narrow. Mr. Bilotta advised that those were the only type of situations where staff would feel comfortable addressing those administratively. Mr. Bilotta noted that the option was always available for an applicant/developer to go through the appeal process if staff denied such a deviation and seek recourse from the City Council.

Specific to Alternative #3, Councilmember Laliberte clarified that this would give the ability to go 5' forward from the principle line as well as other options; opining that she didn't want to move from one specific standard and eliminate another, but still allow that flexibility.

Mayor Roe concurred.

Public Comment

Dean Hanson, Hanson Builders, office in Andover, MN

Mr. Hanson provided a bench handout, attached hereto and made a part hereof, entitled "Architectural Guidelines for Garages." Mr. Hanson reviewed his firm's 35 years of experience working in thirteen different communities, including presently working in nine different cities including Roseville.

Mr. Hanson expressed appreciation for Council comments heard so far tonight; and advised that in all the communities his custom design/builder firm worked in, there were no garage restrictions other than setback requirements other than in the City of Roseville. In attempting to create more home-friendly fronts for homes, Mr. Hanson opined that further challenges were created in giving homeowners what they were seeking, especially when doing custom building versus national tract home construction. Mr. Hanson opined that while 5' may not seem like much, it served to create a big difference in how a home was designed, including placement of stairways from garages into a home and steps to access those areas. Mr. Hanson respectfully made a simple request of the City Council that flexibility be provided to come forward 5' with a garage, which would serve to alleviate 80% of the problems and challenges they had in designing a home in Roseville.

Discussion ensued among Councilmembers and Mr. Hanson related to porches; and garage regulations in other communities typically being at a percentage and addressed via developer covenants versus city ordinance.

Councilmember McGehee moved to adopt Planning Commission recommendation #3 (Attachment D), modified to make the garage regulations in code that the garage door could not exceed 40% of the front façade of the building.

Mayor Roe clarified that the current code language would maintain that 40% provision; and due to the lack of a second, ruled the motion failed.

Laliberte moved, Etten seconded, to direct staff to develop and correct current code language accordingly to facilitate Alternative Action #3 in Section 9.0 of the RCA; allowing for up to a 5' projection of the garage.

Councilmember McGehee offered a friendly amendment to accept the proposal by the Planning Commission if a house was in excess of 40 back from front of the property.

Councilmember Laliberte did not accept the friendly amendment offered.

Councilmember Willmus opined that the 5' provision served to increase design elements of the home and neighborhood/community connectivity initiatives; and would be a vast improvement over current language; and offered his support for the motion as long as it acknowledged that there were certain hardships in practical use.

Councilmember Laliberte noted that the issue could be taken back to the Planning Commission seeking their feedback on whether this action took away from what they were trying to achieve, even though it allowed more flexibility which appeared to be their intent.

Councilmember Willmus opined that Councilmember McGehee's idea was interesting in some areas of town with large lots and home setbacks of 100' or more, and he could see exceptions for those situations and hoped that consideration could enter into the process and be addressed adequately.

Mayor Roe noted that the Planning Commission could return with a recommendation based on tonight's discussion.

Roll Call

Ayes: Willmus; Laliberte; Etten; and Roe.

Nays: McGehee.

Motion carried.

Councilmember Willmus supported the intent of the Planning Commission, opining that they were onto something that needed further consideration; noting that there were a number of large lots in town that needed design allowances specific to them and not based on standard designs.

Mayor Roe agreed that it was not just the depth or setback, but other factors as well; and agreed that it was something that should be given further consideration.

Councilmember Laliberte agreed with the comment of Councilmember Willmus; opining that the first step had been taken in revising the current text, and the Planning Commission would be prudent in light of tonight's discussion and this action.

City of Roseville

ORDINANCE NO. ____

AN ORDINANCE AMENDING SELECTED TEXT OF TITLE 10 ZONING ORDINANCE
OF THE ROSEVILLE CITY CODE

THE CITY OF ROSEVILLE ORDAINS:

SECTION 1. Purpose: The Roseville City Code is hereby amended to include additional flexibility for attached garage placement within the Low Density Residential-1 and Low Density Residential-2 districts, by creating a new setback allowance.

SECTION 2. §1004.05, One- and Two-Family Design Standards is hereby amended as follows:

A. One- and Two-Family Design Standards: The standards in this section are applicable to all one- and two-family buildings, with the exception of accessory dwelling units. The intent of these standards is to create streets that are pleasant and inviting, and to promote building faces which emphasize living area as the primary function of the building or function of the residential use.

1. Garage doors shall not occupy more than 40% of the building facade (total building front); and
2. Garage doors shall be ~~set back at least 5 feet~~ **allowed to extend forward a maximum of 5-feet** from the predominant portion of the principal use, **while still required to meet the 30-foot principal structure front yard setback; and**
3. **Homes with an attached garage that is set back 100 feet or more from the front property line are exempt from meeting the requirement in “a” above, but must meet all other requirements of Section 1004.05A.**

SECTION 5. Effective Date. This ordinance amendment to the Roseville City Code shall take effect upon passage and publication.

Passed this 11th day of August, 2014

REQUEST FOR COUNCIL ACTION

Date: 8-11-14

Item No.: 13.e

Department Approval

City Manager Approval



Item Description: Network Connectivity Options: Park Facilities and Water/Sewer Stations

BACKGROUND

At the May 12, 2014 City Council meeting, it was requested that staff bring a proposal to equip park buildings and shelters with electronic door access, wireless internet access and video security systems.

At the June 9, 2014 City Council meeting, there was support to move forward on the electronic door access and video security as presented that evening, but additional information and cost details regarding network connectivity was requested including extensions of the city fiber network and service options through local communications providers.

City staff have explored multiple options for building network connectivity and provide this preliminary report of findings.

1) VPN over Internet – Comcast Business Class Internet

As a possible connection type, staff requested a budgetary proposal from Comcast for Business Class Internet. Using an unsecured Internet connection, a virtual private network (VPN) connection could be created between the park buildings and the city network. VPNs are a common method for establishing secured connections between a remote location (typically a home or mobile user) and the internal data network. The Internet connection could be data services over a cable network (like Comcast), digital subscriber line (DSL) from a local exchange carrier (CenturyLink, Integra, Enventis and others) or mobile broadband through a wireless communications company (Sprint, T-Mobile, Verizon and others).

The primary disadvantage of VPN over Internet is the upload speed is slower than the download speed. This creates an issue for IP video security cameras uploading data to the central host server and additionally viewing live camera feeds. Another disadvantage is that the Internet is an unmanaged network with no quality of service (QoS) that can affect IP voice systems. And issues that affect the Internet in other parts of the United States (primarily Internet routing) can affect the VPN connection to the facilities. For water utility systems, an extended network outage could create significant issues unless a backup system is made available. However this is true for any network connection.

The Comcast proposal provides the following services and costs:

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Location	Service Type	Bandwidth	Capital Cost	Monthly Charge
Lexington Park	High Speed Internet	100/20	\$3,092.72	\$209
Autumn Grove Park	High Speed Internet	100/20	\$3,400.31	\$209
Oasis Park	High Speed Internet	100/20	\$6,478.40	\$209
Rosebrook Park	High Speed Internet	100/20	\$6,827.70	\$209
Sandcastle Park	High Speed Internet	100/20	\$285.51	\$209
Villa Park	High Speed Internet	100/20	\$3,612.96	\$209
		Totals	\$23,697.60	\$1,254

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The monthly service charge is quoted at \$209.90 per building and with a 3 year service agreement Comcast could waive the construction charges and lower the monthly charge to \$179.90 depending on number of facilities that would be connected. Removing some of the buildings may affect the final costs for the remaining facilities. Regulatory fees and equipment rental is not included.

Capital Charge - \$0.00 (assumes all buildings included in service agreement)

Average Monthly Operating Charge per Facility (6 sites): \$603

10 Year Operating Cost - \$168,000 (assumes \$200/month per building)

2) Ethernet Services – Integra Telecom

As an alternative connection type, staff requested a budgetary proposal from Integra Telecom for private Ethernet services. Private Ethernet connections provide similar characteristics of a private local area network (LAN) but uses telephone carrier networks over fiber or copper physical plant. Service connection types vary by location and is dependent on the availability of fiber or copper. The following budgetary proposal was provided by Integra Telcom.

Location	Service Type	Bandwidth	Capital Cost	Monthly Charge
Lexington Park	10.5M EoTDM – EEL	10.5/10.5	\$0.00	\$705.00
Autumn Grove Park	5M EOC VPN	5/5	\$0.00	\$204.00
Oasis Park	10.5M EoTDM – EEL	10.5/10.5	\$0.00	\$705.00
Rosebrook Park	10.5M EoTDM – EEL	10.5/10.5	\$0.00	\$705.00
Sandcastle Park	20M EOC VPN	20/20	\$0.00	\$324.00
Villa Park	10.5M EoTDM – EEL	10.5/10.5	\$0.00	\$705.00
Collogix Colocation ¹	80M EOC VPN	80/80	\$0.00	\$275.00
		Totals	\$0.00	\$3,623.00

¹ – Requires connection to Cologix in Minneapolis (currently connected for City Internet)

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Capital Charge - \$0.00 (assumes all buildings included in service agreement)

Average Monthly Operating Charge per Facility (6 sites): \$603

10 Year Operating Cost - \$435,000 (assumes no change/increase in monthly service charge)

3) Extending City Fiber

The current City Fiber Network (CFN) consists of approximately 9.7 miles of fiber connecting 19 City, County and School District buildings (Diagram A). The CFN provides direct point-to-point private network links between public facilities at 1,000 megabits per second (Mbps) data transfer speeds. The CFN is owned and managed by the City as a community asset benefiting the City, Roseville Area School District, Ramsey County Library and other public entities that share in the construction and annual operations of the CFN. The Roseville CFN is directly connected to a similar fiber network owned and managed by the City of North St. Paul. Collectively the combined network serves a portion of the data connectivity needs for the Metro-INET Technology Consortium.

Diagram B depicts potential fiber routes to connect the 6 new park facilities to the CFN. The routes were chosen to minimize the fiber pathway between an existing fiber connection point and the park facility and to maximize future connection options to include storm pond and sewer lift stations and other water utility facilities.

Extension #1: Lexington Park (Attachment 1)

Number of Connected Facilities: 1

Estimated Construction Cost (Range): \$52,000 to \$83,000

Monthly Operating Charge per Facility: \$181

Extension #2: Rosebrook Park (Attachment 2)

Number of Connected Facilities: 1

Estimated Construction Cost (Range): \$28,000 to \$45,000

Monthly Operating Charge per Facility: \$83

Extension #3: Sandcastle/Oasis/Autumn Grove Park (Attachment 3)

Number of Connected Facilities: 7

Estimated Construction Cost (Range): \$541,000 to \$870,000 (\$464K to \$745K Parks Only)

Monthly Operating Charge per Facility: \$253

Extension #4: Villa Park

Number of Connected Facilities: 5

Estimated Construction Cost (Range): \$229,000 to \$366,000

Monthly Operating Charge per Facility: \$157

Cost Summary – Described Facilities

Cost Summary								
	Low	High	Annual Maintenance	Facilities	CAP Charge (Low)	CAP Charge (High)	Annual Operating Charge	Monthly Operating Charge
SANDCASTLE/OASIS/AUTUMN GROVE PARK	\$541,972	\$870,309	\$21,272	7	\$ 77,425	\$ 124,330	\$ 3,039	\$ 253
ROSEBROOK PARK	\$28,475	\$45,164	\$1,023	1	\$ 28,475	\$ 45,164	\$ 1,023	\$ 85
VILLA PARK	\$229,199	\$366,043	\$9,407	5	\$ 45,840	\$ 73,209	\$ 1,881	\$ 157
LEXINGTON PARK	\$52,040	\$83,148	\$2,171	1	\$ 52,040	\$ 83,148	\$ 2,171	\$ 181
Totals	\$851,687	\$1,364,664	\$33,873	14				
CAP per Facility	\$60,835	\$97,476	\$2,419					
Averaged Operating Charge - Monthly/Facility			\$202					

Capital Charge - \$851K to \$1.36M

Average Monthly Operating Charge per Facility (14 sites): \$202

10 Year Operating Cost - \$340,000 (Does not include inflationary adjustments)

Cost Summary – Primary Park Facilities Only

Cost Summary								
	Low	High	Annual Maintenance	Facilities	CAP Charge (Low)	CAP Charge (High)	Annual Operating Charge	Monthly Operating Charge
SANDCASTLE/OASIS/AUTUMN GROVE PARK	\$464,528	\$745,999	\$18,270	3	\$ 154,843	\$ 248,666	\$ 6,090	\$ 508
ROSEBROOK PARK	\$28,475	\$45,164	\$1,023	1	\$ 28,475	\$ 45,164	\$ 1,023	\$ 85
VILLA PARK	\$168,713	\$269,450	\$6,932	1	\$ 168,713	\$ 269,450	\$ 6,932	\$ 578
LEXINGTON PARK	\$52,040	\$83,148	\$2,171	1	\$ 52,040	\$ 83,148	\$ 2,171	\$ 181
Totals	\$713,756	\$1,143,761	\$28,395	6				
CAP per Facility	\$118,959	\$190,627	\$4,733					
Averaged Operating Charge - Monthly/Facility			\$394					

Capital Charge - \$713K to \$1.14M

Average Monthly Operating Charge per Facility (6 sites): \$394

10 Year Operating Cost - \$284,000 (Does not include inflationary adjustments)

POLICY OBJECTIVE

Maintaining active security and connectivity to park buildings and lift stations is consistent with industry best practices and should be a consideration when constructing new facilities.

BUDGET IMPLICATIONS

See above

STAFF RECOMMENDATION

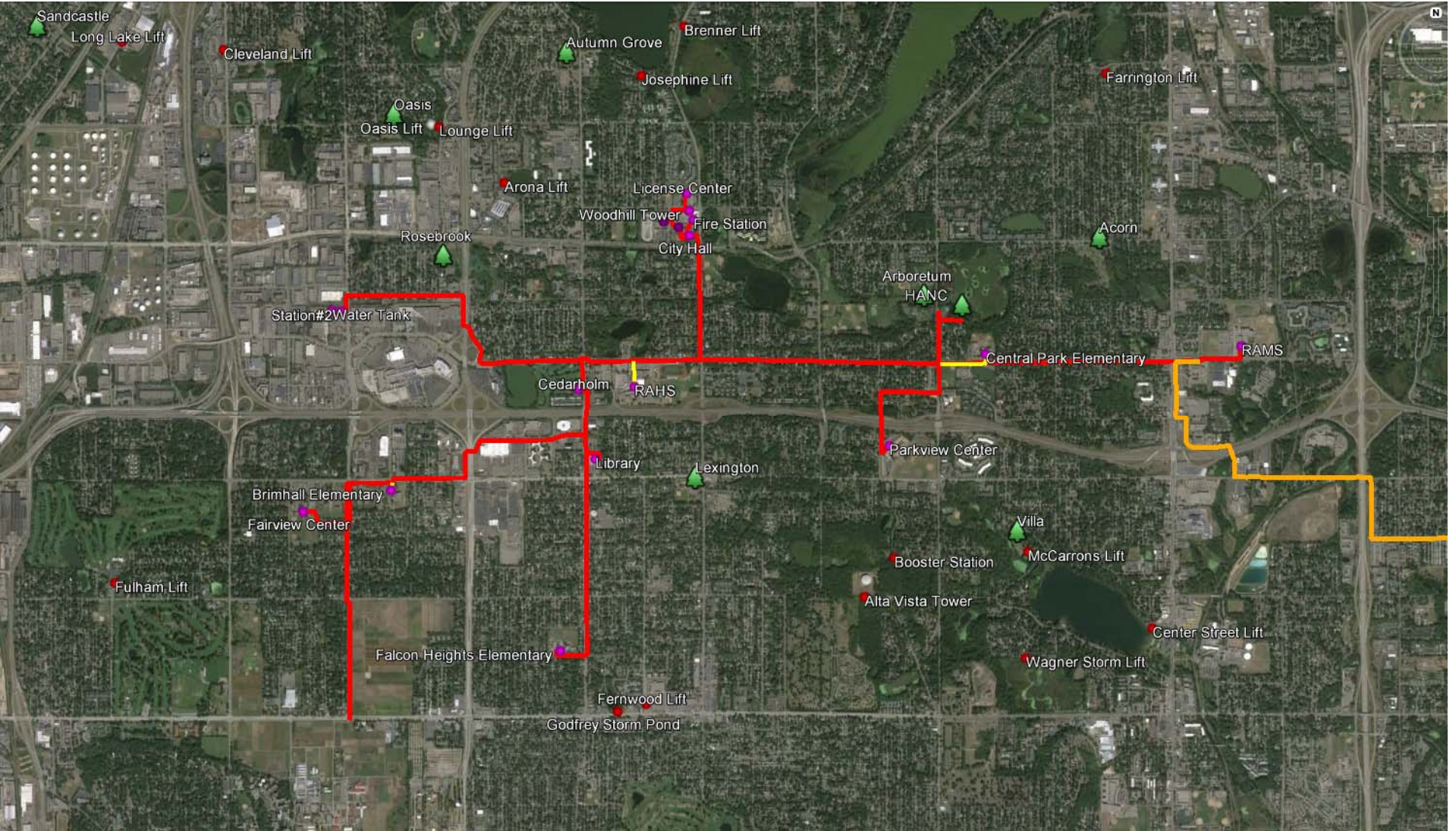
Staff will provide a recommendation based on the policy direction provided by the Council at the meeting

REQUESTED COUNCIL ACTION

Pending Council policy direction, the Council will be asked to authorize the construction of additional fiber and/or Comcast-provided equipment.

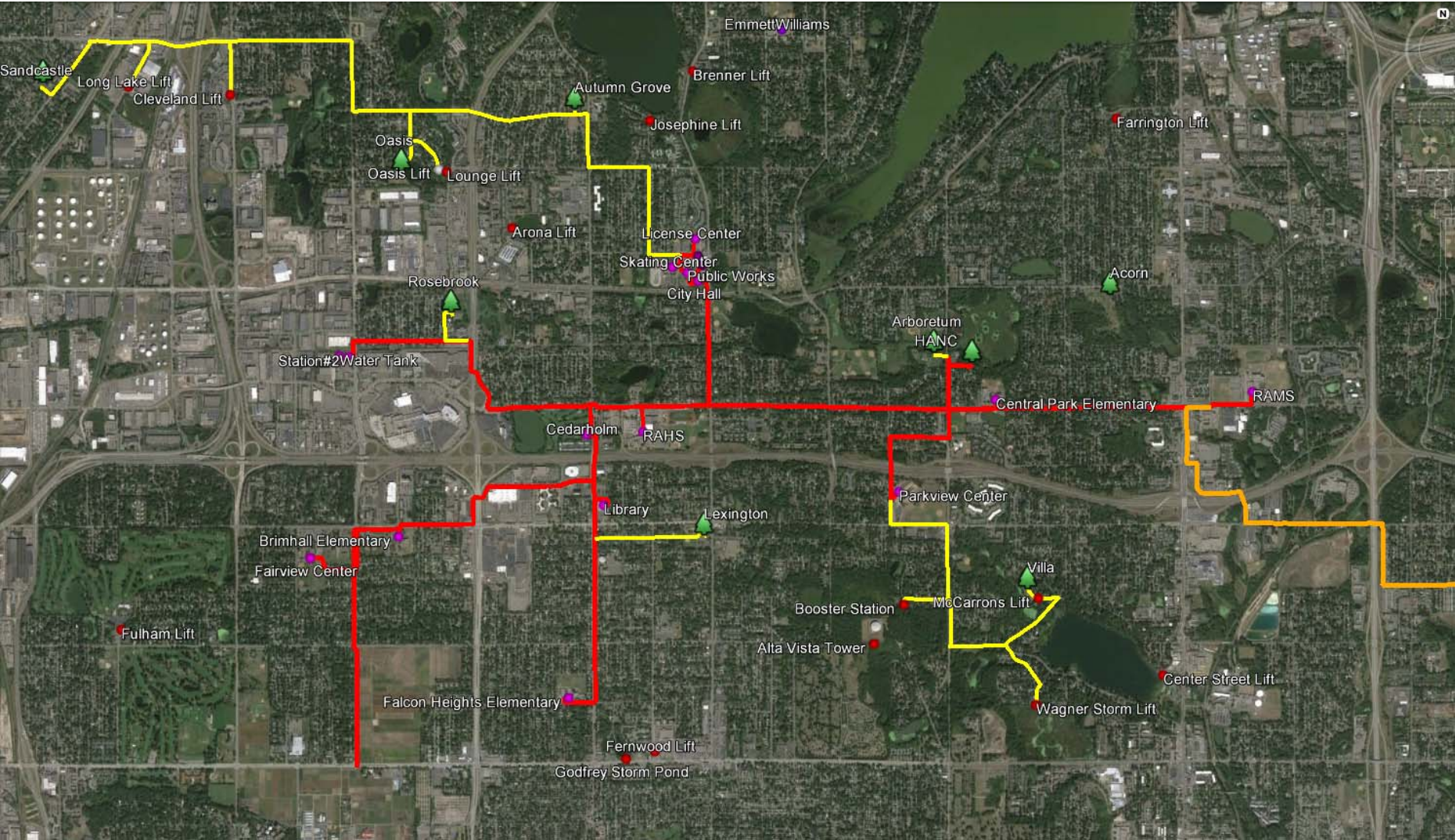
Prepared by: Terre Heiser, Network Manager
Attachments: Diagram A & B & Extensions 1-4

DIAGRAM A – CITY FIBER NETWORK



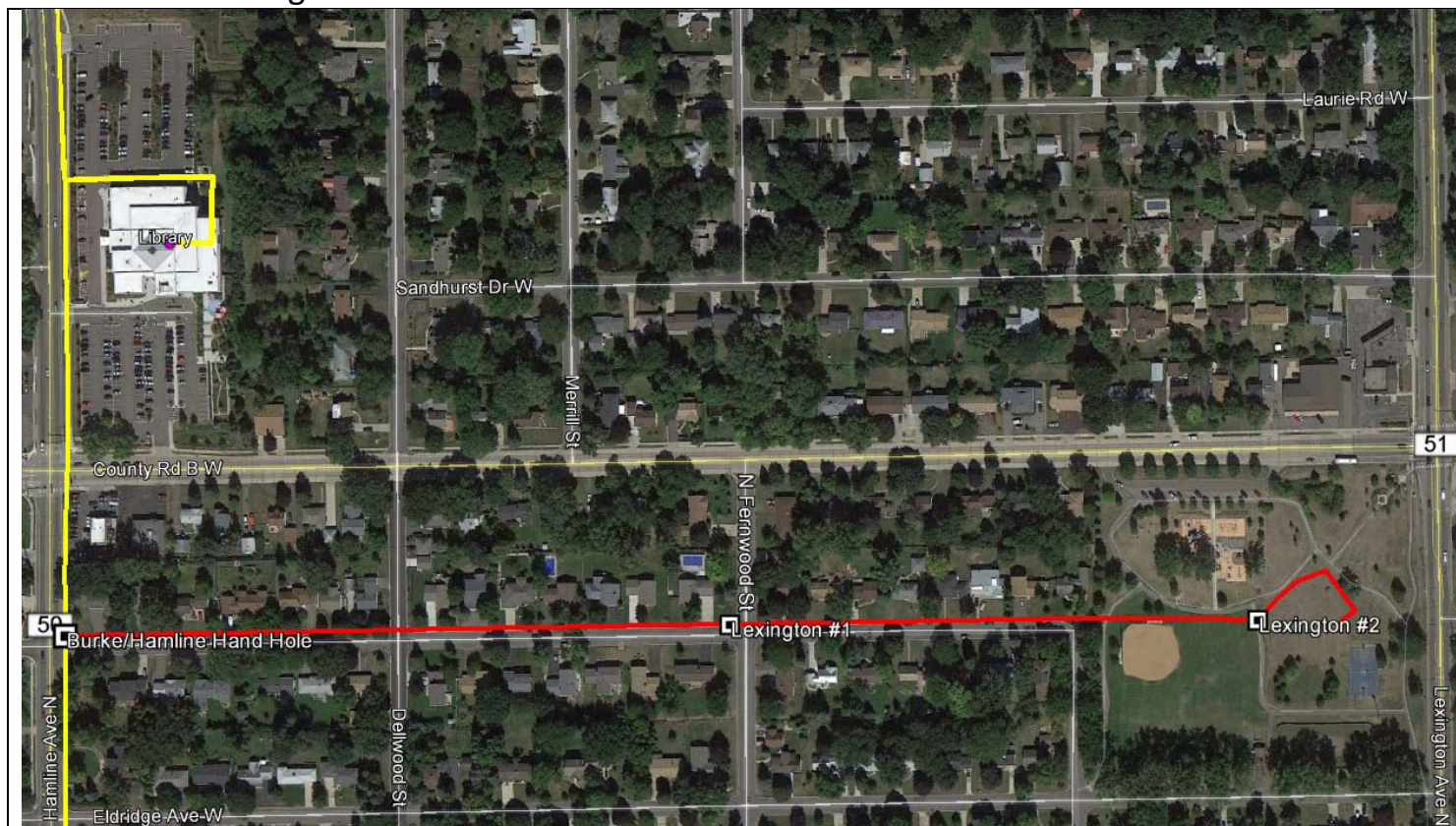
City Facilities		School Facilities		Other Facilities
City Hall Public Works Garage Fire Station #1 Skating Center License Center	Communications Tower #4 Fire Station #2 Water Tower Cedarholm Golf Course Harriet Alexander Nature Center	Roseville Area High School Roseville Area Middle School Park View Center School Central Park Elementary Falcon Heights Elementary	Brimhall Elementary Edgerton Elementary Fairview Community Center Harambee School	Ramsey County Library – Roseville

DIAGRAM B – CITY FIBER NETWORK: PARK FACILITY AND UTILITY SITE EXTENSIONS



Park Facilities		Utility Sites		Other Facilities
Sandcastle Park Oasis Park Autumn Grove Park Lexington Park Villa Park		Long Lake Lift Station Cleveland Avenue Lift Station Oasis Lift Station Lounge Lift Station Water Booster Station	McCarrons Lift Station Wagner Lift Station	

Extension 1: Lexington Park



Nearest Existing Fiber Trunk: Hamline South Extension (144 Strand)

Nearest Connection Point: Burke/Hamline Hand Hole (45° 0'19.60"N, 93° 9'23.34"W)

Facilities Connected:

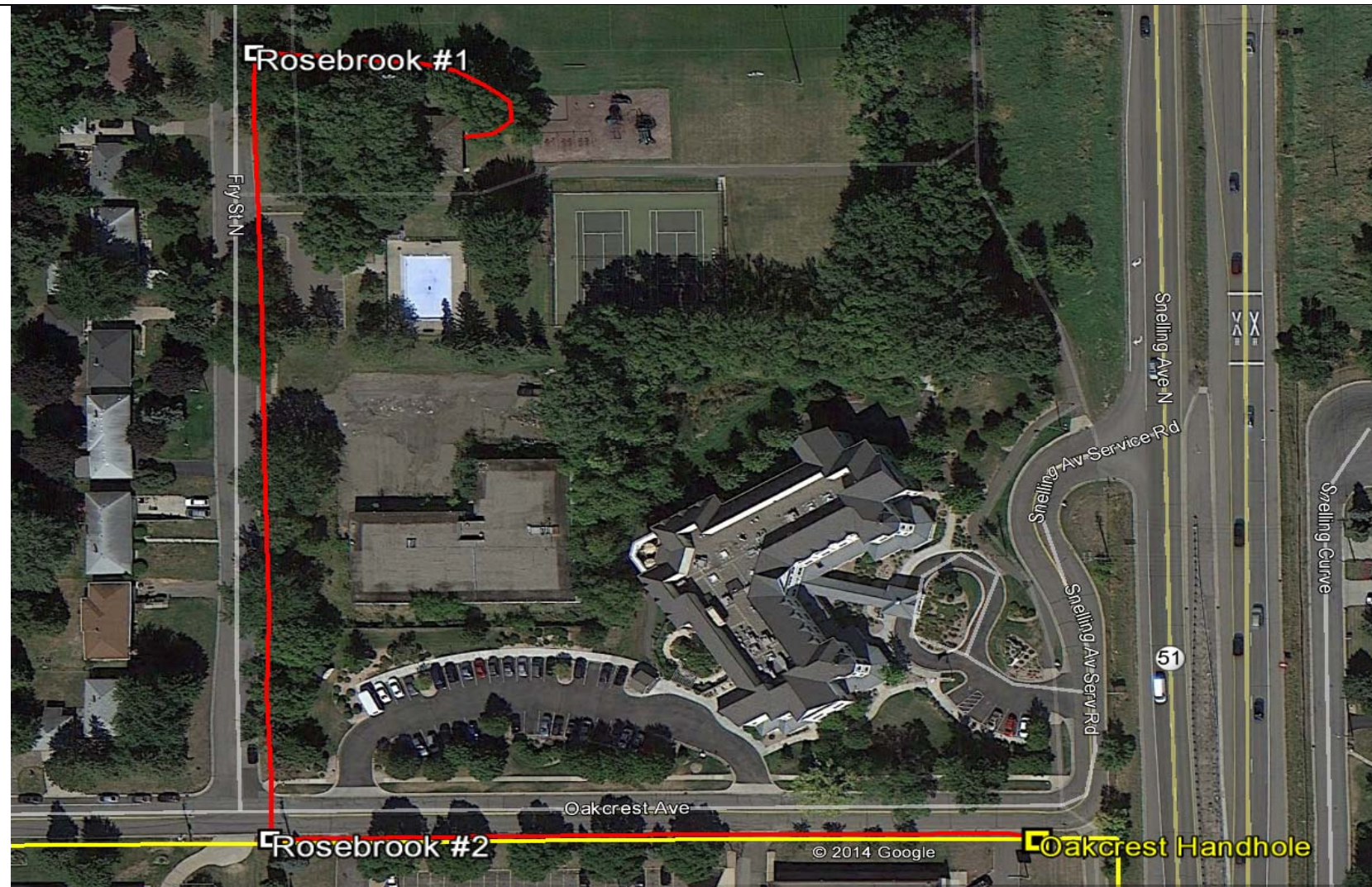
Lexington Park Shelter

Estimated Construction Cost (Low) - \$52,000

Estimated Construction Cost (High) - \$83,000

Annual Maintenance - \$2,171 (\$181/month per facility)

Extension 2: Rosebrook Park



Nearest Existing Fiber Trunk: Oakcrest Extension (24 Strand)

Nearest Connection Point: Oakcrest/Snelling Hand Hole (45° 1'2.85"N, 93°10'2.45"W)

Facilities Connected:

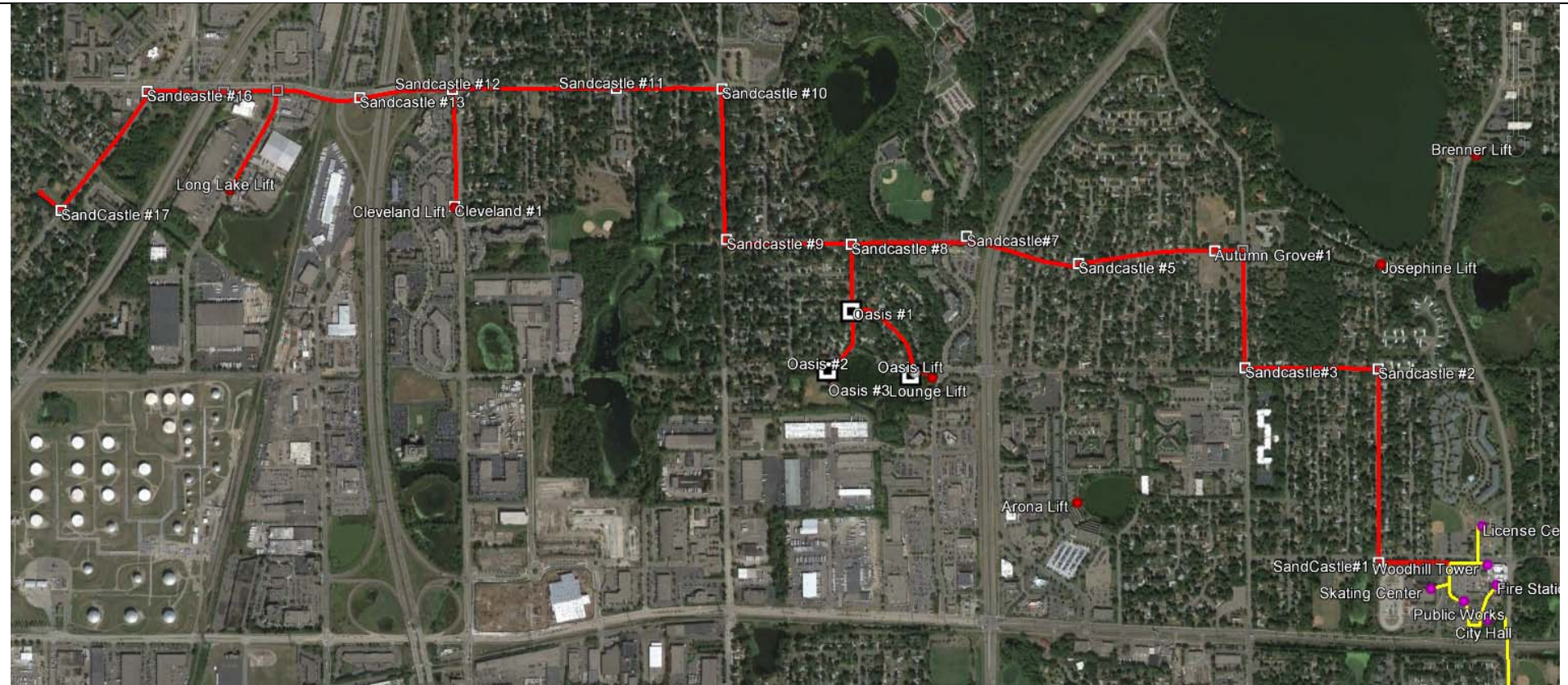
Rosebrook Park Shelter

Estimated Construction Cost (Low) - \$28,475

Estimated Construction Cost (High) - \$45,164

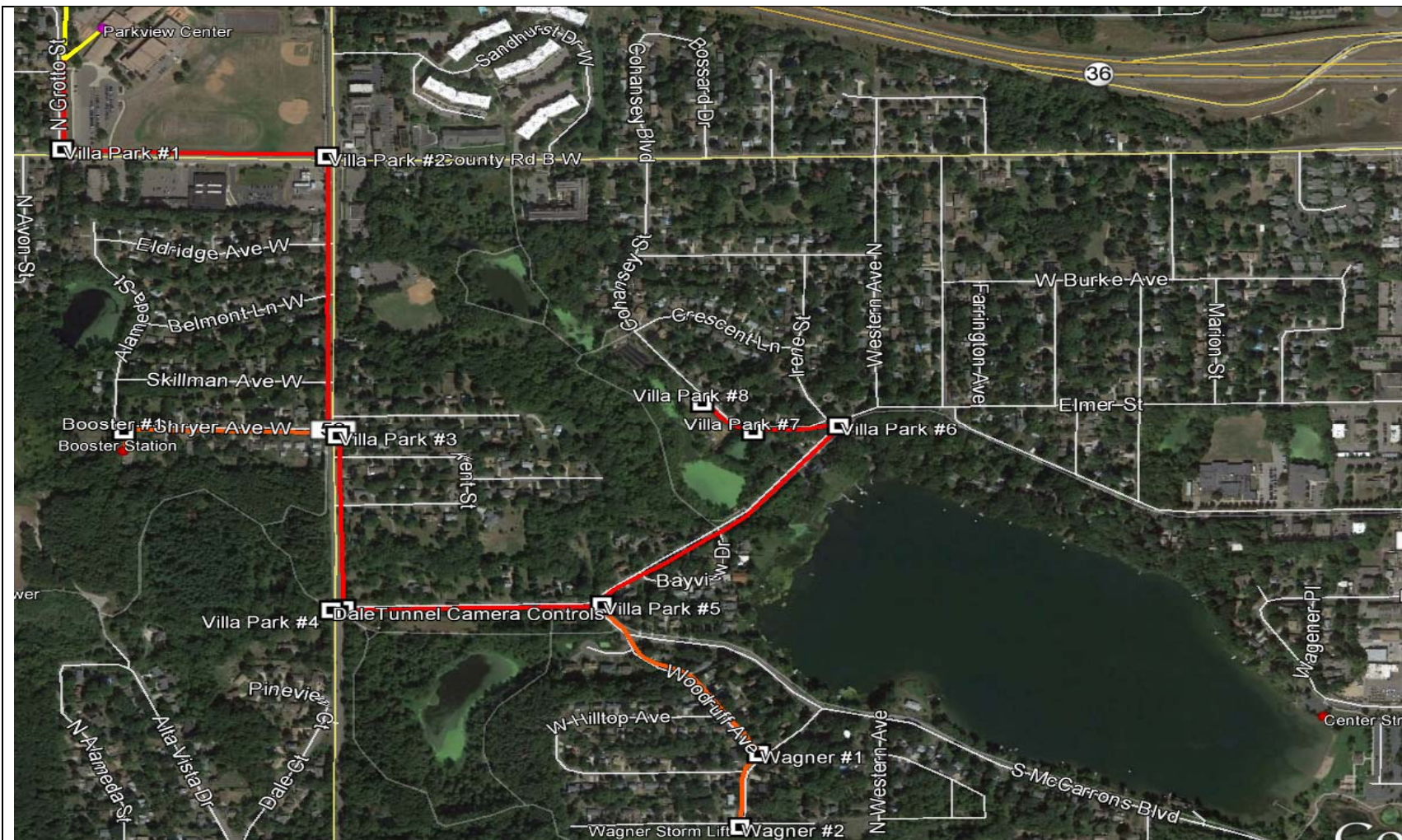
Annual Maintenance - \$1,023 (\$85/month per facility)

Extension 3: Sand Castle, Oasis, Autumn Grove



Nearest Existing Fiber Trunk: Roseville City Hall	
Nearest Connection Point: City Hall (45° 0'27.94"N, 93° 7'52.07"W)	
Park Facilities Connected: Sandcastle Park Oasis Park Autumn Grove Park	Utility Stations Connected: Long Lake Sewer Lift Station Cleveland Sewer Lift Station Oasis Sanitary Lift Station Lounge Sanitary Lift Station
Estimated Construction Cost (Low) - \$541,000 (\$464,000 – Park Buildings Only)	
Estimated Construction Cost (High) - \$870,000 (\$745,000 – Park Buildings Only)	
Annual Maintenance - \$21,272 (\$253/month per facility) (\$18,270 – Park Buildings Only = \$507.50/month per facility)	

Extension 4: Villa Park



Nearest Existing Fiber Trunk: Dale South Extension (48 Strand)

Nearest Connection Point: Parkview School Hand Hole (45° 0'27.94"N, 93° 7'52.07"W)

Park Facilities Connected:

Villa Park

Dale Pedestrian Tunnel Security Cameras

Utility Stations Connected:

Shryer Avenue Booster Station

McCarrons Lift Station

Wagner Lift Station

Estimated Construction Cost (Low) - \$229,000 (**\$168,000 Park Building Only**)

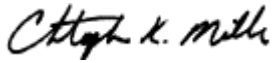
Estimated Construction Cost (High) - \$366,000 (**\$269,000 Park Building Only**)

Annual Maintenance - \$9,407 (\$157/month per facility) (\$6,932 Park Building Only - \$577/month per facility)

REQUEST FOR COUNCIL ACTION

Date: 8-11-14
Item No.: 13.f

Department Approval



City Manager Approval



Item Description: Authorize a Joint Fiber Optic Installation Project

BACKGROUND

Since 2002, the City has capitalized on a number of opportunities to install fiber optic communication lines to connect City, School District and Library facilities. The fiber optic communication system is necessary to provide for fast and secure data connections between public facilities in and near Roseville. Working with other government entities, the City is able to share the cost of operating and maintaining a fiber optic network as well as provide telecommunication and data services to Roseville Area School District 623 and Ramsey County Library System.

The current City Fiber Network (CFN) consists of approximately 9.7 miles of fiber connecting 19 City, County and School District buildings (Diagram A). The CFN provides direct point-to-point private network links between public facilities at 1,000 megabits per second (Mbps) data transfer speeds. The Roseville CFN is directly connected to a similar fiber network owned and operated by the City of North St. Paul. Collectively the combined network serves a portion of the data connectivity needs for the Metro-INET Technology Consortium.

The joint projects over the past 10 years concentrated on connecting public facilities that did not have access to the Comcast provided Institutional Network (INET). The City, School District and Library system relied heavily on the Comcast INET for inter-building network connectivity. The use of the Comcast network is granted by the City's competitive local cable television franchise agreement. In 2006, Federal Communications Commission (FCC) rulings limited the ability of the local franchise authority (LFA) to require provisioning of INET in the cable franchise agreement.

The City franchise agreement with Comcast expired in 2013 and is currently under an extension. It was hoped that the continued INET would be included in the renewal under the same favorable terms so the construction to the remaining buildings had been delayed. However in the ongoing renewal discussions Comcast has not agreed to the continued use of INET at no cost. To insure continuity of business services absent the use of the INET, it has become necessary to complete the next phase of the City telecommunications plan and extend fiber optics to the few remaining buildings using Comcast INET.

To date, all major City facilities are connected to City-owned fiber while all but two Roseville Area School District buildings are connected. The remaining school facilities include Emmett D. Williams Elementary and Little Canada Elementary. Attachment 1 lists the connected facilities.

Through an existing agreement, Roseville Area Schools is committed to paying for a portion of these additional fiber connections. Additionally the City of Little Canada and the Ramsey-Washington Metro Watershed District (RWMWD) have expressed their desire to contribute to the projects. Little Canada and RWMWD are party to the IT services cost sharing consortium through a joint powers agreement with the City.

City Staff in conjunction with Roseville Area Schools, City of Little Canada and RWMWD are recommending that the following facilities be connected in 2014.

Roseville Area School District 623
Little Canada Elementary School
Emmett D. Williams Elementary School

Ramsey-Washington Watershed District Office

Little Canada City Hall

City Facilities
Brenner Sanitary Sewer Lift Station
Josephine Sanitary Sewer Lift Station

POLICY OBJECTIVE

Multi-jurisdictional agreements and projects are consistent with the goals and strategies identified in the Imagine Roseville 2025 process. The joint construction of a fiber optic network will serve a larger number of constituents and achieve greater economies of scale than if the City would to construct one separately.

BUDGET IMPLICATIONS

Estimated cost for these fiber segments is \$350,000 of which Little Canada and RWMWD will contribute approximately \$113,000. The estimated capital cost for the fiber projects for the City of Roseville and ISD 623 would be \$237,000. These monies were budgeted in the IT Equipment Replacement and Sanitary Sewer Funds.

STAFF RECOMMENDATION

Staff recommends the Council authorize staff to solicit proposals for the 2014 Joint Fiber Outlay project with the Roseville School District, City of Little Canada and Ramsey-Washington Metro Watershed District as outlined in this Staff Report.

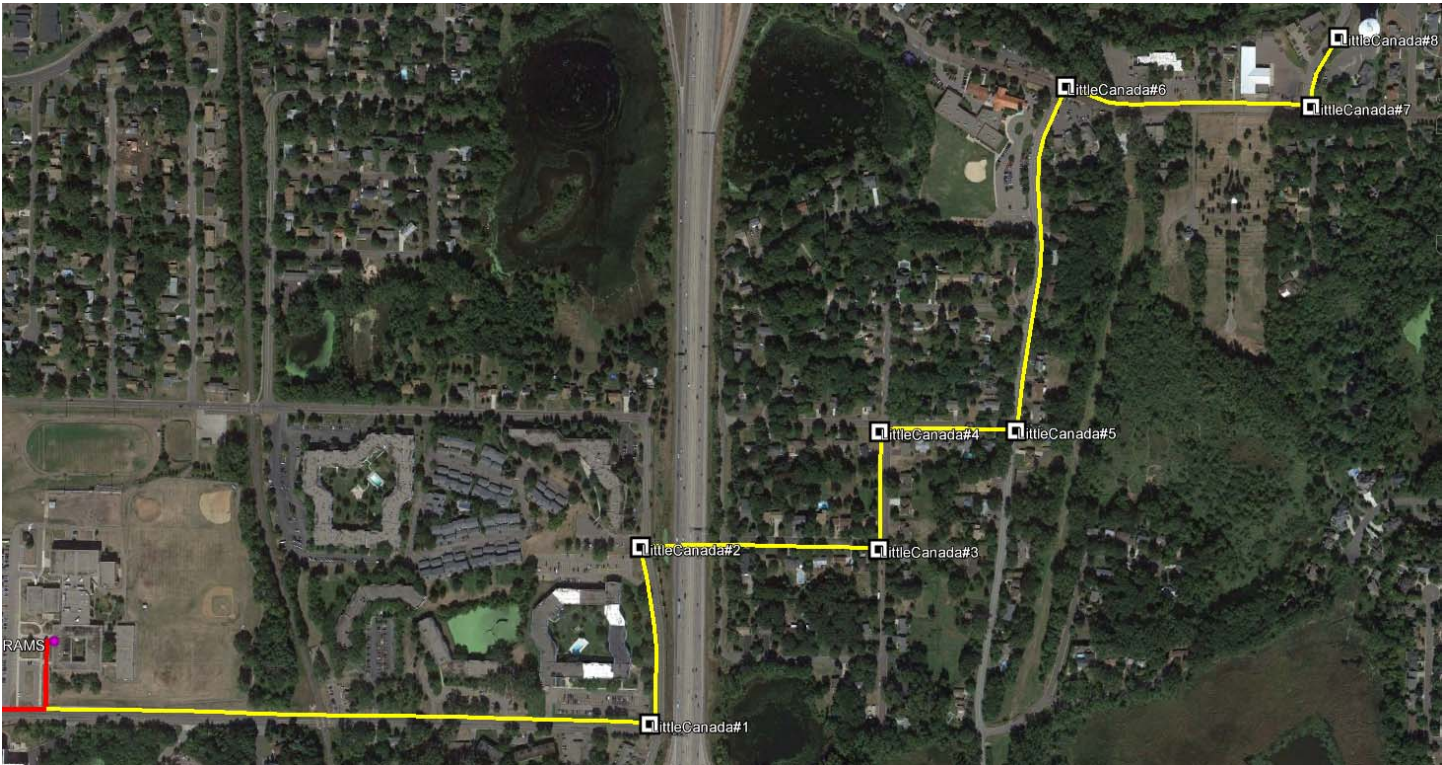
REQUESTED COUNCIL ACTION

Motion to authorize Staff to solicit proposals for the 2014 Joint Fiber Outlay project with the Roseville School District, City of Little Canada and Ramsey-Washington Metro Watershed District as outlined in this Staff Report.

Prepared by: Terre Heiser, Network Manager
Attachments: A: 2014 Fiber Construction Project Cost Summary and Maps

2014 Joint Fiber Optic Project - Financial Summary				
LITTLE CANADA EXTENSION				
Estimated Construction Cost		Low	High	Annual Operating
		\$ 172,000	\$ 275,000	\$ 7,500
Agency	Capital Charge Share			
City of Roseville	0%	\$ -	\$ -	\$ -
ISD 623	34%	\$ 58,480	\$ 93,500	\$ 2,550
City of Little Canada	33%	\$ 56,760	\$ 90,750	\$ 2,475
RWMWD	33%	\$ 56,760	\$ 90,750	\$ 2,475
Roseville Capital Outlay		\$ 58,480	\$ 93,500	
LEXINGTON COORIDOR NORTH				
Estimated Construction Cost		Low	High	Annual Operating
		\$ 178,000	\$ 284,000	\$ 7,500
Agency	Capital Charge Share			
City of Roseville	25%	\$ 44,500	\$ 71,000	\$ 1,875
ISD 623	75%	\$ 133,500	\$ 213,000	\$ 5,625
Roseville Capital Outlay		\$ 178,000	\$ 284,000	
CITY SUMMARY				
		Low	High	Annual Operating
Total Roseville Capital		\$ 236,480	\$ 377,500	\$ 10,050
Recoverd from ISD 623 ¹		\$ 191,980	\$ 306,500	\$ 8,175
Net City Cost		\$ 44,500	\$ 71,000	\$ 1,875

1 - ISD 623 Cost Recovery through multi-year Services Agreements



LITTLE CANADA EXTENSION

Start Point: Roseville Area Middle School Communications Vault

End Point: Little Canada Communications Vault #8

Pathway Distance: 8,250'

Cross Connect Vaults: 8

Fiber Optic Strands: 144

Facilities Connected:

- Little Canada City Hall
- Ramsey-Washington Metro Watershed District Offices
- Little Canada Elementary School

Estimated Cost of Construction: \$172,000

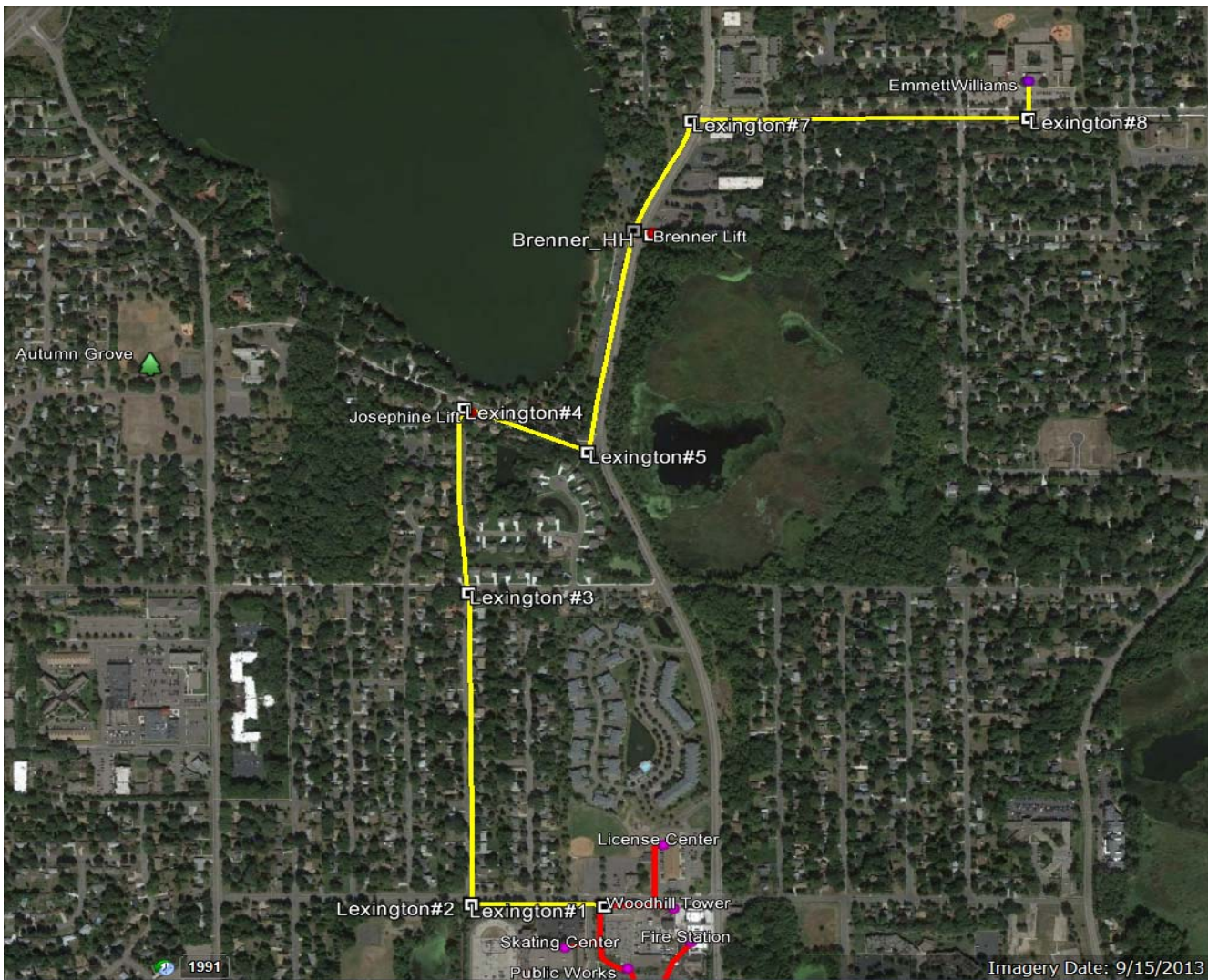
Estimated Useful Life 30 Years

Annual Depreciation (Fiber) \$ 5,700

Annual Maintenance \$ 7,500

Depreciated Annual Cost \$13,200

Average Monthly Cost/Facility \$ 366



LEXINGTON CORRIDOR NORTH

Start Point: City Hall Communications Vault – Woodhill/Civic Center Drive

End Point: Emmett D. Williams Communications Vault

Pathway Distance: 8,500'

Cross Connect Vaults: 7

Fiber Optic Strands: 144

Facilities Connected:

- Josephine Lift Station
- Brenner Lift Station
- Emmett D. Williams Elementary School

Estimated Cost of Construction: \$178,000

Estimated Useful Life 30 Years

Annual Depreciation (Fiber) \$ 5,933

Annual Maintenance \$ 7,500

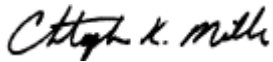
Depreciated Annual Cost \$13,433

Average Monthly Cost/Facility \$ 373

REQUEST FOR COUNCIL ACTION

Date: 8/11/14
Item No.: 13.g

Department Approval



City Manager Approval



Item Description: Establish a New Support Supervisor Position within the Information Technology Division

BACKGROUND

Since 1999, the City Council has consistently approved Joint Powers Agreements authorizing the City of Roseville to provide Information Technology support to area municipalities and other governmental agencies. To date, the City has 32 such agreements in place worth a combined total of \$1.1 million annually. This group of governmental agencies is informally referred to as the metro institutional network group or Metro I-Net for short.

The primary benefit from these partnerships is the cost-sharing of information technology and support functions. In addition, the group retains a much stronger complement of IT Staff to service its needs than they could if they were to operate independently.

The City currently employs 12 full-time positions within the IT Division. They include:

- Information Technology Manager
- Network Systems Engineer (2)
- Network Systems Analyst
- Records Management Analyst
- Network Server Support Specialist
- Computer Support Specialist (6)

Staff representatives from the Metro I-Net group meet a few times a year to discuss planning and operational issues that are common to group members. During the past year, the group held a series of discussions on what the appropriate staffing levels should be given the size and scope of our combined operations. There was general agreement that the Metro I-Net group was understaffed, and that it would be advantageous to expand the level of support staff over the next few years.

The group further agreed to budget for two new positions in their respective 2014 Budgets to address the increasing backlog of support tickets and to better coordinate and supervise the computer support function. A new Computer Support Specialist was added earlier this year. The Council is now asked to approve the creation of the second position; a full-time IT Support Supervisor. The new position job summary, pay grade, and salary range is shown below

Job Summary:

Under the direction of the Information Technology Manager, the IT Support Supervisor is responsible for all aspects of the Service Desk operations of the Information Technology (IT) Division which includes computer support and the Help Desk in conformity with the city, IT consortium, and departmental goals and objectives. This position serves as the lead customer support contact for IT customers, coordinating technical issues and resolving problem situations in a professional manner and serves as a member of the Information Technology Leadership Team.

This position helps the IT Manager to define, establish and attain overall goals and objectives of the IT Division and performs specialized duties as assigned. This position will apply professional principles and judgment to assist with the planning, leadership, operations, and administration of the Help Desk area, to assure effective operation and to avoid service interruptions in any of these functions while providing for the comprehensive management and supervision of the assigned functions and programs to include but are not limited to the planning, day to day operations, supervision, development, training, budgeting, analysis and troubleshooting, and administrative and managerial duties within the IT Service Desk area including reporting and recordkeeping; and takes an active leadership and participatory role in department programs, and operations.

Pay Grade – Exempt 14 Range: \$36.97 - \$44.54 / \$76,893 - \$92,643

The Support Supervisor will serve as the lead contact for all IT customers and will be responsible for all aspects of the IT service desk operations including analysis and troubleshooting, allocating support resources, and researching and applying new technologies. They will provide day-to-day supervision of six customer support employees.

The Council is asked to consider establishing this new position so we can address immediate IT support needs in Roseville and the Metro I-Net group. Staff will be available to answer any Council questions or concerns.

POLICY OBJECTIVE

Joint cooperative ventures are consistent with past practices as well as the goals and strategies outlined in the Imagine Roseville 2025 process.

FINANCIAL IMPACTS

As noted above, the position is expected projected to carry salary and benefits of approximately \$110,000, of which \$25,000 will be funded by Roseville. The remainder will be funded by other partnering governmental agencies.

STAFF RECOMMENDATION

Based upon the current IT support needs for both the City and other members of the Metro I-Net group, Staff recommends the City Council approve the establishment of this new position.

REQUESTED COUNCIL ACTION

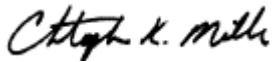
Motion to approve the establishment of a new IT Support Supervisor position in the Information Technology division.

Prepared by: Chris Miller, Finance Director
Attachments: A: Not applicable.

REQUEST FOR COUNCIL ACTION

Date: 8/11/14
Item No.: 13.h

Department Approval



City Manager Approval



Item Description: Establish an Additional Systems Engineer Position within the Information Technology Division

BACKGROUND

The City currently employs 12 full-time positions within the IT Division. They include:

- Information Technology Manager
- Network Systems Engineer (2)
- Network Systems Analyst
- Records Management Analyst
- Network Server Support Specialist
- Computer Support Specialist (6)

Over the past several years, the City's information systems have grown substantially in both size and complexity. In addition, the need for network systems support has grown from a Monday-through-Friday, 8-4:30pm obligation; to a 24x7x365 obligation. This support burden falls primarily on the 2 existing network system engineers making it impossible for them to get any substantive time-off. They routinely work after-hours, holidays, weekends, and on vacation in order to maintain continuous network operability for Roseville.

In addition, the Council has now directed that the new park buildings as well as existing park shelters, nature center, and arboretum include secure entry access, security cameras and monitoring systems, and potentially feature Wi-Fi services. This represents an additional support burden on the system engineers that were not part of the 2014 or preliminary 2015 Work Plans.

A third full-time systems engineer position is needed to address the increasing demand for network support. The creation of this new position requires Council authorization. The new position job summary, pay grade, and salary range is as follows.

Job Summary:

Under the direction of the Information Technology Manager (IT Manager), the Network Systems Engineer is responsible for ensuring the stability, integrity, and efficient operation of the network and information systems that support core organizational functions in conformity with the city, IT consortium, and departmental goals and objectives.

33 *This position is responsible for the development and implementation of network hardware, systems and*
34 *activities; create and lead technology related projects and plans; and monitor and support the*
35 *organization's network hardware and systems*

36

37 *The new System Engineer position will focus primarily on Roseville's network operations and will be*
38 *funded by surplus monies from the License Center. It is included in the 2015 Recommended Budget but*
39 *the Council is asked to expedite the creation of this position to accommodate the park building*
40 *additions described above.*

41

42 *Pay Grade – Exempt 13 Range: \$33.91 - \$40.86 / \$70,540 - \$84,988*

43

44 Staff will be available to answer any Council questions or concerns.

45 **POLICY OBJECTIVE**

46 Not applicable.

47 **FINANCIAL IMPACTS**

48 As noted above, the position is expected projected to carry salary and benefits of approximately
49 \$105,000 to be funded by surplus monies from the License Center.

50 **STAFF RECOMMENDATION**

51 Based upon the current IT support needs for the City Staff recommends the City Council approve the
52 establishment of this new position.

53 **REQUESTED COUNCIL ACTION**

54 Motion to approve the establishment of a new Systems Engineer position in the Information
55 Technology division.

56

57

Prepared by: Chris Miller, Finance Director
Attachments: A: Not applicable