



City Council Agenda

Monday, January 26, 2015

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. Pledge of Allegiance**
- 6:05 p.m. **3. Approve Agenda**
- 6:10 p.m. **4. Public Comment**
- 6:15 p.m. **5. Council Communications, Reports and Announcements**
- 6:20 p.m. **6. Recognitions, Donations and Communications**
a. Proclaim Black History Month
- 6:25 p.m. **Approve Minutes**
7. a. Approve January 12 Council Minutes
- 6:30 p.m. **8. Approve Consent Agenda**
a. Approve Business and Other Licenses and Permits
b. Authorize Agreement for Park Building Custodial Services
c. Award Contracts for Irrigation Replacements and Upgrades
d. Approve 2014 Pay Equity Report
e. Award Contract for Operation of a Clean Up Day
f. Approve Human Rights Commission Civility Training Request
g. Reject Bids for City Tagline Consultant
h. Approve General Purchases Over \$5000
i. Approve Payments
j. Approve Resolution Awarding Bid for 2015 Meter Replacement Project

- 6:40 p.m. **9. Consider Items Removed from Consent**
10. General Ordinances for Adoption
11. Presentations
12. Public Hearings
- 6:45 p.m. a. Public Hearing to Consider the Transfer of an On-Sale
3.2% Malt Liquor License to Pleasant Valley Sunrise
Group, LLC (Aurelio's Pizza)
- 6:55 p.m. b. Public Hearing to Consider the Approval of an On-Sale
Wine License for Pleasant Valley Sunrise Group, LLC
(Aurelio's Pizza) located at 2827 Hamline Avenue
- 13. Budget Items**
- 7:05 p.m. a. Receive a Summary Recap of the 2015 Adopted Tax Levy
and Budget
- 14. Business Items (Action Items)**
- 7:25 p.m. a. Approve/Deny the Transfer of an On-Sale 3.2% Malt
Liquor License to Pleasant Valley Sunrise Group, LLC
(Aurelio's Pizza)
- 7:30 p.m. b. Approve/Deny an On-Sale Wine License for Pleasant
Valley Sunrise Group, LLC (Aurelio's Pizza) located at
2827 Hamline Avenue
- 7:35 p.m. c. Park and Recreation Renewal Program Natural Resource
Restoration Project Update and Accept Grants
- 7:50 p.m. d. Request by JAVA Properties for approval of a Preliminary
Plat at 2700 Cleveland Avenue
- 8:05 p.m. e. Dale Street Fire Station Site Redevelopment
- 15. Business Items – Presentations/Discussions**
- 8:15 p.m. a. Discuss Solar Projects and Authorize Applications
- 8:30 p.m. b. Discuss Facility Management and Public Works
Department Reorganization
- 8:45 p.m. c. Discuss Utility Programs
- 16. City Manager Future Agenda Review**
- 9:20 p.m. **17. Councilmember Initiated Items for Future Meetings**
- 9:30 p.m. **18. Adjourn**

Some Upcoming Public Meetings.....

Tuesday	Jan 27	6:30 p.m.	Public Works, Environment & Transportation Commission
February			

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Tuesday	Feb 3	6:30 p.m.	Parks & Recreation Commission
Monday	Feb 9	6:00 p.m.	City Council Meeting
Tuesday	Feb 10	1:00 p.m.	Police Civil Service Commission (Annual Meeting)
Tuesday	Feb 10	6:30 p.m.	Finance Commission
Wednesday	Feb 11	6:30 p.m.	Ethics Commission
Thursday	Feb 12	6:30 p.m.	Community Engagement Commission
Monday	Feb 16		City Offices Closed - Presidents' Day
Tuesday	Feb 17	6:00 p.m.	Housing & Redevelopment Authority
Wednesday	Feb 18	6:30 p.m.	Human Rights Commission
Monday	Feb 23	6:00 p.m.	City Council Meeting
Tuesday	Feb 24	6:30 p.m.	Public Works, Environment & Transportation Commission

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



Black History Month February 2015

Whereas: The City of Roseville is committed to recognizing and honoring the contributions of all members of our community; and

Whereas: Negro History Week was established in 1926 by Dr. Carter Godwin Woodson as a way to neutralize the deliberate distortion of Black History; and

Whereas: This movement grew over the years to Black History Month to give an objective and scholarly balance in American and World History; and

Whereas: The month of February was selected as Black History Month because it marks the birth of Frederick Douglass, W.E.B. DuBois, Langston Hughes and Abraham Lincoln, leaders whose actions greatly impacted the lives of the American black population; and

Whereas: The contributions African Americans made to our nation's economic strength as well as to our history, music, arts, written words and discoveries are often overlooked; and

Whereas: On January 1, 1863, the Emancipation Proclamation set the United States on the path of ending slavery, and on August 27, 1963, hundreds of thousands of Americans, blacks and whites, joined the March on Washington to the memorial of Abraham Lincoln, the author of the Emancipation Proclamation, in pursuit of the ideal of equality of citizenship; and

Whereas: In 2015, Black History Month celebrates "A Century of Black Life, History, and Culture," honoring the past 100 years of work by African-Americans and others in the struggle for civil rights and equal treatment under the law; and

Whereas: The City of Roseville invites all members of the Roseville community to renew their commitment to ensuring racial equality, understanding and justice.

Now, Therefore Be It Resolved that the City Council hereby declare February 2015 to be Black History Month in the City of Roseville, County of Ramsey, State of Minnesota, U.S.A.

In Witness Whereof, I have hereunto set my hand and caused the Seal of the City of Roseville to be affixed this twenty-sixth day of January 2015.

Mayor Daniel J. Roe

REQUEST FOR COUNCIL ACTION

Date: 01/26/2015
Item No.: 8.a

Department Approval



City Manager Approval



Item Description: Approve 2015 Business and Other Licenses and Permits

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

Yue Zhao

Asian Massage

2334 Lexington Avenue N

Roseville, MN 55113

Temporary On-Sale Liquor License

Church of Corpus Christi

2131 Fairview Avenue N

Roseville, MN 55113

The Church of Corpus Christi wishes to sell alcoholic beverages during their three fish fries held on February 27th, March 13th and March 27th.

POLICY OBJECTIVE

Required by City Code

FINANCIAL IMPACTS

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

STAFF RECOMMENDATION

Staff has reviewed the applications and has determined that the applicant(s) meet all City requirements. Staff recommends approval of the license(s) pending successful background checks.

REQUESTED COUNCIL ACTION

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

(Please Print Clearly)

☒ New License ☐ Renewal

For License Year Ending June 30, 2015

1. Full Legal Name (Please Print) Yue zhao
(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:

2334 Lexington Ave N Roseville MN 55113 Asian Massage

11. Have you held any previous massage therapist licenses? If yes, in which city were you licensed?
☒ Yes CA ☐ 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 Yue zhao

Date 01/08/2015

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



Minnesota Department of Public Safety
Alcohol and Gambling Enforcement Division
445 Minnesota Street, Suite 222, St. Paul, MN 55101
651-201-7500 Fax 651-297-5259 TTY 651-282-6555
**APPLICATION AND PERMIT FOR A 1 DAY
TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE**

Name of organization		Date organized		Tax exempt number	
Church of Corpus Christi		January 1939		41-0705812-ES 25499	
Address		City	State	Zip Code	
2131 Fairview Ave N		Roseville	Minnesota	55113	
Name of person making application		Business phone		Home phone	
Stephen Klein		651-639-8888			
Date(s) of event		Type of organization			
Feb 27, Mar 13, Mar 27 3 Fish Frys in Lent		☐ Club ☐ Charitable ☒ Religious ☐ Other non-profit			
Organization officer's name		City	State	Zip	
X Stephen Klein		Roseville	Minnesota	55113	
Add New Officer					

Location where permit will be used. If an outdoor area, describe.
At address listed above

If the applicant will contract for intoxicating liquor service give the name and address of the liquor license providing the service.
N/A

If the applicant will carry liquor liability insurance please provide the carrier's name and amount of coverage.
Catholic Mutual Group, Policy # 8589, \$500,000 coverage per event

APPROVAL

APPLICATION MUST BE APPROVED BY CITY OR COUNTY BEFORE SUBMITTING TO ALCOHOL AND GAMBLING ENFORCEMENT

ROSEVILLE	
City/County	Date Approved
\$50	Permit Date
City Fee Amount	City/County E-mail Address
1/20/2015	
Date Fee Paid	

Signature City Clerk or County Official

Approved Director Alcohol and Gambling Enforcement

CLERKS NOTICE: Submit this form to Alcohol and Gambling Enforcement Division 30 days prior to event.

PLEASE PROVIDE A VALID E-MAIL ADDRESS FOR THE CITY/COUNTY AS ALL TEMPORARY PERMIT APPROVALS WILL BE SENT BACK VIA EMAIL. E-MAIL THE APPLICATION SIGNED BY CITY/COUNTY TO AGE.TEMPORARYAPPLICATION@STATE.MN.US

Steve Klein churchofcorpuschristi.org

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 1-26-15

Item No.: 8.b

Department Approval



City Manager Approval



Item description: Authorize Agreement for Park Building Custodial Services

BACKGROUND

The 2015 approved Parks & Recreation Budget includes funding for the staged maintenance and operations of the newly reconstructed park buildings at Autumn Grove Park, Lexington Park, Oasis Park, Rosebrook Park, Sandcastle Park and Villa Park as well as the Central Park Muriel Sahlin Arboretum support building.

The 2015 budget for custodial services is \$47,000. Staff requested proposals and met with interested vendors to review necessary services to maintain the newly constructed facilities. The following three quotes were received:

- | | |
|-----------------------------|-------------|
| • Cleaning Authority | \$46,040.70 |
| • Linn building Maintenance | \$68,520.00 |
| • Jan-Pro Cleaning Systems | \$69,180.00 |

All quotes were reviewed and clarified and the low quote from Cleaning Authority met the necessary requirements and is recommended.

The recommended City Standard Agreement for Professional Services with Cleaning Authority has been reviewed by the City Attorney and is attached.

The general scope of work is as follows:

- daily, weekly and twice-yearly services
- materials provided by the contractor and those provided by the City of Roseville
- the staging of buildings as they become available
- compensation calendar

Daily services is seven days per week and includes year round restroom cleaning at each park building plus facility walk-through in which cleaning staff will address light housekeeping issues as needed. Weekly service is extended to all buildings mentioned above, and includes services to all areas of the buildings in addition to the restrooms (i.e. gathering rooms, vestibules, kitchenettes, office and multipurpose rooms).

Twice yearly services include window washing inside and out, ceiling fan cleaning and acoustical tile cleaning.

The Contractor is scheduled to provide all cleaning supplies, equipment and tools. The Contractor is also committed to using green products.

The City of Roseville is responsible for providing restroom and kitchenette paper products.

POLICY OBJECTIVE

The policy objective is to maintain safe, clean and attractive facilities for public use.

FINANCIAL IMPACTS

The total cost for 12-months of custodial service (February 1, 2015-January 31, 2016) is \$46,040.70 and is included in the 2015 approved Parks & Recreation Budget.

STAFF RECOMMENDATION

Staff recommends the City Council authorize an agreement with Cleaning Authority for custodial services at the Autumn Grove Park, Lexington Park, Oasis Park, Rosebrook Park, Sandcastle Park and Villa Park Buildings and the Muriel Sahlin Arboretum support building at a cost of \$46,040.70.

REQUESTED COUNCIL ACTION

Motion authorizing the Mayor and City Manager to enter into an agreement with Cleaning Authority for custodial services at Autumn Grove Park, Lexington Park, Oasis Park, Rosebrook Park, Sandcastle Park and Villa Park Buildings and the Muriel Sahlin Arboretum support building for an amount of \$46,040.70 to be paid for out of the 2015 Parks and Recreation Budget.

Prepared by: Jill Anfang, Assistant Director of Parks and Recreation

Attachments: Standard Agreement for Professional Services for Cleaning Authority



Standard Agreement for Professional Services

This Agreement ("Agreement") is **made** on the twenty-sixth day of January, 2015, between the City of Roseville, a municipal corporation (hereinafter "City"), and the Cleaning Authority, 1301 Cliff Road East, Suite 115, Burnsville, MN 55337 (hereinafter "Contractor").

Preliminary Statement

The City has adopted a policy regarding the selection and hiring of Contractors 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 Contractor.

The City and Contractor agree as follows:

1. **Scope of Work Proposal.** The Contractor 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 Contractor.
2. **Term.** The term of this Agreement shall be from February 1, 2015 through January 31, 2016, the date of signature by the parties notwithstanding.
3. **Compensation for Services.** The City agrees to pay the Contractor 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 Contractor 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 Contractor when required by the complex or specialized nature of the Work when authorized in writing by the City. The Contractor 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 Assistance.** The City agrees to provide the Contractor with the following assistance concerning the Work to be performed hereunder:
 - A. Depending on the nature of the Work, Contractor may from time to time require access to public and private lands or property. To the extent the City is legally and

reasonably able, the City shall provide access to and make provisions to enable the Contractor to enter upon public and private land and property as required for the Contractor to perform and complete the Work.

B. The City shall furnish the Contractor with a copy of any special standards or criteria promulgated by the City relating to the Work, including but not limited to design and construction standards, that is needed by the Contractor in order to prepare for the performance of the Work.

C. A person shall be appointed to 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, interpret, and define the City's policy 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.

5. **Method of Payment.** The Contractor 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. *The Contractor shall verify all statements submitted for payment in compliance with Minnesota Statutes Sections 471.38 and 471.391. For reimbursable expenses, if provided for in Exhibit A, the Contractor shall provide an itemized listing and such documentation of such expenses as is reasonably required by the City. Each invoice shall contain the City's project number and a progress summary showing the original (or amended) amount of the Agreement, current billing, past payments and unexpended balance due under the Agreement.*

B. To receive any payment pursuant to this Agreement, the invoice must include the following statement dated and signed by the Contractor: "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 Contractor 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 Contractor is suspended in whole or in part by the City, the Contractor shall be paid for any services performed prior to the delivery upon Contractor of written notice from the City of such suspension.

B. The Contractor 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 Contractor has designated Lars Danielson, Owner and Scott Martin 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 Contractor as necessary to facilitate the completion of the Work in accordance with the terms and conditions of this Agreement. Contractor may not remove or replace Project Contracts without the prior approval of the City.
7. ***Standard of Care.*** All Work performed by the Contractor 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 Contractor under this Agreement which the City requests to be kept confidential shall not be made available by the Contractor to any individual or organization without the City's prior written approval. The books, records, documents and accounting procedures and practices of the Contractor 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 Contractor 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 Contractor.
9. ***Termination.*** This Agreement may be terminated at any time by the City, with or without cause, by delivering to the Contractor at the address of the Contractor set forth on page 1, a written notice at least seven (7) days prior to the date of such termination. The date of termination shall be stated in the notice. Upon termination the Contractor shall be paid for services rendered (and reimbursable expenses incurred if required to be paid by the City under this Agreement) by the Contractor through and until the date of termination so long as the Contractor is not in default under this Agreement. If however, the City terminates the Agreement because the Contractor is in default of its obligations under this Agreement, no further payment shall be payable or due to the Contractor following the delivery of the termination notice, and the City may, in addition to any other rights or remedies it may have, retain another Contractor to undertake or complete the Work to be performed hereunder.
10. ***Subcontractor.*** The Contractor shall not enter into subcontracts for services provided under this Agreement without the express written consent of the City. The Contractor shall promptly pay any subcontractor involved in the performance of this Agreement as required by the State Prompt Payment Act.

11. **Independent Contractor.** At all times and for all purposes herein, the Contractor is an independent contractor and not an employee of the City. No statement herein shall be construed so as to find the Contractor an employee of the City.
12. **Non-Discrimination.** During the performance of this Agreement, the Contractor 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 Contractor 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 Contractor 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 Contractor 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 of 1990.
13. **Assignment.** The Contractor 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 Contractor not specifically provided for herein shall be paid by the City.
15. **Compliance with Laws and Regulations.** The Contractor shall abide with all federal, state and local laws, statutes, ordinances, rules and regulations in the performance of the Work. The Contractor 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 Contractor 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.
17. **Indemnification.** The Contractor agrees to defend, indemnify and hold the City, its Council, officers, agents and employees harmless from any liability, claims, damages, costs, judgments, or expenses, including reasonable attorney's fees, resulting directly or indirectly from a negligent act or omission (including without limitation professional errors or omissions) of the Contractor, its agents, employees, and/or subcontractors pertaining to the performance of the Work provided pursuant to this Agreement and against all losses by reason of the failure of said Contractor to fully perform, in any respect, all of the Contractor's obligations under this Agreement.

18. **Insurance.**

A. General Liability. Prior to starting the Work, the Contractor 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 Contractor or by any subcontractor of the Contractor, 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 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 Contractor's coverage shall be primary and noncontributory in the event of a loss.

B. The Contractor shall procure and maintain the following minimum insurance coverages and limits of liability with respect to the Work:

Worker's Compensation:	Statutory Limits
Employer's Liability	\$500,000 each accident
(Not needed for	\$500,000 disease policy limit
Minnesota based	\$500,000 disease each employee
Contractor):	
Commercial General Liability:	\$1,000,000 per occurrence
	\$2,000,000 general aggregate
	\$2,000,000 Products – Completed Operations
	Aggregate
	\$100,000 fire legal liability each occurrence
	\$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:

- a. Personal injury with Employment Exclusion (if any) deleted;
- b. Broad Form Contractual Liability coverage; and
- c. Broad Form Property Damage coverage, including Completed Operations.

D. Contractor shall maintain in effect all insurance coverages required under this Provision 18 at Contractor'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:

- a. All policies, shall be written on an "occurrence" form ("claims made" and "modified occurrence" forms are not acceptable);
- b. All policies, Worker's Compensation Policies, shall contain a waiver of subrogation naming "the City of Roseville";
- c. All policies, Worker's Compensation Policies, shall name "the City of Roseville" as an additional insured;
- d. All policies, Worker's Compensation Policies, shall insure the defense and indemnify obligations assumed by Contractor under this Agreement; and
- e. 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 the Contractor's insurance declaration page, Rider and/or Endorsement, as applicable, which evidences the compliance with this Paragraph 18, must be filed with City prior to the start of Contractor's Work. Such documents evidencing insurance shall be in a form acceptable to City and shall provide satisfactory evidence that Contractor has complied with all insurance requirements. Renewal certificates shall be provided to City prior to the expiration date of any of the required policies. City will not be obligated, however, to review such declaration page, Rider, Endorsement or certificates or other evidence of insurance, or to advise Contractor of any deficiencies in such documents and receipt thereof shall not relieve Contractor from, nor be deemed a waiver of, City's right to enforce the terms of Contractor's obligations hereunder. City reserves the right to examine any policy provided for under this Provision 18.

E. If Contractor fails to provide the insurance coverage specified herein, the Contractor will defend, indemnify and hold harmless the City, the City's officials, agents and employees from any loss, claim, liability and expense (including reasonable attorney's fees and expenses of litigation) to the extent necessary to afford the same protection as would have been provided by the specified insurance. Except to the extent prohibited by law, this indemnity applies regardless of any strict liability or negligence attributable to the City (including sole negligence) and regardless of the extent to which the underlying occurrence (i.e., the event giving rise to a claim which would have been covered by the specified insurance) is attributable to the negligent or otherwise wrongful act or omission (including breach of contract) of Contractor, its

contractors, subcontractors, agents, employees or delegates. Contractor agrees that this indemnity shall be construed and applied in favor of indemnification. Contractor also agrees that if applicable law limits or precludes any aspect of this indemnity, then the indemnity will be considered limited only to the extent necessary to comply with that applicable law. The stated indemnity continues until all applicable statutes of limitation have run.

If a claim arises within the scope of the stated indemnity, the City may require Contractor to:

- a. Furnish and pay for a surety bond, satisfactory to the City, guaranteeing performance of the indemnity obligation; or
- b. Furnish a written acceptance of tender of defense and indemnity from Contractor's insurance company.

Contractor will take the action required by the City within fifteen (15) days of receiving notice from the City.

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 Contractor 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 Contractor for such use. The Contractor 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. **Conflicts.** No salaried officer or employee of the City and no member of the City Council shall have a financial interest, direct or indirect, in this Agreement. The violation of this provision shall render this Agreement void.
21. **Governing Law.** This Agreement shall be controlled by the laws of the State of Minnesota.
22. **Counterparts.** This Agreement may be executed in multiple counterparts, each of which shall be considered an original.
23. **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.
24. **Entire Agreement.** Unless stated otherwise in this Provision 26, 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: None.

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

CITY OF ROSEVILLE

Mayor

Date

City Manager

Date

CLEANING AUTHORITY

By: _____

Date

Its: _____

Exhibit A

Scope of Work for Roseville Park Building Contracted Custodial Services

Locations: Autumn Grove Park Building; 1365 Lydia Avenue West
 Lexington Park Building; 2131 Lexington Avenue North
 Muriel Sahlin Arboretum Park Building; 2525 Dale Street North
 Oasis Park Building; 1700 West County Road C2
 Rosebrook Park Building; 2590 Fry Street
 Sandcastle Park Building; 3060 Patton Road
 Villa Park Building; 2055 Cohansey Boulevard

Work Details:

All seven buildings

- Daily (Sunday-Saturday) restroom cleaning to include;
 - o toilets, urinals, sinks, floors, walls, partitions, mirrors & drinking fountains
- Daily (Sunday-Saturday) Walk through of building public spaces to observe and provide light housekeeping
- Weekly (Day to be scheduled in mutual agreement between Contractor & City) cleaning of all public spaces in each facility to include;
 - o Vacuum entry vestibule & office at Autumn Grove, Lexington, Oasis, Rosebrook, Sandcastle and Villa Park Buildings
 - o Clean & disinfect kitchen counters, sink & floors at Autumn Grove, Lexington, Oasis, Rosebrook, Sandcastle and Villa Park Buildings
 - o Mop Gathering Room floor at Autumn Grove, Lexington, Oasis, Rosebrook, Sandcastle and Villa Park Buildings
 - o Dust window seat & fireplace at Autumn Grove, Lexington, Oasis, Rosebrook, Sandcastle and Villa Park Buildings
 - o Mop Multipurpose Room floor at Autumn Grove & Lexington Park Buildings
 - o Mop entry vestibule & Event Staging Room floors at Muriel Sahlin Arboretum
- Twice Yearly (June & December) cleaning on all windows, ceiling fans & acoustic tiles at Autumn Grove, Lexington, Oasis, Rosebrook, Sandcastle and Villa Park Buildings

Other:

- Cleaning Authority to supply all GREEN cleaning supplies for each location.
- City of Roseville to supply all paper products for each location.
- Cleaning Authority to perform weekly inspection to insure contract specifications & communicate updates monthly.

Exhibit B

**Compensation Details for Roseville Park Building Contracted Custodial Services
2015 Calendar of Service for Roseville Park Building Contracted Custodial Services**

2015 Calendar: *February 1 - January 31, 2015*
 Lexington Park Building; 2131 Lexington Avenue North
 Sandcastle Park Building; 3060 Patton Road
 Villa Park Building; 2055 Cohansey Boulevard
 Muriel Sahlin Arboretum Park Building; 2525 Dale Street North –
Restrooms Only

March 1 – January 31, 2015
 Autumn Grove Park Building; 1365 Lydia Avenue West

April 1 – January 31, 2015
 Oasis Park Building; 1700 West County Road C2
 Rosebrook Park Building; 2590 Fry Street

April 15 – October 15, 2015
 Muriel Sahlin Arboretum Park Building; 2525 Dale Street North
Vestibule & Event Staging areas added

2015 Compensation Details: \$125.85/building/week
 \$1500/window, ceiling fan, acoustic tile cleaning

• March 9, 2015	4 weeks x 4 buildings (2/1-28)	\$2013.60
• April 11, 2015	5 weeks x 5 buildings (3/1-4/4)	\$3146.25
• May 11, 2015	4 weeks x 7 buildings (4/5-5/2)	\$3523.80
• June 8, 2015	4 weeks x 7 buildings (5/3-30)	\$3523.80
• July 13, 2015	5 weeks x 7 buildings (5/31-7/4)	\$5904.75
	1 window, ceiling fans & acoustic tile cleaning	
• August 10, 2015	4 weeks x 7 buildings (7/5-8/1)	\$3523.80
• September 14, 2015	4 weeks x 7 buildings (8/2-29)	\$3523.80
• October 12, 2015	5 weeks x 7 buildings (8/30-10/3)	\$4404.75
• November 9, 2015	4 weeks x 7 buildings (10/4-31)	\$3523.80
• December 14, 2015	4 weeks x 7 buildings (11/1-28)	\$3523.80
• January 11, 2016	5 weeks x 7 buildings (11/29-1/2)	\$5904.75
	1 window, ceiling fans & acoustic tile cleaning	
• February 8, 2016	4 weeks x 7 buildings (1/3-31)	<u>\$3523.80</u>
		\$46,040.70

REQUEST FOR COUNCIL ACTION

Date: 1-26-15
Item No.: 8.c

Department Approval



City Manager Approval



Item Description: Accept Contract for Irrigation Replacements and Upgrades

BACKGROUND

On August 11, 2014 the City Council rejected proposals for irrigation replacements and upgrades and authorized re-soliciting proposals. The budget for this project is within the overall Park and Recreation Renewal Program (Renewal Program) and is \$227,438.

A Request for Proposals (RFP) was re-issued on August 12, 2014 using the Best Value Procurement Method.

There were four proposals received. The process is complete and the Best Value Selection Summary is attached.

Firm 2H-2 was the highest ranked firm. However, before entering Clarification Phase with them, the City requested assurance that they could meet the bonding requirements for the full amount and duration of the multi-year contract. The firm identified that they could not meet the requirements.

The City then requested that firm 2H-4, the next highest ranked firm provide information on their bonding capability, and found that they met the City's requirements.

The Best Value Contractor able to meet the necessary requirements has been identified as Mickman Brothers Inc. (2H-4). The budget is \$227,438. Their proposal for the scope of work is \$215,815.

The scope of work will include irrigation replacements and upgrades to Acorn Park, Central Park Dale Street West, Central Park Lexington, Central Park Victoria East, Evergreen Park, Langton Lake Park, Lexington Park, Rosebrook Park and Villa Park as outlined in the attached Pre-Award Document.

Following City Council support and encouragement, the Best Value method of procurement has been utilized throughout the Renewal Program. The Best Value process focuses on the Best Value for the City, including quality projects at a fair price. The goal is to identify a contractor who has thoroughly thought through the project, has included everything foreseen, identifies risks and a plan to mitigate risks, and has proven their high performance capabilities through a scoring and interview process with an evaluation team. The evaluation team was made up of city staff, a representative of LHB (the City's lead consultant) and a Parks and Recreation Commissioner.

The best value process uses six selection criteria:

- Past Performance Information (PPI) (5%)
- Project Capability (10%)
- Value Added (10%)
- Identification and Mitigation of Risk (15%)
- Cost (25%)
- Interview of Key Personnel (35%)

The submittal evaluation process is “blind” (no bias from knowledge of consultant names by the selection committee), minimizes the decision making of the selection committee, and forces the contractors to show dominant and clear reasons as to why they should be hired. The process connects value with price, forcing contractors to show dominant value. To further minimize the bias by the selection committee during the submittal evaluation process, the selection committee does the following:

1. Rates all criteria separately.
2. Justifies any high or low rating.
3. Does not see the prioritization of contractors until after the prioritization is completed.
4. Does not see the price breakout and PPI until after the prioritization of the contractors.

The Best Value Business Model has been a very thorough and time consuming process up front. Investing this amount of time in the process up front is expected to allow for a smoother process getting started, along the way and at the finish. Only “unforeseen” risks or client requested changes will need to be addressed by the City.

Attached is the Best Value Selection Summary, the City Standard Form of Agreement for Construction Services and the Pre-Award Document. The City Attorney has been involved along the way and will continue to provide guidance to finalize documents.

This package is recommended to be funded by the Renewal Program budget as planned.

POLICY OBJECTIVE

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

BUDGET IMPLICATIONS

The project cost of \$215,815 is within the project budget of \$227,438 and within the overall Renewal Program budget.

STAFF RECOMMENDATION

Staff recommends that Mickman Brothers. be selected as the Best Value contractor to perform irrigation replacements and upgrades to Acorn Park, Central Park Dale Street West, Central Park Lexington, Central Park Victoria East, Evergreen Park, Langton Lake Park, Lexington Park and Rosebrook Park and Villa Park as outlined in the attached Pre-Award Document.

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REQUESTED COUNCIL ACTION

Motion authorizing the Mayor and the City Manager to enter into a contract with Mickman Brothers for irrigation replacements and upgrades as outlined for a cost of \$215,815 with final review and approval of documents by the City Attorney.

Prepared by: Jeff Evenson, Park Superintendent
 Lonnie Brokke, Director of Parks and Recreation

- Attachments:
- A. Best Value Selection Summary
 - B. Standard Construction Services Agreement
 - C. Pre-Award Document

City of Roseville
Construction – Proposal Package 2H (Irrigation)
Best Value Selection Summary

Section 1: Summary of Scores

September 10, 2014

Raw Data							Points			
No	Criteria	Possible Points	2H-1	2H-2	2H-3	2H-4	2H-1	2H-2	2H-3	2H-4
1	Cost Proposal – Total Base	250	\$222,250	\$146,947	\$230,449	\$215,815	165.3	250.0	159.4	170.2
2	Interview Rating	350	5.0	6.3	5.4	6.3	280.0	350.0	303.3	350.0
3	Risk Plan Rating	150	5.0	9.2	5.0	4.3	81.8	150.0	81.8	70.9
4	Project Capability Plan Rating	100	5.0	10.0	5.0	5.0	50.0	100.0	50.0	50.0
5	Value Added Plan Rating	100	5.0	9.2	5.0	4.3	54.5	100.0	54.5	47.3
6	PPI	50	8.1	9.9	8.1	5.0	40.9	50.0	40.9	25.3
Total Available Points		1000	Total Points: 673 1000 690 714							

Section 2: Ranking

Proposer	Total Score	Difference
2H-2	1000	--
2H-4	714	286
2H-3	690	24
2H-1	673	17

Section 3: Committee Ratings

Risk Plan Ratings					Capability Plan Ratings					Value-Added Proposal Ratings				
Evaluator	2H-1	2H-2	2H-3	2H-4	Evaluator	2H-1	2H-2	2H-3	2H-4	Evaluator	2H-1	2H-2	2H-3	2H-4
Evaluator 1	5	5	5	5	Evaluator 1	5	10	5	5	Evaluator 1	5	10	5	5
Evaluator 2	5	10	5	5	Evaluator 2	5	10	5	5	Evaluator 2	5	10	5	5
Evaluator 3	5	10	5	1	Evaluator 3	5	10	5	5	Evaluator 3	5	5	5	1
Evaluator 4	5	10	5	5	Evaluator 4	5	10	5	5	Evaluator 4	5	10	5	5
Evaluator 5	5	10	5	5	Evaluator 5	5	10	5	5	Evaluator 5	5	10	5	5
Evaluator 6	5	10	5	5	Evaluator 6	5	10	5	5	Evaluator 6	5	10	5	5
Average	5.0	9.2	5.0	4.3	Average	5.0	10.0	5.0	5.0	Average	5.0	9.2	5.0	4.3

Project Manager Interview Ratings					Site Superintendent Interview Ratings				
Evaluator	2H-1	2H-2	2H-3	2H-4	Evaluator	2H-1	2H-2	2H-3	2H-4
Evaluator 1	5	5	5	10	Evaluator 1	5	5	5	5
Evaluator 2	5	10	5	5	Evaluator 2	5	5	5	5
Evaluator 3	5	5	5	5	Evaluator 3	5	5	5	5
Evaluator 4	5	5	5	5	Evaluator 4	5	5	5	5
Evaluator 5	5	5	10	10	Evaluator 5	5	5	5	5
Evaluator 6	5	10	5	10	Evaluator 6	5	10	5	5
Vendor	2H-1	2H-2	2H-3	2H-4					
Overall	5.0	6.3	5.4	6.3					

STANDARD FORM OF AGREEMENT BETWEEN OWNER AND CONTRACTOR

This AGREEMENT made as of the 26th day of January, 2015, by and between the City of Roseville (hereinafter called the OWNER) and Mickman Brothers (hereinafter called the CONTRACTOR). This AGREEMENT WITNESSETH, that the OWNER and the CONTRACTOR, for the consideration hereinafter stated, agree as follows:

ARTICLE 1. WORK

The CONTRACTOR hereby covenants and agrees to perform and execute all work generally described here and in accordance with the provisions of the plans and specifications as prepared by the City of Roseville, and referenced in Article 5, as approved by OWNER.

**City of Roseville Parks and Recreation Renewal Program
Proposal Package 2H Irrigation System Improvements
Roseville Project Number: 006-2014**

and to do everything required by this Agreement and the Contract Documents.

ARTICLE 2. CONTRACT TIME

- 2.1 Completion – The CONTRACTOR agrees that the work contemplated by this contract shall be fully and satisfactorily completed as stated in Section 2.4 DELIVERABLES of the Request for Proposal Dated January 21, 2014 and titled “Project Schedule” and ”Task timeframe”, and in accordance to the Contractors schedule approved by the owner and attached to this document.
- 2.2 Liquidated damages – OWNER and CONTRACTOR recognize that time is of the essence of this Agreement and OWNER will suffer financial loss if the Work is not completed within the times specified in Paragraph 2.1 above, plus any extensions thereof allowed in accordance with the General Conditions. They also recognize the delays, expense and difficulties involved in proving in a legal proceeding the actual loss suffered by OWNER if the Work is not completed on time. Accordingly, instead of requiring any such proof, OWNER and CONTRACTOR agree that as liquidated damages for delay (but not as a penalty) CONTRACTOR shall pay OWNER eight-hundred dollars (\$800.00) for each day that expired after the time specified in Paragraph 2.1 for Substantial Completion until the work is substantially complete. After Substantial Completion, if CONTRACTOR shall neglect, refuse or fail to complete the remaining Work within the Contract Time or any proper extension thereof granted by the OWNER, CONTRACTOR shall pay OWNER eight-hundred dollars (\$800.00) for each calendar day that expires after the time specified in Paragraph 2.1 for completion and readiness fir final payment.

ARTICLE 3. CONTRACT PRICE

The OWNER agrees to pay and the CONTRACTOR agrees to receive and accept payment in accordance with the prices bid for the unit, or lump sum items as set forth in the Conformed Copy of Proposal, form hereto attached which prices shall conform to those in the accepted CONTRACTOR’S Proposal on file in the office of the City Manager of the City of Roseville, Minnesota, the aggregate of prices based on the Pre-Award Document, is \$215,815. Final payment shall be made in accordance with

the CONTRACTOR'S Proposal Form in accordance with the General Conditions and Pre-Award Document.

ARTICLE 4. PAYMENT PROCEDURES

The OWNER will make progress payments on account of the Contract Price as provided in the GENERAL CONDITIONS, under Section 230, and as follows:

- 4.1 Progress and final payments will be on the basis of the CONTRACTOR'S Application for Payment as approved by the Parks and Recreation Director.
- 4.2 The OWNER shall retain 5% of the amount of each payment until final completion and acceptance of all work covered by the Contract Documents. However, when the work is substantially complete, the retained amount may be reduced by the owner at its sole discretion below 5% to only that amount necessary to assure completion.
- 4.3 With the written approval of Bonding Company, a sum sufficient to increase the total payments of the CONTRACTOR to 98% of the Contract Price less retainage as the CITY OF ROSEVILLE shall determine for all uncompleted work and unsettled claims.
- 4.4 Upon final completion of the work and settlement of all claims and receipt of Minnesota State Withholding Certificate the remainder of the Contract Price will be remitted in accordance with the Contract Documents.

ARTICLE 5. CONTRACT DOCUMENTS

- 5.1 The Proposal Form.
- 5.2 Special Conditions of the Specifications for Public Improvements.
- 5.3 Special Conditions.
- 5.4 General Conditions.
- 5.5 Specifications.
- 5.6 Plans and drawings, which are attached to Specifications are identified as:
 - Proposal Package 2H Plans
 - Proposal Package 2H Pre-Award Document
 - Final Construction Plan Set
- 5.7 Addenda 1, 2 and 3.
- 5.8 Contract Bonds.
- 5.9 Certificate of Acknowledgment.
- 5.10 Form of Agreement.
- 5.11 Notice of Award.

This Agreement, together with the documents hereinbefore mentioned, for the Contract, and all documents are as fully a part of the Contract as if attached hereto or herein repeated.

ARTICLE 6. MISCELLANEOUS

- 6.1 Terms used in this Agreement which are defined in section 201 of the General Conditions shall have the meanings indicated in the General Conditions.
- 6.2 Neither OWNER nor CONTRACTOR shall, without the prior written consent of the other, assign or sublet in whole or in part their respective interest under any of the Contract Documents and, specifically, the CONTRACTOR shall not assign any monies, due or to become due without the prior written consent of the OWNER.
- 6.3 The OWNER and the CONTRACTOR each binds itself, its partners, successors, assigns and legal representatives to the other party hereto in respect of all covenants and obligations contained in the Contract Documents.
- 6.4 This Agreement and Contract Documents constitute the entire agreement and, understanding, promises and obligations between the OWNER and the CONTRACTOR and may only be altered, amended or repealed by a duly executed written instrument.
- 6.5 If any provision or portion of this Agreement and the Contract Documents is found to be unenforceable by a court of competent jurisdiction in the course of a legal action brought by one of the parties relative to this Project, all other provisions and portions of this Agreement and the Contract Documents shall survive and remain in full force and effect.
- 6.6 Any dispute or claim arising out of this Project, Agreement, and the Contract Documents shall be governed by the applicable law of the State of Minnesota and any legal actions brought to resolve any such disputes or claims shall be venued in the appropriate state or federal district court for Ramsey County, Minnesota.

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

THE CITY OF ROSEVILLE

CONTRACTOR:
Mickman Brothers
14630 Highway 65
Ham Lake MN 55304

By: _____
Daniel J. Roe, Mayor

By: _____
Its: _____

By: _____
Patrick J. Trudgeon

By: _____
Its: _____

Attest: _____
(SEAL)

Attest: _____
(CORPORATE SEAL)

OWNER
ADDRESS FOR GIVING NOTICES:

CITY OF ROSEVILLE
2660 Civic Center Drive
Roseville, MN 55113

(If OWNER is a public body, attach
evidence of authority to sign and resolution
or other documents authorizing execution of
Agreement.)

CONTRACTOR
ADDRESS FOR GIVING NOTICES:

Mickman Brothers
14630 Highway 65
Ham Lake MN 55304

License No.

Agent for Service of Process:

(If CONTRACTOR is a corporation, attach
evidence of authority to sign.)

City of Roseville
Proposal Package 2 – H
Irrigation System Improvements

PRE AWARD DOCUMENT

Prepared By: Jeff Latterell

January 16, 2015

SECTION 1 – FINANCIAL SUMMARY

Value Added Options

NO	DESCRIPTION	COST (\$)
1		
2		
3		
4		
5		
<i>Total Value Added Options:</i>		<i>N/A</i>

Client Requested Scope Changes

NO	DESCRIPTION	COST (\$)
1	Demonstration and training for project to be 8 hours total. (not per site)	0
2	On existing sites, any repairs and replacement of damaged irrigation equipment to be the responsibility of the individual and/or person's causing damage to the existing irrigation system.	0
3	A total of two quick coupler keys and hose swivels will be provided to owner for project. (not per site)	0
4		
<i>Total Approved Client Scope Changes:</i>		<i>0.00</i>

Final Cost Proposal

NO	DESCRIPTION	COST (\$)
1	Original Proposal Cost	\$215,815.00
2	Total Value Added Options	0.00
3	Total Client Requested Scope Changes	0.00
Final Project Cost		\$215,815.00

SECTION 2 – PROJECT DURATION SUMMARY

Approved Value Added Options

NO	DESCRIPTION	DURATION
1	No value added options.	
2		
3		
4		
5		
<i>Total Approved Value Added Options:</i>		<i>0</i>

Client Requested Scope Changes

NO	DESCRIPTION	DURATION
1		
2		
3		
4		
5		
<i>Total Approved Client Scope Changes:</i>		<i>0</i>

Final Project Duration

NO	DESCRIPTION	DURATION (Calendar Days)
1	Original Proposal Duration (Days)	58
2	Total Approved Value Added Options (Days)	0
3	Total Client Requested Scope Changes (Days)	0
Final Project Duration		58

SECTION 3 – PROJECT SCHEDULE

A complete project schedule identifying major activities and actions/decisions required from the client

Project can begin once frost is out of the ground in the spring of 2015. City will need to turn on water services and start-up existing irrigation systems so they can be inspected by Mickman Brothers Staff. Following irrigation system inspections, we will work with City Staff to identify which parks have priority and are ready for construction to begin.

[illegible]

SECTION 4 – RISK MANAGEMENT PLAN

A complete list of all pre-identified risks that the Vendor does not control.

Identified Risk 1:	Damages to existing irrigation systems caused by others.
Solution / Strategy:	Locate and identify irrigation system mainline with paint and flags.
Identified Risk 2:	Inaccuracy of irrigation drawings. (bid documents)
Solution / Strategy:	Identify inaccuracies and report to City for discussion of potential solutions and/or changes to contract, prior to commencement of work.
Identified Risk 3:	Buried rocks or debris in areas of irrigation work.
Solution / Strategy:	Report debris issues to City and discuss options and/or changes to contract, prior to commencement of work.
Identified Risk 4:	Identification of existing private utilities.
Solution / Strategy:	Meet with owner prior to commencement of work at each site location and discuss potential private utility conditions.
Identified Risk 5:	Current conditions of sites with existing irrigation equipment.
Solution / Strategy:	Identify working condition of existing irrigation system components prior to starting irrigation work. Each site will have an irrigation system inspection and a written report will be provided to the City. Any irrigation equipment that has been identified as not operating correctly or damaged will not be the financial responsibility of Mickman Brothers, Inc. for repair or replacement.

SECTION 5 – SCOPE OVERVIEW

A clear description of “what’s in” and “what’s out” of the scope.

The anticipated scope of work for Proposal Package ‘H’ (Irrigation system improvements) includes:

- Upgrade of existing irrigation systems to two-wire and upgrade of control systems; and
- Construction of new or expansion of existing irrigation systems in park(s).

The following is a general description of the work that shall be accomplished:

- **Acorn Park:** Upgrade to computer control for existing irrigation system.
 - *Work to begin: Summer and/or fall of 2015 season.*
- **Central Park Dale West:** Upgrade to computer control for existing irrigation system at Legion Field.
 - *Work to begin: Fall of 2015 season.*
- **Central Park Lexington:** Upgrade to computer control for existing irrigation system and add two wire control system as needed.
 - *Work to begin: Fall of 2015 season.*
- **Central Park Victoria East:** Upgrade to computer control for existing irrigation system and add two wire control system as needed.
 - *Work to begin: Spring and fall of 2015 season.*
- **Evergreen Park:** Installation of new two wire irrigation system in ballfield areas.
 - *Work to begin: Spring of 2015 season for two (west) fields.*
 - *Fall of 2015 and 2016 for two (east) fields.*
- **Langton Lake Park:** Upgrade to computer control for existing irrigation system at two ballfields.
 - *Work to begin: Spring and/or summer of 2015 season.*
- **Lexington Park:** Upgrade to computer control for existing irrigation system and add two wire control system as needed.
 - *Work to begin: Spring and/or summer of 2015 season.*
- **Rosebrook Park:** Upgrade to computer control for existing irrigation system.
 - *Work to begin: Summer and/or fall of 2015 season.*

- **Villa Park (B-Dale Field):** Upgrade to computer control for existing irrigation system.
 - *Work to begin: Summer and/or fall of 2015 season.*

***** Schedule subject to change due to weather and construction schedule of other trades. *****

We have included a total of eight hours field training to maintenance and staff members for the entire project.

Adding 7 new zones to existing irrigation system at Lexington Park is **OUT**.

New irrigation System at Autumn Grove Park is **OUT**.

SECTION 6 – PROJECT ASSUMPTIONS

A detailed list of all proposal assumptions that may impact cost, schedule, or satisfaction.

Assumption 1:	City of Roseville is acting as the Construction Manager.
Solution / Strategy:	Mickman Brothers, Inc. has not included any fees for the management and coordination of work with other trades on this project. Scheduling conflicts to be coordinated by the Construction Manager.

Assumption 2:	Parks will be considered at final grade prior to commencement of irrigation work.
Solution / Strategy:	Written irrigation schedule to be provided once notification has been provided that project site is ready for construction and is considered to be at final grade.

Assumption 3:	All sodding and/or seeding of park sites following irrigation construction work is to be provided by others.
Solution / Strategy:	N/A

Assumption 4:	Project schedules and values to be finalized after inspection of existing conditions.
Solution / Strategy:	Mickman Brothers will inspect existing irrigation systems and communicate with City for discussion of existing conditions.

SECTION 7 – PROJECT ACTION ITEM CHECKLIST

A separate checklist should be created for the Client Representatives and the Vendor that includes the major activities, tasks, or decisions that will need to be made.

Vendor Action Item Checklist

No	Activity / Task / Decision	Due Date	Impact (Cost / Time)	Responsible Party
1	N/A			

Client Action Item Checklist

No	Activity / Task / Decision	Due Date	Impact (Cost / Time)	Responsible Party
1	N/A			

SECTION 8 – CONTACT LIST

Provide a list of critical individuals on this project (Client Representatives, Contractor, Subcontractors, Suppliers, etc)

No	Name	Company/Position	Phone	Email
1	Scott Wicklund	M.I.D.C. / Supplier	651-633-9416	scott@midc-ent.com
2	Jeff Latterell	Mickman Brothers, Inc. Project Manager.	612-968-0716	Jeff.latterell@mickman.com
3	Mike Kaupp	Mickman Brothers, Inc. Project Foreman	763-286-8936	Mike.kaupp@mickman.com
4	Daryl Printz	Preferred Underground Owner - Operator	763-4202379	daryl@preferredundergroundinc.com
5	Jeff Evenson	City of Roseville	651-792-7107	jeff.evenson@ci.roseville.mn.us

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 1/26/15
Item No.: 8.d

Department Approval



City Manager Approval



Item Description: **Approve 2014 Pay Equity Report**

BACKGROUND

The City is required once every three years under the 1984 Local Government Pay Equity Act (M. S. 471.991-471.999 and the Minnesota Rules, Chapter 3920 to provide a pay equity report of its employees. Under the pay equity act employers must test and report on the principle that men and women should be compensated equally for work requiring comparable skills, responsibilities, and effort. Thus, we test our compensation structures and class valuations internally to assure and prove compliance as required. Adjusting male dominated classes in a different fashion than female dominated classes can alter compliance within a class and compensation structure. Non-compliance results in substantial fines until the non-compliance is resolved.

The regulations for the reporting require the data is to be reviewed by City Council and approved by signature of the Mayor. In order to meet the statutory delivery requirement, this report must be signed and electronically delivered to the Minnesota Department of Management and Budget no later than 1/31/15.

As is shown on the compliance report (attachment B) it indicates that the City's compensation system approved by the Council is in compliance at a range rate of 98.50%. A minimum of 80% is required to be compliant. The state makes the final determination on compliance.

POLICY OBJECTIVE

To maintain compliance with the Local Government Pay Equity Act.

BUDGET IMPLICATIONS

There are no budget implications unless the City is found to be out of compliance which does not appear to be the case. If the City is found out of compliance fines may be assessed daily until the City achieves compliance.

STAFF RECOMMENDATION

Staff recommends approval of the 2014 pay equity report.

29 **REQUESTED COUNCIL ACTION**
30 Motion to approve the report the 2014 pay equity.
31
32 Attachments:
33 A - Pay Equity Implementation Report
34 B – Compliance Report
35 C – Predicted Pay Report Graph
36 Prepared by: Eldona Bacon, Human Resources Manager

Pay Equity Implementation Report

1/14/2015

Part A: Jurisdiction Identification

Jurisdiction: Roseville
2660 Civic Center Drive

Jurisdiction Type: City

Roseville MN 55113

Contact: Eldona Bacon

Phone: (651) 792-7025

E-Mail: dona.bacon@ci.roseville.mn.us

Part B: Official Verification

1. The job evaluation system used measured skill, effort responsibility and working conditions and the same system was used for all classes of employees.

The system used was: Consultant's System

Description: Employer's Association Inc.

2. Health Insurance benefits for male and female classes of comparable value have been evaluated and:

There is no difference and female classes are not at a disadvantage.

3. An official notice has been posted at:

City Hall

(prominent location)

informing employees that the Pay Equity Implementation Report has been filed and is available to employees upon request. A copy of the notice has been sent to each exclusive representative, if any, and also to the public library.

The report was approved by:

City Council

(governing body)

Daniel J. Roe

(chief elected official)

Mayor

(title)

Part C: Total Payroll

\$14,052,297.20

is the annual payroll for the calendar year just ended December 31.



Checking this box indicates the following:

- signature of chief elected official
- approval by governing body
- all information is complete and accurate, and
- all employees over which the jurisdiction has final budgetary authority are included

Date Submitted: 01/14/2015

Daniel J. Roe, Mayor

Compliance Report

Attachment B

Jurisdiction: Roseville
2660 Civic Center Drive

Report Year: 2015
Case: 1 - 2014 DATA (Shared (Jur and MMB))

Roseville MN 55113

Contact: Eldona Bacon

Phone: (651) 792-7025

E-Mail: dona.bacon@ci.roseville.mn.us

The statistical analysis, salary range and exceptional service pay test results are shown below. Part I is general information from your pay equity report data. Parts II, III and IV give you the test results.

For more detail on each test, refer to the Guide to Pay Equity Compliance and Computer Reports.

I. GENERAL JOB CLASS INFORMATION

	Male Classes	Female Classes	Balanced Classes	All Job Classes
# Job Classes	42	26	4	72
# Employees	113	50	16	179
Avg. Max Monthly Pay per employee	6,108.08	5,026.05		5,800.80

II. STATISTICAL ANALYSIS TEST

A. Underpayment Ratio = 309.52 *

	Male Classes	Female Classes
a. # At or above Predicted Pay	22	22
b. # Below Predicted Pay	20	4
c. TOTAL	42	26
d. % Below Predicted Pay (b divided by c = d)	47.62	15.38

*(Result is % of male classes below predicted pay divided by % of female classes below predicted pay.)

B. T-test Results

Degrees of Freedom (DF) = 161

Value of T = -6.429

a. Avg. diff. in pay from predicted pay for male jobs = \$9

b. Avg. diff. in pay from predicted pay for female jobs = \$167

III. SALARY RANGE TEST = 98.50 (Result is A divided by B)

A. Avg. # of years to max salary for male jobs = 4.93

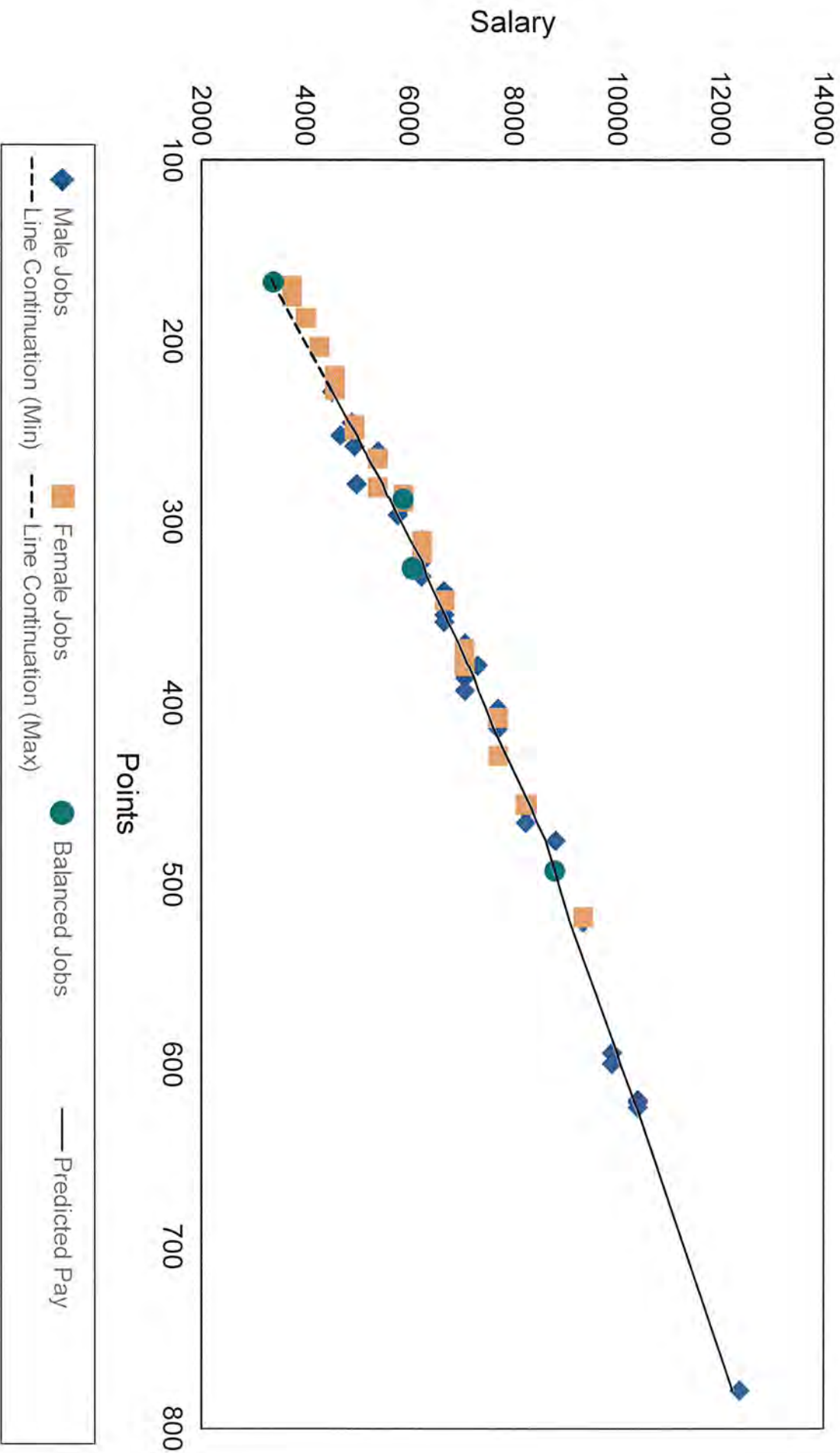
B. Avg. # of years to max salary for female jobs = 5.00

IV. EXCEPTIONAL SERVICE PAY TEST = 62.13 (Result is B divided by A)

A. % of male classes receiving ESP 61.90 *

B. % of female classes receiving ESP 38.46

*(If 20% or less, test result will be 0.00)



REQUEST FOR COUNCIL ACTION

Date: January 26, 2015
Item No.: 8.e

Department Approval



City Manager Approval



Item Description: Award Contract for Operation of a Clean Up Day

BACKGROUND

Roseville reinstituted a Clean Up Day in 2003 after a decade hiatus. The service has since been well received with good participation. There have been between 324 and 567 vehicles visiting the site in each of the 12 years of the Clean Up Day. Residents have disposed of more than 20 tons of garbage and recycled more than 10 tons of appliances, electronics and tires each year.

The contract for operation of the City's Clean Up Day expired in 2014 and staff issued an RFP for 2015-2017. One proposal was submitted. Lightning Disposal meets the service specifications of the proposal. Lightning Disposal was the contractor for the last three years. Staff has been very satisfied with their performance over that time. Additionally, Lightning Disposal's prices for most categories are lower than the current contract (see attached price sheet). The City Attorney has reviewed the attached agreement (Attachment C).

POLICY OBJECTIVE

In 2002 the Residential Solid Waste and Recycling Citizen Advisory Committee recommended reinstating the City's Clean Up Day to provide a convenient, one-stop location for the disposal of items that can't go in curbside trash carts (either because of volume or the nature of the material requires special handling).

BUDGET IMPLICATIONS

Users pay two-thirds of the disposal costs for their items – the City pays the other third. Roseville has paid between \$3,500 and \$6,500 annually for operation of the Clean Up Day. The City has budgeted \$6,000 annually to cover disposal costs. The contractor and City staff estimate this should be sufficient to cover estimated costs. This service is paid for through the City's Recycling Fund.

STAFF RECOMMENDATION

Staff recommends Council award the 2015-2017 Clean Up Day Contract to Lightning Disposal, Incorporated.

REQUESTED COUNCIL ACTION

A motion to award the 2015-2017 Clean Up Day Contract to Lightning Disposal, Incorporated.

Prepared by: Ryan Johson, Environmental Specialist
Attachments: A: Price Comparison Chart
B: RFP
C: Agreement

ATTACHMENT A - Clean Up Day Pricing

Contractor will charge the following prices for collection and disposal of designated items at the City of Roseville Clean Up Day.

Pickup Load	\$ <u>32.00</u>
Minivan/SUV Load	\$ <u>20.00</u>
Car Load	\$ <u>10.00</u>
Trailer (4'x 4'x 8')	\$ <u>32.00</u>
Child Car Seats	\$ <u>17.00</u>
Mattress (any size)	\$ <u>20.00</u>
Box Spring (any size)	\$ <u>20.00</u>
Appliance (any size)	\$ <u>12.00</u>
Appliance (with Freon)	\$ <u>20.00</u>
Stuffed Chair	\$ <u>8.00</u>
Couch	\$ <u>12.00</u>
Hide-a-bed	\$ <u>20.00</u>
Tires (car – each)	\$ <u>3.00</u>
Tires (oversize – each)	\$ <u>4.00</u>
Tires (on rim – car – each)	\$ <u>3.00</u>
Scrap Metal	\$ <u>5.00</u>
Automotive Batteries	\$ <u>2.00</u>
Electronics	\$ <u>5.00</u>
Small Engines	\$ <u>10.00</u>
Other (Please specify)	\$ _____

Attach additional sheets if necessary.

ATTACHMENT B - Clean Up Day Materials Disposition

Contractor will designate the facility to which the following items collected at the City of Roseville Clean Up Day will be delivered.

MSW	<u>RRT Processing Facility</u>
Child Car Seats	<u>Recycling Association of MN</u>
Construction & Demolition Debris	<u>SKB Environmental</u>
Mattresses	<u>RRT or city to determine</u>
Box Springs	<u>RRT or city to determine</u>
Appliances	<u>AMG</u>
Appliances (with Freon)	<u>JR's Appliance</u>
Stuffed Chair	<u>RRT</u>
Couches	<u>RRT</u>
Hide-a-beds	<u>RRT</u>
Tires	<u>FIRST STATE TIRE</u>
Scrap Metal	<u>AMG</u>
Automotive Batteries	<u>National Recycling Inc</u>
Electronics	<u>Retrofit</u>
Carpet	<u>SKB Environmental</u>
Small Engines	<u>AMG</u>
Other (Please specify)	<u>Concrete SKB Recycling</u>
Other (Please specify)	
Other (Please specify)	

Attach additional sheets if necessary.

3. GENERAL REQUIREMENTS FOR ALL COLLECTIONS

3.01. Contractor Service Requirements

The Contractor agrees to provide comprehensive Clean Up Day services as described in the Proposal.

3.02. Collection Vehicle Equipment Requirements

All collection vehicles used in performance of the Contract shall be duly licensed and inspected by the State of Minnesota and meet all applicable federal, state, and local laws, rules, regulations, standards, and industry best practices.

All vehicles must be clearly identified on both sides with Contractor's name and telephone number or website address.

3.03. Personnel Requirements

Contractor shall retain sufficient personnel and equipment to fulfill the requirements and specifications of this Agreement including, but not limited to, a portable toilet, collection area signs and directional signs. The Contractor will provide an Event Supervisor to oversee the crews servicing the Clean Up Day. The Event Supervisor will coordinate service with the City's representative.

Contractor's personnel will be trained both in program operations and in customer service and insure that all personnel maintain a positive attitude with the public and in the work place and shall:

- a) Conduct themselves at all times in a courteous manner and use no abusive or foul language.
- b) Perform their duties in accordance with all existing laws and ordinances and future amendments thereto of the Federal, State of Minnesota, and local governing boards.
- c) Be clean and presentable in appearance, as so far as possible.
- d) Drive in a safe and considerate manner.
- e) Monitor for any spillage and be responsible for cleaning up any litter or breakage.

- f) Avoid damage to property.
- g) Not perform their duties or operate vehicles while consuming alcohol or illegally using controlled substances or while under the influence of alcohol and/or such substances.

3.04. Collection Hours

Contractor shall maintain sufficient equipment and personnel to assure that all collection operations begin no later than 8 a.m. and are completed by 3:00 p.m. on the scheduled collection day. City and Contractor may extend the collection hours by mutual written agreement.

3.05 Materials Accepted

Contractor shall arrange to collect and deliver to approved recycling or disposal facilities the following types of materials:

- Municipal Solid Waste (MSW)
- Child Car Seats
- Construction and Demolition Debris (C&D)
- Concrete
- Mattresses
- Box Springs
- Appliances (microwaves, washers, water heaters, etc.)
- Appliances with Freon (dehumidifiers, refrigerators, etc.)
- Stuffed Chairs
- Couches
- Hide-a-beds
- Tires (car – both on and off the rim)
- Scrap Metal
- Small Engines (lawn mower, snow blowers, etc.)
- Automotive Batteries
- Electronics
- Carpet

Additional materials may be added by mutual written agreement between the City and the Contractor. Examples may include tractor tires and railroad ties. Additional materials should be identified on the completed Attachment A.

3.06 Unacceptable Materials

Contractor shall not collect household hazardous waste, explosives or other material requiring special handling.

Residents arriving with unacceptable material will be directed by Contractor's staff at the gate to appropriate disposal facilities for these items.

If unacceptable material makes it past screening at the gate, the unacceptable material shall be segregated from other materials, stored and delivered to an appropriate disposal facility by the Contractor.

3.07 Collection Location

The Clean Up Day will be held at the Dale Street Soccer Fields parking lot 2555 N. Dale Street in Roseville unless the City of Roseville and Contractor mutually agree on a different sight.

Contractor may begin staging collection equipment after 2:00 p.m. Friday afternoon immediately preceding the Clean Up Day. However, the City will not be liable for any damage that may occur to the equipment left overnight at the site. All collection equipment shall be removed by 5:00 p.m. on the Clean Up Day.

3.08. Cleanup Responsibilities

Contractor shall adequately clean up any materials spilled, leaked or blown during the course of collection and/or hauling operations and return the area to the state that existed prior to set up.

3.09. Severe Weather

Collections may be postponed due to severe weather at the sole discretion of the City. "Severe Weather" shall include, but not be limited to, those cases where the temperature at 6:00 a.m. is -20 degrees F or colder. The Contractor will be responsible for notifying the residents by radio and/or television announcements. The City will be responsible for notifying the residents by municipal cable TV and messages through the City's email notification system. Upon postponement, the City shall select an alternate date for the Clean Up Day.

3.10. Weighing of Loads

Contractor will keep accurate records regarding the date and time of delivery of material to the Resource Recovery Facility or other designated facility, and the weight or number of items delivered to the facility. The information shall be maintained on file by the contractor for at least three years from the date of the Clean Up Day in the event of an audit by the City or County.

3.11. Utilities

The Contractor shall be obligated to protect all public and private utilities whether occupying street or public or private property. If such utilities are damaged by reason of the Contractor's operations, he/she shall repair or replace same, or failing to do so within 48 hours, the City shall cause repairs or replacement to be made and the cost of doing so (including administrative charges) shall be charged to the Contractor. The Contractor shall reimburse the City for any such expenses within 10 days of receipt of the City's invoice.

3.12. Damage To Property

The Contractor shall take all necessary precautions to protect public and private property during the performance of this Agreement. The Contractor shall repair or replace any private or public property, including, but not limited to sod, mailboxes, or vehicles, which are damaged by the Contractor. Such property damage shall be addressed for repair or replacement, at no charge to the property owner, within forty-eight (48) hours with property of the same or equivalent value at the time of the damage.

If the Contractor fails to address the repair or replacement damaged property within 48 hours, shall cause repairs or replacement to be made and the cost of doing so (including administrative charges) shall be charged to the Contractor. The Contractor shall reimburse the City for any such expenses within 10 days of receipt of the City's invoice.

3.13. Street Improvements

This Contract is subject to the right of State of Minnesota, Ramsey County or the City of Roseville to improve its highways and streets. The Contractor accepts the risk that such improvements may prevent

the Contractor from traveling its accustomed route or routes for the purpose of collecting and disposing of material at the Clean Up Day. The Contractor agrees not to make any claim for compensation against the City for such interference.

3.14. Performance & Payment Bond

Contractor shall execute and deliver to the City a Performance and Payment Bond with the corporate surety in the sum of \$15,000 or equal (“*equal*” may include a Letter of Credit from a banking institute approved by the City). This agreement shall not become effective until such a bond, in a form acceptable to the City, has been delivered to the City and approved by the City Attorney.

The executed contract shall be subject to termination by the City at any time if said bond shall be cancelled or the surety thereon relieved from liability for any reason. The term of such performance bond shall be for the life of the executed contract. Extensions or renewals shall require the execution and delivery of a performance bond in the above amount to cover the period of extension or renewal.

3.15. Subcontractor

Subcontracting is allowed as needed, but all such Contractor-subcontractor relationships must be explicitly described in each proposal scenario. The Contractor shall not enter into subcontracts for any of the services provided for under the executed contract for the services specified herein, without the express written consent of the City.

3.16. Contract Conditions

- a) The City reserves the right to waive minor irregularities in the proposal documents and to reject any or all proposals. The City reserves the right to enter into a contract with a contractor who does not submit the lowest cost proposal.
- b) The Bond and Certificate of Insurance shall be provided when the contract is executed.
- b) No proposal can be withdrawn before 60 days after the date for submission of proposals.

- c) The Contractor shall review and return signed copies of the contract within 30 days of receipt of the contract.

4. ANNUAL REPORTING, PLANNING & PROMOTIONAL ACTIVITIES

4.01. Annual Materials Reports

The Contractor will submit to the City annual reports dealing with the City's Clean Up Day program. At a minimum, the Contractor shall include in each report the following information:

- The total number of vehicles that delivered material.
- The total number of items collected under each category of materials that are tracked by item such as appliances.
- The total weight of items collected that are tracked by weight such as MSW.

Reports for the spring Clean Up Day shall be due by June 30. The Contractor shall include in its annual report recommendations for continuous improvement in the City's Clean Up Day program.

Copies of annual reports generated by the Contractor shall be included in the response to this RFP.

4.02. Publicity, Promotion, and Education

The Contractor and the City's representative shall work together in the preparation and distribution of educational materials to insure accurate information and program directions. The City will pay for and distribute educational materials, not including supplemental material distributed by the Contractor.

The City shall prepare and distribute to residents a list of materials accepted at the Clean Up Day and the price residents shall pay to the Contractor for material disposal.

4.03 Annual Planning Meeting

The Contractor and the City's representative shall meet at least annually to review operation of the Clean Up Day.

5. MATERIALS DISPOSITION

5.01 Disposal Facilities Must Be Specified

Contractor and the City shall work to maximize recycling of the material collected. Contractor shall assure that all materials collected at the Clean Up Day that cannot be recycled are disposed of in accordance with all applicable state and federal regulations. All facilities and parties handling the waste material must be licensed, permitted or otherwise approved by the appropriate regulatory authority.

Items deemed to be Municipal Solid Waste (MSW) shall be taken to the Resource Recovery Facility in Newport, Minnesota.

Contractor shall complete Attachment B - a list of disposal facilities for all the items collected specified in 3.05 and on Attachment A.

The City retains the right to reject a Contractor's proposed disposal facility and designate an alternate disposal facility.

5.02 Materials Disposition

All materials, components and residuals managed under this Proposal will be restricted in international markets as follows:

All waste materials including processing residuals shall be processed, used, reused, reclaimed or disposed of only in Canada, Mexico or the United States. Additionally, the Contractor will provide documentation that electronics collected are processed by a company that will conduct the processing work in Mexico, Canada, or the United States. Such documentation will be included in the Contractor's response to this RFP.

The City reserves the right, solely at the City's option, after award of the Contract, to allow the management of waste materials, components and/or residuals outside of Mexico, Canada, or the United States. This allowance for the use, processing, reuse, reclamation, or disposal of waste materials overseas will only be made if the City can, at reasonable cost, assure itself of proper environmental management and limited environmental risk to the City. Such overseas waste management shall be by approval of specific subcontractors and specific overseas locations and must be

approved in writing by the City and the Contractor prior to management of the waste materials overseas.

6. PAYMENT AND DAMAGES

6.01. Term of Contract

Term means February 1, 2015 through December 31, 2017. The Clean Up Day will be held the last Saturday in April each year of the contract (April 25, 2015; April 30, 2016; April 29, 2017).

6.02. Compensation for Services

The City agrees to pay the Contractor for operating a Clean Up Day provided to the City as described in this proposal, and made part of an executed contract.

6.03. Resident Payment

The City will subsidize one-third of the disposal costs for items listed in 3.05 and on Attachment A. Residents that utilize the Clean Up Day shall be responsible for payment of the remaining two-thirds of the disposal cost. Contractor will include in its response to this RFP a description of how it will collect information from residents, charge them and submit documentation for reimbursement. Contractor will include a copy of sample forms with its response.

6.04. Method of Payment

Contractor shall submit itemized bills for material collected and services provided. Bills submitted shall be paid in the same manner as other claims made to the City. Payment to the Contractor will not be released unless the required annual report has been filed with the City and approved by City staff.

6.05. Liquidated Damages

The Contractor shall agree, in addition to any other remedies available to the City, that the City may withhold payment from the Contractor in the amounts specified below as liquidated damages for failure of the Contractor to fulfill its obligations.

Agreement for Comprehensive Clean Up Day Services

This Agreement ("Agreement") is made on the _____ day of _____, 20 __, between the City of Roseville, a Municipal Corporation (hereinafter "City"), and Lightning Disposal, Inc., a Minnesota Corporation (hereinafter "Contractor").

Preliminary Statement

The City has adopted a policy regarding the selection and retention of contractors 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 recycling services by the Contractor.

The City and Contractor agree as follows:

1. **Scope of Work Proposal.** The Contractor agrees to provide the comprehensive Clean Up Day work and services described and shown in Exhibit A attached hereto ("Work"), in consideration for the compensation set forth in Provision 3 below.

Following each Clean Up Day the City and Contractor shall meet to discuss modifications which could be made to improve the city's Clean Up Day program. The Contractor shall incorporate, without additional charge, such modifications as the city deems appropriate in providing the Work on the subsequent Clean Up Day.

2. **Term.** The term of this Agreement shall be from February 1, 2015, through December 31, 2017, the date of signature by the parties notwithstanding.

3. **Compensation for Services.** The City agrees to pay the Contractor 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 Contractor 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. The Contractor may subcontract with Nitti Sanitation, Inc. to perform some of the Work to be performed under this Agreement. The Contractor shall not retain any other subcontractors to perform the Work without the prior written consent of the City. The Contractor shall, in accordance with Minnesota Statutes §471.425, Subd. 4a, pay all subcontractors within ten days of the Contractor's receipt of payment from the City for undisputed services provided by the subcontractor. In the event that the Contractor fails to pay its subcontractors within 10 days, the Contractor must pay interest 1-1/2 % per month or any part of a month to the subcontractor for any undisputed amount not paid to the subcontractor on time. The minimum monthly interest penalty payment for an unpaid balance of \$100 or more is \$10. For an unpaid balance of less than \$100, the Contractor shall pay the actual penalty due to the subcontractor. A subcontractor who prevails in a civil action to collect interest penalties from the Contractor must be awarded its costs and disbursements, including attorney's fees, incurred in bringing the action.

4. **City Representative.** The Roseville Environmental Specialist, Ryan Johnson, 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 Contractor of such change in writing.

A. 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. The Contractor agrees to perform the Work in accordance with, and this Agreement shall be subject to, the conditions and requirements set forth in Exhibit C.

5. **Method of Payment.** The Contractor shall submit to the City no later than 60 days after each Clean Up Day, an itemized invoice for Work performed under this Agreement pertaining to such Clean Up Day. Invoices submitted shall be paid in the same manner as other claims made to the City. Invoices shall contain a description of the Work performed, the period to which the invoice applies, and the payment amount due for such period. 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.

To receive any payment pursuant to this Agreement, the invoice must include the following statement dated and signed by the Contractor: "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 Contractor 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 Contractor is suspended in whole or in part by the City, the Contractor shall be paid for Work performed prior to the delivery upon Contractor of written notice from the City of such suspension.

B. The Contractor 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 3 B above.

6. **Project Manager and Staffing.** The Contractor has designated Robert Nitti ("Project Contact") to supervise the Work and as the person for the City to contact and communicate with regarding the performance of the Work. The Project Contact shall be assisted by other employees of the Contractor as necessary to facilitate the completion of the Work in accordance with the terms and conditions of this Agreement. The Contractor may not remove or replace the Project Contact unless it provides the City written notice of such removal or replacement and the name of the new Project Contact at least thirty (30) days prior to such removal or replacement.

7. **Standard of Care.** All Work performed by the Contractor under this Agreement shall be in accordance with the normal standard of care in Ramsey County, Minnesota, for services of like kind to the Work being performed under this Agreement.

8. **Audit Disclosure.** Any reports, information, data and other written documents given to, or prepared or assembled by the Contractor under this Agreement which the City requests to be kept confidential shall not be made available by the Contractor to any individual or organization without the City's prior written approval. The books, records, documents and accounting procedures and practices of the Contractor 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 Contractor 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 Contractor.

9. **Termination.** This Agreement may be terminated at any time by the City, with or without cause, by delivering to the Contractor a written notice at least seven (7) days prior to the date of such termination. The date of termination shall be stated in the notice. Upon termination the Contractor shall be paid for services rendered by the Contractor through and until the date of termination so long as the Contractor is not in default under this Agreement. If however, the City terminates this Agreement because the Contractor is in default of its obligations under this Agreement, no further payment shall be payable or due to the Contractor 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 Contractor to undertake or complete the Work to be performed hereunder.

10. **Subcontractor.** The Contractor shall not enter into subcontracts for services provided under this Agreement without the express written consent of the City. The Contractor shall promptly pay any subcontractor involved in the performance of this Agreement as required by the State Prompt Payment Act.

11. **Independent Contractor.** At all times and for all purposes herein, the Contractor is an independent contractor and not an employee of the City. No statement herein shall be construed so as to find the Contractor an employee of the City.

12. **Non-Discrimination.** During the performance of this Agreement, the Contractor 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 Contractor 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 Contractor 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 Contractor 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 Contractor 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 Contractor not specifically provided for herein shall be paid by the City.

15. **Compliance with Laws and Regulations.** The Contractor shall abide with all federal, state and local laws, statutes, ordinances, rules and regulations in the performance of the Work. The Contractor 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 Contractor 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.** To the fullest extent permitted by law, the Contractor agrees to defend, indemnify and hold the City, and its mayor, councilmembers, officers, agents, employees and representatives harmless from and against all liability, claims, damages, costs, judgments, losses and expenses, including but not limited to attorney's fees, arising out of or resulting from any act or omission of the Contractor, 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 Contractor 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 Contractor or by any subcontractor of the Contractor, 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 Contractor's coverage shall be primary and noncontributory in the event of a loss.

B. The Contractor shall procure and maintain the following minimum Insurance coverages and limits of liability with respect to the Work:

Worker's Compensation:	Statutory Limits
Employer's Liability:	\$500,000 each accident
(Not needed for Minnesota based Contractor):	\$500,000 disease policy limit \$500,000 disease each employee

Commercial General Liability:	\$1,500,000 per occurrence \$2,000,000 general aggregate \$2,000,000 products- completed operations Aggregate \$100,000 fire legal liability each occurrence \$5,000 medical expense
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Comprehensive Automobile Liability:	\$1,000,000 combined single limit (shall include coverage for all owned, hired and non-owned vehicles.
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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. The Contractor shall maintain in effect all insurance coverages required under this Provision 18 at Contractor'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 shall be written on an "occurrence" form ("claims made" and "modified occurrence" forms are not acceptable);
- (ii) All policies, except the Worker's Compensation Policy, shall name "the City of Roseville" as an additional insured;
- (iii) All policies, except the Worker's Compensation Policy, shall insure the defense and indemnify obligations assumed by Contractor 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 Contractor'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 Contractor's Work. Such documents evidencing insurance shall be in a form acceptable to the City and shall provide satisfactory evidence that the Contractor has complied with all insurance requirements. Renewal certificates shall be provided to the City at least 30 days 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 Contractor of any deficiencies in such documents, and receipt thereof shall not relieve the Contractor from, nor be deemed a waiver of, the City's right to enforce the terms of the Contractor's obligations hereunder. The City reserves the right to examine any policy provided for under this Provision 18.

E. The Contractor shall deliver to the City either: a) Performance and Payment Bonds which are satisfactory to the City with a corporate surety acceptable to the City in the amount of \$20,000.00 each or b) another form of financial security acceptable to the City, such as a cash deposit or Letter of Credit in an amount, in a form and from a financial institution acceptable and to the City, for the faithful performance of all of the Contractor's obligations under this Agreement and to pay persons and entities supplying labor and/or materials in connection with the Work. This Agreement shall not be effective until such financial security has been delivered to and accepted by the City and approved by the City Attorney.

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 Contractor 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 Contractor for such use. The

Contractor 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. **Annual Review.** Each year during the pendency of this Agreement, the City shall have the right to conduct an annual review of the performance of the Work performed by the Contractor under this Agreement. The Contractor 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 Contractor relative to the remaining Work to be performed by the Contractor under this Agreement.

21. **Conflicts.** The Contractor agrees that 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, and the Contractor will forfeit any payments to be made under this Agreement.

22. **Governing Law.** This Agreement shall be controlled by the laws of the State of Minnesota.

23. **Counterparts.** This Agreement may be executed in multiple counterparts, each of which shall be considered an original.

24. **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.

25. **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 Robert Nitti or another officer of the Contractor if such notice is to be given to the Contractor, 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 5 5113 Attn: City Manager
-------------	---

If to Contractor:	Lightning Disposal, Inc. 1725 Meadow View Road Eagan, MN 55121 Attn: Robert Nitti
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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.

26. **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: Exhibits A, Band C.

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

LIGHTNING DISPOSAL, INC.

By: _____

Its: _____

EXHIBIT A

Page 1

WORK

The Contractor shall perform all of the work and services necessary to conduct the Roseville Clean Up Days on April 25, 2015, April 30, 2016 and April 29, 2017, including all set-up, collection, disposal, clean-up and other work and services described and shown in Section 3 (General Requirements for All Collection), Section 4 (Annual Reporting and Promotional Activities) and Section 5 (Materials Disposition) of the City's Request for Proposals dated November 14, 2014, and in Appendix C (Process of Operations) in the Contractor's Proposal. Section 3, 4 and 5 of the City's Request for Proposal and Appendix C in the Contractors Proposal are attached to and made a part of this Exhibit A.

EXHIBIT A

Page 2

3. GENERAL REQUIREMENTS FOR ALL COLLECTIONS

3.01. Contractor Service Requirements

The Contractor agrees to provide comprehensive Clean Up Day services as described in the Proposal.

3.02. Collection Vehicle Equipment Requirements

All collection vehicles used in performance of the Contract shall be duly licensed and inspected by the State of Minnesota and meet all applicable federal, state, and local laws, rules, regulations, standards, and industry best practices.

All vehicles must be clearly identified on both sides with Contractor's name and telephone number or website address.

3.03. Personnel Requirements

Contractor shall retain sufficient personnel and equipment to fulfill the requirements and specifications of this Agreement including, but not limited to, a portable toilet, collection area signs and directional signs. The Contractor will provide an Event Supervisor to oversee the crews servicing the Clean Up Day. The Event Supervisor will coordinate service with the City's representative.

Contractor's personnel will be trained both in program operations and in customer service and insure that all personnel maintain a positive attitude with the public and in the work place and shall:

- a) Conduct themselves at all times in a courteous manner and use no abusive or foul language.
- b) Perform their duties in accordance with all existing laws and ordinances and future amendments thereto of the Federal, State of Minnesota, and local governing boards.
- c) Be clean and presentable in appearance, as so far as possible.
- d) Drive in a safe and considerate manner.
- e) Monitor for any spillage and be responsible for cleaning up any litter or breakage.
- f) Avoid damage to property.
- g) Not perform their duties or operate vehicles while consuming alcohol or illegally using controlled substances or while under the influence of alcohol and/or such substances.

EXHIBIT A

Page 3

3.04. Collection Hours

Contractor shall maintain sufficient equipment and personnel to assure that all collection operations begin no later than 8 a.m. and are completed by 3:00 p.m. on the scheduled collection day. City and Contractor may extend the collection hours by mutual written agreement.

3.05 Materials Accepted

Contractor shall arrange to collect and deliver to approved recycling or disposal facilities the following types of materials:

- Municipal Solid Waste (MSW)
- Child Car Seats
- Construction and Demolition Debris (C&D)
- Concrete
- Mattresses
- Box Springs
- Appliances (microwaves, washers, water heaters, etc.)
- Appliances with Freon (dehumidifiers, refrigerators, etc.)
- Stuffed Chairs
- Couches
- Hide-a-beds
- Tires (car – both on and off the rim)
- Scrap Metal
- Small Engines (lawn mower, snow blowers, etc.)
- Automotive Batteries
- Electronics
- Carpet

Additional materials may be added by mutual written agreement between the City and the Contractor. Examples may include tractor tires and railroad ties. Additional materials should be identified on the completed Attachment A.

3.06 Unacceptable Materials

Contractor shall not collect household hazardous waste, explosives or other material requiring special handling.

Residents arriving with unacceptable material will be directed by Contractor's staff at the gate to appropriate disposal facilities for these items.

If unacceptable material makes it past screening at the gate, the unacceptable material shall be segregated from other materials, stored and delivered to an appropriate disposal facility by the Contractor.

3.07 Collection Location

The Clean Up Day will be held at the Dale Street Soccer Fields parking lot 2555 N. Dale Street in Roseville unless the City of Roseville and Contractor mutually agree on a different sight.

EXHIBIT A

Page 4

Contractor may begin staging collection equipment after 2:00 p.m. Friday afternoon immediately preceding the Clean Up Day. However, the City will not be liable for any damage that may occur to the equipment left overnight at the site. All collection equipment shall be removed by 5:00 p.m. on the Clean Up Day.

3.08. Cleanup Responsibilities

Contractor shall adequately clean up any materials spilled, leaked or blown during the course of collection and/or hauling operations and return the area to the state that existed prior to set up.

3.09. Severe Weather

Collections may be postponed due to severe weather at the sole discretion of the City. "Severe Weather" shall include, but not be limited to, those cases where the temperature at 6:00 a.m. is – 20 degrees F or colder. The Contractor will be responsible for notifying the residents by radio and/or television announcements. The City will be responsible for notifying the residents by municipal cable TV and messages through the City's email notification system. Upon postponement, the City shall select an alternate date for the Clean Up Day.

3.10. Weighing of Loads

Contractor will keep accurate records regarding the date and time of delivery of material to the Resource Recovery Facility or other designated facility, and the weight or number of items delivered to the facility. The information shall be maintained on file by the contractor for at least three years from the date of the Clean Up Day in the event of an audit by the City or County.

3.11. Utilities

The Contractor shall be obligated to protect all public and private utilities whether occupying street or public or private property. If such utilities are damaged by reason of the Contractor's operations, he/she shall repair or replace same, or failing to do so within 48 hours, the City shall cause repairs or replacement to be made and the cost of doing so (including administrative charges) shall be charged to the Contractor. The Contractor shall reimburse the City for any such expenses within 10 days of receipt of the City's invoice.

3.12. Damage To Property

The Contractor shall take all necessary precautions to protect public and private property during the performance of this Agreement. The Contractor shall repair or replace any private or public property, including, but not limited to sod, mailboxes, or vehicles, which are damaged by the Contractor. Such property damage shall be addressed for repair or replacement, at no charge to the property owner, within forty-eight (48) hours with property of the same or equivalent value at the time of the damage.

If the Contractor fails to address the repair or replacement damaged property within 48 hours, shall cause repairs or replacement to be made and the cost of doing so (including administrative charges) shall be charged to the Contractor. The Contractor shall reimburse the City for any such expenses within 10 days of receipt of the City's invoice.

EXHIBIT A

Page 5

3.13. Street Improvements

This Contract is subject to the right of State of Minnesota, Ramsey County or the City of Roseville to improve its highways and streets. The Contractor accepts the risk that such improvements may prevent the Contractor from traveling its accustomed route or routes for the purpose of collecting and disposing of material at the Clean Up Day. The Contractor agrees not to make any claim for compensation against the City for such interference.

3.14. Performance & Payment Bond

Contractor shall execute and deliver to the City a Performance and Payment Bond with the corporate surety in the sum of \$15,000 or equal (“*equal*” may include a Letter of Credit from a banking institute approved by the City). This agreement shall not become effective until such a bond, in a form acceptable to the City, has been delivered to the City and approved by the City Attorney.

The executed contract shall be subject to termination by the City at any time if said bond shall be cancelled or the surety thereon relieved from liability for any reason. The term of such performance bond shall be for the life of the executed contract. Extensions or renewals shall require the execution and delivery of a performance bond in the above amount to cover the period of extension or renewal.

3.15. Subcontractor

Subcontracting is allowed as needed, but all such Contractor-subcontractor relationships must be explicitly described in each proposal scenario. The Contractor shall not enter into subcontracts for any of the services provided for under the executed contract for the services specified herein, without the express written consent of the City.

3.16. Contract Conditions

- a) The City reserves the right to waive minor irregularities in the proposal documents and to reject any or all proposals. The City reserves the right to enter into a contract with a contractor who does not submit the lowest cost proposal.
- b) The Bond and Certificate of Insurance shall be provided when the contract is executed.
- c) No proposal can be withdrawn before 60 days after the date for submission of proposals.
- d) The Contractor shall review and return signed copies of the contract within 30 days of receipt of the contract.

EXHIBIT A

Page 6

4. ANNUAL REPORTING, PLANNING & PROMOTIONAL ACTIVITIES

4.01. Annual Materials Reports

The Contractor will submit to the City annual reports dealing with the City's Clean Up Day program. At a minimum, the Contractor shall include in each report the following information:

- The total number of vehicles that delivered material.
- The total number of items collected under each category of materials that are tracked by item such as appliances.
- The total weight of items collected that are tracked by weight such as MSW.

Reports for the spring Clean Up Day shall be due by June 30. The Contractor shall include in its annual report recommendations for continuous improvement in the City's Clean Up Day program.

Copies of annual reports generated by the Contractor shall be included in the response to this RFP.

4.02. Publicity, Promotion, and Education

The Contractor and the City's representative shall work together in the preparation and distribution of educational materials to insure accurate information and program directions. The City will pay for and distribute educational materials, not including supplemental material distributed by the Contractor.

The City shall prepare and distribute to residents a list of materials accepted at the Clean Up Day and the price residents shall pay to the Contractor for material disposal.

4.03 Annual Planning Meeting

The Contractor and the City's representative shall meet at least annually to review operation of the Clean Up Day.

5. MATERIALS DISPOSITION

5.01 Disposal Facilities Must Be Specified

Contractor and the City shall work to maximize recycling of the material collected. Contractor shall assure that all materials collected at the Clean Up Day that cannot be recycled are disposed of in accordance with all applicable state and federal regulations. All facilities and parties handling the waste material must be licensed, permitted or otherwise approved by the appropriate regulatory authority.

Items deemed to be Municipal Solid Waste (MSW) shall be taken to the Resource Recovery Facility in Newport, Minnesota.

EXHIBIT A

Page 7

Contractor shall complete Attachment B - a list of disposal facilities for all the items collected specified in 3.05 and on Attachment A.

The City retains the right to reject a Contractor's proposed disposal facility and designate an alternate disposal facility.

5.02 Materials Disposition

All materials, components and residuals managed under this Proposal will be restricted in international markets as follows:

All waste materials including processing residuals shall be processed, used, reused, reclaimed or disposed of only in Canada, Mexico or the United States. Additionally, the Contractor will

provide documentation that electronics collected are processed by a company that will conduct the processing work in Mexico, Canada, or the United States. Such documentation will be included in the Contractor's response to this RFP.

The City reserves the right, solely at the City's option, after award of the Contract, to allow the management of waste materials, components and/or residuals outside of Mexico, Canada, or the United States. This allowance for the use, processing, reuse, reclamation, or disposal of waste materials overseas will only be made if the City can, at reasonable cost, assure itself of proper environmental management and limited environmental risk to the City. Such overseas waste management shall be by approval of specific subcontractors and specific overseas locations and must be approved in writing by the City and the Contractor prior to management of the waste materials overseas.

EXHIBIT A

Page 8

Process of Operations

All vehicles will enter from the north entrance travel from the north to the south. No traffic will be allowed to take a left turn in the cleanup area.

Upon entering the parking lot, residents will be greeted by a Lightning Disposal representative handing out clipboards requesting their name and address on a Lightning Disposal Receipt (to be turned into the City later). After entering the cleanup area, a supervisor will itemize the materials being delivered by the residents on their receipt. The resident will then be advised of where to pull ahead to. Two garbage trucks will be parked first on both sides of the parking lot with operators to help residents unload. Residents will then have the options to pull up to six 30 yard construction containers spread across the first parking lot for construction materials (they will be positioned in a shape of an X). At the end of the first parking lot, there will be a 10 yard container for clean concrete to be sent for recycling. After making the left hand turn in the corner will be a 30 yard container for brush and on the left side will be a 30 yard for electronics. The next set of containers will be a 30 yard for appliances containing Freon and a 30 yard for batteries and tires. Our final set of containers will be a set of 40 yard containers for scrap metal. I will enclose a hand drawn map for visual clarification.

Lightning Disposal will provide at least 1 person for each piece of equipment on sight and additional equipment to replace any vehicle or container that fills during cleanup hours.

EXHIBIT A

Page 9

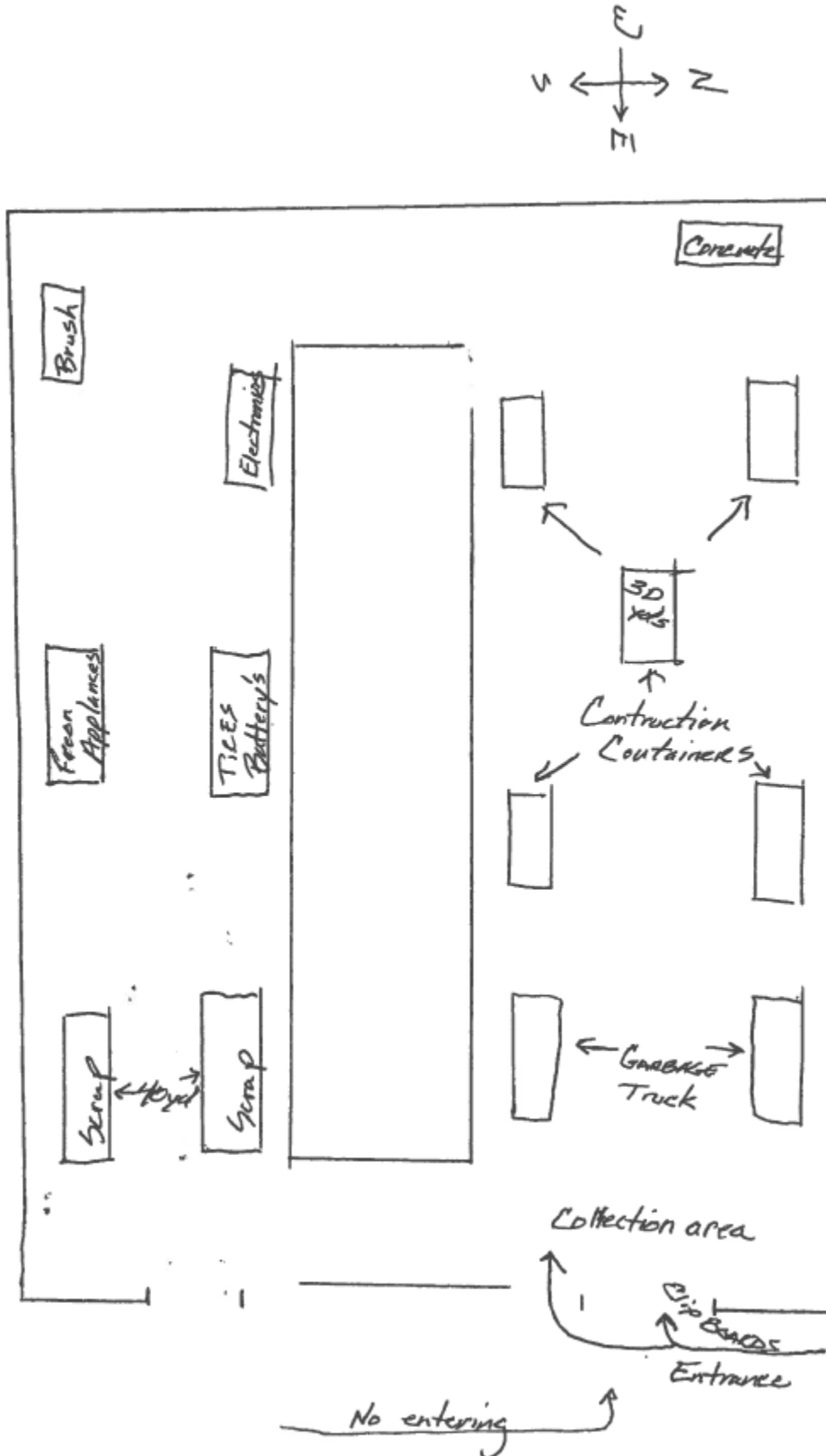


EXHIBIT B

Page 1

Compensation

The City shall pay the Contractor the following compensation for the Work to be performed under this agreement:

The City shall pay the Contractor 1/3 of the amount designated below for the collection and disposal of the items listed, unless otherwise agreed upon by the City:

Pickup Load	<u>\$ 32.00</u>
Minivan/SUV Load	<u>\$ 20.00</u>
Car Load	<u>\$ 10.00</u>
Trailer (4' x 4' x 8')	<u>\$ 32.00</u>
Child Car Seats	<u>\$ 17.00</u>
Mattress (any size)	<u>\$ 20.00</u>
Box Spring (any size)	<u>\$ 20.00</u>
Appliance (any size)	<u>\$ 12.00</u>
Appliance (with Freon)	<u>\$ 20.00</u>
Stuffed Chair	<u>\$ 8.00</u>
Couch	<u>\$ 12.00</u>
Hide-a-bed	<u>\$ 20.00</u>
Tires (car – each)	<u>\$ 3.00</u>
Tires (oversize – each)	<u>\$ 4.00</u>
Tires (on rim – car – each)	<u>\$ 3.00</u>
Scrap Metal	<u>\$ 5.00</u>
Automotive Batteries	<u>\$ 2.00</u>
Electronics	<u>\$ 5.00</u>
Small Engines	<u>\$ 10.00</u>
Other (Please specify)	<u>\$</u>

EXHIBIT B

Page 2

The City and the Contractor may add other items to the list in the future provided that a mutually agreeable price for collection and disposal of such item is agreed to in writing which designates the item and collection and disposal price.

The residents using the service shall pay two-thirds (2/3) of the amount designated for the disposal of the items listed. The contractor shall be responsible for the collection of the payment due from residents.

The compensation payable by the City set forth above shall constitute the total and complete compensation to be paid by the City under this Agreement for all Work set forth in Exhibit A, including but not limited to, all set up, collection, cleanup, record-keeping, planning, reporting, promotional activities, disposal and other work and services to be performed by the Contractor under this Agreement. The Contractor shall be responsible for the payment of all taxes and fees incurred or payable in connections with the Work, and the filing of all necessary tax returns required as a result of the payment of the amounts payable by the City and residents of the City under this Agreement.

EXHIBIT C

Page 1

Special Conditions

1. The performance of the Work shall be subject to the provisions contained in Section 6.05 (Liquidated Damages) of the City's Request for Proposals set forth on pages 2 and 3 of this Exhibit C.
2. The City shall receive the benefit of, and retain the credits associated with, all electronic waste collected.
3. The Contractor shall comply with the requirements set forth in Section 3 (General Requirements in all collections), Section 4 (Annual Reporting and Promotional Activities) and Section 5 (Materials Disposition) of the City's Request for Proposals dated November 14, 2014, and in Appendix C (Process of Operations) in the Contractor's Proposal, all being attached hereto as a part of Exhibit C, in the performance of all work.
4. All items collected shall be disposed of at the location set forth on page 4 of this Exhibit C, unless other agreed to by the City.

EXHIBIT C

Page 2

6. PAYMENT AND DAMAGES

6.05 Liquidated Damages

The Contractor shall agree, in addition to any other remedies available to the City, that the City may withhold payment from the Contractor in the amounts specified below as liquidated damages for failure of the Contractor to fulfill its obligations.

The following acts or omissions shall be considered a breach of the Agreement:

- a) **Failure to clean up before the end of the Clean Up Day material spilled by Contractor as determined by City staff.**
- b) **Failure to segregate from other materials, store and deliver to an appropriate disposal facility material dropped off at the Clean Up Day.**

\$500 each incident

\$500 each incident

The Contractor shall be liable for liquidated damages amount(s) upon determination of the City of Roseville that performance has not occurred consistent with the provisions of the contract. The City shall notify Contractor in writing or electronically of each act or omission in this Agreement reported to or discovered by the City. It shall be the duty of Contractor to take whatever steps or action may be necessary to remedy the cause of the complaint.

The City may deduct the full amount of any damages from any payment due to the Contractor. If the amount of any damages exceeds the payment due the Contractor, the City shall bill the Contractor for the additional amount. The remedy available to the City under this paragraph shall be in addition to all other remedies which the City may have under law or at equity.

EXHIBIT C

Page 3

Clean Up Day Materials Disposition

Contractor will designate the facility to which the following items collected at the City of Roseville Clean UP Day will be delivered.

MSW	<u>RRT Processing Facility</u>
Child Car Seats	<u>Recycling Association of MN</u>
Construction & Demolition Debris	<u>SKB Environmental</u>
Mattresses	<u>RRT or City to Determine</u>
Box Springs	<u>RRT or City to Determine</u>
Appliances	<u>AMG</u>
Appliances (with Freon)	<u>JR's Appliance</u>
Stuffed Chair	<u>RRT Processing Facility</u>
Couches	<u>RRT Processing Facility</u>
Hide-a-beds	<u>RRT Processing Facility</u>
Tires	<u>First State Tire</u>
Scrap Metal	<u>AMG</u>
Automotive Batteries	<u>National Recycling Inc.</u>
Electronics	<u>Retrofit Recycling</u>
Carpet	<u>SKB Environmental</u>
Small Engines	<u>AMG</u>
Other (Please specify)	<u>Concrete: SKB Environmental</u>
Other (Please specify)	<u></u>
Other (Please specify)	<u></u>

REQUEST FOR COUNCIL ACTION

Date: January 26, 2015

Item No.: 8.f

Department Approval

City Manager Approval



Item Description: Approve Human Rights Commission Request for Civility Training Funds

BACKGROUND

On December 1, Human Rights Commissioners Lisa Carey and Chair Wayne Groff requested a budget amendment to increase the HRC's 2015 budget by \$2,000 for purposes of hosting civility training in the Spring. The City Council did not include any funds for civility training in the 2015 budget. The Human Rights Commission is requesting the City Council once again consider the request for funds.

A brief summary outlining the civility training is provided in an email from Commissioner Carey and is attached as Attachment A. The Institute for Civility has agreed to host the training and information about the organization can be found at: www.instituteforcivility.org/what-we-do/civility-training/.

BUDGET IMPLICATIONS

The total cost for the training is \$2,000 - \$3,000 depending on the number of participants (\$50/person). The Commission has sought grant dollars for the training but has run into obstacles due to their unique status as a governmental advisory commission versus a 501(c)3. The Ramsey County Library has committed to \$1,000, and will offer meeting space at no cost. Staff has suggested that the \$2,000 requested for civility training come out of the communications fund.

STAFF RECOMMENDATION

Approve the Human Rights Commission request to increase the HRC budget by \$2,000 for purposes of civility training in 2015.

REQUESTED COUNCIL ACTION

Motion to increase the Human Rights Commission budget by \$2,000 to host civility training in 2015.

Prepared by: Kari Collins, Staff Liaison to the Human Rights Commission
Attachments: A: Email from Commissioner Lisa Carey

From: Lisa Carey <lisacarey4580@gmail.com>
Sent: Tuesday, January 20, 2015 2:23 PM
To: Kari Collins
Subject: Fwd: Civility Training information

Hi Kari,

Commissioner Bachhuber asked that I send additional information to the rest of the commissioners regarding the background for training. The following is from the email I sent to each of the council members. Could you please pass this along to the commission members before tomorrow's meeting?

Thanks much.

Lisa Carey

Sent from my iPhone

To explain a bit more about the training, I took the following directly from their website:

Civility training explores what civility is and why it is important. Participants will learn what civility makes possible, and what incivility prevents. Tips on how to maintain civility will be shared. This highly participatory and interactive seminar also explores the influence of belief systems, and includes exercises in listening and communication skills and team work. It's broken into four sections:

- a. Know Thyself/Differences are Enriching
- b. Listen with your heart, mind and strength
- c. Help comes from unexpected places
- d. One is powerful, but numbers count

This is based around their book "Reclaiming Civility in the Public Square: 10 Rules that Work." And in my conversations with Cassandra Dahnke, from the Institute, she said it focuses quite a bit on understanding our own belief system, and acknowledging, understanding, and accepting that others' may not have the same belief system. It then transitions into learning how to work together in light of, rather than in spite of, different beliefs, and the importance of listening and effective communication. Working

together and helping each other not only helps each of us individually, but helps the community as a whole become stronger and better. We will use guidance of The Institute for Civility to gain insights on next steps for our community to keep this focus strong and continue to build on it.

The training allows for 40-60 participants. This enables good group conversation without the session getting too large to openly communicate. We've received interest in participation from commissioners, library staff, and the police department, and this is before opening it to the general community. The cost will be \$2,000 - \$3,000, depending on number of participants (\$50/person). And this covers the travel, lodging, and meals for the presenters. We have reached out to several organizations and requested funding. The library has agreed to partner with us by providing approximately \$1,000, as well as the space to hold the training. They are also interested in taking one of the various available civility books and beginning a book club for those interested in learning more and continuing the discussion. We've also reached out to Roseville Rotary and are waiting to hear back regarding additional funding. We could cap the training at 40 participants in order to keep the cost at \$2000. But we've received positive interest in this training and we'd like to open this up to the maximum of 60 participants to maximize our reach.

The training was tentatively scheduled for April, as this works for both the library and the Institute for Civility. However, we are now approaching mid-January and the Institute has other requests for that time. If we cannot confirm the training, we will need to let them know so they can book another group.

If you have additional questions or would like more information, please feel free to reach out to me via email or phone ([651-788-0795](tel:651-788-0795)). I'm happy to help answer any questions you may have. Any questions I cannot answer, I'd be happy to reach out to Cassandra and have her respond to you. As an additional resource, the [Institute for Civility in Government](#) also has a website. Please be assured, they do regularly offer these training session for communities and other groups – it is not strictly for government entities.

Lisa Carey

Sent from my iPhone

REQUEST FOR COUNCIL ACTION

Date: January 26, 2015
Item No.: 8.g

Department Approval

City Manager Approval



Item Description: Recommendation to Reject All Proposals from Request for Qualifications
for Creation of Identity and Tagline

BACKGROUND

In August of 2014, City Communications staff issued a Request for Qualifications (RFQ) for “Creation of Identity Tagline and Style Guide.” The RFQ generated seven consultant proposals. The selection committee, comprised of Parks, Public Works, Police, Housing and Redevelopment Authority (HRA), and Communications staff, met to discuss the submitted proposals. The committee interviewed three finalists before settling on a top candidate. The use of a tagline consultant was discussed at a joint meeting of the City Council and the HRA on Nov. 10.

STAFF RECOMMENDATION

Staff is requesting additional time to re-evaluate this project and its direction. Staff plans to continue researching this issue and may return with a project recommendation at a future date. At this time staff is not prepared to endorse entering into a contract with any specific consultant and recommends rejecting all proposals.

REQUESTED COUNCIL ACTION

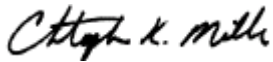
Motion to reject all proposals stemming from Request for Qualifications for “Creation of Identity Tagline and Style Guide.”

Prepared by: Garry Bowman, Communications Manager

REQUEST FOR COUNCIL ACTION

Date: 1/26/2015
Item No.: 8.h

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
Engineering Svcs.	Thane Hawkins Chevrolet	Chevy Equinox (a)	19,029.30	CIP

Comments/Description:

- a) New vehicle for the Right-of-Way/Environmental Technician. Purchased off the State Bid Contract.

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

POLICY OBJECTIVE

Required under City Code 103.05.

FINANCIAL IMPACTS

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

STAFF RECOMMENDATION

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

24 **REQUESTED COUNCIL ACTION**

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

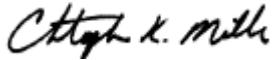
27
28 Prepared by: Chris Miller, Finance Director
Attachments: A: 2015 CIP Purchase Summary (not applicable for 01/26/15 Council meeting)

29

REQUEST FOR COUNCIL ACTION

Date: 01/26/2015
Item No.: 8.i

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	\$1,737,303.52
76287-76432	\$801,683.88
Total	\$2,538,987.40

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: 1/22/2015 - 8:11 AM

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
76392	01/20/2015	Central Svcs Equip Revolving	Rental - Copier Machines	Crabtree Companies, Inc.	Copier Charges	1,861.93
76375	01/14/2015	Central Svcs Equip Revolving	Rental - Copier Machines	US Bank Equipment Finance	Copier Lease Charges	2,994.30
Rental - Copier Machines Total:						4,856.23
Fund Total:						4,856.23
0	01/06/2015	Charitable Gambling	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 Federal Incc	6.21
0	01/06/2015	Charitable Gambling	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 Federal Incc	0.59
Federal Income Tax Total:						6.80
0	01/06/2015	Charitable Gambling	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 FICA Empl	6.09
0	01/06/2015	Charitable Gambling	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 FICA Empl	0.58
0	01/06/2015	Charitable Gambling	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 Medicare Ei	1.42
0	01/06/2015	Charitable Gambling	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 Medicare Ei	0.14
FICA Employee Ded. Total:						8.23
0	01/06/2015	Charitable Gambling	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 Medicare Ei	1.42
0	01/06/2015	Charitable Gambling	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 Medicare Ei	0.14
0	01/06/2015	Charitable Gambling	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 FICA Empl	0.58
0	01/06/2015	Charitable Gambling	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 FICA Empl	6.09
FICA Employers Share Total:						8.23
0	01/06/2015	Charitable Gambling	MN State Retirement	MSRS-Non Bank	PR Batch 00001.01.2015 Post Emplo;	0.99
MN State Retirement Total:						0.99
0	01/06/2015	Charitable Gambling	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.01.2015 Pera Emplo;	6.44

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					PERA Employee Ded Total:	6.44
0	01/06/2015	Charitable Gambling	PERA Employer Share	PERA-Non Bank	PR Batch 00001.01.2015 Pera Emplo	6.44
0	01/06/2015	Charitable Gambling	PERA Employer Share	PERA-Non Bank	PR Batch 00001.01.2015 Pera additio	0.99
					PERA Employer Share Total:	7.43
76327	01/08/2015	Charitable Gambling	Professional Services - Bingo	Shidell & Mair	Speedskating Bingo	2,381.40
76327	01/08/2015	Charitable Gambling	Professional Services - Bingo	Shidell & Mair	Youth Hockey Bingo	2,041.20
					Professional Services - Bingo Total:	4,422.60
0	01/06/2015	Charitable Gambling	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.01.2015 State Incom	3.32
0	01/06/2015	Charitable Gambling	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.01.2015 State Incom	0.31
					State Income Tax Total:	3.63
					Fund Total:	4,464.35
76420	01/20/2015	Community Development	Building Surcharge	Roto Rooter	Sewer Permit & Street Patching Refu	5.00
					Building Surcharge Total:	5.00
0	01/07/2015	Community Development	Credit Card Fees	US Bank-Non Bank	November Terminal Charges	1,082.65
					Credit Card Fees Total:	1,082.65
0	01/06/2015	Community Development	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 Federal Incc	1,636.47
0	01/06/2015	Community Development	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 Federal Incc	2,189.36
					Federal Income Tax Total:	3,825.83
0	01/06/2015	Community Development	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 FICA Empl	1,125.38
0	01/06/2015	Community Development	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 FICA Empl	843.43
0	01/06/2015	Community Development	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 Medicare Ei	263.19
0	01/06/2015	Community Development	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 Medicare Ei	197.25
					FICA Employee Ded. Total:	2,429.25

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	01/06/2015	Community Development	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 FICA Empl	843.43
0	01/06/2015	Community Development	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 FICA Empl	1,125.38
0	01/06/2015	Community Development	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 Medicare Ei	197.25
0	01/06/2015	Community Development	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 Medicare Ei	263.19
FICA Employers Share Total:						2,429.25
76289	01/06/2015	Community Development	HRA Employer	ING ReliaStar	PR Batch 00001.01.2015 HRA Empl	219.89
76289	01/06/2015	Community Development	HRA Employer	ING ReliaStar	PR Batch 00001.01.2015 HRA Empl	150.11
HRA Employer Total:						370.00
76292	01/06/2015	Community Development	HSA Employee	Premier Bank	PR Batch 00001.01.2015 HSA Empl	91.79
76292	01/06/2015	Community Development	HSA Employee	Premier Bank	PR Batch 00001.01.2015 HSA Empl	62.05
HSA Employee Total:						153.84
76292	01/06/2015	Community Development	HSA Employer	Premier Bank	PR Batch 00001.01.2015 HSA Empl	304.30
76292	01/06/2015	Community Development	HSA Employer	Premier Bank	PR Batch 00001.01.2015 HSA Empl	205.70
HSA Employer Total:						510.00
0	01/06/2015	Community Development	ICMA Def Comp	ICMA Retirement Trust 457-30022'	PR Batch 00001.01.2015 ICMA Defe	326.23
0	01/06/2015	Community Development	ICMA Def Comp	ICMA Retirement Trust 457-30022'	PR Batch 00001.01.2015 ICMA Defe	248.78
ICMA Def Comp Total:						575.01
76371	01/14/2015	Community Development	Life Ins. Employee	Standard Insurance Company	Life Insurance Premium-Dec 2014 Pc	227.70
76423	01/20/2015	Community Development	Life Ins. Employee	Standard Insurance Company	Life Insurance Premium-Policy: 134'	232.94
Life Ins. Employee Total:						460.64
76371	01/14/2015	Community Development	Life Ins. Employer	Standard Insurance Company	Life Insurance Premium-Dec 2014 Pc	88.90
76423	01/20/2015	Community Development	Life Ins. Employer	Standard Insurance Company	Life Insurance Premium-Policy: 134'	88.86
Life Ins. Employer Total:						177.76
76371	01/14/2015	Community Development	Long Term Disability	Standard Insurance Company	Life Insurance Premium-Dec 2014 Pc	198.61
76423	01/20/2015	Community Development	Long Term Disability	Standard Insurance Company	Life Insurance Premium-Policy: 134'	198.61

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
76378	01/20/2015	Community Development	Memberships & Subscriptions	AMBO	Long Term Disability Total:	397.22
0	01/06/2015	Community Development	MN State Retirement	MSRS-Non Bank	2015 Membership Dues	100.00
0	01/06/2015	Community Development	MN State Retirement	MSRS-Non Bank	Memberships & Subscriptions Total:	100.00
0	01/06/2015	Community Development	MN State Retirement	MSRS-Non Bank	PR Batch 00001.01.2015 Post Emplo	175.45
0	01/06/2015	Community Development	MN State Retirement	MSRS-Non Bank	PR Batch 00001.01.2015 Post Emplo	118.62
0	01/06/2015	Community Development	MN State Retirement	MSRS-Non Bank	MN State Retirement Total:	294.07
0	01/06/2015	Community Development	MNDP Def Comp	Great West- Non Bank	PR Batch 00001.01.2015 MNDP De	423.95
0	01/06/2015	Community Development	MNDP Def Comp	Great West- Non Bank	PR Batch 00001.01.2015 MNDP De	296.05
0	01/06/2015	Community Development	MNDP Def Comp	Great West- Non Bank	MNDP Def Comp Total:	720.00
0	01/06/2015	Community Development	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.01.2015 Pera Emplo	1,225.06
0	01/06/2015	Community Development	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.01.2015 Pera Emplo	830.12
0	01/06/2015	Community Development	PERA Employee Ded	PERA-Non Bank	PERA Employee Ded Total:	2,055.18
0	01/06/2015	Community Development	PERA Employer Share	PERA-Non Bank	PR Batch 00001.01.2015 Pera additio	127.73
0	01/06/2015	Community Development	PERA Employer Share	PERA-Non Bank	PR Batch 00001.01.2015 Pera additio	188.48
0	01/06/2015	Community Development	PERA Employer Share	PERA-Non Bank	PR Batch 00001.01.2015 Pera Emplo	830.12
0	01/06/2015	Community Development	PERA Employer Share	PERA-Non Bank	PR Batch 00001.01.2015 Pera Emplo	1,225.06
0	01/06/2015	Community Development	PERA Employer Share	PERA-Non Bank	PERA Employer Share Total:	2,371.39
76415	01/20/2015	Community Development	Professional Services	Permitworks	Permits & Inspections Software-2015	3,875.00
76426	01/20/2015	Community Development	Professional Services	Sheila Stowell	Planning Commission Meeting Minut	168.75
76426	01/20/2015	Community Development	Professional Services	Sheila Stowell	Mileage Reimbursement	5.00
76420	01/20/2015	Community Development	Sewer Permits	Roto Rooter	Professional Services Total:	4,048.75
0	01/06/2015	Community Development	State Income Tax	MN Dept of Revenue-Non Bank	Sewer Permit & Street Patching Refu	48.00
0	01/06/2015	Community Development	State Income Tax	MN Dept of Revenue-Non Bank	Sewer Permits Total:	48.00
0	01/06/2015	Community Development	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.01.2015 State Incom	832.72
0	01/06/2015	Community Development	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.01.2015 State Incom	623.13

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					State Income Tax Total:	1,455.85
76329	01/08/2015	Community Development	Telephone	Sprint	Cell Phones	105.64
76334	01/08/2015	Community Development	Telephone	T Mobile	Cell Phones-Acct: 876644423	32.79
					Telephone Total:	138.43
76394	01/20/2015	Community Development	Training	Donald Salverda & Associates	Leadership Training-Munson	600.00
					Training Total:	600.00
0	01/14/2015	Community Development	Transportation	Paul Bilotta	Mileage Reimbursement	70.06
0	01/14/2015	Community Development	Transportation	Thomas Paschke	Mileage Reimbursement	97.18
					Transportation Total:	167.24
					Fund Total:	24,415.36
0	01/06/2015	Contracted Engineering Svcs	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 Federal Incc	299.17
0	01/06/2015	Contracted Engineering Svcs	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 Federal Incc	213.63
					Federal Income Tax Total:	512.80
0	01/06/2015	Contracted Engineering Svcs	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 FICA Empl	119.66
0	01/06/2015	Contracted Engineering Svcs	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 FICA Empl	85.44
0	01/06/2015	Contracted Engineering Svcs	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 Medicare E	27.99
0	01/06/2015	Contracted Engineering Svcs	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 Medicare E	19.98
					FICA Employee Ded. Total:	253.07
0	01/06/2015	Contracted Engineering Svcs	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 FICA Empl	119.66
0	01/06/2015	Contracted Engineering Svcs	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 FICA Empl	85.44
0	01/06/2015	Contracted Engineering Svcs	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 Medicare E	27.99
0	01/06/2015	Contracted Engineering Svcs	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 Medicare E	19.98
					FICA Employers Share Total:	253.07
76292	01/06/2015	Contracted Engineering Svcs	HSA Employee	Premier Bank	PR Batch 00001.01.2015 HSA Empl	11.67
76292	01/06/2015	Contracted Engineering Svcs	HSA Employee	Premier Bank	PR Batch 00001.01.2015 HSA Empl	8.33

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					HSA Employee Total:	20.00
76292	01/06/2015	Contracted Engineering Svcs	HSA Employer	Premier Bank	PR Batch 00001.01.2015 HSA Emplo	83.32
76292	01/06/2015	Contracted Engineering Svcs	HSA Employer	Premier Bank	PR Batch 00001.01.2015 HSA Emplo	116.68
					HSA Employer Total:	200.00
76371	01/14/2015	Contracted Engineering Svcs	Life Ins. Employer	Standard Insurance Company	Life Insurance Premium-Dec 2014 Pc	8.08
76423	01/20/2015	Contracted Engineering Svcs	Life Ins. Employer	Standard Insurance Company	Life Insurance Premium-Policy: 134'	8.08
					Life Ins. Employer Total:	16.16
76371	01/14/2015	Contracted Engineering Svcs	Long Term Disability	Standard Insurance Company	Life Insurance Premium-Dec 2014 Pc	19.68
76423	01/20/2015	Contracted Engineering Svcs	Long Term Disability	Standard Insurance Company	Life Insurance Premium-Policy: 134'	19.68
					Long Term Disability Total:	39.36
0	01/06/2015	Contracted Engineering Svcs	MN State Retirement	MSRS-Non Bank	PR Batch 00001.01.2015 Post Emplo;	19.61
0	01/06/2015	Contracted Engineering Svcs	MN State Retirement	MSRS-Non Bank	PR Batch 00001.01.2015 Post Emplo;	13.25
					MN State Retirement Total:	32.86
0	01/06/2015	Contracted Engineering Svcs	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.01.2015 Pera Emplo;	86.16
0	01/06/2015	Contracted Engineering Svcs	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.01.2015 Pera Emplo;	127.45
					PERA Employee Ded Total:	213.61
0	01/06/2015	Contracted Engineering Svcs	PERA Employer Share	PERA-Non Bank	PR Batch 00001.01.2015 Pera Emplo;	127.45
0	01/06/2015	Contracted Engineering Svcs	PERA Employer Share	PERA-Non Bank	PR Batch 00001.01.2015 Pera additio	13.25
0	01/06/2015	Contracted Engineering Svcs	PERA Employer Share	PERA-Non Bank	PR Batch 00001.01.2015 Pera Emplo;	86.16
0	01/06/2015	Contracted Engineering Svcs	PERA Employer Share	PERA-Non Bank	PR Batch 00001.01.2015 Pera additio	19.61
					PERA Employer Share Total:	246.47
0	01/06/2015	Contracted Engineering Svcs	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.01.2015 State Incom	72.42
0	01/06/2015	Contracted Engineering Svcs	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.01.2015 State Incom	101.42
					State Income Tax Total:	173.84

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					Fund Total:	1,961.24
76299	01/08/2015	Fire Vehicles Revolving	Furniture & Fixtures	CDW Government, Inc.	Tablet Antennas	1,260.00
76299	01/08/2015	Fire Vehicles Revolving	Furniture & Fixtures	CDW Government, Inc.	Routers	3,495.00
76299	01/08/2015	Fire Vehicles Revolving	Furniture & Fixtures	CDW Government, Inc.	Router Maintenance	705.00
					Furniture & Fixtures Total:	5,460.00
					Fund Total:	5,460.00
0	01/07/2015	General Fund	209000 - Sales Tax Payable	MN Dept of Revenue-Non Bank	Sales/Use Tax	199.65
					209000 - Sales Tax Payable Total:	199.65
76423	01/20/2015	General Fund	210500 - Life Ins. Employee	Standard Insurance Company	Life Insurance Premium-Policy: 134'	1,371.20
					210500 - Life Ins. Employee Total:	1,371.20
0	01/08/2015	General Fund	211402 - Flex Spending Health		Flexible Benefit Reimbursement	527.22
0	01/14/2015	General Fund	211402 - Flex Spending Health		Flexible Benefit Reimbursement	245.67
0	01/14/2015	General Fund	211402 - Flex Spending Health		Flexible Benefit Reimbursement	551.73
0	01/08/2015	General Fund	211402 - Flex Spending Health		Flexible Benefit Reimbursement	333.67
					211402 - Flex Spending Health Total:	1,658.29
0	01/08/2015	General Fund	211403 - Flex Spend Day Care		Dependent Care Reimbursement	1,143.10
0	01/20/2015	General Fund	211403 - Flex Spend Day Care		Dependent Care Reimbursement	333.00
0	01/14/2015	General Fund	211403 - Flex Spend Day Care		Dependent Care Reimbursement	500.00
0	01/08/2015	General Fund	211403 - Flex Spend Day Care		Dependent Care Reimbursement	1,153.86
0	01/08/2015	General Fund	211403 - Flex Spend Day Care		Dependent Care Reimbursement	280.06
0	01/20/2015	General Fund	211403 - Flex Spend Day Care		Dependent Care Reimbursement	170.00
0	01/08/2015	General Fund	211403 - Flex Spend Day Care		Dependent Care Reimbursement	630.06
0	01/08/2015	General Fund	211403 - Flex Spend Day Care		Dependent Care Reimbursement	5,000.00
0	01/08/2015	General Fund	211403 - Flex Spend Day Care		Dependent Care Reimbursement	1,228.77
					211403 - Flex Spend Day Care Total:	10,438.85
76380	01/20/2015	General Fund	Clothing	Aspen Mills Inc.	Uniform Supplies	109.99
76296	01/08/2015	General Fund	Clothing	Aspen Mills Inc.	Uniform Supplies	1,340.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
76296	01/08/2015	General Fund	Clothing	Aspen Mills Inc.	Uniform Supplies	60.50
76296	01/08/2015	General Fund	Clothing	Aspen Mills Inc.	Uniform Supplies	31.00
0	01/20/2015	General Fund	Clothing	Josh Dix	Boots Reimbursement Per Union Con	159.00
0	01/20/2015	General Fund	Clothing	Mike Kroeger	Boots Reimbursement Per Union Con	203.00
					Clothing Total:	1,903.49
76413	01/20/2015	General Fund	Community Grants	Northeast Youth & Family Serv.	2015 Participation	53,775.00
0	01/20/2015	General Fund	Community Grants	Roseville Area Schools	2015 Senior Program Contribution	10,000.00
					Community Grants Total:	63,775.00
76388	01/20/2015	General Fund	Conferences	Caux Round Table	Academy for Public Service-L. Lalib	75.00
76312	01/08/2015	General Fund	Conferences	League of MN Cities	Regional Meeting	120.00
					Conferences Total:	195.00
76294	01/08/2015	General Fund	Contract Maint - Vehicles	Abra Auto Body	Vehicle Repair	798.93
76345	01/14/2015	General Fund	Contract Maint - Vehicles	Boyer Trucks, Corp.	2014 Blanket PO For Vehicle Repairs	2,690.09
0	01/20/2015	General Fund	Contract Maint - Vehicles	Minnesota Spring & Suspension, LJ	2015 Blanket PO for Vehicle Repairs	1,608.00
					Contract Maint - Vehicles Total:	5,097.02
0	01/14/2015	General Fund	Contract Maint. - City Hall	Adam's Pest Control Inc	Quarterly Service	106.00
					Contract Maint. - City Hall Total:	106.00
76320	01/08/2015	General Fund	Contract Maint. - City Garage	Overhead Door Co of the Northlanc	Garage Door Service	183.15
76428	01/20/2015	General Fund	Contract Maint. - City Garage	Tremco/Weatherproofing Technolog	Inspection and Maintenance of Public	1,775.00
					Contract Maint. - City Garage Total:	1,958.15
0	01/08/2015	General Fund	Contract Maintenance	City of St. Paul	Radio Maintenance Service	32.50
0	01/08/2015	General Fund	Contract Maintenance	City of St. Paul	Wireless CAD System	675.00
0	01/06/2015	General Fund	Contract Maintenance	Criterion	Quarterly Subscription Service-Jan-A	4,755.00
0	01/20/2015	General Fund	Contract Maintenance	Grainger Inc	Fuses, Switches	61.72
76406	01/20/2015	General Fund	Contract Maintenance	Law Enforcement Tech Group, LLC	Software Maintenance & Support-201	48,383.23
76291	01/06/2015	General Fund	Contract Maintenance	NEOGOV	Insight Enterprise User License-2015	1,999.00
76323	01/08/2015	General Fund	Contract Maintenance	Ramsey County	Fleet Support Fee	31.20
76323	01/08/2015	General Fund	Contract Maintenance	Ramsey County	Fleet Support Fee	215.28
76323	01/08/2015	General Fund	Contract Maintenance	Ramsey County	Fleet Support Fee	383.76
0	01/20/2015	General Fund	Contract Maintenance	Springbrook Software, Inc.	Annual Finance Software/Maintenanc	22,754.50

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
76340	01/08/2015	General Fund	Contract Maintenance	Upper Cut Tree Service	Blanket PO for Tree Removal	462.00
76341	01/08/2015	General Fund	Contract Maintenance	Verizon Wireless	Cell Phones	364.88
					Contract Maintenance Total:	80,118.07
76323	01/08/2015	General Fund	Dispatching Services	Ramsey County	911 Dispatch Services-Dec	29,054.39
76323	01/08/2015	General Fund	Dispatching Services	Ramsey County	CAD Services-Dec	2,246.88
					Dispatching Services Total:	31,301.27
0	01/07/2015	General Fund	Employee Recognition	US Bank-Non Bank	Employee Gift Card Visa Fees	43.45
					Employee Recognition Total:	43.45
76420	01/20/2015	General Fund	Engineering Fees	Roto Rooter	Sewer Permit & Street Patching Refu	5.00
					Engineering Fees Total:	5.00
0	01/06/2015	General Fund	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 Federal Incc	14,573.96
0	01/06/2015	General Fund	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 Federal Incc	20,434.53
					Federal Income Tax Total:	35,008.49
0	01/06/2015	General Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 FICA Empl	4,600.80
0	01/06/2015	General Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 FICA Empl	2,551.90
0	01/06/2015	General Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 Medicare E	1,705.37
0	01/06/2015	General Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 Medicare E	2,570.02
					FICA Employee Ded. Total:	11,428.09
0	01/06/2015	General Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 FICA Empl	4,600.80
0	01/06/2015	General Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 FICA Empl	2,551.90
0	01/06/2015	General Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 Medicare E	1,705.37
0	01/06/2015	General Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 Medicare E	2,570.02
					FICA Employers Share Total:	11,428.09
76289	01/06/2015	General Fund	HRA Employer	ING ReliaStar	PR Batch 00001.01.2015 HRA Empl	2,016.19
76289	01/06/2015	General Fund	HRA Employer	ING ReliaStar	PR Batch 00001.01.2015 HRA Empl	1,517.31

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					HRA Employer Total:	3,533.50
76292	01/06/2015	General Fund	HSA Employee	Premier Bank	PR Batch 00001.01.2015 HSA Empl	943.71
76292	01/06/2015	General Fund	HSA Employee	Premier Bank	PR Batch 00001.01.2015 HSA Empl	1,179.31
					HSA Employee Total:	2,123.02
76292	01/06/2015	General Fund	HSA Employer	Premier Bank	PR Batch 00001.01.2015 HSA Empl	4,146.19
76292	01/06/2015	General Fund	HSA Employer	Premier Bank	PR Batch 00001.01.2015 HSA Empl	3,338.54
					HSA Employer Total:	7,484.73
0	01/06/2015	General Fund	ICMA Def Comp	ICMA Retirement Trust 457-30022'	PR Batch 00001.01.2015 ICMA Defe	1,264.16
0	01/06/2015	General Fund	ICMA Def Comp	ICMA Retirement Trust 457-30022'	PR Batch 00001.01.2015 ICMA Defe	1,966.83
					ICMA Def Comp Total:	3,230.99
76371	01/14/2015	General Fund	Life Ins. Employee	Standard Insurance Company	Life Insurance Premium-Dec 2014 Pc	1,617.49
					Life Ins. Employee Total:	1,617.49
76371	01/14/2015	General Fund	Life Ins. Employer	Standard Insurance Company	Life Insurance Premium-Dec 2014 Pc	702.99
76423	01/20/2015	General Fund	Life Ins. Employer	Standard Insurance Company	Life Insurance Premium-Policy: 134'	690.61
					Life Ins. Employer Total:	1,393.60
76371	01/14/2015	General Fund	Long Term Disability	Standard Insurance Company	Life Insurance Premium-Dec 2014 Pc	1,410.33
76423	01/20/2015	General Fund	Long Term Disability	Standard Insurance Company	Life Insurance Premium-Policy: 134'	1,425.28
					Long Term Disability Total:	2,835.61
76381	01/20/2015	General Fund	Memberships & Subscriptions	ATOM	2015 Membership Dues	250.00
76401	01/20/2015	General Fund	Memberships & Subscriptions	IPMA-HR MN	2015 Membership Dues	125.00
76409	01/20/2015	General Fund	Memberships & Subscriptions	Metro Cities	2015 Membership Dues	9,934.00
					Memberships & Subscriptions Total:	10,309.00
0	01/06/2015	General Fund	Minnesota Benefit Ded	MN Benefit Association	PR Batch 00001.01.2015 Minnesota I	161.12
0	01/06/2015	General Fund	Minnesota Benefit Ded	MN Benefit Association	PR Batch 00001.01.2015 Minnesota I	120.72

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
76316	01/08/2015	General Fund	Minor Equipment	MINNCOR Industries	Minnesota Benefit Ded Total:	281.84
					Office Chairs	2,540.00
					Minor Equipment Total:	2,540.00
0	01/06/2015	General Fund	MN State Retirement	MSRS-Non Bank	PR Batch 00001.01.2015 Post Emplo;	1,820.30
0	01/06/2015	General Fund	MN State Retirement	MSRS-Non Bank	PR Batch 00001.01.2015 Post Emplo;	990.02
					MN State Retirement Total:	2,810.32
0	01/06/2015	General Fund	MNDCP Def Comp	Great West- Non Bank	PR Batch 00001.01.2015 MNDCP De	3,314.74
0	01/06/2015	General Fund	MNDCP Def Comp	Great West- Non Bank	PR Batch 00001.01.2015 MNDCP De	4,086.93
					MNDCP Def Comp Total:	7,401.67
0	01/07/2015	General Fund	Motor Fuel	MN Dept of Revenue-Non Bank	November Fuel Tax	699.11
					Motor Fuel Total:	699.11
76298	01/08/2015	General Fund	Op Supplies - City Hall	C L Bensen Company, Inc.	Pleated Filters	112.09
76293	01/06/2015	General Fund	Op Supplies - City Hall	Trio Supply Company	Restroom Supplies	326.03
					Op Supplies - City Hall Total:	438.12
76300	01/08/2015	General Fund	Operating Supplies	Centerline Charter Corp.	Transportation Service	188.00
76348	01/14/2015	General Fund	Operating Supplies	Compass Minerals	Street Supplies	1,629.59
76392	01/20/2015	General Fund	Operating Supplies	Crabtree Companies, Inc.	Copier Staples	106.00
0	01/08/2015	General Fund	Operating Supplies	Grant Dattilo	Supplies Reimbursement	15.06
76305	01/08/2015	General Fund	Operating Supplies	EMP	Medical Supplies	132.10
0	01/20/2015	General Fund	Operating Supplies	Jason Gehrman	Supplies Reimbursement	4.49
0	01/20/2015	General Fund	Operating Supplies	Grainger Inc	Gaskets, Adapter	9.35
0	01/08/2015	General Fund	Operating Supplies	Grainger Inc	Break Apart Nozzle	256.00
76321	01/08/2015	General Fund	Operating Supplies	Plaisted Co	Ice Control Supplies	670.56
76322	01/08/2015	General Fund	Operating Supplies	Precise MRM, LLC	Pooled Data, Monthly Software	206.49
76417	01/20/2015	General Fund	Operating Supplies	Primary Products Company	Nitrile Gloves	195.03
76368	01/14/2015	General Fund	Operating Supplies	Scharber & Sons	Compression Springs	118.66
76328	01/08/2015	General Fund	Operating Supplies	Sprayer Specialties, Inc.	Couplers, Clamps	241.52
76332	01/08/2015	General Fund	Operating Supplies	Staples Business Advantage, Inc.	Toner	71.99
76374	01/14/2015	General Fund	Operating Supplies	Tri State Bobcat, Inc	Trade 2004 84" Snow Blade	-550.00
76374	01/14/2015	General Fund	Operating Supplies	Tri State Bobcat, Inc	68" Angle Broom	1,938.50

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
76429	01/20/2015	General Fund	Operating Supplies	Uniforms Unlimited, Inc.	Uniform Supplies	15.50
					Operating Supplies Total:	5,248.84
76298	01/08/2015	General Fund	Operating Supplies City Garage	C L Bensen Company, Inc.	Pleated Filters	112.09
					Operating Supplies City Garage Total:	112.09
0	01/06/2015	General Fund	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.01.2015 Pera Emplo	15,584.14
0	01/06/2015	General Fund	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.01.2015 Pera Emplo	8,931.69
					PERA Employee Ded Total:	24,515.83
0	01/06/2015	General Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00001.01.2015 Pera Emplo	21,468.83
0	01/06/2015	General Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00001.01.2015 Pera additio	367.06
0	01/06/2015	General Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00001.01.2015 Pera additio	586.96
0	01/06/2015	General Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00001.01.2015 Pera Emplo	12,204.33
					PERA Employer Share Total:	34,627.18
0	01/07/2015	General Fund	Postage	Pitney Bowes - Non Bank	December Postage	3,000.00
					Postage Total:	3,000.00
0	01/14/2015	General Fund	Professional Services	Erickson, Bell, Beckman & Quinn I	Prosecution Services Through Dec 31	53.00
0	01/14/2015	General Fund	Professional Services	Erickson, Bell, Beckman & Quinn I	General Civil Matters Through Dec 3	15,107.00
0	01/08/2015	General Fund	Professional Services	Erickson, Bell, Beckman & Quinn I	Prosecution Service	12,515.00
76397	01/20/2015	General Fund	Professional Services	Goodpointe Technology, Inc. (c/o Z	ICON Standard PMS	1,750.00
76313	01/08/2015	General Fund	Professional Services	LexisNexis Risk Data Mgmt, Inc.	Minimum Commitment	50.00
76315	01/08/2015	General Fund	Professional Services	Metropolitan Courier Corp.	Armored Car Service	738.00
76411	01/20/2015	General Fund	Professional Services	Multicare Associates	Hepatitis B Vaccine-Account: 64904	81.00
76426	01/20/2015	General Fund	Professional Services	Sheila Stowell	City Council Meeting Minutes	193.75
76426	01/20/2015	General Fund	Professional Services	Sheila Stowell	Mileage Reimbursement	5.00
76426	01/20/2015	General Fund	Professional Services	Sheila Stowell	City Council Meeting Minutes	231.25
76426	01/20/2015	General Fund	Professional Services	Sheila Stowell	Mileage Reimbursement	5.00
76336	01/08/2015	General Fund	Professional Services	Time Saver Off Site Secretarial, Inc	Finance Commission Meeting Minute	208.50
76336	01/08/2015	General Fund	Professional Services	Time Saver Off Site Secretarial, Inc	Human Rights Commission Meeting]	241.00
76337	01/08/2015	General Fund	Professional Services	Trans Union, LLC	Employment Report	5.55
					Professional Services Total:	31,184.05
76338	01/08/2015	General Fund	Rental	Tri State Bobcat, Inc	Bobcat Skidsteer Loader Upgrade	3,982.14

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					Rental Total:	3,982.14
0	01/06/2015	General Fund	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.01.2015 State Incom	8,008.93
0	01/06/2015	General Fund	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.01.2015 State Incom	5,650.89
					State Income Tax Total:	13,659.82
76420	01/20/2015	General Fund	Street Patching	Roto Rooter	Sewer Permit & Street Patching Refu	650.00
					Street Patching Total:	650.00
76329	01/08/2015	General Fund	Telephone	Sprint	Cell Phones	19.56
76329	01/08/2015	General Fund	Telephone	Sprint	Cell Phones	31.30
76334	01/08/2015	General Fund	Telephone	T Mobile	Cell Phones-Acct: 771707201	76.89
76334	01/08/2015	General Fund	Telephone	T Mobile	Cell Phones-Acct: 876644423	50.70
76334	01/08/2015	General Fund	Telephone	T Mobile	Cell Phones-Acct: 876644423	615.67
76334	01/08/2015	General Fund	Telephone	T Mobile	Cell Phones-Acct: 876644423	306.70
76334	01/08/2015	General Fund	Telephone	T Mobile	Cell Phones-Acct: 876644423	457.85
					Telephone Total:	1,558.67
76386	01/20/2015	General Fund	Training	Calibre Press, Inc.	Female Enforcers Training-C. Jones	139.00
0	01/08/2015	General Fund	Training	Century College	Law Enforcement Training	1,390.00
0	01/08/2015	General Fund	Training	City of St. Paul	Training Center Use	794.00
76403	01/20/2015	General Fund	Training	KFD Training & Consultation LLC	Lockup Training-S. Mooney	699.00
76421	01/20/2015	General Fund	Training	Special Operations Training	Boston Marathon Bombing Training	75.00
					Training Total:	3,097.00
0	01/08/2015	General Fund	Transportation	Steve Zweber	Mileage Reimbursement	172.48
					Transportation Total:	172.48
0	01/08/2015	General Fund	Tuition Reimbursement	Joe Adams	Tuition Reimbursement	500.00
					Tuition Reimbursement Total:	500.00
0	01/06/2015	General Fund	Union Dues Deduction	LELS	PR Batch 00001.01.2015 Lels Union	795.34
0	01/06/2015	General Fund	Union Dues Deduction	LELS	PR Batch 00001.01.2015 Lels Union	916.57
76290	01/06/2015	General Fund	Union Dues Deduction	Local Union 49	PR Batch 00001.01.2015 IOUE Unioi	117.15

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
76290	01/06/2015	General Fund	Union Dues Deduction	Local Union 49	PR Batch 00001.01.2015 IOUE Union	80.85
0	01/06/2015	General Fund	Union Dues Deduction	MN Teamsters #320	PR Batch 00001.01.2015 Local 320 U	254.29
0	01/06/2015	General Fund	Union Dues Deduction	MN Teamsters #320	PR Batch 00001.01.2015 Local 320 U	208.71
Union Dues Deduction Total:						2,372.91
76343	01/14/2015	General Fund	Vehicle Supplies	Astleford International Trucks	2014 Blanket PO For Vehicle Repairs	197.89
76344	01/14/2015	General Fund	Vehicle Supplies	Bauer Built, Inc.	Qty 35: New Winter Tires for Dodge J	1,221.40
0	01/14/2015	General Fund	Vehicle Supplies	City of St. Paul	Radio Maintenance Services	476.95
76349	01/14/2015	General Fund	Vehicle Supplies	Crysteel Truck Equipment, Inc.	Snowcatcher	172.58
0	01/14/2015	General Fund	Vehicle Supplies	Emergency Automotive Tech Inc	2014 Blanket PO For Vehicle Repairs	312.27
0	01/14/2015	General Fund	Vehicle Supplies	Emergency Automotive Tech Inc	2014 Blanket PO For Vehicle Repairs	324.47
0	01/14/2015	General Fund	Vehicle Supplies	FleetPride Truck & Trailer Parts	2014 Blanket PO for Vehicle Repairs	66.00
0	01/14/2015	General Fund	Vehicle Supplies	FleetPride Truck & Trailer Parts	2014 Blanket PO for Vehicle Repairs	50.65
0	01/14/2015	General Fund	Vehicle Supplies	Force America, Inc.	Connectors, Joystick Base	191.85
0	01/14/2015	General Fund	Vehicle Supplies	Grainger Inc	2014 Blanket PO For Vehicle Repairs	47.20
0	01/14/2015	General Fund	Vehicle Supplies	Larson Companies	Filters	49.71
0	01/20/2015	General Fund	Vehicle Supplies	Larson Companies	Filters	377.14
76359	01/14/2015	General Fund	Vehicle Supplies	Matheson Tri-Gas, Inc	Acetylene	66.66
0	01/20/2015	General Fund	Vehicle Supplies	Midway Ford Co	Keys	103.54
0	01/14/2015	General Fund	Vehicle Supplies	Napa Auto Parts	2014 Blanket PO For Vehicle Repairs	12.00
0	01/20/2015	General Fund	Vehicle Supplies	Napa Auto Parts	Oil Filters	71.66
76367	01/14/2015	General Fund	Vehicle Supplies	Roseville Chrysler Jeep Dodge	2014 Blanket PO for Vehicle Repairs	132.06
76419	01/20/2015	General Fund	Vehicle Supplies	Roseville Chrysler Jeep Dodge	Vehicle Parts	84.32
76419	01/20/2015	General Fund	Vehicle Supplies	Roseville Chrysler Jeep Dodge	Vehicle Parts	95.52
76372	01/14/2015	General Fund	Vehicle Supplies	Suburban Tire Wholesale, Inc.	2014 Blanket PO for Vehicle Repairs	580.00
76427	01/20/2015	General Fund	Vehicle Supplies	Suburban Tire Wholesale, Inc.	Tire Installations, Flat Repairs	375.00
76374	01/14/2015	General Fund	Vehicle Supplies	Tri State Bobcat, Inc	2014 Blanket PO For Vehicle Repairs	5.11
76377	01/14/2015	General Fund	Vehicle Supplies	Zep Sales & Service	Deep Shine	43.51
Vehicle Supplies Total:						5,057.49
Fund Total:						432,472.61
0	01/08/2015	General Fund Donations	Supplies - Target Corp Grant	Grant Dattilo	Supplies Reimbursement	21.46
Supplies - Target Corp Grant Total:						21.46
Fund Total:						21.46

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	01/20/2015	Golf Course	Contract Maintenance	Prowire, Inc.	2015 Annual Security Monitoring-Gol	480.00
					Contract Maintenance Total:	480.00
0	01/07/2015	Golf Course	Credit Card Fees	US Bank-Non Bank	November Terminal Charges	58.10
					Credit Card Fees Total:	58.10
0	01/06/2015	Golf Course	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 Federal Incc	117.46
0	01/06/2015	Golf Course	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 Federal Incc	347.70
					Federal Income Tax Total:	465.16
0	01/06/2015	Golf Course	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 Medicare Ei	59.01
0	01/06/2015	Golf Course	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 FICA Empl	71.93
0	01/06/2015	Golf Course	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 FICA Empl	252.24
0	01/06/2015	Golf Course	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 Medicare Ei	16.82
					FICA Employee Ded. Total:	400.00
0	01/06/2015	Golf Course	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 Medicare Ei	16.82
0	01/06/2015	Golf Course	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 Medicare Ei	59.01
0	01/06/2015	Golf Course	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 FICA Empl	252.24
0	01/06/2015	Golf Course	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 FICA Empl	71.93
					FICA Employers Share Total:	400.00
76289	01/06/2015	Golf Course	HRA Employer	ING ReliaStar	PR Batch 00001.01.2015 HRA Empl	41.77
76289	01/06/2015	Golf Course	HRA Employer	ING ReliaStar	PR Batch 00001.01.2015 HRA Empl	28.23
					HRA Employer Total:	70.00
76292	01/06/2015	Golf Course	HSA Employee	Premier Bank	PR Batch 00001.01.2015 HSA Empl	38.46
					HSA Employee Total:	38.46
76292	01/06/2015	Golf Course	HSA Employer	Premier Bank	PR Batch 00001.01.2015 HSA Empl	170.00
					HSA Employer Total:	170.00
0	01/06/2015	Golf Course	ICMA Def Comp	ICMA Retirement Trust 457-30022'	PR Batch 00001.01.2015 ICMA Defe	50.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					ICMA Def Comp Total:	50.00
76371	01/14/2015	Golf Course	Life Ins. Employee	Standard Insurance Company	Life Insurance Premium-Dec 2014 Pc	73.48
76423	01/20/2015	Golf Course	Life Ins. Employee	Standard Insurance Company	Life Insurance Premium-Policy: 134'	73.48
					Life Ins. Employee Total:	146.96
76371	01/14/2015	Golf Course	Life Ins. Employer	Standard Insurance Company	Life Insurance Premium-Dec 2014 Pc	8.08
76423	01/20/2015	Golf Course	Life Ins. Employer	Standard Insurance Company	Life Insurance Premium-Policy: 134'	5.83
					Life Ins. Employer Total:	13.91
76371	01/14/2015	Golf Course	Long Term Disability	Standard Insurance Company	Life Insurance Premium-Dec 2014 Pc	20.52
76423	01/20/2015	Golf Course	Long Term Disability	Standard Insurance Company	Life Insurance Premium-Policy: 134'	20.52
					Long Term Disability Total:	41.04
0	01/06/2015	Golf Course	MN State Retirement	MSRS-Non Bank	PR Batch 00001.01.2015 Post Emplo;	43.38
0	01/06/2015	Golf Course	MN State Retirement	MSRS-Non Bank	PR Batch 00001.01.2015 Post Emplo;	13.25
					MN State Retirement Total:	56.63
0	01/06/2015	Golf Course	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.01.2015 Pera Emplo;	86.16
0	01/06/2015	Golf Course	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.01.2015 Pera Emplo;	281.98
					PERA Employee Ded Total:	368.14
0	01/06/2015	Golf Course	PERA Employer Share	PERA-Non Bank	PR Batch 00001.01.2015 Pera additio	43.38
0	01/06/2015	Golf Course	PERA Employer Share	PERA-Non Bank	PR Batch 00001.01.2015 Pera additio	13.25
0	01/06/2015	Golf Course	PERA Employer Share	PERA-Non Bank	PR Batch 00001.01.2015 Pera Emplo;	281.98
0	01/06/2015	Golf Course	PERA Employer Share	PERA-Non Bank	PR Batch 00001.01.2015 Pera Emplo;	86.16
					PERA Employer Share Total:	424.77
0	01/06/2015	Golf Course	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.01.2015 State Incom	163.95
0	01/06/2015	Golf Course	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.01.2015 State Incom	60.33
					State Income Tax Total:	224.28
0	01/07/2015	Golf Course	State Sales Tax Payable	MN Dept of Revenue-Non Bank	Sales/Use Tax	107.58

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
76334	01/08/2015	Golf Course	Telephone	T Mobile	State Sales Tax Payable Total: Cell Phones-Acct: 876644423	107.58 61.18
0	01/07/2015	Golf Course	Use Tax Payable	MN Dept of Revenue-Non Bank	Telephone Total: Sales/Use Tax	61.18 8.43
76304	01/08/2015	Housing & Redevelopment Agency	Payment to Owners	Thomas DeHaven	Energy Audit	60.00
76307	01/08/2015	Housing & Redevelopment Agency	Payment to Owners	Mark Hintz	Energy Audit	60.00
76308	01/08/2015	Housing & Redevelopment Agency	Payment to Owners	Al Hinze	Energy Audit	60.00
76309	01/08/2015	Housing & Redevelopment Agency	Payment to Owners	Bruce Hoff	Energy Audit	60.00
76311	01/08/2015	Housing & Redevelopment Agency	Payment to Owners	Martha Johnson	Energy Audit	60.00
76318	01/08/2015	Housing & Redevelopment Agency	Payment to Owners	Nathaniel Morton	Energy Audit	60.00
76369	01/14/2015	Housing & Redevelopment Agency	Payment to Owners	Ward & Cindy Schwie	Green Award 2014-1st Place	500.00
76326	01/08/2015	Housing & Redevelopment Agency	Payment to Owners	Juanita Serna	Energy Audit	60.00
76330	01/08/2015	Housing & Redevelopment Agency	Payment to Owners	Susan St. Marie	Energy Audit	60.00
76335	01/08/2015	Housing & Redevelopment Agency	Payment to Owners	Michael Talbot	Energy Audit	60.00
76333	01/08/2015	Housing & Redevelopment Agency	Professional Services	Sheila Stowell	HRA Meeting Minutes	156.25
76333	01/08/2015	Housing & Redevelopment Agency	Professional Services	Sheila Stowell	Mileage Reimbursement	4.87
76333	01/08/2015	Housing & Redevelopment Agency	Professional Services	Sheila Stowell	Credit To Roseville	-104.87
0	01/08/2015	Housing & Redevelopment Agency	Transportation	Jeanne Kelsey	Professional Services Total: Parking/Mileage Reimbursement	56.25 18.20
76414	01/20/2015	Information Technology	Computer Equipment	Paragon, Inc.	Transportation Total: Fund Total:	18.20 1,114.45
76414	01/20/2015	Information Technology	Computer Equipment	Paragon, Inc.	Park Building Camers-Lexington, Sar	2,833.75

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
76299	01/08/2015	Information Technology	Contract Maintenance	CDW Government, Inc.	Computer Equipment Total:	2,833.75
					Storage Systems	3,861.56
					Contract Maintenance Total:	3,861.56
0	01/06/2015	Information Technology	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 Federal Incc	2,137.46
0	01/06/2015	Information Technology	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 Federal Incc	1,351.19
					Federal Income Tax Total:	3,488.65
0	01/06/2015	Information Technology	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 FICA Empl	1,216.81
0	01/06/2015	Information Technology	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 Medicare Ei	284.59
0	01/06/2015	Information Technology	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 Medicare Ei	181.91
0	01/06/2015	Information Technology	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 FICA Empl	777.85
					FICA Employee Ded. Total:	2,461.16
0	01/06/2015	Information Technology	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 FICA Empl	777.85
0	01/06/2015	Information Technology	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 FICA Empl	1,216.81
0	01/06/2015	Information Technology	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 Medicare Ei	181.91
0	01/06/2015	Information Technology	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 Medicare Ei	284.59
					FICA Employers Share Total:	2,461.16
76289	01/06/2015	Information Technology	HRA Employer	ING ReliaStar	PR Batch 00001.01.2015 HRA Empl	262.18
76289	01/06/2015	Information Technology	HRA Employer	ING ReliaStar	PR Batch 00001.01.2015 HRA Empl	387.82
					HRA Employer Total:	650.00
76292	01/06/2015	Information Technology	HSA Employee	Premier Bank	PR Batch 00001.01.2015 HSA Empl	108.07
76292	01/06/2015	Information Technology	HSA Employee	Premier Bank	PR Batch 00001.01.2015 HSA Empl	75.11
					HSA Employee Total:	183.18
76292	01/06/2015	Information Technology	HSA Employer	Premier Bank	PR Batch 00001.01.2015 HSA Empl	225.40
76292	01/06/2015	Information Technology	HSA Employer	Premier Bank	PR Batch 00001.01.2015 HSA Empl	443.36
					HSA Employer Total:	668.76

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	01/06/2015	Information Technology	ICMA Def Comp	ICMA Retirement Trust 457-30022'	PR Batch 00001.01.2015 ICMA Defe	99.88
0	01/06/2015	Information Technology	ICMA Def Comp	ICMA Retirement Trust 457-30022'	PR Batch 00001.01.2015 ICMA Defe	125.12
ICMA Def Comp Total:						225.00
76379	01/20/2015	Information Technology	Internet	Anoka County Treasury	Broadband-Feb 2015	75.00
0	01/06/2015	Information Technology	Internet	Cologix, Inc	Fiber Cross Connect	450.00
76302	01/08/2015	Information Technology	Internet	Comcast	High Speed Internet, Cable TV	85.00
76288	01/06/2015	Information Technology	Internet	Hurricane Electric	Transit Service Monthly Fee	500.00
76432	01/20/2015	Information Technology	Internet	XO Communications Inc.	Telephone	1,236.93
Internet Total:						2,346.93
76371	01/14/2015	Information Technology	Life Ins. Employee	Standard Insurance Company	Life Insurance Premium-Dec 2014 Pc	51.61
76423	01/20/2015	Information Technology	Life Ins. Employee	Standard Insurance Company	Life Insurance Premium-Policy: 134'	59.61
Life Ins. Employee Total:						111.22
76371	01/14/2015	Information Technology	Life Ins. Employer	Standard Insurance Company	Life Insurance Premium-Dec 2014 Pc	86.86
76423	01/20/2015	Information Technology	Life Ins. Employer	Standard Insurance Company	Life Insurance Premium-Policy: 134'	94.94
Life Ins. Employer Total:						181.80
76371	01/14/2015	Information Technology	Long Term Disability	Standard Insurance Company	Life Insurance Premium-Dec 2014 Pc	175.93
76423	01/20/2015	Information Technology	Long Term Disability	Standard Insurance Company	Life Insurance Premium-Policy: 134'	175.94
Long Term Disability Total:						351.87
0	01/06/2015	Information Technology	MN State Retirement	MSRS-Non Bank	PR Batch 00001.01.2015 Post Emplo;	124.11
0	01/06/2015	Information Technology	MN State Retirement	MSRS-Non Bank	PR Batch 00001.01.2015 Post Emplo;	184.54
MN State Retirement Total:						308.65
76299	01/08/2015	Information Technology	Operating Supplies	CDW Government, Inc.	Battery	121.60
76424	01/20/2015	Information Technology	Operating Supplies	Staples Business Advantage, Inc.	Office Supplies	28.46
Operating Supplies Total:						150.06
0	01/06/2015	Information Technology	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.01.2015 Pera Emplo;	1,188.24
0	01/06/2015	Information Technology	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.01.2015 Pera Emplo;	806.79

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					PERA Employee Ded Total:	1,995.03
0	01/06/2015	Information Technology	PERA Employer Share	PERA-Non Bank	PR Batch 00001.01.2015 Pera Emplo	1,188.24
0	01/06/2015	Information Technology	PERA Employer Share	PERA-Non Bank	PR Batch 00001.01.2015 Pera additio	124.11
0	01/06/2015	Information Technology	PERA Employer Share	PERA-Non Bank	PR Batch 00001.01.2015 Pera additio	182.80
0	01/06/2015	Information Technology	PERA Employer Share	PERA-Non Bank	PR Batch 00001.01.2015 Pera Emplo	806.79
					PERA Employer Share Total:	2,301.94
0	01/20/2015	Information Technology	Professional Services	SEH Design/Build, Inc.	AT&T Antenna Project Review	1,083.73
					Professional Services Total:	1,083.73
0	01/06/2015	Information Technology	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.01.2015 State Incom	470.64
0	01/06/2015	Information Technology	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.01.2015 State Incom	805.70
					State Income Tax Total:	1,276.34
0	01/08/2015	Information Technology	Telephone	Matt Murtha	Mileage Reimbursement	608.16
76334	01/08/2015	Information Technology	Telephone	T Mobile	Cell Phones-Acct: 876644423	434.92
					Telephone Total:	1,043.08
0	01/08/2015	Information Technology	Transportation	Veronica Koes	Mileage Reimbursement	94.19
0	01/08/2015	Information Technology	Transportation	Mark Mayfield	Mileage Reimbursement	339.92
0	01/08/2015	Information Technology	Transportation	Mark Mayfield	Mileage Reimbursement	134.40
0	01/14/2015	Information Technology	Transportation	Scott Newcomb	Mileage Reimbursement	201.04
					Transportation Total:	769.55
					Fund Total:	28,753.42
0	01/07/2015	Internal Service - Interest	Investment Income	RVA- Non Bank	November Interest	143.71
					Investment Income Total:	143.71
					Fund Total:	143.71

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
76314	01/08/2015	License Center	Computer Equipment	Master Technology Group	Fax Machine Relocation	105.00
					Computer Equipment Total:	105.00
76385	01/20/2015	License Center	Contract Maintenance	Brite-Way Window Cleaning Sv	License Center Window Cleaning	20.00
76351	01/14/2015	License Center	Contract Maintenance	G & K Services	Rugs	22.40
76351	01/14/2015	License Center	Contract Maintenance	G & K Services	Rugs	22.40
					Contract Maintenance Total:	64.80
0	01/06/2015	License Center	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 Federal Incc	957.72
0	01/06/2015	License Center	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 Federal Incc	2,074.55
					Federal Income Tax Total:	3,032.27
0	01/06/2015	License Center	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 FICA Empl	1,325.75
0	01/06/2015	License Center	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 FICA Empl	554.42
0	01/06/2015	License Center	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 Medicare Ei	129.67
0	01/06/2015	License Center	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 Medicare Ei	310.06
					FICA Employee Ded. Total:	2,319.90
0	01/06/2015	License Center	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 FICA Empl	554.42
0	01/06/2015	License Center	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 FICA Empl	1,325.75
0	01/06/2015	License Center	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 Medicare Ei	310.06
0	01/06/2015	License Center	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 Medicare Ei	129.67
					FICA Employers Share Total:	2,319.90
76289	01/06/2015	License Center	HRA Employer	ING ReliaStar	PR Batch 00001.01.2015 HRA Empl	525.14
76289	01/06/2015	License Center	HRA Employer	ING ReliaStar	PR Batch 00001.01.2015 HRA Empl	104.86
					HRA Employer Total:	630.00
76292	01/06/2015	License Center	HSA Employee	Premier Bank	PR Batch 00001.01.2015 HSA Empl	31.02
76292	01/06/2015	License Center	HSA Employee	Premier Bank	PR Batch 00001.01.2015 HSA Empl	45.90
					HSA Employee Total:	76.92
76292	01/06/2015	License Center	HSA Employer	Premier Bank	PR Batch 00001.01.2015 HSA Empl	495.20
76292	01/06/2015	License Center	HSA Employer	Premier Bank	PR Batch 00001.01.2015 HSA Empl	219.80

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					HSA Employer Total:	715.00
76371	01/14/2015	License Center	Life Ins. Employee	Standard Insurance Company	Life Insurance Premium-Dec 2014 Pc	76.50
76423	01/20/2015	License Center	Life Ins. Employee	Standard Insurance Company	Life Insurance Premium-Policy: 134'	116.00
					Life Ins. Employee Total:	192.50
76371	01/14/2015	License Center	Life Ins. Employer	Standard Insurance Company	Life Insurance Premium-Dec 2014 Pc	72.72
76423	01/20/2015	License Center	Life Ins. Employer	Standard Insurance Company	Life Insurance Premium-Policy: 134'	72.72
					Life Ins. Employer Total:	145.44
76371	01/14/2015	License Center	Long Term Disability	Standard Insurance Company	Life Insurance Premium-Dec 2014 Pc	122.42
76423	01/20/2015	License Center	Long Term Disability	Standard Insurance Company	Life Insurance Premium-Policy: 134'	122.42
					Long Term Disability Total:	244.84
76408	01/20/2015	License Center	Memberships & Subscriptions	MDRA Mike Norgaard-Treasurer	2015 Membership Dues-Deputy 118	575.00
					Memberships & Subscriptions Total:	575.00
0	01/06/2015	License Center	MN State Retirement	MSRS-Non Bank	PR Batch 00001.01.2015 Post Emplo;	83.03
0	01/06/2015	License Center	MN State Retirement	MSRS-Non Bank	PR Batch 00001.01.2015 Post Emplo;	220.13
					MN State Retirement Total:	303.16
0	01/06/2015	License Center	MNDCP Def Comp	Great West- Non Bank	PR Batch 00001.01.2015 MNDCP De	137.28
0	01/06/2015	License Center	MNDCP Def Comp	Great West- Non Bank	PR Batch 00001.01.2015 MNDCP De	115.42
0	01/06/2015	License Center	MNDCP Def Comp	Great West- Non Bank	PR Batch 00001.01.2015 MNDCP De	157.67
0	01/06/2015	License Center	MNDCP Def Comp	Great West- Non Bank	PR Batch 00001.01.2015 MNDCP De	42.33
					MNDCP Def Comp Total:	452.70
0	01/20/2015	License Center	Office Supplies	Mary Lou Maniaci	Training Supplies Reimbursement	24.95
					Office Supplies Total:	24.95
0	01/06/2015	License Center	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.01.2015 Pera Emplo;	539.54
0	01/06/2015	License Center	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.01.2015 Pera Emplo;	1,370.75

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					PERA Employee Ded Total:	1,910.29
0	01/06/2015	License Center	PERA Employer Share	PERA-Non Bank	PR Batch 00001.01.2015 Pera additio	83.03
0	01/06/2015	License Center	PERA Employer Share	PERA-Non Bank	PR Batch 00001.01.2015 Pera Emplo	1,370.75
0	01/06/2015	License Center	PERA Employer Share	PERA-Non Bank	PR Batch 00001.01.2015 Pera additio	210.88
0	01/06/2015	License Center	PERA Employer Share	PERA-Non Bank	PR Batch 00001.01.2015 Pera Emplo	539.54
					PERA Employer Share Total:	2,204.20
0	01/20/2015	License Center	Professional Services	Electro Watchman, Inc.	License Center Alarm System	180.00
0	01/20/2015	License Center	Professional Services	Quicksilver Express Courier	Courier Service	248.94
					Professional Services Total:	428.94
0	01/20/2015	License Center	Rental	Gaughan Properties	License Center Rent-Jan 2015	5,161.10
					Rental Total:	5,161.10
0	01/07/2015	License Center	Sales Tax Payable	MN Dept of Revenue-Non Bank	Sales/Use Tax	1,150.22
					Sales Tax Payable Total:	1,150.22
0	01/06/2015	License Center	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.01.2015 State Incom	904.68
0	01/06/2015	License Center	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.01.2015 State Incom	383.12
					State Income Tax Total:	1,287.80
0	01/08/2015	License Center	Transportation	Mary Dracy	Mileage Reimbursement	71.68
					Transportation Total:	71.68
					Fund Total:	23,416.61
76398	01/20/2015	Municipal Jazz Band	Operating Supplies	Groth Music	Big Band Supplies	177.73
76418	01/20/2015	Municipal Jazz Band	Operating Supplies	Richfield Bus Company	Big Band Transportation	970.00
					Operating Supplies Total:	1,147.73

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
Fund Total:						1,147.73
0	01/14/2015	P & R Contract Maintenance	Contract Maintenance	Prowire, Inc.	Alarm Repair	617.00
Contract Maintenance Total:						617.00
0	01/06/2015	P & R Contract Maintenance	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 Federal Incc	1,320.22
0	01/06/2015	P & R Contract Maintenance	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 Federal Incc	855.87
Federal Income Tax Total:						2,176.09
0	01/06/2015	P & R Contract Maintenance	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 FICA Empl	758.97
0	01/06/2015	P & R Contract Maintenance	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 FICA Empl	468.84
0	01/06/2015	P & R Contract Maintenance	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 Medicare Ei	177.52
0	01/06/2015	P & R Contract Maintenance	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 Medicare Ei	109.65
FICA Employee Ded. Total:						1,514.98
0	01/06/2015	P & R Contract Maintenance	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 FICA Empl	758.97
0	01/06/2015	P & R Contract Maintenance	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 FICA Empl	468.84
0	01/06/2015	P & R Contract Maintenance	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 Medicare Ei	109.65
0	01/06/2015	P & R Contract Maintenance	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 Medicare Ei	177.52
FICA Employers Share Total:						1,514.98
76289	01/06/2015	P & R Contract Maintenance	HRA Employer	ING ReliaStar	PR Batch 00001.01.2015 HRA Emplc	224.60
76289	01/06/2015	P & R Contract Maintenance	HRA Employer	ING ReliaStar	PR Batch 00001.01.2015 HRA Emplc	145.40
HRA Employer Total:						370.00
76292	01/06/2015	P & R Contract Maintenance	HSA Employee	Premier Bank	PR Batch 00001.01.2015 HSA WI En	20.12
76292	01/06/2015	P & R Contract Maintenance	HSA Employee	Premier Bank	PR Batch 00001.01.2015 HSA WI En	14.50
76292	01/06/2015	P & R Contract Maintenance	HSA Employee	Premier Bank	PR Batch 00001.01.2015 HSA Emplc	168.86
76292	01/06/2015	P & R Contract Maintenance	HSA Employee	Premier Bank	PR Batch 00001.01.2015 HSA Emplc	69.60
HSA Employee Total:						273.08
76292	01/06/2015	P & R Contract Maintenance	HSA Employer	Premier Bank	PR Batch 00001.01.2015 HSA Emplc	359.25
76292	01/06/2015	P & R Contract Maintenance	HSA Employer	Premier Bank	PR Batch 00001.01.2015 HSA Emplc	705.75

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					HSA Employer Total:	1,065.00
76371	01/14/2015	P & R Contract Maintenance	Life Ins. Employee	Standard Insurance Company	Life Insurance Premium-Dec 2014 Pc	52.41
76423	01/20/2015	P & R Contract Maintenance	Life Ins. Employee	Standard Insurance Company	Life Insurance Premium-Policy: 134'	89.71
					Life Ins. Employee Total:	142.12
76371	01/14/2015	P & R Contract Maintenance	Life Ins. Employer	Standard Insurance Company	Life Insurance Premium-Dec 2014 Pc	66.66
76423	01/20/2015	P & R Contract Maintenance	Life Ins. Employer	Standard Insurance Company	Life Insurance Premium-Policy: 134'	66.66
					Life Ins. Employer Total:	133.32
76371	01/14/2015	P & R Contract Maintenance	Long Term Disability	Standard Insurance Company	Life Insurance Premium-Dec 2014 Pc	115.62
76423	01/20/2015	P & R Contract Maintenance	Long Term Disability	Standard Insurance Company	Life Insurance Premium-Policy: 134'	115.61
					Long Term Disability Total:	231.23
0	01/06/2015	P & R Contract Maintenance	Memberships & Subscriptions	MRPA	MN Rec. & Park Assoc. Membership	80.00
					Memberships & Subscriptions Total:	80.00
0	01/06/2015	P & R Contract Maintenance	MN State Retirement	MSRS-Non Bank	PR Batch 00001.01.2015 Post Emplo;	73.84
0	01/06/2015	P & R Contract Maintenance	MN State Retirement	MSRS-Non Bank	PR Batch 00001.01.2015 Post Emplo;	128.64
					MN State Retirement Total:	202.48
0	01/06/2015	P & R Contract Maintenance	MNDCP Def Comp	Great West- Non Bank	PR Batch 00001.01.2015 MNDCP De	169.48
0	01/06/2015	P & R Contract Maintenance	MNDCP Def Comp	Great West- Non Bank	PR Batch 00001.01.2015 MNDCP De	110.52
					MNDCP Def Comp Total:	280.00
0	01/14/2015	P & R Contract Maintenance	Operating Supplies	Fastenal Company Inc.	Tile Bit	9.09
76361	01/14/2015	P & R Contract Maintenance	Operating Supplies	MIDC Enterprises	PVC Pipe	183.42
					Operating Supplies Total:	192.51
0	01/06/2015	P & R Contract Maintenance	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.01.2015 Pera Emplo;	836.22
0	01/06/2015	P & R Contract Maintenance	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.01.2015 Pera Emplo;	479.84

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	01/06/2015	P & R Contract Maintenance	PERA Employer Share	PERA-Non Bank	PERA Employee Ded Total:	1,316.06
0	01/06/2015	P & R Contract Maintenance	PERA Employer Share	PERA-Non Bank	PR Batch 00001.01.2015 Pera additio	73.84
0	01/06/2015	P & R Contract Maintenance	PERA Employer Share	PERA-Non Bank	PR Batch 00001.01.2015 Pera additio	128.64
0	01/06/2015	P & R Contract Maintenance	PERA Employer Share	PERA-Non Bank	PR Batch 00001.01.2015 Pera Emplo	836.22
0	01/06/2015	P & R Contract Maintenance	PERA Employer Share	PERA-Non Bank	PR Batch 00001.01.2015 Pera Emplo	479.84
					PERA Employer Share Total:	1,518.54
76340	01/08/2015	P & R Contract Maintenance	Professional Services	Upper Cut Tree Service	Diseased and Hazard Tree Removal	786.00
76340	01/08/2015	P & R Contract Maintenance	Professional Services	Upper Cut Tree Service	Tree Removal	28,533.00
					Professional Services Total:	29,319.00
0	01/07/2015	P & R Contract Maintenance	Sales Tax	MN Dept of Revenue-Non Bank	Sales/Use Tax	48.13
					Sales Tax Total:	48.13
0	01/06/2015	P & R Contract Maintenance	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.01.2015 State Incom	579.15
0	01/06/2015	P & R Contract Maintenance	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.01.2015 State Incom	374.06
					State Income Tax Total:	953.21
76329	01/08/2015	P & R Contract Maintenance	Telephone	Sprint	Cell Phones	31.30
76334	01/08/2015	P & R Contract Maintenance	Telephone	T Mobile	Cell Phones-Acct: 876644423	71.87
					Telephone Total:	103.17
76290	01/06/2015	P & R Contract Maintenance	Union Dues Deduction	Local Union 49	PR Batch 00001.01.2015 IOUE Unioi	93.19
76290	01/06/2015	P & R Contract Maintenance	Union Dues Deduction	Local Union 49	PR Batch 00001.01.2015 IOUE Unioi	170.81
					Union Dues Deduction Total:	264.00
					Fund Total:	42,314.90
0	01/08/2015	Park Renewal 2011	Capital Outlay	Bachmans Inc	Garden Supplies	836.20
					Capital Outlay Total:	836.20

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	01/08/2015	Park Renewal 2011	Contractor Payments	Knutson Construction Services	Park Renewal Program Construction :	196,394.70
0	01/08/2015	Park Renewal 2011	Contractor Payments	Knutson Construction Services	Park Renewal Program Construction :	88,350.00
0	01/08/2015	Park Renewal 2011	Contractor Payments	Knutson Construction Services	Park Renewal Program Construction :	14,250.00
0	01/08/2015	Park Renewal 2011	Contractor Payments	Knutson Construction Services	Park Renewal Program Construction :	38,000.00
0	01/08/2015	Park Renewal 2011	Contractor Payments	Knutson Construction Services	Park Renewal Program Construction :	14,250.00
0	01/08/2015	Park Renewal 2011	Contractor Payments	Knutson Construction Services	Park Renewal Program Construction :	61,358.55
0	01/08/2015	Park Renewal 2011	Contractor Payments	Knutson Construction Services	Park Renewal Program Construction :	8,159.08
0	01/08/2015	Park Renewal 2011	Contractor Payments	Knutson Construction Services	Park Renewal Program Construction :	15,215.72
0	01/08/2015	Park Renewal 2011	Contractor Payments	Knutson Construction Services	Park Renewal Program Construction :	82,650.00
0	01/08/2015	Park Renewal 2011	Contractor Payments	Knutson Construction Services	Park Renewal Program Construction :	50,350.00
0	01/08/2015	Park Renewal 2011	Contractor Payments	Knutson Construction Services	Park Renewal Program Construction :	170,020.01
0	01/08/2015	Park Renewal 2011	Contractor Payments	Knutson Construction Services	Park Renewal Program Construction :	57,226.27
0	01/08/2015	Park Renewal 2011	Contractor Payments	Knutson Construction Services	Park Renewal Program Construction :	3,990.00
0	01/08/2015	Park Renewal 2011	Contractor Payments	Knutson Construction Services	Park Renewal Program Construction :	65,814.36
76405	01/20/2015	Park Renewal 2011	Contractor Payments	Landscape Structures Inc.	Acorn Park Playbooster Play System	97,000.00
76340	01/08/2015	Park Renewal 2011	Contractor Payments	Upper Cut Tree Service	Tree Removal	345.00
76340	01/08/2015	Park Renewal 2011	Contractor Payments	Upper Cut Tree Service	Tree Removal	1,731.00
Contractor Payments Total:						965,104.69
76295	01/08/2015	Park Renewal 2011	Professional Services	Angstrom Analytical, Inc.	Asbestos Demolition Survey	425.00
76295	01/08/2015	Park Renewal 2011	Professional Services	Angstrom Analytical, Inc.	Asbestos Demolition Survey	425.00
76295	01/08/2015	Park Renewal 2011	Professional Services	Angstrom Analytical, Inc.	Asbestos Demolition Survey	425.00
76295	01/08/2015	Park Renewal 2011	Professional Services	Angstrom Analytical, Inc.	Asbestos Demolition Survey	425.00
0	01/08/2015	Park Renewal 2011	Professional Services	Arizona State University	Best Value Education Proposal	10,000.00
0	01/08/2015	Park Renewal 2011	Professional Services	Knutson Construction Services	Park Renewal Program Construction :	68,115.00
76319	01/08/2015	Park Renewal 2011	Professional Services	Northern Technologies, Inc.	Park Renewal Program Engineering S	450.25
76319	01/08/2015	Park Renewal 2011	Professional Services	Northern Technologies, Inc.	Park Renewal Program Engineering S	602.00
76319	01/08/2015	Park Renewal 2011	Professional Services	Northern Technologies, Inc.	Park Renewal Program Engineering S	230.00
76319	01/08/2015	Park Renewal 2011	Professional Services	Northern Technologies, Inc.	Park Renewal Program Engineering S	795.50
76319	01/08/2015	Park Renewal 2011	Professional Services	Northern Technologies, Inc.	Park Renewal Program Engineering S	1,682.75
76319	01/08/2015	Park Renewal 2011	Professional Services	Northern Technologies, Inc.	Park Renewal Program Engineering S	3,337.75
76319	01/08/2015	Park Renewal 2011	Professional Services	Northern Technologies, Inc.	Park Renewal Program Engineering S	981.50
76324	01/08/2015	Park Renewal 2011	Professional Services	Red Pine Industries, Inc.	Asbestos Removal	960.00
Professional Services Total:						88,854.75
Fund Total:						1,054,795.64
76397	01/20/2015	Pathway Maintenance Fund	Operating Supplies	Goodpointe Technology, Inc. (c/o Z	Extra Data Sheet	750.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					Operating Supplies Total:	750.00
					Fund Total:	750.00
0	01/06/2015	Police - DWI Enforcement	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 Federal Incc	99.82
					Federal Income Tax Total:	99.82
0	01/06/2015	Police - DWI Enforcement	FICA Employee Ded	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 Medicare Ei	12.09
					FICA Employee Ded Total:	12.09
0	01/06/2015	Police - DWI Enforcement	FICA Employer Share	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 Medicare Ei	12.09
					FICA Employer Share Total:	12.09
76292	01/06/2015	Police - DWI Enforcement	HSA Employee	Premier Bank	PR Batch 00001.01.2015 HSA Empl	13.48
					HSA Employee Total:	13.48
76292	01/06/2015	Police - DWI Enforcement	HSA Employer	Premier Bank	PR Batch 00001.01.2015 HSA Empl	44.29
					HSA Employer Total:	44.29
76371	01/14/2015	Police - DWI Enforcement	Life Ins. Employee	Standard Insurance Company	Life Insurance Premium-Dec 2014 Pc	0.68
					Life Ins. Employee Total:	0.68
76371	01/14/2015	Police - DWI Enforcement	Life Insurance	Standard Insurance Company	Life Insurance Premium-Dec 2014 Pc	1.68
76423	01/20/2015	Police - DWI Enforcement	Life Insurance	Standard Insurance Company	Life Insurance Premium-Policy: 134'	16.91
					Life Insurance Total:	18.59
76371	01/14/2015	Police - DWI Enforcement	Long Term Disability	Standard Insurance Company	Life Insurance Premium-Dec 2014 Pc	2.81
76423	01/20/2015	Police - DWI Enforcement	Long Term Disability	Standard Insurance Company	Life Insurance Premium-Policy: 134'	3.72
					Long Term Disability Total:	6.53

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	01/06/2015	Police - DWI Enforcement	MN State Retirement	MSRS-Non Bank	PR Batch 00001.01.2015 Post Emplo;	8.75
					MN State Retirement Total:	8.75
0	01/06/2015	Police - DWI Enforcement	MNDCP Def Comp	Great West- Non Bank	PR Batch 00001.01.2015 MNDCP De	11.59
					MNDCP Def Comp Total:	11.59
0	01/06/2015	Police - DWI Enforcement	PERA	PERA-Non Bank	PR Batch 00001.01.2015 Pera Emplo;	94.60
					PERA Total:	94.60
0	01/06/2015	Police - DWI Enforcement	PERA Employer Share	PERA-Non Bank	PR Batch 00001.01.2015 Pera Emplo;	141.90
					PERA Employer Share Total:	141.90
76339	01/08/2015	Police - DWI Enforcement	Professional Services	Twin Cities Auctions, Inc.	Vehicle Storage	736.42
					Professional Services Total:	736.42
0	01/06/2015	Police - DWI Enforcement	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.01.2015 State Incom	38.53
					State Income Tax Total:	38.53
0	01/06/2015	Police - DWI Enforcement	Union Dues	LELS	PR Batch 00001.01.2015 Lels Union	12.46
					Union Dues Total:	12.46
					Fund Total:	1,251.82
0	01/06/2015	Police Grants	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 Federal Incc	244.43
					Federal Income Tax Total:	244.43
0	01/06/2015	Police Grants	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 Medicare Ei	20.39
					FICA Employee Ded. Total:	20.39
0	01/06/2015	Police Grants	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 Medicare Ei	20.39

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
76292	01/06/2015	Police Grants	HSA Employee	Premier Bank	FICA Employers Share Total: PR Batch 00001.01.2015 HSA Empl	20.39 27.31
76292	01/06/2015	Police Grants	HSA Employee	Premier Bank	HSA Employee Total: PR Batch 00001.01.2015 HSA Empl	27.31 58.69
76371 76423	01/14/2015 01/20/2015	Police Grants Police Grants	Life Ins. Employee Life Ins. Employee	Standard Insurance Company Standard Insurance Company	Life Insurance Premium-Dec 2014 Pe Life Insurance Premium-Policy: 134'	9.17 0.75
76371 76423	01/14/2015 01/20/2015	Police Grants Police Grants	Life Ins. Employer Life Ins. Employer	Standard Insurance Company Standard Insurance Company	Life Insurance Premium-Dec 2014 Pe Life Insurance Premium-Policy: 134'	1.00 29.26
76371 76423	01/14/2015 01/20/2015	Police Grants Police Grants	Long Term Disability Long Term Disability	Standard Insurance Company Standard Insurance Company	Life Insurance Premium-Dec 2014 Pe Life Insurance Premium-Policy: 134'	1.77 4.42
0	01/06/2015	Police Grants	MN State Retirement	MSRS-Non Bank	Long Term Disability Total: PR Batch 00001.01.2015 Post Emplo;	6.19 14.49
0	01/06/2015	Police Grants	MNDP Def Comp	Great West- Non Bank	MN State Retirement Total: PR Batch 00001.01.2015 MNDCP De	14.49 18.23
0	01/06/2015	Police Grants	PERA Employee Ded	PERA-Non Bank	MNDP Def Comp Total: PR Batch 00001.01.2015 Pera Emplo;	18.23 156.43
0	01/06/2015	Police Grants	PERA Employer Share	PERA-Non Bank	PERA Employee Ded Total: PR Batch 00001.01.2015 Pera Emplo;	156.43 234.65

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	01/06/2015	Police Grants	State Income Tax	MN Dept of Revenue-Non Bank	PERA Employer Share Total: PR Batch 00001.01.2015 State Income	234.65 78.62
0	01/06/2015	Police Grants	Union Dues Deduction	LELS	State Income Tax Total: PR Batch 00001.01.2015 Lels Union	78.62 14.63
0	01/08/2015	Recreation Donations	Other Improvements	Stantec Consulting Services Inc.	Union Dues Deduction Total: Fund Total: Reservoir Woods Restoration Work	14.63 934.63 3,107.00
76362	01/14/2015	Recreation Fund	Advertising	Midwest Art Fairs	Other Improvements Total: Fund Total: Calendar Listing-Arts @ th Oval	3,107.00 3,107.00 25.00
76354	01/14/2015	Recreation Fund	Contract Maintenance	Harty Mechanical, Inc.	Advertising Total: Pressure Switch Replacement	25.00 938.85
0	01/14/2015	Recreation Fund	Contract Maintenance	Kaiser Manufacturing, Inc.	Rink Divider Pads Repair	4,375.00
0	01/14/2015	Recreation Fund	Contract Maintenance	The Retrofit Companies Inc	Fluorescent Lamps, Batteries	220.90
76376	01/14/2015	Recreation Fund	Contract Maintenance	US Environmental Resources/F. Ga	Consulting Services	350.00
0	01/20/2015	Recreation Fund	Contract Maintenance	Prowire, Inc.	Contract Maintenance Total: 2015 Annual Security Monitoring	5,884.75 240.00
0	01/07/2015	Recreation Fund	Credit Card Fees	US Bank-Non Bank	Contract Maintenance Total: November Terminal Charges	240.00 601.43
					Credit Card Fees Total:	601.43

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
76352	01/14/2015	Recreation Fund	Daily Skating	Gamma Phi Beta	Overpayment Refund	243.50
					Daily Skating Total:	243.50
0	01/06/2015	Recreation Fund	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 Federal Incc	3,212.26
0	01/06/2015	Recreation Fund	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 Federal Incc	1,379.66
					Federal Income Tax Total:	4,591.92
0	01/06/2015	Recreation Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 FICA Empl	2,608.66
0	01/06/2015	Recreation Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 Medicare Ei	610.08
0	01/06/2015	Recreation Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 Medicare Ei	201.43
0	01/06/2015	Recreation Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 FICA Empl	861.23
					FICA Employee Ded. Total:	4,281.40
0	01/06/2015	Recreation Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 FICA Empl	861.23
0	01/06/2015	Recreation Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 FICA Empl	2,608.66
0	01/06/2015	Recreation Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 Medicare Ei	610.08
0	01/06/2015	Recreation Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 Medicare Ei	201.43
					FICA Employers Share Total:	4,281.40
76289	01/06/2015	Recreation Fund	HRA Employer	ING ReliaStar	PR Batch 00001.01.2015 HRA Empl	380.15
76289	01/06/2015	Recreation Fund	HRA Employer	ING ReliaStar	PR Batch 00001.01.2015 HRA Empl	597.85
					HRA Employer Total:	978.00
76292	01/06/2015	Recreation Fund	HSA Employee	Premier Bank	PR Batch 00001.01.2015 HSA Empl	196.22
76292	01/06/2015	Recreation Fund	HSA Employee	Premier Bank	PR Batch 00001.01.2015 HSA Empl	137.82
					HSA Employee Total:	334.04
76292	01/06/2015	Recreation Fund	HSA Employer	Premier Bank	PR Batch 00001.01.2015 HSA Empl	639.50
76292	01/06/2015	Recreation Fund	HSA Employer	Premier Bank	PR Batch 00001.01.2015 HSA Empl	305.50
					HSA Employer Total:	945.00
0	01/06/2015	Recreation Fund	ICMA Def Comp	ICMA Retirement Trust 457-30022	PR Batch 00001.01.2015 ICMA Defe	336.16
0	01/06/2015	Recreation Fund	ICMA Def Comp	ICMA Retirement Trust 457-30022	PR Batch 00001.01.2015 ICMA Defe	188.84

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					ICMA Def Comp Total:	525.00
76371	01/14/2015	Recreation Fund	Life Ins. Employee	Standard Insurance Company	Life Insurance Premium-Dec 2014 Pc	138.65
76423	01/20/2015	Recreation Fund	Life Ins. Employee	Standard Insurance Company	Life Insurance Premium-Policy: 134'	138.65
					Life Ins. Employee Total:	277.30
76371	01/14/2015	Recreation Fund	Life Ins. Employer	Standard Insurance Company	Life Insurance Premium-Dec 2014 Pc	96.96
76423	01/20/2015	Recreation Fund	Life Ins. Employer	Standard Insurance Company	Life Insurance Premium-Policy: 134'	96.96
					Life Ins. Employer Total:	193.92
76371	01/14/2015	Recreation Fund	Long Term Disability	Standard Insurance Company	Life Insurance Premium-Dec 2014 Pc	208.07
76423	01/20/2015	Recreation Fund	Long Term Disability	Standard Insurance Company	Life Insurance Premium-Policy: 134'	208.07
					Long Term Disability Total:	416.14
0	01/20/2015	Recreation Fund	Memberships & Subscriptions	DMX, Inc.	Skating Center Music	146.97
76410	01/20/2015	Recreation Fund	Memberships & Subscriptions	MIAMA	Arena Membership Renewal Fee-201	150.00
0	01/06/2015	Recreation Fund	Memberships & Subscriptions	MRPA	MN Rec. & Park Assoc. Membership	160.00
0	01/06/2015	Recreation Fund	Memberships & Subscriptions	MRPA	MN Rec. & Park Assoc. Membership	1,165.00
0	01/06/2015	Recreation Fund	Memberships & Subscriptions	MRPA	MN Rec. & Park Assoc. Membership	560.00
76412	01/20/2015	Recreation Fund	Memberships & Subscriptions	North Suburban Gavel Assn	Membership Dues-2015	15.00
					Memberships & Subscriptions Total:	2,196.97
76384	01/20/2015	Recreation Fund	Merchandise for Sale	Bernatello's Pizza, Inc	Concession Items for Resale	252.00
76347	01/14/2015	Recreation Fund	Merchandise for Sale	Coca Cola Refreshments	Beverages for Resale	58.32
76347	01/14/2015	Recreation Fund	Merchandise for Sale	Coca Cola Refreshments	Beverages for Resale	439.90
76391	01/20/2015	Recreation Fund	Merchandise for Sale	Coca Cola Refreshments	Beverages for Resale	909.21
76355	01/14/2015	Recreation Fund	Merchandise for Sale	Hermel Food Service	Concession Items for Resale	693.20
76355	01/14/2015	Recreation Fund	Merchandise for Sale	Hermel Food Service	Concession Items for Resale	693.65
76399	01/20/2015	Recreation Fund	Merchandise for Sale	Hermel Food Service	Concession Items for Resale	721.19
76399	01/20/2015	Recreation Fund	Merchandise for Sale	Hermel Food Service	Concession Items for Resale-Credit	-32.42
					Merchandise for Sale Total:	3,735.05
0	01/06/2015	Recreation Fund	Minnesota Benefit Ded	MN Benefit Association	PR Batch 00001.01.2015 Minnesota I	255.12
0	01/06/2015	Recreation Fund	Minnesota Benefit Ded	MN Benefit Association	PR Batch 00001.01.2015 Minnesota I	172.45

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					Minnesota Benefit Ded Total:	427.57
0	01/06/2015	Recreation Fund	MN State Retirement	MSRS-Non Bank	PR Batch 00001.01.2015 Post Emplo;	270.28
0	01/06/2015	Recreation Fund	MN State Retirement	MSRS-Non Bank	PR Batch 00001.01.2015 Post Emplo;	137.19
					MN State Retirement Total:	407.47
0	01/06/2015	Recreation Fund	MNDCP Def Comp	Great West- Non Bank	PR Batch 00001.01.2015 MNDCP De	765.73
0	01/06/2015	Recreation Fund	MNDCP Def Comp	Great West- Non Bank	PR Batch 00001.01.2015 MNDCP De	542.68
					MNDCP Def Comp Total:	1,308.41
0	01/20/2015	Recreation Fund	Operating Supplies	Mark Bartholomew	Snow Blower	250.00
0	01/14/2015	Recreation Fund	Operating Supplies	Fikes, Inc.	Restroom Supplies	278.70
0	01/14/2015	Recreation Fund	Operating Supplies	Grainger Inc	Ballasts	38.61
0	01/20/2015	Recreation Fund	Operating Supplies	Grainger Inc	Deodorizer	56.24
76356	01/14/2015	Recreation Fund	Operating Supplies	Ice Skating Institute	Badges	51.50
76400	01/20/2015	Recreation Fund	Operating Supplies	Ice Skating Institute	2015 Ice Show Endorsement	25.00
0	01/14/2015	Recreation Fund	Operating Supplies	R & R Specialties of Wisconsin, Inc	Ice Shaving Knife	525.51
0	01/20/2015	Recreation Fund	Operating Supplies	R & R Specialties of Wisconsin, Inc	Board Brushes	102.90
76422	01/20/2015	Recreation Fund	Operating Supplies	Speedpro St. Paul	Dasher Board Ads, Zamboni Signs	833.00
76425	01/20/2015	Recreation Fund	Operating Supplies	Stone & Steel Design, LLC	Custom Engraving	140.00
0	01/14/2015	Recreation Fund	Operating Supplies	Voss Lighting	Lighting Supplies	37.48
					Operating Supplies Total:	2,338.94
76396	01/20/2015	Recreation Fund	Overpayment of Program Fees	Shirley Friberg	Overpayment Refund	23.00
					Overpayment of Program Fees Total:	23.00
0	01/06/2015	Recreation Fund	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.01.2015 Pera Emplo;	2,131.46
0	01/06/2015	Recreation Fund	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.01.2015 Pera Emplo;	891.64
					PERA Employee Ded Total:	3,023.10
0	01/06/2015	Recreation Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00001.01.2015 Pera additio	137.19
0	01/06/2015	Recreation Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00001.01.2015 Pera Emplo;	2,131.46
0	01/06/2015	Recreation Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00001.01.2015 Pera Emplo;	891.64
0	01/06/2015	Recreation Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00001.01.2015 Pera additio	327.94

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
76430	01/20/2015	Recreation Fund	Petty Cash	US Bank	PERA Employer Share Total:	3,488.23
					Petty Cash Increase	25.00
76373	01/14/2015	Recreation Fund	Printing	Tandem Printing Inc	Petty Cash Total:	25.00
					Skate Tags	1,333.22
					Printing Total:	1,333.22
76353	01/14/2015	Recreation Fund	Professional Services	Jennifer Hamre	Basketball Scorekeeper	44.00
76357	01/14/2015	Recreation Fund	Professional Services	Sara Kalhoff	Basketball Scorekeeper	88.00
76358	01/14/2015	Recreation Fund	Professional Services	Collin James Kiley	Basketball Scorekeeper	44.00
0	01/14/2015	Recreation Fund	Professional Services	Mathias Langhorst	Basketball Scorekeeper	44.00
0	01/20/2015	Recreation Fund	Professional Services	McCray Express Sports Network	Referee Service	1,100.00
76360	01/14/2015	Recreation Fund	Professional Services	Kaitlin Meinke	Basketball Scorekeeping	88.00
0	01/20/2015	Recreation Fund	Professional Services	Metro Volleyball Officials	Volleyball Officiating Service	1,282.50
76365	01/14/2015	Recreation Fund	Professional Services	Nasruden Mohamed	Basketball Scorekeeping	44.00
0	01/14/2015	Recreation Fund	Professional Services	Kristina Rude	Basketball Scorekeeper	49.50
76370	01/14/2015	Recreation Fund	Professional Services	George Sigstad	Basketball Timekeeper	49.50
					Professional Services Total:	2,833.50
0	01/07/2015	Recreation Fund	Sales Tax Payable	MN Dept of Revenue-Non Bank	Sales/Use Tax	2,353.24
					Sales Tax Payable Total:	2,353.24
0	01/06/2015	Recreation Fund	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.01.2015 State Income	1,351.13
0	01/06/2015	Recreation Fund	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.01.2015 State Income	561.49
					State Income Tax Total:	1,912.62
76329	01/08/2015	Recreation Fund	Telephone	Sprint	Cell Phones	78.25
76334	01/08/2015	Recreation Fund	Telephone	T Mobile	Cell Phones-Acct: 876644423	529.85
					Telephone Total:	608.10
0	01/14/2015	Recreation Fund	Transportation	Jill Anfang	Mileage Reimbursement	624.96
0	01/08/2015	Recreation Fund	Transportation	Lauren Deal	Mileage Reimbursement	87.36
0	01/08/2015	Recreation Fund	Transportation	Rick Schultz	Mileage Reimbursement	52.08

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	01/08/2015	Recreation Fund	Transportation	Eric Vehe	Mileage Reimbursement	341.99
					Transportation Total:	1,106.39
76363	01/14/2015	Recreation Fund	Unemployment Insurance	Mn Dept of Employment & Econ D	4th Quarter Unemployment Benefits 1	104.60
					Unemployment Insurance Total:	104.60
76290	01/06/2015	Recreation Fund	Union Dues Deduction	Local Union 49	PR Batch 00001.01.2015 IOUE Union	61.74
76290	01/06/2015	Recreation Fund	Union Dues Deduction	Local Union 49	PR Batch 00001.01.2015 IOUE Union	37.26
					Union Dues Deduction Total:	99.00
					Fund Total:	51,143.21
0	01/14/2015	Risk Management	Employer Insurance	Delta Dental Plan of Minnesota	Dental Insurance Premium for Dec 2015	8,361.43
					Employer Insurance Total:	8,361.43
76287	01/06/2015	Risk Management	Professional Services	Arthur Gallagher Risk Mgt. Service	2015 Insurance Agent of Record	12,000.00
					Professional Services Total:	12,000.00
					Fund Total:	20,361.43
0	01/06/2015	Sanitary Sewer	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 Federal Incc	454.66
0	01/06/2015	Sanitary Sewer	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 Federal Incc	804.61
					Federal Income Tax Total:	1,259.27
0	01/06/2015	Sanitary Sewer	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 FICA Empl	467.94
0	01/06/2015	Sanitary Sewer	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 FICA Empl	273.62
0	01/06/2015	Sanitary Sewer	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 Medicare E	109.40
0	01/06/2015	Sanitary Sewer	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 Medicare E	64.01
					FICA Employee Ded. Total:	914.97
0	01/06/2015	Sanitary Sewer	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 Medicare E	109.40
0	01/06/2015	Sanitary Sewer	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 Medicare E	64.01

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	01/06/2015	Sanitary Sewer	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 FICA Empl	273.62
0	01/06/2015	Sanitary Sewer	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 FICA Empl	467.94
					FICA Employers Share Total:	914.97
76289	01/06/2015	Sanitary Sewer	HRA Employer	ING ReliaStar	PR Batch 00001.01.2015 HRA Empl	251.17
76289	01/06/2015	Sanitary Sewer	HRA Employer	ING ReliaStar	PR Batch 00001.01.2015 HRA Empl	152.83
					HRA Employer Total:	404.00
76292	01/06/2015	Sanitary Sewer	HSA Employee	Premier Bank	PR Batch 00001.01.2015 HSA Empl	40.16
					HSA Employee Total:	40.16
76292	01/06/2015	Sanitary Sewer	HSA Employer	Premier Bank	PR Batch 00001.01.2015 HSA Empl	37.29
					HSA Employer Total:	37.29
0	01/06/2015	Sanitary Sewer	ICMA Def Comp	ICMA Retirement Trust 457-30022'	PR Batch 00001.01.2015 ICMA Defe	14.29
0	01/06/2015	Sanitary Sewer	ICMA Def Comp	ICMA Retirement Trust 457-30022'	PR Batch 00001.01.2015 ICMA Defe	20.71
					ICMA Def Comp Total:	35.00
76371	01/14/2015	Sanitary Sewer	Life Ins. Employee	Standard Insurance Company	Life Insurance Premium-Dec 2014 Pc	27.66
76371	01/14/2015	Sanitary Sewer	Life Ins. Employee	Standard Insurance Company	Life Insurance Premium-Dec 2014 Pc	6.48
76423	01/20/2015	Sanitary Sewer	Life Ins. Employee	Standard Insurance Company	Life Insurance Premium-Policy: 134'	33.57
					Life Ins. Employee Total:	67.71
76371	01/14/2015	Sanitary Sewer	Life Ins. Employer	Standard Insurance Company	Life Insurance Premium-Dec 2014 Pc	37.60
76423	01/20/2015	Sanitary Sewer	Life Ins. Employer	Standard Insurance Company	Life Insurance Premium-Policy: 134'	28.27
					Life Ins. Employer Total:	65.87
76371	01/14/2015	Sanitary Sewer	Long Term Disability	Standard Insurance Company	Life Insurance Premium-Dec 2014 Pc	69.25
76423	01/20/2015	Sanitary Sewer	Long Term Disability	Standard Insurance Company	Life Insurance Premium-Policy: 134'	73.65
					Long Term Disability Total:	142.90
0	01/20/2015	Sanitary Sewer	Metro Waste Control Board	Metropolitan Council	Waste Water Services	216,917.83

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	01/07/2015	Sanitary Sewer	Miscellaneous	Bluefin Payment Systems-Non Ban	Metro Waste Control Board Total: December UB Payments.com Charge:	216,917.83 4,668.41
0	01/06/2015	Sanitary Sewer	MN State Retirement	MSRS-Non Bank	Miscellaneous Total: PR Batch 00001.01.2015 Post Emplo;	4,668.41 43.63
0	01/06/2015	Sanitary Sewer	MN State Retirement	MSRS-Non Bank	PR Batch 00001.01.2015 Post Emplo;	80.59
0	01/06/2015	Sanitary Sewer	MNDCP Def Comp	Great West- Non Bank	MN State Retirement Total: PR Batch 00001.01.2015 MNDCP De	124.22 36.01
0	01/06/2015	Sanitary Sewer	MNDCP Def Comp	Great West- Non Bank	PR Batch 00001.01.2015 MNDCP De	81.30
0	01/06/2015	Sanitary Sewer	PERA Employee Ded		MNDCP Def Comp Total:	117.31
0	01/06/2015	Sanitary Sewer	PERA Employee Ded	PERA-Non Bank	PERA Employee Ded Total: PR Batch 00001.01.2015 Pera Emplo;	807.30 283.46
0	01/06/2015	Sanitary Sewer	PERA Employee Share	PERA-Non Bank	PR Batch 00001.01.2015 Pera Emplo;	523.84
0	01/06/2015	Sanitary Sewer	PERA Employee Share	PERA-Non Bank	PR Batch 00001.01.2015 Pera additio	43.63
0	01/06/2015	Sanitary Sewer	PERA Employee Share	PERA-Non Bank	PR Batch 00001.01.2015 Pera additio	80.59
0	01/06/2015	Sanitary Sewer	PERA Employee Share	PERA-Non Bank	PR Batch 00001.01.2015 Pera Emplo;	283.46
0	01/06/2015	Sanitary Sewer	PERA Employee Share	PERA-Non Bank	PR Batch 00001.01.2015 Pera Emplo;	523.84
0	01/08/2015	Sanitary Sewer	Professional Services		PERA Employer Share Total: Footh Infrastructure & Environment; Sanitary and Stormwater Lift Station.	931.52 3,300.00
0	01/08/2015	Sanitary Sewer	Professional Services	Gopher State One Call	FTP Tickets	87.85
0	01/07/2015	Sanitary Sewer	Sales Tax Payable		Professional Services Total: MN Dept of Revenue-Non Bank Sales/Use Tax	3,387.85 1.43
0	01/08/2015	Sanitary Sewer	Sanitary Sewer	City of Maplewood	Sales Tax Payable Total: Sanitary Sewer & Storm Drainage-4ft	1.43 50,519.31

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					Sanitary Sewer Total:	50,519.31
0	01/06/2015	Sanitary Sewer	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.01.2015 State Income	189.95
0	01/06/2015	Sanitary Sewer	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.01.2015 State Income	329.32
					State Income Tax Total:	519.27
76334	01/08/2015	Sanitary Sewer	Telephone	T Mobile	Cell Phones-Acct: 771707201	79.98
					Telephone Total:	79.98
76290	01/06/2015	Sanitary Sewer	Union Dues Deduction	Local Union 49	PR Batch 00001.01.2015 IOUE Union	69.54
76290	01/06/2015	Sanitary Sewer	Union Dues Deduction	Local Union 49	PR Batch 00001.01.2015 IOUE Union	44.26
					Union Dues Deduction Total:	113.80
0	01/14/2015	Sanitary Sewer	Vehicles & Equipment	Ziegler Inc	Caterpillar	-7,000.00
0	01/14/2015	Sanitary Sewer	Vehicles & Equipment	Ziegler Inc	Caterpillar	34,575.34
					Vehicles & Equipment Total:	27,575.34
					Fund Total:	309,645.71
76366	01/14/2015	Singles Program	Operating Supplies	Ron Rieschl	Singles Supplies Reimbursement	15.00
					Operating Supplies Total:	15.00
					Fund Total:	15.00
0	01/06/2015	Solid Waste Recycle	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 Federal Inco	39.20
0	01/06/2015	Solid Waste Recycle	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 Federal Inco	55.27
					Federal Income Tax Total:	94.47
0	01/06/2015	Solid Waste Recycle	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 FICA Empl	21.99
0	01/06/2015	Solid Waste Recycle	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 FICA Empl	31.01
0	01/06/2015	Solid Waste Recycle	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 Medicare E	7.25
0	01/06/2015	Solid Waste Recycle	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 Medicare E	5.14

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	01/06/2015	Solid Waste Recycle	FICA Employers Share	IRS EFTPS- Non Bank	FICA Employee Ded. Total:	65.39
0	01/06/2015	Solid Waste Recycle	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 Medicare E	7.25
0	01/06/2015	Solid Waste Recycle	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 Medicare E	5.14
0	01/06/2015	Solid Waste Recycle	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 FICA Empl	21.99
0	01/06/2015	Solid Waste Recycle	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 FICA Empl	31.01
76292	01/06/2015	Solid Waste Recycle	HSA Employer	Premier Bank	FICA Employers Share Total:	65.39
76292	01/06/2015	Solid Waste Recycle	HSA Employer	Premier Bank	PR Batch 00001.01.2015 HSA Empl	35.10
76371	01/14/2015	Solid Waste Recycle	Life Ins. Employer	Standard Insurance Company	PR Batch 00001.01.2015 HSA Empl	24.91
76423	01/20/2015	Solid Waste Recycle	Life Ins. Employer	Standard Insurance Company	HSA Employer Total:	60.01
76371	01/14/2015	Solid Waste Recycle	Long Term Disability	Standard Insurance Company	Life Insurance Premium-Dec 2014 Pc	2.43
76423	01/20/2015	Solid Waste Recycle	Long Term Disability	Standard Insurance Company	Life Insurance Premium-Policy: 134'	1.42
76371	01/14/2015	Solid Waste Recycle	Long Term Disability	Standard Insurance Company	Life Ins. Employer Total:	3.85
76423	01/20/2015	Solid Waste Recycle	Long Term Disability	Standard Insurance Company	Life Insurance Premium-Dec 2014 Pc	5.28
0	01/06/2015	Solid Waste Recycle	MN State Retirement	MSRS-Non Bank	Long Term Disability Total:	10.56
0	01/06/2015	Solid Waste Recycle	MN State Retirement	MSRS-Non Bank	PR Batch 00001.01.2015 Post Emplo	3.41
0	01/06/2015	Solid Waste Recycle	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.01.2015 Post Emplo	5.05
0	01/06/2015	Solid Waste Recycle	PERA Employee Ded	PERA-Non Bank	MN State Retirement Total:	8.46
0	01/06/2015	Solid Waste Recycle	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.01.2015 Pera Empl	32.84
0	01/06/2015	Solid Waste Recycle	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.01.2015 Pera Empl	22.20
0	01/06/2015	Solid Waste Recycle	PERA Employee Ded	PERA-Non Bank	PERA Employee Ded Total:	55.04
0	01/06/2015	Solid Waste Recycle	PERA Employee Share	PERA-Non Bank	PR Batch 00001.01.2015 Pera additio	3.41
0	01/06/2015	Solid Waste Recycle	PERA Employee Share	PERA-Non Bank	PR Batch 00001.01.2015 Pera additio	5.05
0	01/06/2015	Solid Waste Recycle	PERA Employee Share	PERA-Non Bank	PR Batch 00001.01.2015 Pera Empl	32.84
0	01/06/2015	Solid Waste Recycle	PERA Employee Share	PERA-Non Bank	PR Batch 00001.01.2015 Pera Empl	22.20

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					PERA Employer Share Total:	63.50
0	01/06/2015	Solid Waste Recycle	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.01.2015 State Income	24.70
0	01/06/2015	Solid Waste Recycle	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.01.2015 State Income	17.53
					State Income Tax Total:	42.23
					Fund Total:	468.90
76325	01/08/2015	Storm Drainage	Contract Maintenance	Rick Johnson's Deer & Beaver Inc.	Deer Call	115.00
					Contract Maintenance Total:	115.00
0	01/06/2015	Storm Drainage	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 Federal Incc	580.17
0	01/06/2015	Storm Drainage	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 Federal Incc	463.67
					Federal Income Tax Total:	1,043.84
0	01/06/2015	Storm Drainage	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 FICA Empl	385.29
0	01/06/2015	Storm Drainage	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 FICA Empl	308.95
0	01/06/2015	Storm Drainage	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 Medicare E	90.13
0	01/06/2015	Storm Drainage	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 Medicare E	72.24
					FICA Employee Ded. Total:	856.61
0	01/06/2015	Storm Drainage	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 Medicare E	90.13
0	01/06/2015	Storm Drainage	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 Medicare E	72.24
0	01/06/2015	Storm Drainage	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 FICA Empl	308.95
0	01/06/2015	Storm Drainage	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 FICA Empl	385.29
					FICA Employers Share Total:	856.61
76292	01/06/2015	Storm Drainage	HSA Employer	Premier Bank	PR Batch 00001.01.2015 HSA Emplo	58.09
76292	01/06/2015	Storm Drainage	HSA Employer	Premier Bank	PR Batch 00001.01.2015 HSA Emplo	81.90
					HSA Employer Total:	139.99
76371	01/14/2015	Storm Drainage	Life Ins. Employee	Standard Insurance Company	Life Insurance Premium-Dec 2014 Pc	13.50
76423	01/20/2015	Storm Drainage	Life Ins. Employee	Standard Insurance Company	Life Insurance Premium-Policy: 134'	13.50

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					Life Ins. Employee Total:	27.00
76371	01/14/2015	Storm Drainage	Life Ins. Employer	Standard Insurance Company	Life Insurance Premium-Dec 2014 Pe	39.33
76423	01/20/2015	Storm Drainage	Life Ins. Employer	Standard Insurance Company	Life Insurance Premium-Policy: 134'	21.78
					Life Ins. Employer Total:	61.11
76371	01/14/2015	Storm Drainage	Long Term Disability	Standard Insurance Company	Life Insurance Premium-Dec 2014 Pe	63.63
76423	01/20/2015	Storm Drainage	Long Term Disability	Standard Insurance Company	Life Insurance Premium-Policy: 134'	63.62
					Long Term Disability Total:	127.25
0	01/06/2015	Storm Drainage	MN State Retirement	MSRS-Non Bank	PR Batch 00001.01.2015 Post Emplo;	42.60
0	01/06/2015	Storm Drainage	MN State Retirement	MSRS-Non Bank	PR Batch 00001.01.2015 Post Emplo;	64.86
					MN State Retirement Total:	107.46
0	01/06/2015	Storm Drainage	MNDCP Def Comp	Great West- Non Bank	PR Batch 00001.01.2015 MNDCP De	5.55
0	01/06/2015	Storm Drainage	MNDCP Def Comp	Great West- Non Bank	PR Batch 00001.01.2015 MNDCP De	4.45
					MNDCP Def Comp Total:	10.00
76374	01/14/2015	Storm Drainage	Operating Supplies	Tri State Bobcat, Inc	68" Angle Broom	1,938.50
76374	01/14/2015	Storm Drainage	Operating Supplies	Tri State Bobcat, Inc	Trade 2004 84" Snow Blade	-550.00
					Operating Supplies Total:	1,388.50
0	01/06/2015	Storm Drainage	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.01.2015 Pera Emplo;	276.86
0	01/06/2015	Storm Drainage	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.01.2015 Pera Emplo;	421.55
					PERA Employee Ded Total:	698.41
0	01/06/2015	Storm Drainage	PERA Employer Share	PERA-Non Bank	PR Batch 00001.01.2015 Pera additio	64.86
0	01/06/2015	Storm Drainage	PERA Employer Share	PERA-Non Bank	PR Batch 00001.01.2015 Pera additio	42.60
0	01/06/2015	Storm Drainage	PERA Employer Share	PERA-Non Bank	PR Batch 00001.01.2015 Pera Emplo;	276.86
0	01/06/2015	Storm Drainage	PERA Employer Share	PERA-Non Bank	PR Batch 00001.01.2015 Pera Emplo;	421.55
					PERA Employer Share Total:	805.87
0	01/08/2015	Storm Drainage	Professional Services	Gopher State One Call	FTP Tickets	87.85

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
76338	01/08/2015	Storm Drainage	Rental	Tri State Bobcat, Inc	Professional Services Total: Bobcat Skidsteer Loader Upgrade	87.85 3,982.14
0	01/07/2015	Storm Drainage	Sales Tax Payable	MN Dept of Revenue-Non Bank	Rental Total: Sales/Use Tax	3,982.14 17.83
0	01/06/2015	Storm Drainage	State Income Tax		Sales Tax Payable Total:	17.83
0	01/06/2015	Storm Drainage	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.01.2015 State Income	202.18
0	01/06/2015	Storm Drainage	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.01.2015 State Income	253.18
0	01/08/2015	Storm Drainage	Storm Drainage Fees		State Income Tax Total: Sanitary Sewer & Storm Drainage-4ft	455.36 4,914.37
76290	01/06/2015	Storm Drainage	Union Dues Deduction	Local Union 49	Storm Drainage Fees Total:	4,914.37
76290	01/06/2015	Storm Drainage	Union Dues Deduction	Local Union 49	PR Batch 00001.01.2015 IOUE Union PR Batch 00001.01.2015 IOUE Union	72.44 59.56
0	01/14/2015	Storm Drainage	Vehicles & Equipment	Ziegler Inc	Union Dues Deduction Total:	132.00
0	01/14/2015	Storm Drainage	Vehicles & Equipment	Ziegler Inc	Caterpillar Trade In 1993 Caterpillar 446B Backl	34,475.33 -7,000.00
					Vehicles & Equipment Total:	27,475.33
					Fund Total:	43,302.53
0	01/06/2015	Telecommunications	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 Federal Incc	287.73
0	01/06/2015	Telecommunications	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 Federal Incc	209.38
0	01/06/2015	Telecommunications	FICA Employee Ded.		Federal Income Tax Total:	497.11
0	01/06/2015	Telecommunications	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 FICA Emph	240.01
0	01/06/2015	Telecommunications	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 FICA Emph	175.17
0	01/06/2015	Telecommunications	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 Medicare E	56.14

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	01/06/2015	Telecommunications	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 Medicare E	40.95
					FICA Employee Ded. Total:	512.27
0	01/06/2015	Telecommunications	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 FICA Empl	175.17
0	01/06/2015	Telecommunications	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 FICA Empl	240.01
0	01/06/2015	Telecommunications	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 Medicare E	40.95
0	01/06/2015	Telecommunications	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 Medicare E	56.14
					FICA Employers Share Total:	512.27
76289	01/06/2015	Telecommunications	HRA Employer	ING ReliaStar	PR Batch 00001.01.2015 HRA Empl	65.14
76289	01/06/2015	Telecommunications	HRA Employer	ING ReliaStar	PR Batch 00001.01.2015 HRA Empl	96.36
					HRA Employer Total:	161.50
76292	01/06/2015	Telecommunications	HSA Employee	Premier Bank	PR Batch 00001.01.2015 HSA Empl	5.24
76292	01/06/2015	Telecommunications	HSA Employee	Premier Bank	PR Batch 00001.01.2015 HSA Empl	3.90
					HSA Employee Total:	9.14
76292	01/06/2015	Telecommunications	HSA Employer	Premier Bank	PR Batch 00001.01.2015 HSA Empl	21.35
76292	01/06/2015	Telecommunications	HSA Employer	Premier Bank	PR Batch 00001.01.2015 HSA Empl	28.65
					HSA Employer Total:	50.00
76371	01/14/2015	Telecommunications	Life Ins. Employee	Standard Insurance Company	Life Insurance Premium-Dec 2014 P	32.30
76423	01/20/2015	Telecommunications	Life Ins. Employee	Standard Insurance Company	Life Insurance Premium-Policy: 134'	32.04
					Life Ins. Employee Total:	64.34
76371	01/14/2015	Telecommunications	Life Ins. Employer	Standard Insurance Company	Life Insurance Premium-Dec 2014 P	17.86
76423	01/20/2015	Telecommunications	Life Ins. Employer	Standard Insurance Company	Life Insurance Premium-Policy: 134'	18.11
					Life Ins. Employer Total:	35.97
76371	01/14/2015	Telecommunications	Long Term Disability	Standard Insurance Company	Life Insurance Premium-Dec 2014 P	42.61
76423	01/20/2015	Telecommunications	Long Term Disability	Standard Insurance Company	Life Insurance Premium-Policy: 134'	43.01
					Long Term Disability Total:	85.62

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	01/06/2015	Telecommunications	MN State Retirement	MSRS-Non Bank	PR Batch 00001.01.2015 Post Emplo;	26.97
0	01/06/2015	Telecommunications	MN State Retirement	MSRS-Non Bank	PR Batch 00001.01.2015 Post Emplo;	40.28
MN State Retirement Total:						67.25
0	01/06/2015	Telecommunications	MNDCP Def Comp	Great West- Non Bank	PR Batch 00001.01.2015 MNDCP De	135.16
0	01/06/2015	Telecommunications	MNDCP Def Comp	Great West- Non Bank	PR Batch 00001.01.2015 MNDCP De	199.82
MNDCP Def Comp Total:						334.98
0	01/06/2015	Telecommunications	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.01.2015 Pera Emplo;	261.87
0	01/06/2015	Telecommunications	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.01.2015 Pera Emplo;	175.32
PERA Employee Ded Total:						437.19
0	01/06/2015	Telecommunications	PERA Employer Share	PERA-Non Bank	PR Batch 00001.01.2015 Pera Emplo;	261.87
0	01/06/2015	Telecommunications	PERA Employer Share	PERA-Non Bank	PR Batch 00001.01.2015 Pera additio	26.97
0	01/06/2015	Telecommunications	PERA Employer Share	PERA-Non Bank	PR Batch 00001.01.2015 Pera Emplo;	175.32
0	01/06/2015	Telecommunications	PERA Employer Share	PERA-Non Bank	PR Batch 00001.01.2015 Pera additio	40.28
PERA Employer Share Total:						504.44
76346	01/14/2015	Telecommunications	Professional Services	CivicPlus	Website Administration	150.00
76346	01/14/2015	Telecommunications	Professional Services	CivicPlus	Programming	150.00
76390	01/20/2015	Telecommunications	Professional Services	CivicPlus	Annual Website Hosting Fee	7,166.17
76390	01/20/2015	Telecommunications	Professional Services	CivicPlus	Redesign Setup Fee	4,586.76
0	01/08/2015	Telecommunications	Professional Services	North Suburban Access Corp	Production Services-Jan 2014	1,419.00
0	01/08/2015	Telecommunications	Professional Services	North Suburban Access Corp	Production Services-May 2014	1,419.00
0	01/08/2015	Telecommunications	Professional Services	North Suburban Access Corp	Production Services-July 2014	1,419.00
0	01/08/2015	Telecommunications	Professional Services	North Suburban Access Corp	Production Services-Oct 2014	1,419.00
0	01/08/2015	Telecommunications	Professional Services	North Suburban Access Corp	Production Services-Nov 2014	1,419.00
0	01/08/2015	Telecommunications	Professional Services	North Suburban Access Corp	Production Services-Dec 2014	1,419.00
0	01/08/2015	Telecommunications	Professional Services	North Suburban Access Corp	Fourth Quarter Webstreaming	966.36
Professional Services Total:						21,533.29
0	01/06/2015	Telecommunications	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.01.2015 State Incom	93.75
0	01/06/2015	Telecommunications	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.01.2015 State Incom	129.18
State Income Tax Total:						222.93

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					Fund Total:	25,028.30
76303	01/08/2015	Telephone	CAP - Capital Equip Recovery	Datalink	2951 Voice Bundle w/ PVD3-32,FI	9,365.38
76303	01/08/2015	Telephone	CAP - Capital Equip Recovery	Datalink	Telephone Upgrade Network Review	12,800.00
76303	01/08/2015	Telephone	CAP - Capital Equip Recovery	Datalink	Device Licenses	2,825.00
					CAP - Capital Equip Recovery Total:	24,990.38
76389	01/20/2015	Telephone	PSTN-PRI Access/DID Allocation	CenturyLink	Telephone	312.80
76389	01/20/2015	Telephone	PSTN-PRI Access/DID Allocation	CenturyLink	Telephone	161.04
76389	01/20/2015	Telephone	PSTN-PRI Access/DID Allocation	CenturyLink	Telephone	86.06
76301	01/08/2015	Telephone	PSTN-PRI Access/DID Allocation	CenturyLink	Telephone	97.89
76310	01/08/2015	Telephone	PSTN-PRI Access/DID Allocation	Integra Telecom	Telephone	7,184.84
76431	01/20/2015	Telephone	PSTN-PRI Access/DID Allocation	Wimactel Inc.	Payphone Advantage	64.13
					PSTN-PRI Access/DID Allocation Total:	7,906.76
					Fund Total:	32,897.14
0	01/08/2015	TIF District #17-Twin Lakes	Professional Services	SRF Consulting Group, Inc.	Professional Services For I-35W Inter	25,982.39
					Professional Services Total:	25,982.39
					Fund Total:	25,982.39
76382	01/20/2015	Water Fund	Accounts Payable	MARY BATTEE	Refund Check	75.19
76383	01/20/2015	Water Fund	Accounts Payable	SHIRLEY BECKER	Refund Check	38.29
76387	01/20/2015	Water Fund	Accounts Payable	DEBORAH CAMPBELL	Refund Check	225.40
76393	01/20/2015	Water Fund	Accounts Payable	SUSAN DENNIS	Refund Check	29.90
76395	01/20/2015	Water Fund	Accounts Payable	MAUREEN DUDLEY	Refund Check	92.72
76306	01/08/2015	Water Fund	Accounts Payable	JAMES GUNELSON	Refund Check	179.43
76402	01/20/2015	Water Fund	Accounts Payable	KAYAK REMODELING & REPL	Refund Check	9.24
76407	01/20/2015	Water Fund	Accounts Payable	LUPIENT-FILESTER	Refund Check	1,035.00
76416	01/20/2015	Water Fund	Accounts Payable	CALVIN PHUNG	Refund Check	304.04
76342	01/08/2015	Water Fund	Accounts Payable	JENNIFER & ALEXIS YOUNG	Refund Check	150.00
					Accounts Payable Total:	2,139.21

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	01/06/2015	Water Fund	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 Federal Incc	660.16
0	01/06/2015	Water Fund	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 Federal Incc	982.84
					Federal Income Tax Total:	1,643.00
0	01/06/2015	Water Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 FICA Empl	574.91
0	01/06/2015	Water Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 FICA Empl	390.21
0	01/06/2015	Water Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 Medicare E	134.49
0	01/06/2015	Water Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 Medicare E	91.22
					FICA Employee Ded. Total:	1,190.83
0	01/06/2015	Water Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 Medicare E	134.49
0	01/06/2015	Water Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 Medicare E	91.22
0	01/06/2015	Water Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 FICA Empl	390.21
0	01/06/2015	Water Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.01.2015 FICA Empl	574.91
					FICA Employers Share Total:	1,190.83
76289	01/06/2015	Water Fund	HRA Employer	ING ReliaStar	PR Batch 00001.01.2015 HRA Empl	339.27
76289	01/06/2015	Water Fund	HRA Employer	ING ReliaStar	PR Batch 00001.01.2015 HRA Empl	211.73
					HRA Employer Total:	551.00
76292	01/06/2015	Water Fund	HSA Employee	Premier Bank	PR Batch 00001.01.2015 HSA Empl	19.97
76292	01/06/2015	Water Fund	HSA Employee	Premier Bank	PR Batch 00001.01.2015 HSA Empl	29.55
					HSA Employee Total:	49.52
76292	01/06/2015	Water Fund	HSA Employer	Premier Bank	PR Batch 00001.01.2015 HSA Empl	18.64
76292	01/06/2015	Water Fund	HSA Employer	Premier Bank	PR Batch 00001.01.2015 HSA Empl	12.60
					HSA Employer Total:	31.24
0	01/06/2015	Water Fund	ICMA Def Comp	ICMA Retirement Trust 457-30022	PR Batch 00001.01.2015 ICMA Defe	26.53
0	01/06/2015	Water Fund	ICMA Def Comp	ICMA Retirement Trust 457-30022	PR Batch 00001.01.2015 ICMA Defe	38.47
					ICMA Def Comp Total:	65.00
76371	01/14/2015	Water Fund	Life Ins. Employee	Standard Insurance Company	Life Insurance Premium-Dec 2014 Pc	55.64
76423	01/20/2015	Water Fund	Life Ins. Employee	Standard Insurance Company	Life Insurance Premium-Policy: 134	57.73

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					Life Ins. Employee Total:	113.37
76371	01/14/2015	Water Fund	Life Ins. Employer	Standard Insurance Company	Life Insurance Premium-Dec 2014 Pe	48.23
76423	01/20/2015	Water Fund	Life Ins. Employer	Standard Insurance Company	Life Insurance Premium-Policy: 134'	55.13
					Life Ins. Employer Total:	103.36
76371	01/14/2015	Water Fund	Long Term Disability	Standard Insurance Company	Life Insurance Premium-Dec 2014 Pe	74.21
76423	01/20/2015	Water Fund	Long Term Disability	Standard Insurance Company	Life Insurance Premium-Policy: 134'	74.19
					Long Term Disability Total:	148.40
0	01/06/2015	Water Fund	MN State Retirement	MSRS-Non Bank	PR Batch 00001.01.2015 Post Emplo;	96.09
0	01/06/2015	Water Fund	MN State Retirement	MSRS-Non Bank	PR Batch 00001.01.2015 Post Emplo;	57.20
					MN State Retirement Total:	153.29
0	01/06/2015	Water Fund	MNDCP Def Comp	Great West- Non Bank	PR Batch 00001.01.2015 MNDCP De	95.60
0	01/06/2015	Water Fund	MNDCP Def Comp	Great West- Non Bank	PR Batch 00001.01.2015 MNDCP De	66.92
					MNDCP Def Comp Total:	162.52
0	01/14/2015	Water Fund	Operating Supplies	City of St. Paul	Asphalt	976.35
76350	01/14/2015	Water Fund	Operating Supplies	Fra-Dor Inc.	Street Supplies	768.00
					Operating Supplies Total:	1,744.35
0	01/06/2015	Water Fund	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.01.2015 Pera Emplo;	371.89
0	01/06/2015	Water Fund	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.01.2015 Pera Emplo;	624.58
					PERA Employee Ded Total:	996.47
0	01/06/2015	Water Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00001.01.2015 Pera additio	57.20
0	01/06/2015	Water Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00001.01.2015 Pera additio	96.09
0	01/06/2015	Water Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00001.01.2015 Pera Emplo;	371.89
0	01/06/2015	Water Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00001.01.2015 Pera Emplo;	624.58
					PERA Employer Share Total:	1,149.76
0	01/08/2015	Water Fund	Professional Services	Gopher State One Call	FTP Tickets	87.85

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
76404	01/20/2015	Water Fund	Professional Services	KorTerra Inc.	KorWeb Mobile Fee	350.00
					Professional Services Total:	437.85
76331	01/08/2015	Water Fund	St. Paul Water	St. Paul Regional Water Services	Water	322,882.84
					St. Paul Water Total:	322,882.84
0	01/06/2015	Water Fund	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.01.2015 State Income	267.10
0	01/06/2015	Water Fund	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.01.2015 State Income	396.09
					State Income Tax Total:	663.19
0	01/07/2015	Water Fund	State Sales Tax Payable	MN Dept of Revenue-Non Bank	Sales/Use Tax	1,700.49
					State Sales Tax Payable Total:	1,700.49
76317	01/08/2015	Water Fund	State surcharge - Water	MN Dept of Health	Water Servicevce Connection Fee-4th Q	16,265.70
					State surcharge - Water Total:	16,265.70
76334	01/08/2015	Water Fund	Telephone	T Mobile	Cell Phones-Acct: 876644423	1,030.58
					Telephone Total:	1,030.58
76290	01/06/2015	Water Fund	Union Dues Deduction	Local Union 49	PR Batch 00001.01.2015 IOUE Union	74.80
76290	01/06/2015	Water Fund	Union Dues Deduction	Local Union 49	PR Batch 00001.01.2015 IOUE Union	108.40
					Union Dues Deduction Total:	183.20
0	01/14/2015	Water Fund	Vehicles & Equipment	Ziegler Inc	Caterpillar	-7,000.00
0	01/14/2015	Water Fund	Vehicles & Equipment	Ziegler Inc	Caterpillar 305E - Mini Hydraulic Ex	34,475.33
					Vehicles & Equipment Total:	27,475.33
0	01/07/2015	Water Fund	Water - Roseville	City of Roseville- Non Bank	November Water	4,191.06
					Water - Roseville Total:	4,191.06
76297	01/08/2015	Water Fund	Water Meters	Batteries Plus Bulbs	Meter Van Supplies	17.97

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					Water Meters Total:	17.97
					Fund Total:	386,280.36
0	01/08/2015	Workers Compensation	Fire Department Claims	SFM-Non Bank	December Work Comp Claims	366.00
					Fire Department Claims Total:	366.00
76364	01/14/2015	Workers Compensation	Insurance	Mn Dept of Labor & Industry	Special Compensation Fund Assessm	1,380.00
0	01/20/2015	Workers Compensation	Insurance	WCRA	2015 Work Comp Reinsurance Premi	5,130.49
					Insurance Total:	6,510.49
0	01/08/2015	Workers Compensation	Police Patrol Claims	SFM-Non Bank	December Work Comp Claims	811.92
					Police Patrol Claims Total:	811.92
0	01/20/2015	Workers Compensation	Professional Services	SFM Risk Solutions	Work Comp Administration	120.00
					Professional Services Total:	120.00
0	01/20/2015	Workers Compensation	Water Department Claims	SFM Risk Solutions	Work Comp Administration	173.00
0	01/08/2015	Workers Compensation	Water Department Claims	SFM-Non Bank	December Work Comp Claims	915.22
					Water Department Claims Total:	1,088.22
					Fund Total:	8,896.63
					Report Total:	2,538,987.40

REQUEST FOR COUNCIL ACTION

Date: January 26, 2015
Item No.: 8.j

Department Approval



City Manager Approval



Item Description: Approve Resolution Awarding Bid for 2015 Meter Replacement Project

BACKGROUND

The City Council authorized upgrading from a manual water meter reading system to an automated reading system (AMR) in October 2010. AMR technologies allow us to not only remotely read the water meters, but they are designed to be an effective approach in reducing operating costs, enhancing customer service, and mitigating risk. We are realizing these benefits with just over 4,000 new meters and radios already installed. Many customers are appreciative of the enhanced customer service, such as immediate leak detection and detailed usage history. Reading and collecting data from the meters not yet upgraded, however continues to be a labor-intensive and costly process.

At its November 10, 2014 meeting, the City Council approved the purchase of 4,400 meters and radios to avoid inflationary cost increases for the completion of the replacement of all water meters in the city.

DISCUSSION

The implementation plan originally was to complete commercial upgrades first, then move on to residential customers. Currently, all commercial properties and 32% of residential accounts are upgraded to AMR equipment. Our estimated completion date was the end of 2016. With each account we implement, we have immediate access to detailed data to improve customer service. If we continue down our current path, it is going to be a challenge to hit our targeted goal to provide all customers and the City this benefit by the end of 2016. We have committed one FTE staff person installing new meters and radios. However, obstacles such as last winter's frozen services and water breaks and other unforeseen issues are making it difficult to upgrade as fast as we would like. To meet our initial target completion we would need to commit two FTE staff to installing meters and radios and significant additional hours from other administrative staff for scheduling and data entry. By purchasing all the meters and radios needed to finish the upgrade as a single purchase, and contracting out scheduling and installation, we would not only realize the substantial meter and radio cost savings, but we would also save on administrative costs associated with a longer upgrade process. Staff requested coming back to the Council at a subsequent meeting to present meter installation contractor costs. Estimated numbers showed the cost to be around the \$50 to \$65 range per installation. Staff has now solicited bids for meter and radio installation from three known local firms that have done these types of projects.

Staff requested a bid alternate to include sump pump inspections during the meter replacement appointment. Inflow and infiltration (I/I) reduction and elimination continues to be a priority for the City. The Metropolitan Council Environmental Services (MCES) requires communities with excess I/I to invest in local reduction remedies such as disconnecting sump pumps and

foundation drains from sanitary sewers and repairing leaky sanitary sewer pipes. To urge compliance, MCES incorporated surcharges for communities with excess I/I. Roseville, along with 74 other cities, was identified as a contributor of excess I/I. The bid alternate for this project includes a basic sump pump inspection while the contractor performs the meter replacements. The sump pump inspections would be a brief questionnaire with the following questions asked: Does the home have a sump pump, where does the sump pump discharge to, does the sump basket have a solid cover, is the discharge piping rigid material and is an extension cord used?

The bid alternate provided by Ferguson Waterworks is a cost-effective method in which to complete sump pump inspections and gather information on the homes we are installing water meters. Per City ordinance 802.08, it is illegal to have a sump pump connected to the sanitary sewer system. Completing sump pump inspections in residential homes will provide staff preliminary information on how many illegal connections there are, and whether this is a major contributing factor to the City's I/I problem. Staff will use the collected data to develop further I/I reduction plans in the City for recommendation to the City Council. Staff is also reviewing the Sanitary Sewer Ordinance for any updates that may be necessary to carry out the additional inspection.

The following three bids were opened on December 30, 2014:

Contractor	Cost per meter Installation	Total Meter Costs	Alternate per Sump Pump Inspection	Total Alternate	Project Total
Ferguson Waterworks	\$52.00	\$260,000	\$1.30	\$6,500	\$266,500
Midwest Testing	\$55.00	\$275,000	\$5.00	\$25,000	\$300,000
SL Serco	\$60.00	\$300,000	\$10.00	\$50,000	\$350,000

If the City Council approves the bid alternate, staff will review the existing ordinance with the City Attorney for any needed amendments to allow sump pump inspections to be completed. Amendments to the ordinance will be brought to the City Council at a future meeting.

POLICY OBJECTIVE

To provide efficient, accurate metering and billing for water use and to provide excellent customer service to all utility customers. Based on past practice, the City Council has awarded contracts to the lowest responsible bidder. In this bid solicitation the lowest bidder is Ferguson Waterworks. A bid alternate was included in the event Council wishes to address inflow and infiltration (I/I) through sump pump inspections.

FINANCIAL IMPACTS

Staff received three bids for the 2015 Meter Replacement Project. The low bid submitted by Ferguson Waterworks of \$266,500 for the meter replacements will be funded by the Water Utility Fund. The approximately \$100,000 of avoided price increases by purchasing the remaining meters and radios in 2014 will offset some of this contract cost. Their bid of \$6,500

69 for 5000 sump pump inspections will be funded by the Sanitary Sewer Utility Fund.

70 **STAFF RECOMMENDATION**

71 Staff recommends Council award the 2015 Meter Replacement Project to Ferguson Waterworks
72 for a price of \$260,000. Staff also recommends Council approve the alternate bid for the
73 inspection of sump pump connections at an additional cost of \$6,500, for a total project cost of
74 \$266,500.

75 **REQUESTED COUNCIL ACTION**

76 Motion approving a resolution awarding Project Total for the 2015 Meter Replacement Project
77 in the amount of \$266,500.00 to Ferguson Waterworks.

78

Prepared by: Duane Schwartz, Director of Public Works
Attachment: A: Resolution

**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, Minnesota, was duly held on the 26th day of January, 2015, at 6:00 p.m.

The following members were present: ; and and the following were absent: .

Member introduced the following resolution and moved its adoption:

RESOLUTION No.

**RESOLUTION AWARDING BIDS
FOR 2015 METER REPLACEMENT PROJECT**

WHEREAS, pursuant to advertisement for bids for the improvement, according to the plans and specifications thereof on file in the office of the Manager of said City, said bids were received on Tuesday, December 30, 2014, at 3:00 p.m. opened and tabulated according to law and the following bids were received complying with the advertisement:

Contractor	Base Bid	Alternate Bid (with sump pump inspection)
Ferguson Waterworks	\$260,000	\$266,500
Midwest Testing	\$275,000	\$300,000
SL Serco	\$300,000	\$350,000

WHEREAS, it appears that Ferguson Waterworks, is the lowest responsible bidder at the tabulated base bid price of \$260,000, and also the lowest responsible bidder considering the Alternate bid at a price of \$266,500.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Roseville, Minnesota:

1. The Mayor and City Manager are hereby authorized and directed to enter into a contract with Ferguson Waterworks, Inc. for \$266,500 in the name of the City of Roseville for the above work according to the plans and specifications thereof heretofore approved by the City Council and on file in the office of the City Manager.
2. The City Manager is hereby authorized and directed to return forthwith to all bidders any deposits made with their bids except the deposits of the successful bidder and the next lowest bidder shall be retained until contracts have been signed.

35 NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Roseville,
36 Minnesota:

37
38 The motion for the adoption of the foregoing resolution was duly seconded by Member , and
39 upon vote being taken thereon, the following voted in favor thereof: ; and and the
40 following voted against the same: .

41
42 WHEREUPON said resolution was declared duly passed and adopted.

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 26th day of January, 2015, with the original thereof on file in my office.

WITNESS MY HAND officially as such Manager this 26th day of January, 2015.

Patrick Trudgeon, City Manager

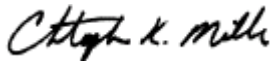
(SEAL)

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 1/26/2015

Item No.: 12.a

Department Approval



City Manager Approval



Item Description: Public Hearing to Consider the Transfer of an On-Sale 3.2% Malt Liquor License to Pleasant Valley Sunrise Group, LLC (Aurelio's Pizza).

BACKGROUND

Pleasant Valley Sunrise Group, LLC is in the process of acquiring Aurelio's Pizza located at 2827 Hamline Avenue. Pleasant Valley Sunrise Group, LLC intends to continue operating under the existing trade name, Aurelio's Pizza, upon the transfer of the license.

Under State Statute 340A.412 and City Code Chapter 302.07B, the acquisition of a licensed location is effectively categorized as a transfer of an existing license; for which City Council consent is required. The City Code reads as follows:

***Person and Premises Licensed; Transfer:** Each license shall be issued only to the applicant and for the premises described in the application. No license may be transferred to another person or place without City Council approval. Before a transfer is approved, the transferee shall comply with the requirements for a new application. Any transfer of the controlling interest of a licensee is deemed a transfer of the license. Transfer of a license without prior City Council approval is a ground for revocation of the license. (Ord. 972, 5-13-1985) (Ord. 1390, 3-29-2010)*

Specific to City Code, Pleasant Valley Sunrise Group, LLC's application materials are considered complete and in full compliance with City documentation requirements.

Neither State Statute nor City Code limits the number of licenses that can be issued for On-Sale 3.2% Malt Liquor licenses.

POLICY OBJECTIVE

State Statute and City Code permit the transfer of a liquor license with City Council consent.

FINANCIAL IMPACTS

Not applicable.

STAFF RECOMMENDATION

City Staff recommends that the City Council approve the transfer of the On-Sale 3.2% Malt Liquor license from Aurelio's Pizza to Pleasant Valley Sunrise Group, LLC, pending successful background checks.

31 **REQUESTED COUNCIL ACTION**

32 Motion to approve the transfer of the On-Sale 3.2% Malt Liquor license from Aurelio's Pizza to
33 Pleasant Valley Sunrise Group, LLC, pending successful background checks.

34

35

Prepared by: Chris Miller, Finance Director

Attachments: A: Application from Pleasant Valley Sunrise Group, LLC (Aurelio's Pizza)



Minnesota Department of Public Safety
Alcohol and Gambling Enforcement Division (AGED)
 444 Cedar Street, Suite 222, St. Paul, MN 55101-5133
 Telephone 651-201-7507 Fax 651-297-5259 TTY 651-282-6555

Certification of an On Sale Liquor License, 3.2% Liquor license, or Sunday Liquor License

Cities and Counties: You are required by law to complete and sign this form to certify the issuance of the following liquor license types:
 1) City issued on sale intoxicating and Sunday liquor licenses
 2) City and County issued 3.2% on and off sale malt liquor licenses

Name of City or County Issuing Liquor License Roseville License Period From: Jan 1 2015 To: Dec 31 2015

Circle One: New License ☒ License Transfer Aurelio's Pizza Suspension Revocation Cancel _____
 (former licensee name) (Give dates)

License type: (circle all that apply) On Sale Intoxicating Sunday Liquor 3.2% On sale 3.2% Off Sale

Fee(s): On Sale License fee: \$ _____ Sunday License fee: \$ _____ 3.2% On Sale fee: \$ 100.00 3.2% Off Sale fee: \$ _____

Licensee Name: Pleasant Valley Sunrise Group LLC DOB _____ Social Security # _____
 (corporation, partnership, LLC, or Individual)

Business Trade Name AURELIO'S PIZZA Business Address 2827 Hamline Ave City Roseville

Zip Code 55113 County Ramsey Business Phone 651-636-1730 Home Phone _____

Home Address 517 Dayton Road City Champlin Licensee's MN Tax ID # 3810364
 (To Apply call 651-296-6181)

Licensee's Federal Tax ID # 47-1953205
 (To apply call IRS 800-829-4933)

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

Partner/Officer Name (First Middle Last)	DOB	Social Security #	Home Address
<u>Randall Jerome Stawski</u>			
<u>Jerice Eleen Stawski</u>			

Intoxicating liquor 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 as shown 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 past 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: Ram Mutual Insurance Co. Policy # WC 314836.00

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)

On Sale Intoxicating liquor licensees must also purchase a \$20 Retailer Buyers Card. To obtain the application for the Buyers Card, please call 651-201-7504, or visit our website at www.dps.state.mn.us.

REQUEST FOR COUNCIL ACTION

Date: 1/26/2015
Item No.: 12.b

Department Approval



City Manager Approval



Item Description: Public Hearing to Consider the Approval of an On-Sale Wine License for Pleasant Valley Sunrise Group, LLC (Aurelio's Pizza) located at 2827 Hamline Avenue.

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 a 2015 Liquor License as follows:

- ❖ Pleasant Valley Sunrise Group, LLC dba Aurelio's Pizza – On-Sale Wine License

Neither State Statute nor City Code limits the number of licenses that can be issued for On-Sale Wine licenses.

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 approve Pleasant Valley Sunrise Group, LLC's request for an On-Sale Wine License located at 2827 Hamline Avenue, pending successful background checks.

REQUESTED COUNCIL ACTION

Motion to approve Pleasant Valley Sunrise Group, LLC's request for an On-Sale Wine License located at 2827 Hamline Avenue, pending successful background checks.

Prepared by: Chris Miller, Finance Director

Attachments: Application from Pleasant Valley Sunrise Group, LLC (Aurelio's Pizza)



Minnesota Department of Public Safety
 Alcohol and Gambling Enforcement Division
 444 Cedar Street, Suite 222, St. Paul, MN 55101
 651-201-7500 Fax 651-297-5259 TTY 651-282-6555
APPLICATION FOR COUNTY/CITY ON-SALE WINE LICENSE
 (Not to exceed 14% of alcohol by volume)

EVERY QUESTION MUST BE ANSWERED. If a corporation, an officer shall execute this application. If a partnership, LLC, a partner shall execute this application. To apply for MN sales Tax # call 651-296-6181

Workers compensation insurance company name Ram Mutual Insurance Company Policy Number WC 314836.00

Licensee's MN sales and Use Tax ID # 3810364

Licensee's Federal Tax ID # 47-1953205

Applicants Name (Business, Partnerships, Corporation) Pleasant Valley Sunrise Group LLC		Trade Name or DBA Aurelio's Pizza	
Business Address 2827 Hamline Ave		Business Phone 651-636-1730	Applicant's Home Phone 612-209-2111
City Roseville	County Ramsey	State MN	Zip Code 55113
Is this application ☒ New or a ☐ Transfer	If a transfer, give name of former owner	License Period From 1/1/2015 To 12/31/15	
If a corporation, give name, title, address and date of birth of each officer. If a partnership, LLC, give name, address and date of birth of each partner.			
Partner/Officer Name and title Randall J Stawski CEO	Address	DOB	SSN
Partner/Officer Name and title Jerice E Stawski Manager/Secretary	Address	DOB	SSN
Partner/Officer Name and title	Address	DOB	SSN
Partner/Officer Name and title	Address	DOB	SSN

CORPORATIONS

Date of incorporation 09/18/2014	State of incorporation MN	Certificate Number 783596700024	Is corporation authorized to do business in Minnesota? ☒ Yes ☐ No
If a subsidiary of another corporation, give name and address of parent corporation			

BUILDING AND RESTAURANT

Name of building owner Presbyterian Homes & Services		Owner's address 2845 Hamline Ave N	
Are property taxes delinquent ☐ Yes ☒ No	Has the building owner any connection, direct or indirect with the applicant? ☐ Yes ☒ No	Restaurant seating capacity 65	Hours food will be available 11am to 10pm
Number of restaurant employees 10	Number of months per year restaurant is open 12	Will food service be the principal business? ☒ Yes ☐ No	
Describe the premises to be licensed Sit Down Pizza Restaurant			
If the restaurant is in conjunction with another business (resort etc.), describe business			

NO LICENSE WILL BE APPROVED OR RELEASED UNTIL THE \$20 RETAILER ID CARD FEE IS RECEIVED BY AGED

- ☒ Yes ☐ No Has the applicant or associates been granted an on-sale malt liquor (3.2) and/or a "set-up" license in conjunction with this wine license?
- ☐ Yes ☒ No Is the applicant or any of the associates in this application a member of the county board or the city council, which will issue this license? If yes, in what capacity? _____
 (If the applicant is the spouse of a member of the governing body, or another family relationship exists, the member shall not vote on this application.)
- ☐ Yes ☒ No During the past license year, has a summons been issued under the liquor civil liability (Dram Shop)(M.S. 340A.802). If Yes, attach copy of the summons.
- ☐ Yes ☒ No Has applicant, partners, officers or employees ever had any liquor law violations in Minnesota or elsewhere. If so, give names, dates, violations and final outcome details.

☐ Yes ☒ No Does any person other than the applicants, have any right, title or interest in the furniture, fixtures or equipment in the licensed premises? If yes, give names and details.

☐ Yes ☒ No Have the applicants any interests, directly or indirectly, in any other liquor establishments in Minnesota? If yes, give name and address of establishment.

I CERTIFY THAT I HAVE READ THE ABOVE QUESTIONS AND THAT THE ANSWERS ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE.

Randall J. Hawley
Signature of Applicant

Dec. 19 2014
Date

The licensee must have one of the following:

☒ 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. Attach "CERTIFICATE OF INSURANCE" to this form.

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

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

IF LICENSE IS ISSUED BY THE COUNTY BOARD, REPORT OF COUNTY ATTORNEY

☒ Yes ☐ No I certify that to the best of my knowledge the applicants named above are eligible to be licensed. If no, state reason.

Signature County Attorney

County

Date

REPORT BY POLICE OR 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, Municipal or County ordinances relating to intoxicating liquor, except as follows:

Signature

Department and Title

Date

IMPORTANT NOTICE

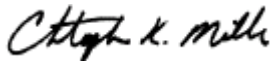
ALL RETAIL LIQUOR LICENSEES MUST REGISTER WITH THE ALCOHOL, TOBACCO TAX AND TRADE BUREAU.
FOR INFORMATION CALL 513-684-2979 OR 1-800-937-8864

A \$30.00 service charge will be added to all dishonored checks. You may also be subjected to a civil penalty of \$100.00 or 100 % of the value of the check, whichever is greater, plus interest and attorney fees.

REQUEST FOR COUNCIL ACTION

Date: 1/26/2015
Item No.: 13.a

Department Approval



City Manager Approval



Item Description: Receive a Summary Recap of the 2015 Adopted Tax Levy and Budget

BACKGROUND

During the 2015 budget process, the Council indicated a desire to receive a summary recap of the formal actions taken on the tax levy and budget and to revisit the projected budget surplus from 2014. A brief summary for each of these items is presented below.

Projected 2014 Budget Surplus

In early December, Staff projected a 2014 General Fund budget surplus of approximately \$200,000. The projected surplus was calculated by observing aggregate expenditures through November and extrapolating that amount over the remainder of the year. At the time, it was noted that the City typically incurs over \$1 million dollars in expenditures during the months of December and January that need to be recorded in 2014 before an accurate measure of the surplus can be determined.

Based on known expenditures through January 16th, it appears that the 2014 General Fund budget surplus will be closer to \$225,000. Again, this estimate could change over next month as final payments and audit corrections for 2014 are recorded. The surplus was largely the result of less-than-expected personnel costs due to staff turnover, which was somewhat offset by lower-than-expected tax collections due to valuation appeals.

Employee positions that remain unfilled for a period of time create vacancy savings. Additional savings are also realized when the City hires less-experienced staff that begin at the lower end of the pay scale compared to the previous employee that held the position.

With this amount, the unrestricted General Fund cash reserve would be approximately \$5,991,480, for a reserve level of 43% compared to the 2015 General Fund Budget. The City's Cash Reserve Policy calls for reserve level of 35-45% of the Budget. The 2015 Budget projects a draw-down of these reserves in the amount of \$375,500. If this proves accurate, the cash reserve level would be at 40% by the end of 2015.

2015 Tax Levy

As adopted on December 8, 2014, the 2015 Tax Levy was \$18,276,902, an increase of \$273,181 or 1.5%. This was \$382,148 lower than the amount presented at the truth-in-taxation hearing, and \$617,648 lower than the amount presented in the City Manager Recommended Budget.

The \$382,148 final levy reduction made in December was enacted in conjunction with the draw-down of *additional* General Fund and License Center Fund reserves above and beyond what had already been programmed into the Recommended Budget. The Budget was already reliant on \$175,500 in reserves from General Fund and \$141,275 from the License Center before the additional amounts were committed on December 8th. In total, the 2015 Budget is relying on nearly \$700,000 in cash reserves to sustain day-to-day operations.

With this action, the General and License Center Funds will remain in compliance with the Council-adopted cash reserve policy. However, it will require some consideration in future budget cycles to achieve structurally balanced budgets.

A summary of the tax levy increase is shown in the table below.

2014 Tax Levy	\$ 18,003,721
2015 Levy Reductions	
Supplies, materials, contractual services	\$ (57,080)
Contribution to Fire Relief Association	(11,000)
Debt Service	(220,000)
Change in non-levy revenue sources	(102,921)
Total Levy Reductions	\$ (391,001)
2015 Levy Additions	
Supplies, materials, contractual services	\$ 175,830
Employee cost-of-living-adjustment	177,135
Employee wage step increases	129,000
Employee position changes/reorg.	101,865
PERA pension increases	67,000
Capital replacements	220,000
Funding to eliminate use of reserves (partial)	175,500
Total Levy Additions	\$ 1,046,330
Net Levy Change Before Use of Reserves	\$ 655,329
Less <i>Additional</i> Use of General Fund Reserves	\$ (200,000)
Less <i>Additional</i> Use of License Center Fund Reserves	\$ (182,148)
2015 Tax Levy	\$ 273,181
% Increase	1.5%

For a median-valued home that experiences an 11% valuation increase (citywide average), the property tax impact will be \$4.89 per month, an increase of 7.5%.

Staff will note that the Council also made changes to the utility rates in 2015 which resulted in a reduction of \$0.89 per month for a typical single-family home. When combined with the property tax impact, a typical home will pay an additional \$4.00 per month. This is depicted in the chart below.

Monthly Impact on a Single-Family Home

	2014	2015	Increase	%
Property Tax	\$ 64.85	\$ 69.75		
Utility Bill	57.37	56.47		
Total	\$ 122.22	\$ 126.22	\$ 4.00	3.3 %

2015 Budget

As adopted on December 8, 2014 the 2015 Budget is \$52,045,290. The Budget for the tax-supported programs is \$26,055,340, an increase of \$1,332,055 or 5.4% *including* capital-related expenditures. If we exclude capital items, the spending increase is only \$608,485 or 2.5%.

Spending increases in the tax-supported programs including capital is shown in the table below.

2014 Operating Budget	\$ 24,723,285
2015 Budget Reductions	
Supplies, materials, contractual services	\$ (57,080)
Contribution to Fire Relief Association	(11,000)
Debt Service	(220,000)
Total Budget Reductions	\$ (288,080)
2015 Budget Additions	
Supplies, materials, contractual services	\$ 251,430
Employee cost-of-living-adjustment	203,135
Employee wage step increases	168,000
Employee position changes/reorg.	174,000
PERA pension increases	100,000
Capital replacements	723,570
Total Budget Additions	\$ 1,620,135
Net Budget Change	\$ 1,332,055
2015 Operating Budget	\$ 26,055,340
<i>% Increase</i>	5.4%

POLICY OBJECTIVE

Not applicable.

FINANCIAL IMPACTS

Not applicable.

STAFF RECOMMENDATION

Not applicable.

REQUESTED COUNCIL ACTION

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

Prepared by: Chris Miller, Finance Director
 Attachments: A: Not applicable

Date: January 26, 2015

Item: 14.a

Approve/Deny Aurelios Transfer
of Ownership

Please See Item: 12.a

Date: January 26, 2015

Item: 14.b

Approve/Deny On Sale Wine

Application by Pleasant Valley

Sunrise Group

Please see item 12.b

REQUEST FOR COUNCIL ACTION

Date: 1-26-15
Item No.: 14.c

Department Approval



City Manager Approval



Item Description: Park and Recreation Renewal Program Natural Resource Restoration Project
Update and Accept Grants

BACKGROUND

As a component of the approved Park and Recreation Renewal Program (Renewal Program) there is a \$1.5M Park System Natural Resource Restoration effort. Staff is working with Ecologist Paul Bockensted from Stantec Inc. to implement the program. The work began in the spring of 2014 and will continue through 2016.

Part of the agreement with Stantec, Inc. is for them to pursue appropriate grants and other potential outside funding sources for identified core and non-core projects in order to leverage as much of the approved budget and implement as much of the outlined program as possible.

The following two grants are part of outlined work program, have been awarded and are requested to be accepted:

1. A Department of Natural Resources Conservation Partners Legacy Grant in the amount of \$120,966 for Natural Resource Restoration at Reservoir Woods and Central Park Lake Bennett. The total project budget is \$483,864 with a city match of \$362,898 proposed to be taken from the approved \$1.5M Renewal Program budget. The grant agreement is attached.
2. A Capitol Region Watershed Grant in the amount of \$22,410 for Natural Resource Restoration at Villa Park. The total project budget is \$24,900 with a city match of \$2,490 proposed to be taken from the approved \$1.5M Parks and Recreation Renewal Program Budget. The grant agreement is attached.

All projects in the Renewal Program have a two year maintenance agreement. After that, the site maintenance will be the responsibility of the city through the Capital Improvement Program. This is anticipated to be an ongoing discussion and effort by the city. Once the initial project and two years of maintenance is complete, if kept up, less extensive efforts will be anticipated.

Mr. Bockensted and staff will be at your meeting to provide you with an update on public outreach efforts, volunteer/community engagement events, project progress and status, grant and outside funding status and discuss the proposed 2015 work plan.

33 POLICY OBJECTIVE

34 These proposals are consistent with the City's Natural Resource Management Plan, Parks and
35 Recreation System Master Plan and leveraging non-city money through grants to further City efforts.

36
37 FINANCIAL IMPLICATION

38 The grant awards combined are \$143,376. A total city match required combined is \$365,388. The City
39 match is recommended to be taken from the approved \$1.5M Parks and Recreation Renewal Program
40 Natural Resource Budget.

41
42 STAFF RECOMMENDATION

43 Staff recommends accepting the Grant in the amount of \$120,966 from the Minnesota Department of
44 Resources for Natural Resource Restoration for work at Reservoir Woods and Central Park Lake
45 Bennett Lake and a Capital Region Watershed District Grant in the amount of \$22,410 for Natural
46 Resource Restoration work at Villa Park. The projects are consistent with the approved program.

47
48 COUNCIL ACTION REQUESTED

49 Motion authorizing the Mayor and City Manager to sign the necessary documents to accept a
50 Conservation Partners Legacy Grant from the Minnesota Department of Natural Resources in the
51 amount of \$120,966 for Natural Resource Restoration at Reservoir Woods and Bennett Lake in Central
52 Park with a City cash match of \$362,898 to be taken from the approved \$1.5M Parks and Recreation
53 Renewal Program Budget.

54
55 Motion authorizing the Mayor and City Manager to sign the necessary documents to accept a Capital
56 Region Watershed District Grant in the amount of \$22,410 for Natural Resource Restoration at Villa
57 Park with a city cash match of \$2,490 to be taken from the approved \$1.5M Parks and Recreation
58 Renewal Program Budget.

59
60 Prepared by: Jeff Evenson, Park Superintendent
Lonnie Brokke, Director

Attachments:

- A. Roseville Natural Resources Public Outreach
- B. Natural Resources Volunteer/Community Engagement Events
- C. Natural Resources Project Progress Chart
- D. Parks and Recreation Renewal Program Natural Resource Restoration Grants
- E. Department of Natural Resources Conservation Partners Legacy Agreement
- F. Capital Region Watershed District Agreement

Roseville Natural Resources Public Outreach

Section Title	INFORM Letter (CITY)	Public meeting	Park Patrons (CITY)	Park Patrons (CONTRACTOR)	Door-to-door contact (CITY)	Door-to-door contact (CONTRACTOR)	Comments
Section 1: Central Park Dale East	X						Work anticipated to begin in early 2015
Section 2: Central Park Lexington	X		X	X			Some initial shoreline and woodland restoration work completed in late fall/early winter 2014
Section 3: Langton Lake Park	X		X	X			Ongoing work, extension of work initiated c. 2010, plus expansion of woodland restoration work.
Section 4: Reservoir Woods Base							Work anticipated to begin in early 2015
Section 5: Villa Park	X		X	X		X	Initial woodland restoration work substantially completed in fall 2014. Select homes visited by contractor.
Section 6: Oasis Park	X		X	X			Shoreline restoration work begun and substantially completed in fall 2014
Section 7: Acorn Park	X	X	X	X	X	X	Homes immediately bordering park visited.
Section 8: Willow Pond Park	X			X	X		Shoreline restoration work begun in fall 2014

prepared 1-6-15

Roseville Natural Resources Volunteer/Community Engagement Events

Park/Location	Time Frame	Description
Langton Lake	September 2014	Planting of 2,060 native woodland grass, sedge and flower plants in woodland areas at Langton Lake. This effort included nearly 30 volunteers from Stantec as part of their "Stantec in the Community" day event.
Central Park Dale East	September 2014	Collection of seed by a group of AFSA high school students from native wildflower plants at Central Park Muriel Sahlin Arboretum. Seed will be used for restoration projects within City Parks natural areas during the Park Renewal Program Natural Resources Restoration.
ANTICIPATED EVENTS		
Acorn Park	January 2015	Gather and stack cut invasive/nonnative brush as part of woodland/savanna restoration at Acorn Park. Should conditions be unfavorable for this activity, volunteers will assist with broadcast seeding of native woodland/savanna grass, sedge and flower seed.
Reservoir Woods	February 2015	Gather and stack cut invasive/nonnative brush as part of woodland/savanna restoration areas. Should conditions be unfavorable for this activity, volunteers will assist with broadcast seeding of native woodland/savanna grass, sedge and flower seed.
Central Park Lexington	March 2015	Gather and stack cut invasive/nonnative brush as part of woodland/savanna restoration areas. Should conditions be unfavorable for this activity, volunteers will assist with broadcast seeding of native woodland/savanna grass, sedge and flower seed, or pulling garlic mustard plants.
Villa Park	April 2015	Planting of native hardwood tree seedlings in woodland restoration areas (and potentially pulling invasive, nonnative garlic mustard)
Willow Pond Park, Oasis Park, and/or Bennett Lake	May 2015	Shoreline restoration planting of native grass, sedge, flower potted plants by volunteers.
Willow Pond Park, Oasis Park, and/or Bennett Lake	June 2015	Shoreline restoration planting of native grass, sedge, flower potted plants by volunteers.
Central Park Muriel Sahlin Arboretum	July 2015	Native flower, grass and sedge plants in formal bed at arboretum. Planting is intended to serve as a seed orchard for native plants - seed will be collected from these plants by volunteer Parks Natural Resources Stewards and then used for natural resources restoration efforts in park natural areas.
Multiple Park Natural Areas	Fall/Winter 2015	Gather and stack cut invasive/nonnative brush as part of woodland/savanna restoration areas. Should conditions be unfavorable for this activity, volunteers will assist with broadcast seeding of native woodland/savanna grass, sedge and flower seed.

prepared 1-6-15

Progress Report: Roseville Natural Resources Restoration Projects* (1.26.15)

	RESTORATION TYPE/ACTIVITY																					
Park	Woodland			Praire/Savanna			Shoreline			Stream				Wetland						Graphic Design		
	Initial cut/treat of invasive woody	Native seeding of grasses/flowers	Grow-in maintenance	Site preparation	Native seeding of grasses/flowers	Grow-in maintenance	Site preparation	Native seeding/Planting of grasses/flowers	Grow-in maintenance	Survey/data gathering	Site preparation	Native seeding/Planting of grasses/flowers	Grow-in maintenance	Survey/data gathering	Initial treat of vegetation	Hydrologic restoration	Native seeding/Planting of grasses/flowers	Grow-in maintenance	Interpretive signage planning	Graphic Design	Manufacture/install	
Acorn Park	80%	80%	P	100%	50%	P	NA	NA	NA	NA	NA	NA	NA	100%	80%	P	P	P				
Central Park Dale East	50%	50%	P	P	P	P	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA				
Central Park Lexington	50%	50%	P	P	P	P	80%	P	P	NA	NA	NA	NA	NA	NA	NA	NA	NA				
Langton Lake Park	100%	80%	35%	NA	NA	NA	100%	100%	0.35	NA	NA	NA	NA	100%	100%	P	P	P				
Owasso Hills (NC)	P	P	P	P	P	P	NA	NA	NA	NA	NA	NA	NA	NA	P	NA	P	P				
Oasis Park	NA	NA	NA	NA	NA	NA	100%	100%	15%	5%	P	P	P	NA	NA	NA	NA	NA				
Reservoir Woods	5%	5%	5%	P	P	P	NA	NA	NA	NA	NA	NA	NA	NA	P	P	P	P				
Villa Park	100%	50%	P	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	100%	20%	P	P	P				
Willow Pond Park	NA	NA	NA	NA	NA	NA	80%	P	P	NA	NA	NA	NA	NA	NA	NA	NA	NA				
Interpretive signage	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	10%	P	P	

key: xx%=percent complete; P = pending work, NA = Not applicable/work type not planned for this park; NC = Non-core project

*Additional, non-core projects may be added as additional grant funding is secured

Roseville Parks & Recreation Renewal Program - Natural Resource Restoration Grants

Park/Project	Core Project?	Grant Funding Agency	Grant Program	Grant funding request	City Match	Total	Grant Due date	Successful?	Notes
Langton Lake Kids Fishing Lake Habitat Restoration	Y	MN DNR	MN DNR Conservation Partners Legacy Grant	\$89,168	\$9,908	\$99,076	9/15/2011	YES	Initial grant-funded work complete
Owasso Hills, Acorn Park, Bennett Lake (3 locations), Willow Pond	Y	Ramsey-Washington Metro Watershed District	Shoreline/Habitat Restoration Grants	\$30,000	\$85,500	\$115,500	8/13/2014	PENDING	Grant approved by RWMWD - Project pending negotiation/agreement between RWMWD and City of Roseville. Last contact between RWMWD/City November 2014
Various Park locations	Y	Ramsey Conservation District	Emerging Invasive Species Treatment Grant	\$4,590	\$1,531	\$6,121	9/4/2014	YES	Reimbursement for work done
Reservoir Woods, Central Park, Bennett Lake (Please see work plan for details)	Y, Plus others	MN DNR	MN DNR Conservation Partners Legacy Grant	\$120,966	\$362,898	\$483,864	9/19/2014	YES	Work anticipated to proceed in mid- January 2015, pending approval by City Council
Capitol Regions Watershed District, Villa Pak Wetland Restoration	Y	Capitol Regions Watershed District	Habitat Restoration	\$22,410	\$2,490	\$24,900	10/10/2014	YES	City applied for funds for Reservoir Woods and Villa Pak - Villa Park approved
		TOTAL GRANT AMOUNTS		\$267,134	\$462,327	\$729,461			As of 12/31/14

CONSERVATION PARTNERS LEGACY GRANT PROGRAM ENCUMBRANCE WORKSHEET

City of Roseville/ Roseville Parks Wildlife Habitat Restoration

State Accounting information:

SWIFT Contract Doc. Type:

GRK

SWIFT Contract #:

88114

SWIFT Contract Line # (Annual Plans):

SWIFT Purchase Order #:

3000069979

Agency: R2901	Submitted By: Kelly Pharis	Origin: A24	Vendor #: 0000197714	Category Code: 84101501
Total Amount of Contract for ALL years:		\$120,966	Total Amount of Contract: \$ 120,966	For FY: 15
Total Amount of Contract:		For FY:	Total Amount of Contract: \$	For FY:

Contract Start Date: Upon Execution

Speedchart Name:

Contract Expiration Date: June 30, 2018

Speedchart Number:

Grantee Name and Address:

City of Roseville2660 Civic Center DriveRoseville, MN 55113

Did you remember to:

Check for debarred vendor? ☒ Yes ☐ NoCheck for annual plan limit? ☒ Yes ☐ NoWork on state lands? ☐ Yes ☒ NoPO Reference: **KLP-FY15 CPL Roseville Parks Wildlife Habitat Restoration**

Description: **FY2015 CPL-M 1; City of Roseville, Roseville Parks Wildlife Habitat Restoration. The State is in need of habitat work on public lands to improve habitat for fish, game, and wildlife and to improve public recreational opportunities.**

Statewide/ Agency Reporting Funding String

Line	Budget/ Bond Year	Amount	Fund	FinDeptID	AppropID	Account	Statewide Cost	Agency Cost 1	Agency Cost 2
1	15	\$120,966	2300	R2936725	R296526	441352		2W205	

Project/ Grant Reporting Funding String

Line	PC Business Unit	Project	Activity	Source Type	Category	Sub-Category

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STATE OF MINNESOTA
CONSERVATION PARTNERS LEGACY GRANT PROGRAM
GRANT CONTRACT
City of Roseville/ Roseville Parks Wildlife Habitat Restoration

This grant contract is between the State of Minnesota, acting through its Commissioner of Natural Resources, ("State") and City of Roseville, 2660 Civic Center Drive, Roseville, MN 55113 ("Grantee").

Recitals

1. Under Minnesota Laws 2014, Chapter 256, Article 1, Section 2, Subd. 5(m), and Minnesota Statute § 84.026 the State is empowered to enter into this grant.
2. The State is in need of habitat work on public lands to improve habitat for fish, game, and wildlife and to improve public recreational opportunities.
3. The Grantee represents that it is duly qualified and agrees to perform all services described in this grant contract to the satisfaction of the State. Pursuant to [Minn.Stat. §16B.98](#), Subd. 1, the Grantee agrees to minimize administrative costs as a condition of this grant.

Grant Contract

1 Term of Grant Contract

- 1.1 **Effective date:** The date the State obtains all required signatures under [Minn. Stat. §16B.98](#), Subd. 5. Per, [Minn.Stat. §16B.98](#) Subd. 7, no payments will be made to the Grantee until this grant contract is fully executed. **The Grantee must not begin work under this grant contract until this contract is fully executed and the Grantee has been notified by the State's Authorized Representative to begin the work.**
- 1.2 **Expiration date:** June 30, 2018, or until all obligations have been satisfactorily fulfilled, whichever occurs first.
- 1.3 **Survival of Terms.** The following clauses survive the expiration or cancellation of this grant contract: 2.4. Signage; 4.10. Land Acquisition Restrictions; 4.11. Real Property Interest Report; 11. Liability; 13. State Audits; 14. Government Data Practices and Intellectual Property Rights; 15. Data Compatibility and Availability Requirements; 16. Publicity and Endorsement; 17. Governing Law, Jurisdiction, and Venue; 23. Data Disclosure; and 24. Use of Funds for Match or Reimbursement.

2 Duties

Grantee's Duties

The Grantee, who is not a state employee, will:

- 2.1 Comply with required grants management policies and procedures set forth through [Minn.Stat. §16B.97](#), Subd. 4 (a) (1).
- 2.2 Perform each of the duties outlined in Attachment A, Work Plan, which is attached and incorporated into this grant contract. Any changes to the Work Plan must have prior written approval from the State's Authorized Representative.
- 2.3 Apply for and receive all necessary approvals and permits to complete the project and comply with all applicable local, state and federal laws, ordinances, rules, and regulations. This includes all legal restrictions and requirements contained in Minnesota Laws 2014, Chapter 256, Article 1, Section 2, and MN Statute 97A.056.
- 2.3 Meet all grant program requirements, as described in the FY2015 *Conservation Partners Legacy Grant Program Request for Proposal- Expedited Conservation Projects Grant Cycle* which is incorporated into this grant contract by reference. The *Request for Proposal* (RFP) may be located at <http://files.dnr.state.mn.us/assistance/grants/habitat/cpl/fy15-ecp-rfp.pdf>.
- 2.4 Erect signage in accordance with Minnesota Laws 2014, Chapter 256, Article 1, Section 2, and MN Statute 97A.056. Signs have been designed and created and will be ordered and mailed to Grantee towards the end of the grant period. Grantee is not responsible for the cost of signs but is responsible for placing signs according to MN Laws.
- 2.5 Submit a progress report based on expenditures made and work performed during the previous year, in a form

prescribed by the State, by December 31 of each year during the term of this grant contract. A final report must be submitted prior to or with the request for final payment.

- 2.6 To provide match as pledged in the approved Work Plan in non-state cash or in-kind services for the costs incurred for the completion of the Project.
- 2.7 Follow all **Invasive Species regulations, policies and procedures of the Department of Natural Resources (DNR)** to prevent or limit the introduction, establishment, and spread of invasive species (see section 4.2). This requirement applies to all activities performed on all lands under this grant contract and is not limited to lands under DNR control or public waters.

State's Duties

- 2.8 To provide Grantee up to **\$120,966** for the costs incurred for the completion of the Project.
- 2.9 For grants over \$50,000, the State's Authorized Representative(s) or other designated State Representative will conduct at least one monitoring visit per grant period. For grants over \$250,000, these visits will be on an annual basis. A monitoring visit may be in person or by telephone.

3 Time

The Grantee must comply with all the time requirements described in this grant contract. In the performance of this grant contract, time is of the essence.

4 Project Requirements

- 4.1 **Vegetation Requirements.** All projects funded in whole or in part by this grant use only seed mixes or plant lists approved by the Land Manager of the project site. Approval by land manager should be kept on file by grantee for auditing purposes.
- 4.2 **Invasive Species Prevention.** The DNR requires active steps to prevent or limit the introduction, establishment, and spread of invasive species during all activities performed on all lands under this grant contract. The grantee and/or hired contractor shall prevent invasive species from entering into or spreading within a project site by cleaning equipment prior to arriving at the project site.

If the equipment, vehicles, gear, or clothing arrives at the project site with soil, aggregate material, mulch, vegetation (including seeds) or animals, it shall be cleaned by grantee/contractor furnished tool or equipment (brush/broom, compressed air or pressure washer) at the staging area. The grantee/contractor shall dispose of material cleaned from equipment and clothing at a location determined by the land manager. If the material cannot be disposed of onsite, secure material prior to transport (sealed container, covered truck, or wrap with tarp) and legally dispose of offsite.

The grantee/contractor shall ensure that all equipment and clothing used for work in infested waters has been adequately decontaminated for invasive species (ex. zebra mussels) prior to being used in non-infested waters. All equipment and clothing including but not limited to waders, tracked vehicles, barges, boats, turbidity curtain, sheet pile, and pumps that comes in contact with any infested waters must be thoroughly decontaminated.

- 4.3 **Project Sites.** All restoration and enhancement projects funded with this grant must be on land permanently protected by a conservation easement or public ownership or in public waters as defined in Minnesota Statutes, section 103G.005, subdivision 15.
- 4.4 **Easement Requirements.** All conservation easements acquired must:
- (a) be permanent;
 - (b) specify the parties to an easement in the easement;
 - (c) specify all of the provisions of an agreement that are permanent;
 - (d) specify the habitat types and location being protected;
 - (e) where appropriate for conservation or water protection outcomes, require the grantor to employ practices retaining water on the eased land as long as practicable;
 - (f) specify the responsibilities of the parties for habitat enhancement and restoration and the associated costs of these activities;
 - (g) include a long-term stewardship plan and identify the sources and amount of funding

- for stewardship and monitoring and enforcing the easement agreement;
- (h) identify the parties responsible for monitoring and enforcing the easement;
- (i) identify who the easement will revert to in the event the primary easement holder ceases to exist;
- (j) identify what easement monitoring standards will be used;
- (k) identify the holder of the stewardship endowment dedicated to the easement;
- (l) identify any restrictions, allowed structures, allowed activities, and reserved rights; and
- (m) be sent to the office of the State's Authorized Representative and Lessard-Sams Outdoor Heritage Council (hereinafter "LSOHC").

4.5. Restoration and Management Plan.

- (a) For all restorations, prepare and retain an ecological restoration and management plan that, to the degree practicable, is consistent with current conservation science and ecological goals for the restoration site. Consideration should be given to soil, geology, topography, and other relevant factors that would provide the best chance for long-term success and durability of the restoration. The plan shall include the proposed timetable for implementing the restoration, including, but not limited to, site preparation, establishment of diverse plant species, maintenance, and additional enhancement to establish the restoration; identify long-term maintenance and management needs of the restoration and how the maintenance, management, and enhancement will be financed; and use the current conservation science to achieve the best restoration.
- (b) The Restoration and Management Plan shall be prepared on a form provided by the State's Authorized Representative.

4.6 Restoration and Management Plan for Acquisitions. For new lands acquired, prepare a Restoration and Management Plan in compliance with 4.5, including identification of sufficient funding for implementation.

4.7 Timely written contact of Conservation Corps Minnesota. All grantees must give consideration to and make timely written contact with the Conservation Corps Minnesota or its successor for consideration of possible use of their services to contract for restoration and enhancement services. A copy of the written contact must be filed with the State's Authorized Representative within 10 days of grant execution.

4.8 Pollinator Habitat Enhancement. Habitat restoration or enhancement on DNR lands and prairie restorations using state funds must follow the DNR's **Specific Pollinator Best Management Practices**, which can be found at http://files.dnr.state.mn.us/natural_resources/npc/2014_draft_pollinator_bmp_guidelines.pdf and are listed below:

(a) Habitat Restoration Guidelines:

- Place pollinator habitat enhancement plantings on soil free of persistent pesticides harmful to pollinators.
- Pay attention to past and present insecticide use on and adjacent to the site so that appropriate mitigation can be applied.
- Emphasize pollinator planting efforts away from adjoining lands where there is potential for pesticide drift harmful to pollinators.
- Avoid clearing or burning fallen or dead trees when consistent with other objectives, as they contain potential nesting sites.
- Species selection should be guided by knowledge of the expected native plant communities on the site and any natural resource surveys (plants, invertebrates, soils, hydrology) that might inform the restoration effort.
- Refer to the pollinator tables for specific host species (available at http://files.dnr.state.mn.us/natural_resources/npc/pollinator_booklet_single.pdf).
- Include a diverse mix of native flowers to attract a broad range of pollinators. Strive for at least three different pollinator supporting species within each of the three blooming periods (early, mid or late season).
- Plant some native bunch grasses (such as little bluestem).
- Plant selection should include plant species that support endangered, threatened, special concern or rare-pollinating species.

- Avoid plant materials with seed, plant or soil sources that have been treated with neonicotinoid insecticides.

(b) Stream Bank and Shoreline Guidelines:

- Plants attractive to pollinators can be used along waterways, but the planting should not interfere with the hydraulic function of the waterway and the primary objective of stabilizing the bank against erosion.
- To enhance habitat for native bee communities, increase the diversity and number of flowering plants growing on a site and add nesting habitat. Consider pollinator needs when choosing trees for riparian forest buffers. For example, willow, dogwood and goldenrod benefit pollinators.
- Seed mixes can include legumes or other forbs that provide pollen and nectar for native bees. These sites may be able to support flowering forbs with higher water requirements and provide bloom later in the summer. Consult the native plant community pollinator tables for specific species (available at http://files.dnr.state.mn.us/natural_resources/npc/pollinator_booklet_single.pdf).
- Maximizing plant diversity along riparian corridors will result in more pollinators and other terrestrial insects that act as forage for fish.

(c) Prescribed Disturbance- Fire/Mowing/Haying:

- Ensure that all known locations of rare insects are not disturbed in the same year.
- Avoid impacting more than half to two-thirds of a habitat type in the same year.
- Allow 3 to 10 years rest between disturbances to provide recovery time for pollinator populations.
- Vary the season when disturbances are conducted to prevent repeated impacts to the same species in the same location.
- When selecting refugia for pollinators, consider:
 - If there are plant species that are known overwintering or egg-laying sites, include areas with these species within the refugia.
 - Within a management unit, ensure that refugia occur within the unit's variety of "habitat types." When managing remnant habitats, ensure that at least a third remains unburned for two consecutive years at all time.
 - When management units include both remnant and restored habitats, ensure that refugia are created in both.
- If disturbance to the entire area is necessary to meet other management goals, subdivide the unit into at least two units and burn or mow or hay the areas several weeks apart so the whole unit isn't affected at once.
- When controlling invasive species or encroachment of woody species, target undesirable patches, leaving the rest of the habitat intact.
- Mowing should occur as high as possible to still meet the management goals in order to make the most of nesting or overwintering habitat left on site.

(d) Invasive Species Control:

- Invasive plant species should be controlled, even if they serve as a pollen or nectar source.
- Avoid neonicotinoid insecticides.
- Select spot treatments over broadcast applications.
- Choose bio-control over pesticides in available.
- Insecticides and herbicides should be selected to be the most target-specific and applied on the smallest area practical to meet management objectives.
- Ensure that crews recognize target species.
- Spray in early morning or evening when bees and other pollinators are less active.
- Avoid pesticide application if wind speeds exceed 10 mph.
- Eliminate outlying populations of invasive species first and then work towards the center of the infestation.
- Monitor pesticides for dispersal by drift, erosion or runoff.

(e) Conservation Grazing:

- Limit the duration and intensity of grazing on sites so that residual cover is left after the livestock are

removed if consistent with key management objectives.

- On larger units, set up grazing paddocks or regimes to rotate grazers within the site and allow for retention of some nectar and host plants. Alter the grazing cycle so any site is not grazed during the same time each year.
- Monitor grazing to create a range of habitat structures (height of plants) to create diversity.
- Where heavier grazing of a site is called for, leave one-third to half of the important habitats ungrazed.
- Manage grazing so that the more sensitive plant species that are prairie components do not decline.
- Insecticides used for parasite control in cattle are systemic and can impact beneficial insects as well as pests. The DNR is working with the state veterinarian, Board of Animal Health, and cattle producers to set up guidelines for parasite control that are sensitive to native insects and develop a list of acceptable products and practices.

(f) Specific best management practices for forest management activities include:

- Avoid broadcast spraying of pesticides when other effective means of control are available; encourage the use of spot treatments.
- When managing for legacy elements (patches within a treatment area that retain native plant community representation), select areas to include as many plants as possible that produce pollen and nectar.
- Minimize impact to spring ephemerals.
- Maintain a variety of plant communities and conditions across the landscape.
- Retain standing dead and downed dead logs where possible to serve as nesting habitat for bees, as well as feeding habitat for beetle and hoverfly pollinators whose larvae are saproxylic.
- Design forest management activities to protect the soil (and thereby protect underground plant structures that serve to regenerate flowering plants and protect ground nesting pollinators from impact).
- When planting trees or shrubs consider floral resources for added spring and early summer blooming resources (For example, American basswood, serviceberry, and willow where ecologically appropriate).

4.9 Acquisition Requirements. For all fee-title and easement acquisitions. To ensure public accountability for the use of public funds, provide the following to the State's Authorized Representative and the L-SOHC:

- (a) documentation of the selection process used to identify parcels acquired;
- (b) documentation of all related transaction costs for all parties involved in the transaction, including but not limited to appraisals, legal fees, recording fees, commissions, other similar costs, and donations;
- (c) a report of any difference between the acquisition amount paid to the seller and the state-certified or state-reviewed appraisal, if a state-certified or state-reviewed appraisal was conducted (acquisition data such as appraisals may remain private during negotiations but must ultimately be made public according to Minnesota Statutes, Chapter 13); and
- (d) an analysis of increased operations and maintenance costs likely to be incurred by public entities as a result of the acquisition and of how these costs may be paid for. This analysis shall also be provided to the Commissioner of Management and Budget.
- (e) All acquisitions and appraisals must follow *Land Acquisition Procedures for Land to be Conveyed to DNR*, or *Land Acquisition Procedures for Land NOT to be Conveyed to DNR*, which are incorporated into this grant agreement by reference. These documents may be located at http://www.dnr.state.mn.us/grants/habitat/cpl/land_acquisition.html.
- (f) For all projects involving acquisitions to be conveyed to the DNR, a "Use of Funds Letter" allowing the State to utilize all designated DNR Land Acquisition Costs (per Work Plan) is incorporated into this grant agreement as Attachment B.

4.10 Land Acquisition Restrictions.

- (a) An interest in real property, including but not limited to an easement or fee title, must be used in perpetuity or for the specific term of an easement interest for the purpose for which the grant was made.
- (b) A recipient of funding who acquires an interest in real property subject to this subdivision may not

alter the intended use of the interest in real property or convey any interest in the real property acquired with the grant without the prior review and approval of the Lessard-Sams Outdoor Heritage Council or its successor. The council shall notify the chairs and ranking minority members of the legislative committees and divisions with jurisdiction over the outdoor heritage fund at least 15 business days before approval under this paragraph. The council shall establish procedures to review requests from recipients to alter the use of or convey an interest in real property. These procedures shall allow for the replacement of the interest in real property with another interest in real property meeting the following criteria:

- i. the interest is at least equal in fair market value, as certified by the Commissioner of Natural Resources, to the interest being replaced; and
- ii. the interest is in a reasonably equivalent location and has a reasonably equivalent useful conservation purpose compared to the interest being replaced.

(c) A recipient of funding must separately record a notice of funding restrictions in the appropriate local government office where the conveyance of the interest in real property is filed. The notice of funding agreement must contain:

- i. a legal description of the interest in real property covered by the funding agreement;
- ii. a reference to the underlying funding agreement;
- iii. a reference to the Minnesota Statute § 97A.056 (Subd. 15 Land Acquisition Restrictions);
- iv. the following statement: "This interest in real property shall be administered in accordance with the terms, conditions, and purposes of the grant agreement controlling the acquisition of the property. The interest in real property, or any portion of the interest in real property, shall not be sold, transferred, pledged, or otherwise disposed of or further encumbered without obtaining the prior written approval of the L-SOHC or its successor. The ownership of the interest in real property shall transfer to the state if: (1) the holder of the interest in real property fails to comply with the terms and conditions of the grant agreement or accomplishment plan*; or (2) restrictions are placed on the land that precludes its use for the intended purpose as specified in the appropriation." [**referred to as the Work Plan within the CPL grant program*]

4.11 Real Property Interest Report. *For all fee-title and easement acquisitions:*

By December 1 each year following acquisition, Grantees must submit annual reports on the status of the real property to the L-SOHC or its successor in a form determined by the L-SOHC. If lands are acquired by fee with money from the outdoor heritage fund, the real property interest report must include a verification of the status of the hunting and fishing management plan for the lands acquired by fee. The responsibility for reporting under this Section may be transferred by the Grantee to another person or entity that holds the interest in the real property. To complete the transfer of reporting responsibility, the Grantee must:

- (a) inform the person to whom the responsibility is transferred of that person's reporting responsibility;
- (b) inform the person to whom the responsibility is transferred of the property restrictions under Section 4.8, Land Acquisition Restrictions;
- (c) provide written notice to the L-SOHC of the transfer of reporting responsibility, including contact information for the person to whom the responsibility is transferred. Before the transfer, the entity receiving the transfer of property must certify in writing to the L-SOHC, or its successor, acceptance of all obligations and responsibilities held by the prior owner. After the transfer, the person or entity that holds the interest in the real property is responsible for reporting requirements under this Section.

4.12 Initial Development of Land.

- (a) Lands that will be conveyed to a state agency for long-term management must be brought up to the agency's minimum operating standards before being conveyed. The costs for this work must be identified in the Work Plan and may be paid for with grant or match funds.

- (b) For lands being transferred to the DNR as a WMA or AMA, follow the *Development Standards for WMAs/AMAs* document, incorporated into this grant agreement by reference and can be found here: http://files.dnr.state.mn.us/assistance/grants/habitat/lessard_sams/devt_stand_wmaama.pdf

4.13 **Revenues.** When a parcel of land that was previously purchased with outdoor heritage funds is transferred to the state, the owner of the land shall disclose to the LSOHC and Commissioner of Natural Resources:

- (a) all revenues generated from activities on the land from the time the land was purchased with outdoor heritage funds until the land was transferred to the state;
- (b) all holding costs associated with managing the land between the time of purchase with outdoor heritage funds and the time the land was transferred to the state; and
- (c) the total net revenues as determined by subtracting the costs described in clause from the revenues described in clause (a).

5 Additional Restrictions

CPL funded projects may not be used as future mitigation for any loss or destruction of habitat.

6 Consideration and Payment

6.1 **Consideration.** The State will pay for all services performed by the Grantee under this grant contract as follows:

- (a) **Compensation.** The Grantee will be paid according to the breakdown of costs contained in Attachment A, which is attached and incorporated into this grant contract. Partial payments are allowed. Grantees may vary by 10% between budget categories without prior approval from the State's Authorized Representative. Reasonable amounts may be advanced to accommodate cash flow needs or to match federal share. The advances must be approved in the Work Plan.
- (b) **Travel Expenses.** Payment for travel and subsistence expenses actually and necessarily incurred by the Grantee as a result of this grant contract will not exceed \$0; provided that the Grantee will be reimbursed for travel and subsistence expenses in the same manner and in no greater amount than provided in the current "Commissioner's Plan" promulgated by the Commissioner of Minnesota Management and Budget (MMB). The Grantee will not be reimbursed for travel and subsistence expenses incurred outside Minnesota unless it has received the State's prior written approval for out of state travel. Minnesota will be considered the home state for determining whether travel is out of state.
- (c) **Total Obligation.** The total obligation of the State for all compensation and reimbursements to the Grantee under this grant contract will not exceed \$120,966.

6.2 **Payment**

- (a) **Invoices.** The State will promptly pay the Grantee after the Grantee presents an itemized invoice for the services actually performed and the State's Authorized Representative accepts the invoiced services. Invoices must be submitted, on or before **3 pm local time, July 25, 2018**. Invoices must include copies of appropriate documentation to prove the work has been completed. Invoices must be submitted in a timely manner and in the manner described in the CPL Payment Manual, which is incorporated into this grant contract by reference and can be found at: http://files.dnr.state.mn.us/assistance/grants/habitat/lessard_sams/grantee/payment_manual.pdf
- (b) **Hold Back.** No less than 5% of the amount of the grant must be held back from payment until the grant recipient has completed a grant accomplishment report by the deadline in the form prescribed by and satisfactory to the State and LSOHC.
- (c) **Direct Expenditures.** Grant and match funds may only be used for the eligible direct expenditures as described in Attachment A. Indirect costs and institutional overhead costs are ineligible.
- (d) **Match Requirements Met.** All match requirements must have been fulfilled by the Grantee prior to final payment by the State.
- (e) **Federal Funds.** No Federal funds will be used.

6.3 **Work assigned to the State.** The Grantee may provide portions of the proceeds of this contract to the State. Work done by the State must be so specified in the Work Plan. A letter shall be sent to the State's

Authorized Representative and include: the specific area of the Work Plan authorizing the work; the portion of the proceeds to be used by the State; the name, title, address, phone number and e-mail address for the State's representative assigned to accomplish the work; the expected completion date of the work; and a brief description of the nature of the work sufficient as the basis for judgment of whether or not the work was accomplished. If the work authorized by the Grantee is acquisition of land or an interest in land, the amount made available to the State shall include the Grantee's proportionate cost of professional services to complete the acquisition. The Grantee's proportion shall be determined by the ratio of its contribution to the acquisition price as a portion of the whole acquisition price. The Grantee's proceeds available under Clause 8, Payment Procedures, of this contract shall be reduced by the amount provided for State use.

6.4 Contracting and Bidding Requirements. Per [Minn. Stat. §471.345](#), grantees that are municipalities as defined in Subd. 1 must do the following if contracting funds from this grant contract agreement for any supplies, materials, equipment or the rental thereof, or the construction, alteration, repair or maintenance of real or personal property.

(a) If the amount of the contract is estimated to exceed \$100,000, a formal notice and bidding process must be conducted in which sealed bids shall be solicited by public notice. Municipalities may, as a best value alternative, award a contract for construction, alteration, repair, or maintenance work to the vendor or contractor offering the best value under a request for proposals as described in [Minn. Stat. §16C.28](#), Subd. 1, paragraph (a), clause (2)

(b) If the amount of the contract is estimated to exceed \$25,000 but not \$100,000, the contract may be made either upon sealed bids or by direct negotiation, by obtaining two or more quotations for the purchase or sale when possible, and without advertising for bids or otherwise complying with the requirements of competitive bidding. All quotations obtained shall be kept on file for a period of at least one year after receipt thereof. Municipalities may, as a best value alternative, award a contract for construction, alteration, repair, or maintenance work to the vendor or contractor offering the best value under a request for proposals as described in [Minn. Stat. §16C.28](#), Subd. 1, paragraph (a), clause (2) and paragraph (c).

(c) If the amount of the contract is estimated to be \$25,000 or less, the contract may be made either upon quotation or in the open market, in the discretion of the governing body. If the contract is made upon quotation it shall be based, so far as practicable, on at least two quotations which shall be kept on file for a period of at least one year after their receipt. Alternatively, municipalities may award a contract for construction, alteration, repair, or maintenance work to the vendor or contractor offering the best value under a request for proposals as described in [Minn. Stat. §16C.28](#), Subd. 1, paragraph (a), clause (2)

(d) Support documentation of the bidding process utilized to contract services must be included in the grantee's financial records, including support documentation justifying a single/sole source bid, if applicable.

(e) For projects that include construction work of \$25,000 or more, prevailing wage rules apply per; [Minn. Stat. §§177.41 through 177.44](#) consequently, the bid request must state the project is subject to *prevailing wage*. These rules require that the wages of laborers and workers should be comparable to wages paid for similar work in the community as a whole. A prevailing wage form should accompany these bid submittals. Additional information on prevailing wage requirements is available on the Department of Labor and Industry (DOLI) website at <http://www.dli.mn.gov/LS/PrevWage.asp>. Questions about the application of prevailing wage rates should be directed to DOLI at 651-284-5091. The Grant recipient is solely responsible for payment of all required prevailing wage rates.

7

Conditions of Payment

All services provided by the Grantee under this grant contract must be performed to the State's satisfaction, as determined at the sole discretion of the State's Authorized Representative and in accordance with all applicable federal, state, and local laws, ordinances, rules, and regulations. The Grantee will not receive payment for work

found by the State to be unsatisfactory or performed in violation of federal, state, or local law.

8 Payment Procedures

8.1 Documentation Requirements. To obtain the payment approved for work under this grant contract, the grantee must follow all payment procedures documented within the CPL Payment Manual.

8.2 Acquisition Documentation Requirements. Eligible costs incurred in the purchase of real property or an interest in real property must have documentation submitted when asking for reimbursement. See *CPL Payment Manual, Land Acquisition Procedures for Lands Not to be Conveyed to DNR* and *Land Acquisition Procedures for Lands to be Conveyed to DNR* for documentation requirements.

9 Authorized Representative

The State's Authorized Representatives:

Kelly Pharis	Jessica Lee
Conservation Grants Specialist	CPL Program Coordinator
500 Lafayette Road Box #20	500 Lafayette Road Box #20
St. Paul, MN 55155	St. Paul, MN 55155
651-259-5174	651-259-5233
kelly.pharis@state.mn.us	jessica.lee@state.mn.us

or successor(s) have the responsibility to monitor the Grantee's performance and the authority to accept the services provided under this grant contract. If the services are satisfactory, the State's Authorized Representative will certify acceptance on each invoice submitted for payment.

The Grantee's Authorized Representative(s) are:

Project Manager	Fiscal Contact
Jeff Evenson	Patrick Trudgeon
Parks Superintendent	City Manager
2660 Civic Center Drive	2660 Civic Center Drive
Roseville, MN 55113	Roseville, MN 55113
jeff.evenson@ci.roseville.mn.us	patrick.trudgeon@ci.roseville.mn.us
651-792-7102	651-792-7021

If the Grantee's Authorized Representative(s) changes at any time during this grant contract, the Grantee must immediately notify the State.

10 Assignment, Amendments, Waiver, and Grant Contract Complete

10.1 Assignment. The Grantee may neither assign nor transfer any rights or obligations under this grant contract without the prior consent of the State, approved by the same parties who executed and approved this grant contract, or their successors in office.

10.2 Amendments. Any amendment to this grant contract must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original grant contract, or their successors in office.

10.3 Waiver. If the State fails to enforce any provision of this grant contract, that failure does not waive the provision or the State's right to enforce it.

10.4 Grant Contract Complete. This grant contract contains all negotiations and agreements between the State and the Grantee. No other understanding regarding this grant contract, whether written or oral, may be used to bind either party.

11 Liability and Insurance

- 11.1 **Liability.** The Grantee must indemnify, save, and hold the State, its agents, and employees harmless from any claims or causes of action, including attorney's fees incurred by the State, arising from the performance of this grant contract by the Grantee or the Grantee's agents or employees. This clause will not be construed to bar any legal remedies the Grantee may have for the State's failure to fulfill its obligations under this grant contract.
- 11.2 **General Insurance Requirements.** The Grantee shall not commence work under the contract until proof of insurance or compliance with insurance requirements has been met. Grantee must meet the insurance requirements applicable to grantee's project, listed within Section IV of the Project Information section of the FY2015 *Conservation Partners Legacy Grant Program Request for Proposal- Expedited Conservation Projects Grant Cycle*, which is incorporated into this grant contract by reference.
- 11.3 **Worker's Compensation.** The Grantee certifies that it is in compliance with [Minn. Stat. §176.181](#), Subd. 2, pertaining to workers' compensation insurance coverage. The Grantee's employees and agents will not be considered State employees. Any claims that may arise under the Minnesota Workers' Compensation Act on behalf of these employees and any claims made by any third party as a consequence of any act or omission on the part of these employees are in no way the State's obligation or responsibility.

12 In the Event of a Lawsuit

- 12.1 An appropriation or portion of an appropriation from a legacy fund is canceled to the extent that a court determines that the appropriation unconstitutionally substitutes for a traditional source of funding.
- 12.2 Any grant contract or similar agreement that awards money from a legacy fund must contain the information in paragraph 11.1, Liability.

13 State Audits

Under [Minn. Stat. § 16B.98](#), Subd.8, the Grantee's books, records, documents, and accounting procedures and practices of the Grantee or other party relevant to this grant agreement or transaction are subject to examination by the State and/or the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the end of this grant agreement, receipt and approval of all final reports, or the required period of time to satisfy all state and program retention requirements, whichever is later.

14 Government Data Practices and Intellectual Property Rights

- 14.1 **Government Data Practices.** The Grantee and State must comply with the Minnesota Government Data Practices Act, [Minn. Stat. Ch. 13](#), as it applies to all data provided by the State under this grant contract, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Grantee under this grant contract. The civil remedies of [Minn. Stat. §13.08](#) apply to the release of the data referred to in this clause by either the Grantee or the State. If the Grantee receives a request to release the data referred to in this Clause, the Grantee must immediately notify the State. The State will give the Grantee instructions concerning the release of the data to the requesting party before the data is released. The Grantee's response to the request shall comply with applicable law.
- 14.2 **Intellectual Property Rights.**
- (a) **Intellectual Property Rights.** All rights, title, and interest to all intellectual property rights, including all copyrights, patents, trade secrets, trademarks, and service marks in the works and documents funded through the State of Minnesota Conservation Partners Legacy Grant Program, shall be jointly owned by the Grantee and the State. Works shall mean all inventions, improvements, or discoveries (whether or not patentable), databases, computer programs, reports, notes, studies, photographs, negatives, designs, drawings, specifications, materials, tapes or disks, conceived, reduced to practice, created, or originated by the Grantee, its employees and subcontractors, either individually or jointly with others, in the performance of this contract. Documents shall mean the originals of any databases, computer programs, reports, notes, studies, photographs, negatives, designs, drawings, specifications, materials, tapes, disks, or other materials, whether intangible or electronic forms, prepared by the Grantee, its employees, or

subcontractors, in the performance of this contract. The ownership interests of the State and the Grantee in the works and documents shall equal the ratio of each party's contributions to the total costs described in the Budget of this contract. The party's ownership interest in the works and documents shall not be reduced by any royalties or revenues received from the sale of the products or the licensing or other activities arising from the use of the works and documents. Each party hereto shall, at the request of the other, execute all papers and perform all other acts necessary to transfer or record the appropriate ownership interests in the works and documents.

(b) **Obligations**

1. **Notification:** Whenever any invention, improvement, or discovery (whether or not patentable) is made or conceived for the first time, or actually or constructively reduced to practice by the Grantee, including its employees and subcontractors, in the performance of this contract, the Grantee shall immediately give the State's Authorized Representative written notice thereof, and shall promptly furnish the Authorized Representative with complete information and/or disclosure thereon. All decisions regarding the filing of patent, copyright, trademark or service mark applications and/or registrations shall be the joint decision of the Grantee and the State, and costs for such applications shall be divided as agreed by the parties at the time of the filing decisions. In the event the parties cannot agree on said filing decisions, the filing decision will be made by the State.

2. **Representation:** The Grantee shall perform all acts, and take all steps, necessary to ensure that all intellectual property rights in the Works and Documents are the sole property of the Grantee and the State as agreed herein, and that no Grantee employee, agent, or contractor retains any interest in and to the Works and Documents. The Grantee represents and warrants that the Works and Documents do not and shall not infringe upon any intellectual property rights of others. The Grantee shall indemnify, defend, and hold harmless the State, at the Grantee's expense, from any action or claim brought against the State to the extent that it is based on a claim that all or part of the Works and Documents infringe upon the intellectual property rights of others. The Grantee shall be responsible for payment of any and all such claims, demands, obligations, liabilities, costs, and damages including, but not limited to, attorney fees. If such a claim or action arises, or in the Grantee's or the State's opinion is likely to arise, the Grantee shall, at the State's discretion, either procure for the State the right or license to use the intellectual property rights at issue or replace or modify the allegedly infringing Works and Documents necessary and appropriate to obviate the claim. This remedy shall be in addition to, and not exclusive of, other remedies provided by law.

(c) **Uses of the Works and Documents.**

The State and Grantee shall jointly have the right to make, have made, reproduce, modify, distribute, perform, and otherwise use the works, including Documents produced under this Contract, for noncommercial research, scholarly work, government purposes, and other noncommercial purposes without payment or accounting to the other party. No commercial development, manufacture, marketing, reproduction, distribution, sales or licensing of the Works, including Documents, shall be authorized without a future written contractual agreement between the parties.

(d) **Possession of Documents.**

The Documents may remain in the possession of the Grantee. The State may inspect any of the Documents at any reasonable time. The Grantee shall provide a copy of the Documents to the State without cost upon the request of the State.

15 Data Compatibility and Availability Requirements

15.1 **Data Compatibility.** Data collected by the Projects funded under this contract that have value for planning and management of natural resources, emergency preparedness, and infrastructure investments shall conform to the enterprise information architecture developed by the Office of Enterprise Technology (or its

successor). Spatial data must conform to geographic information system guidelines and standards outlined in that architecture and adopted by the Minnesota Geographic Data Clearinghouse at the Land Management Information Center. A description of these data that adheres to the Office of Enterprise Technology (or its successor) geographic metadata standards shall be submitted to the Land Management Information Center to be made available online through the clearinghouse and the data must be accessible and free to the public unless made private under the Data Practices Act, Minnesota Statutes, Chapter 13.

15.2 **Data Availability.** To the extent practicable, summary data and results of projects funded by this grant program should be readily accessible on the Grantee's website and identified as a Lessard-Sams Outdoor Heritage Council and Conservation Partners Legacy Grant Program project.

16 Publicity, Advertising and Endorsement

16.1 **Publicity.** Any publicity regarding the subject matter of this grant contract must identify the State and L-SOHC as the sponsoring agency. A copy of any publicity shall be furnished to the State's Authorized Representative upon its release. For purposes of this provision, publicity includes notices, informational pamphlets, press releases, research, reports, signs, and similar public notices prepared by or for the Grantee individually or jointly with others, or any subcontractors, with respect to the program, publications, or services provided resulting from this grant contract.

16.2 **Endorsement.** The Grantee must not claim that the State endorses its products or services.

17 Governing Law, Jurisdiction, and Venue

Minnesota law, without regard to its choice-of-law provisions, governs this grant contract. Venue for all legal proceedings out of this grant contract, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

18 Accessibility and Safety

18.1 **Accessibility.** Structural and nonstructural facilities and programs must meet all state and federal accessibility laws, regulations, and guidelines, including the American with Disabilities Act (ADA). Accessibility guidelines and standards can be found at <http://www.access-board.gov>.

18.2 **Safety.** All programs must adhere to federal safety regulations, which can be found on the Occupational Health and Safety Administration's website at www.osha.gov/law-regs.html.

19 Subgrantees/ Vendor Services

If any subgrants or contracts for any portion of the work covered under this grant contract are made to another entity, the agreement with the subgrantee or contractor will contain all appropriate provisions of this grant contract. It is recommended that all Subgrantees/Contractors carry the same insurance as the Grantee. Subgrantee or Vendor services must follow requirements listed within the FY2015 *Conservation Partners Legacy Grant Program Request for Proposal -Expedited Conservation Projects Grant Cycle; Application and Grant Award Information, Section IV, Subdivision F*.

20 Purchase of Recycled or Recyclable Materials

The purchase of recycled, repairable, and durable materials must be in compliance with Minn. Stat. § 16B.121. The purchase and use of paper stock and printing must be in compliance with Minn. Stat. 16B.122.

21 Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transactions

21.1. The prospective lower tier participant certifies, by submission of this contract, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.

21.2. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this contract.

22 Termination

22.1 **Termination by the State.** The State may immediately terminate this grant contract with or without cause, upon 30 days' written notice to the Grantee. Upon termination, the Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed.

22.2 **Termination for Cause.** The State may immediately terminate this grant contract if the State finds that there has been a failure to comply with the provisions of this grant contract, that reasonable progress has not been made or that the purposes for which the funds were granted have not been or will not be fulfilled. The State may take action to protect the interests of the State of Minnesota, including the refusal to disburse additional funds and requiring the return of all or part of the funds already disbursed.

23 Data Disclosure

Under [Minn. Stat. § 270C.65](#), Subd. 3, and other applicable law, the Grantee consents to disclosure of its social security number, federal employer tax identification number, and/or Minnesota tax identification number, already provided to the State, to federal and state tax agencies and state personnel involved in the payment of state obligations. These identification numbers may be used in the enforcement of federal and state tax laws which could result in action requiring the Grantee to file state tax returns and pay delinquent state tax liabilities, if any.

24 Use of Funds for Match or Reimbursement

Grant funds cannot be used by the Grantee as match or for reimbursement for any other grant or program without prior written authorization from the State's Authorized Representative.

- (a) The Grantee must submit a written request for authorization no less than 10 business days prior to applying for the new funds or program to the State's Authorized Representative. This request must include the following information: CPL project name, CPL grant contract number, the amount of CPL grant funds to be used, location where CPL grant funds were or will be used, activity the grant funded, and current landowner. The project name, location where the new funds will be used, activity to be funded, funding source of the new grant or program, and a brief description of the grant or program being applied for must also be included.
- (b) If the new grant or program will add any encumbrances to the land where grant funds were or will be spent, these encumbrances must be approved in writing by the State's Authorized Representative and the current landowner.

25 Conflict of Interest

Under the Minnesota Department of Administration's Office of Grants Management [Conflict of Interest Policy for State Grant Making](#) (available at http://mn.gov/admin/images/grants_policy_08-01.pdf) and other applicable laws, Grantees must disclose actual, potential, perceived, and organizational conflicts of interest.

1. STATE ENCUMBRANCE VERIFICATION

Individual certifies that funds have been encumbered as required by Minn. Stat. '§ 16A.15 and 16C.05.

By: Jennifer A. Bury

Date: Jan. 20, 2015

Purchase Order Number:

3000069979

Contract #: 88114

3. DEPARTMENT OF NATURAL RESOURCES

By: _____
with delegated authority

Name: Edward K. Boggess

Title: Director, Division of Fish and Wildlife

Date: _____

2. GRANTEE

The Grantee certifies that the appropriate person(s) have executed the grant contract on behalf of the Grantee as required by applicable articles, bylaws, resolutions, or ordinances.

By: _____

Name: _____

Title: _____

Date: _____

By: _____

Name: _____

Title: _____

Date: _____

By: _____

Name: _____

Title: _____

Date: _____

By: _____

Name: _____

Title: _____

Date: _____

Distribution:
DNR OMBS– Original
Grantee Fiscal Contact – Original
State's Authorized Rep. – Copy, Scan
Grantee Project Manager - Scan

Conservation Partners Legacy Grant Application

PO# _____

Printed 2014-09-19

Project Contact

Project Name:	Roseville Parks Wildlife Habitat Restoration	Project Manager:	Jeff Evenson
Organization Name:	City of Roseville	Title:	Parks Superintendent
Organization Type:	Government	Phone:	651-792-7102
Mailing Address 1:	2660 Civic Center Drive	Email:	jeff.evenson@ci.roseville.mn.us
Mailing Address 2:			
City:	Roseville		
State:	MN		
Zip Code:	55113		

Project Overview**Sites / Location**

County Name:	Ramsey
Project Site Name:	Reservoir Woods Bennett Lake/Central Park
Total Project Sites:	2
Total Project Acres:	217

Land Ownership

Primary Land Ownership:	Local Government
Additional Land Ownerships:	

Habitat

Primary Habitat Type:	Fish, Game or Wildlife Habitat
Additional Habitat Types:	

Activities

Primary Activity:	Restoration
Additional Activities:	Enhancement

Project Funding Summary

Grant Type:	Metro
Grant Request Level:	over \$25,000
Total Grant Amount Requested:	\$120,966
Total Match Amount Pledged:	\$362,898
Additional Funding Amount:	\$0
Total Project Cost:	\$483,864

Project Summary

Project Location Summary

Primary County:	Ramsey	Primary Land Ownership:	Local Government
Project Site Name:	Reservoir Woods Bennett Lake/Central Park		

Habitat and Activity Summary

Primary Habitat Type	Fish, Game or Wildlife Habitat	Total Project Sites:	2
Primary Activity	Restoration	Total Project Acres:	217

Summary

Roseville proposes to restore 106 acres of diverse wildlife habitat at two City-owned, open space Discovery Parks, including oak forest, savanna, prairie, emergent wetland and shallow lake shoreline. These habitats support remnant plant communities rare for an urban core area (within 3.5 miles of downtown St. Paul). Habitat will be improved for game species (especially wood duck), nongame species (birds and pollinators), as well as improve shoreline and near-shore habitat in Bennett Lake (a MN DNR kids Fishing In the Neighborhood lake). In 2002, the City of Roseville conducted a city-wide park system natural areas inventory and management planning project. The projects proposed in this grant represent priority projects identified in the resulting Parks Natural Resources Management Plan. Many residents have contacted the City and expressed strong support for restoration of rare remnant natural communities in the park system, especially the sand savanna at Reservoir Woods (in grant).

Problem Statement

In 2002, the City of Roseville conducted a city-wide park system natural areas inventory and management planning project. The projects proposed in this grant represent priority projects identified in the resulting Parks Natural Resources Management Plan. Historic air photos, anecdotal reports from citizens, and regular monitoring conducted by natural resource professionals all document the incremental loss of functionality to the oak forest, oak sand savanna/prairie and wetland identified in this grant application for management. The City proposes management of these areas (especially the sand savanna/prairie) with a sense of urgency and the understanding that if they continue to go unmanaged for much longer the remnant native plant communities and wildlife habitat value will be lost. Bennett Lake is a shallow lake that is managed as a MN DNR kids Fishing In the Neighborhood (FIN) lake and is very heavily used by residents in the area to provide opportunities for youth angler recruitment and retention. As an urban lake, Bennett Lake experiences challenges with the Aquatic Invasive Species curlyleaf pondweed and runoff from adjacent areas. The City is planning to manage curlyleaf pondweed, starting in 2015 as part of another project but integrated with activities in this grant. Activities in this project will help improve the buffering capacity of upland areas adjacent to Bennett Lake, as well as wetlands in Reservoir Woods and Central Park.

Project Objectives

The proposed project will restore the following native wildlife habitats: 85 acres of oak woodland/forest habitat 10.5 acres of prairie/savanna habitat 8.1 acres of emergent marsh/waterfowl habitat 1,167 Linear feet of Bennett Lake shoreline/fisheries habitat. Reservoir Woods is known to historically support a good diversity of wildlife, including pollinators. Indications are that there has been a significant reduction in pollinator numbers and species diversity in recent decades. Our objective is to dramatically reverse this trend by restoring diverse prairie, oak savanna, oak forest and emergent wetland. The remnant sand savanna/prairie at Reservoir Woods is one of a very few habitats of its kind in the Twin Cities. It is currently being overtaken by brush and trees - this project will reverse that trend. The 8-acre wetland proposed for restoration at Reservoir Woods has modest use by waterfowl (primarily wood ducks) and is generally dominated by nonnative plants of low wildlife value. We propose to restore native grasses, sedges, rushes, flowers and emergent plants to increase waterfowl and nongame wildlife habitat value. Currently, a local resident maintains multiple, predator-resistant wood duck boxes (~17) at the site that we feel are underutilized primarily due to limitations of quality wetland habitat and feeding opportunities. In preparation for restoration work within City park natural areas, the City conducted a competitive process to select an ecological restoration contractor to complete native wildlife habitat restoration work in our park system. Because the numbers represented in our budget were arrived at through a competitive bidding process, we feel they are cost-effective for the activities proposed. Likewise, the restoration tools, timing and method have been demonstrated in other projects to be effective. The City also developed a set of minimum performance standards that restoration work must meet. Through our performance standards, more than 90% of vegetative cover must be comprised of diverse native vegetation at any structural level within a natural community. The sites identified occur adjacent to other City-owned park open space natural areas. At Bennett Lake/Central Park, the project site occurs along a series of natural features elsewhere in the park as well as being connected to Lake Owasso. Reservoir Woods directly connects to McCarrons Lake and a Ramsey County Open Space site.

Methods

Oak Forest/savanna and Prairie Habitat Restoration Oak woodland/forest areas are currently characterized by an abundance of invasive/nonnative brush. Proposed activities include hand cutting and treating brush around sensitive features followed by mechanical shredding in fall/winter 2014-15. This will be followed by seeding with local ecotype native grasses and flowers to provide quality habitat for a wide variety of wildlife. Our experience is that conducting native seeding at this point is critical to backfill any vacuum left after invasive brush is removed. It also helps build sufficient fuel for conducting prescribed burns - critical for long-term control of invasive brush. Seedlings of invasive brush and herbaceous species will be spot treated a minimum of four times each growing season, including a combination of spot spray/mow. Spot spraying is important to minimize damage to nontarget plants, particularly those with high wildlife/pollinator value. Shoreline areas along Bennett Lake are currently dominated by nonnative, invasive plants (especially reed canary grass). We will conduct a minimum of 3-4 site preparation steps to control the reed canary grass. This process is anticipated to include mowing, treatment with a grass-specific herbicide, prescribed burn and application of an aquatic-formulation glyphosate herbicide. In areas that exhibit persistent reed canary grass, additional herbicide application and/or light tillage may be used to achieve full control prior to seeding/planting. Seeding and planting will occur using a diverse seed and plant mix of local ecotype origin whenever possible. Because Bennett Lake exhibits some water level fluctuations and herbivory by muskrats, we have developed a custom seed/plant mix tolerant of conditions specific to this lake. As well, we will erect and maintain muskrat/herbivore protection

fencing until the live plants have established and can tolerate periodic herbivory. Some areas of the shoreline exhibit erosion (which can effect water quality and be a safety issue for kids fishing around the lake). Where erosion is present, minor reshaping, installation of biolog or other features will be used to stabilize shoreline areas. Shoreline restoration areas will be maintained through a minimum of 4 spot spray/mow/hand pull weed treatments each season. We also anticipate that the shoreline area will have one prescribed burn conducted during the grant period.

Experience / Abilities

Roseville Parks & Recreation has been conducting natural areas restoration and management within its park system since 2002. We have completed projects on our own, as well as working with other local and state agencies and restoration contractors. Projects have included forest/woodland restoration, shoreline buffer/restoration, converting turf to prairie, rain gardens and wetland restoration. We have successfully completed a variety of grant-funded efforts for water/natural resources management including MN DNR Conservation Partners, Metro Greenways, shoreline restoration, and other grants. We have many years of experience successfully managing grant finances, teaming with outside agencies, and managing contractors. In each instance, we have achieved our expected outcomes for these projects. Through a competitive bid process conducted in 2014, the City of Roseville selected Stantec as their ecological restoration contractor to complete restoration projects within Roseville Parks. Stantec has conducted ecological restoration work for the City since 2002 and has all the necessary staff, equipment and skills to complete the outlined work. Additionally, Stantec will be held to a set of minimum performance standards that are incorporated into their contract with the City and has already provided a Performance Bond to the City to ensure successful completion of this work.

Project Timeline

Time Frame	Goal
Fall/winter 2014-15	Cut/treat invasive brush
Fall '14-Spring'15	Control invasive herbaceous veg
Late winter 2015	Woodland/prairie frost seeding
Spring 2015	Final prep shoreline restoration
Spring 2015	Seed/plant shoreline
2015-2017	Min. 4x weed treatments/yr.
2015-17	Veg/wildlife monitoring

Estimated Project Completion Date: **2017-06-30**

Project Information

1. Describe the degree of collaboration and local support for this project.

The City of Roseville has worked hard to engage local watersheds, Ramsey Conservation District, volunteers, citizens, local University faculty/students and others as the City builds a long-term natural resources management program within the Parks & Recreation Department. We have specifically discussed these projects with Ramsey Conservation District staff, Ramsey-Washington Metro Watershed District Staff, and Capitol Regions Watershed District staff. All are very supportive of completing this work and have acknowledged the benefits for treating invasive species (we have been coordinating with Ramsey Conservation District on Emerging Invasive Species detection/treatment), value to wildlife/pollinators, native habitats, water quality and others.

2. Describe any urgency associated with this project.

Through its effort in 2002 to inventory park natural areas and develop a system-wide natural resources management plan, we realized that Reservoir Woods and Central Park/Bennett Lake were among the highest priority areas for ecological restoration (the City has also conducted significant natural resources management at Langton Lake Park). There is great urgency to conduct management activities within the oak woodland/forest, and especially the prairie/oak savanna areas within this grant. Historic air photos and anecdotal accounts from long-time residents clearly indicate the aggressive colonization of trees and brush into remnant prairie and savanna areas and a reduction in the amounts/types of wildlife that have been observed since the 1960s. There is still remnant native vegetation in these areas but it will soon be lost to excessive shading if no efforts are made to remove/control invasive brush. This is the largest remnant sand savanna within just a few miles of downtown St. Paul.

3. Discuss if there is full funding secured for this project, the sources of that funding and if CPL Grant funds will supplement or supplant existing funding.

The City has budgeted some funding for ecological restoration work throughout the City's Park system, including at the sites identified in this grant application. CPL Grant funds would supplement our existing budget and allow us to accomplish better restoration outcomes at this sites and across our entire park system.

4. Describe public access at project site for hunting and fishing, identifying all open seasons.

Our parks are open to the public for a wide variety of environmental education, passive recreation, and other opportunities. Roseville Parks is proud to have two kids Fishing In the Neighborhood (FIN) lakes in our park system (Bennett Lake...in this grant, as well as Langton Lake). Roseville Parks does not allow hunting within its park system, but supports habitat management for species that may be hunted elsewhere (esp. waterfowl such as wood ducks).

5. Discuss use of native vegetation (if applicable).

We propose to use only native vegetation and primarily local ecotype native seed and plant sources. We are confident that we will be able to source all (or nearly all) of our plant materials from within 30-40 miles of the site. We intend to develop native seed and plant mix lists that include over 50 species of grasses, sedges, flowers and ferns native to the Roseville area.

6. Discuss your budget and why it is cost effective.

The City of Roseville conducted a competitive bidding process when considering completion of the restoration projects outlined in the grant application. Based on our experience conducting similar restoration work in our other parks, we are confident that the results of the competitive bid process resulted in costs that are consistent with similar projects in the region.

7. Provide information on how your organization encourages a local conservation culture. This includes your organization's history of promoting conservation in the local area, visibility of work to the public and any activities and outreach your organization has completed in the local area.

The City of Roseville Parks & Recreation department has a long history of engaging its citizens, other agencies and nonprofits in developing the collective conservation ethic in our city. Our Harriet Alexander Nature Center (HANC) conducts a wide variety of environmental education programs for all ages, we conduct regular park programs that enable nature discovery, partner with MN DNR and support Fishing In the Neighborhood programs at two lakes in our park system, and recently hired a volunteer coordinator who will be responsible for community outreach/engagement on natural resources projects. The City is currently in the process of building a natural resources program that is intended to not only manage natural areas, but engage and train citizen scientists to assist with monitoring parks natural resources (vegetation, frogs/toads, birds), assist with conducting natural resources management (assist with invasive brush management, collect local ecotype native seed and more)

Site Information

You may group your project sites together as long as land ownership, activity and habitat information is the same for the land manager

Land Manager

Name: **Lonnie Brokke**

Phone: **651-792-7101**

Organization: **City of Roseville**

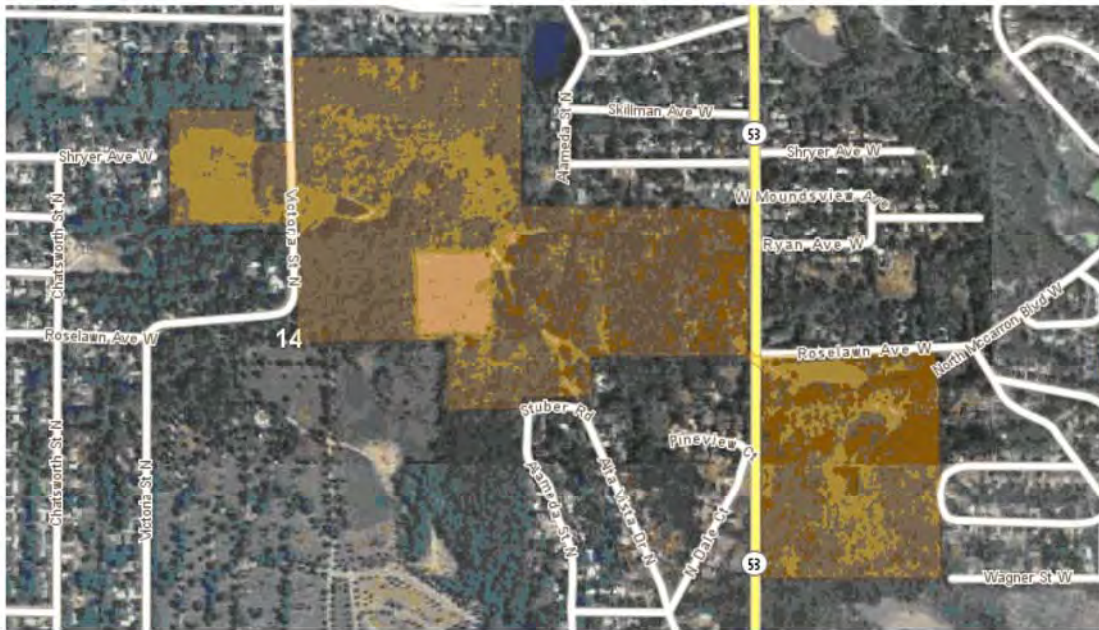
Email: **lonnie.brokke@ci.roseville.mn.us**

Title: **Director of Parks and Recreation**

Review and Approval Form: **Roseville_MN_DNR_CPL_land_managers_approval_form_9-15-14.pdf**

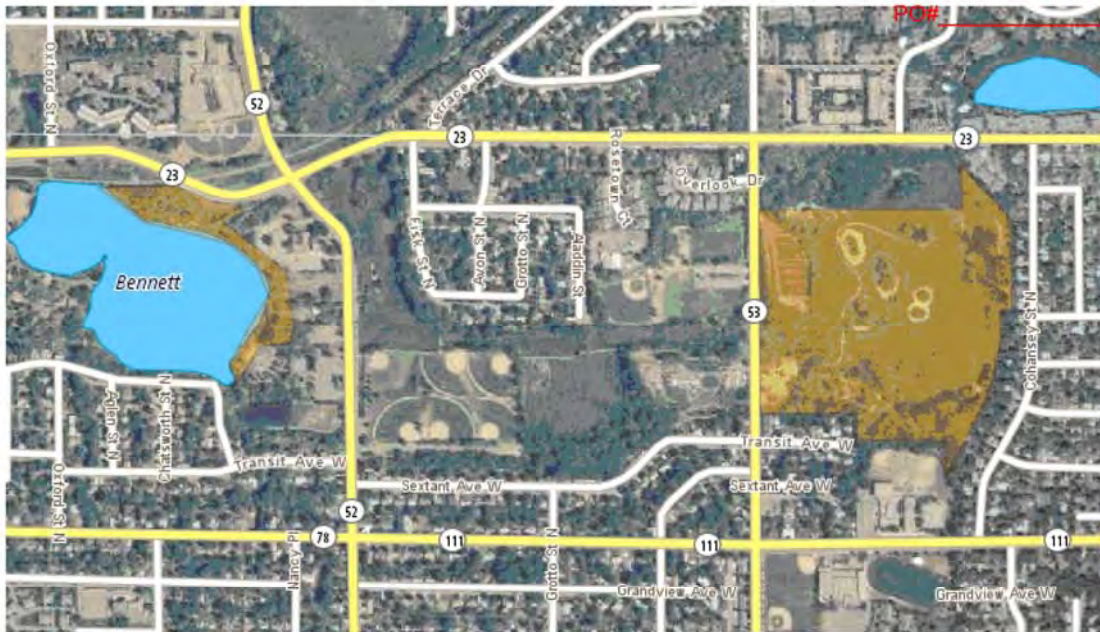
Site Information

Site Name	Reservoir Woods	Acres:	106
Habitat	Fish, Game or Wildlife Habitat	Open to Public Hunting?	No
Activity:	Enhancement	Open to Public Fishing?	Yes - all
Land Ownership:	Local Government		



Site Information

Site Name	Bennett Lake/Central Park Kids Fishing (FIN) Lake	Acres:	111
Habitat	Fish, Game or Wildlife Habitat	Open to Public Hunting?	No
Activity:	Restoration	Open to Public Fishing?	Yes - all
Land Ownership:	Local Government		



Budget Information**Organization's Fiscal Contact Information**

Name:	Patrick Trudgeon	Street Address 1:	2660 Civic Center Drive
Title:	City Manager	Street Address 2:	
Email:	patrick.trudgeon@ci.roseville.mn.us	City:	Roseville
Phone:	651-792-7021	State:	MN
		Zip Code:	55113

Budget Details**Contracts**

<u>Contractor Name</u>	<u>Contracted Work</u>	<u>Amount</u>	<u>Grant/Match</u>	<u>In-kind/Cash</u>
Stantec	Forest, shore, prairie/savanna	\$120,966	Grant	
Stantec	Forest, shore, prairie/savanna	\$362,898	Match	Cash

Additional Funding

Additional Funding Amount \$0

Additional Funding Details:

NA

Budget Overview

Item Type	Grant	Match	Total
Personnel			
Contracts	\$120,966	\$362,898	\$483,864
Fee Acquisition with PILT			
Fee Acquisition without PILT			
Easement Acquisition			
Travel (in-state)			
Professional Services			
DNR Land Acquisition Cost			
Equipment/Tools/Supplies			
Additional Budget Items			
Total:	\$120,966	\$362,898	\$483,864

Project Funding Summary

Grant Type:	Metro
Grant Request Level:	over \$25,000
Total Grant Amount Requested:	\$120,966
Total Match Amount Pledged:	\$362,898
Additional Funding Amount:	\$0
Total Project Cost:	\$483,864

Natural Heritage Database Review

Answer the following questions

Natural Heritage elements were found within my project site(s): No

Attachments

Additional Documentation

Attach additional documentation as applicable using the appropriate categories below. If you exceed the size limit while uploading, contact CPL staff to discuss your options.

Letters of Support

Partner Commitment Letters

Photos

Restoration Plans

<u>File</u>	<u>Description</u>
Roseville_Natural_Resource_Management_Plan_2002.pdf	Natural Resources Mgmt Plan
Proposed_Bennett_Lake_Shoreline_Restoration_Areas_Map_MN_DNR_CPL_Grant_9-16-14.pdf	Bennett Lake Shoreline Restoration location

Engineering/Survey/Design Plans

Supplemental Documents

Final Application Submission

This completes your CPL Grant Application. Please take the time to revisit the previous sections and make sure you have entered everything completely and correctly. Once you hit the submit button below, you will not be able to return to this application to make changes.

- ✓ I certify that I have read the Conservation Partners Legacy Grants Program Request for Proposal, Program Manual and other program documents, and have discussed this project with the appropriate public land manager, or private landowner and easement holder.
- ✓ I certify I am authorized to apply for and manage these grant and match funds, and the project work by the organization or agency listed below. I certify this organization to have the financial capability to compete this project and that it will comply with all applicable laws and regulations.
- ✓ I certify that all of the information contained in the application is correct as of the time of the submission. If anything should change, I will contact CPL Grant Staff immediately to make corrections.
- ✓ I certify that if funded I will give consideration to and make timely written contact to Minnesota Conservation Corps or its successor for consideration of possible use of their services to contract for restoration and enhancement services. I will provide CPL staff a copy of that written contact within 10 days after the execution of my grant, should I be awarded.
- ✓ I certify that I am aware at least one Land Manager Review and Approval form is required for every application and at least one Public Waters Contact form is required for all public waters work. I am aware I must submit all completed forms by uploading them into this application. I have attached the required type and number of forms as necessary for this project.
- ✓ I am aware that by typing my name in the box below, I am applying my signature to this online document.

Signature:

Jeff Evenson

Organization / Agency:

City of Roseville

Title:

Parks Superintendent

Date:

2014-09-19

CAPITOL REGION WATERSHED DISTRICT
GRANT AGREEMENT

Re: Cost Share Grant Funding for Villa Park Wetland Restoration Activities.

Included Exhibits: A. Project Definition and Grant Award Summary

THIS AGREEMENT is entered into this ____ day of _____, 2015, by and between City of Roseville Park & Recreation Department, hereinafter referred to as the "Grantee", and the Capitol Region Watershed District, hereinafter referred to as the "District".

WITNESSETH:

WHEREAS, the District has an approved Watershed Management Plan which includes funding for implementing Best Management Practices throughout the Watershed District; and

WHEREAS, the District has adopted and approved the 2015 Budget and Workplan which includes funding for Special Projects and Grants; and

WHEREAS, the District and the Grantee have worked cooperatively to develop a project approach that is acceptable to both parties; and

WHEREAS, the District and the Grantee have a desire design and construct drainage and site improvements to Villa Park Wetland; and

WHEREAS, the District Board of Managers has authorized payment of no more than \$22,410.00 for the construction of drainage and site improvements; and

WHEREAS, the Grantee is committed to funding the remainder of the project costs;

NOW, THEREFORE, IT IS HEREBY MUTUALLY AGREED AS FOLLOWS:

1. Project: The Grantee shall perform the Project as defined in Exhibit A, as approved by the District.

2. Payment: The District shall make a grant to the Grantee in an amount not to exceed \$22,410.00. The grant is limited to costs associated with items identified in Exhibit A. Payment will be in the form of reimbursement for actual costs, following receipt of documentation from the Grantee that the work has been completed satisfactorily.

The Grantee shall complete the project and request reimbursement no later than December 31, 2016.

3. Functionality: If the Project is a physical improvement, the Grantee shall ensure that the Project is fully functional, adequately maintained and meets the specifications of the grant application for a period of 15 years. If the Project is a study or analysis, the Grantee shall make the final Project available to the public, or shall provide a copy to the District.

4. Reports: The Grantee will invite the District to key planning meetings and provide periodic updates during the design process. Reports shall provide information on project status, draft and final deliverables, project meeting summaries and other relevant work products for the project. If the project is

a physical improvement, the grantee must obtain written approval of the final plans and specifications from the District prior to construction.

5. Liability: The Grantee agrees to defend, indemnify and hold harmless the District against any and all claims, liability, loss, damage, or expense arising under the provisions of this Agreement, whether by the parties or by their agents, employees or contractors. Neither the District, or the Grantee, if applicable, waive any immunities provided by any law or doctrine, including those of Minnesota Statutes Chapter 466. Nothing herein shall be construed to allow a claimant to obtain separate judgments or separate liability limits from the individual parties.

6. Modification: It is understood and agreed by the parties hereto that this agreement shall not be modified or amended except in writing duly signed by each of the parties.

This agreement shall remain in full force and effect until December 31, 2016, unless earlier terminated by mutual agreement of the Grantee and the District.

IN WITNESS WHEREOF, the parties have caused this agreement to be executed.

GRANTEE

CAPITOL REGION WATERSHED DISTRICT

By _____

Name _____

Title _____

By _____

Joseph Collins
Board President

By _____

Name _____

Title _____

By _____

Mark Doneux
District Administrator

Approved as to Form:

By _____

James A Mogen
Assistant Ramsey County Attorney
Attorney for CRWD



Capitol Region Watershed District

1410 Energy Park Drive, Suite 4 • Saint Paul, MN 55108

T: (651) 644-8888 • F: (651) 644-8894 • capitolregionwd.org

Exhibit A: Project Definition and Grant Award Summary

The following serves as a scope for Capitol Region Watershed District's (CRWD) Special Grant Award to the City of Roseville Parks and Recreation Department for the Villa Park Wetland Improvement project. These elements will be incorporated into a grant agreement to be executed prior to the construction of any grant eligible elements. In order for elements to be eligible for grant reimbursement, restoration activities must be completed and maintained to the specifications outlined below. All projects must also meet the goals outlined in Table 1 and be verified as fully functional by CRWD staff or representative.

Wetland Restoration Activities

Wetland restoration activities will be completed to the specifications outlined below and in the locations identified in the included map. Restoration activities are required to meet the objectives outlined in Table 1 in order to be eligible for reimbursement.

Table 1. Summary of Villa Park Wetland Restoration Activities

Task	Area	Objective	Anticipated resource management activities
Remove/block clay tile	2 Locations	The purpose of this task is to eliminate the "scope and effect" of the tile, which is resulting in a partially drained wetland system and contributes to a degraded plant community.	Block drainage tile at the discharge point, where it is entering the ditch.
Install ditch blocks	6 Locations	Currently the ditch intercepts drainage that enters the ditch from the north and bypasses the downstream wetland. In addition, the ditch is causing "scope and effect", which artificially lowers the water table in the wetland near the ditch. Combined, these result in a partially drained wetland. The objective of the ditch blocks is to render the ditch ineffective and restore the hydrology of the wetland.	Soil will be put in select locations (ditch blocks) to raise the water level in and disable the ditch. This will also help to restore the natural drainage to the wetland downstream of the ditch the flows from the west to the east.
Vegetation management/restoration	3 Acres	Improve habitat by treating invasive/nuisance species and restoring with native wetland species. NOTE: Roseville's contract/agreement with restoration contractor includes a performance standard of 90% native vegetation in managed areas at end of restoration period (c. 2017).	Adaptive management activities are anticipated to include treatment of invasive nonnative vegetation as well as seeding and/or plug planting of native grasses, sedges, rushes and wildflowers. Invasive brush will be cut/treated and resprouts/new seedling recruitments spot treated with herbicide. Release of biocontrol agents for purple loosestrife may occur if available and site conditions warrant.

Grant Award Summary

Once restoration activities have been completed according to the specifications in Table 1 and are verified by CRWD staff or representative, City of Roseville Parks can submit a request for reimbursement. Grant reimbursement amounts are outlined in Table 2 and are not to exceed actual project costs.



Capitol Region Watershed District

1410 Energy Park Drive, Suite 4 • Saint Paul, MN 55108

T: (651) 644-8888 • F: (651) 644-8894 • capitolregionwd.org

Table 2. Grant Award Summary

Task	Grant Award
Mobilization	\$1,800
Remove/Block clay tile	\$3,240
Install ditch blocks	\$14,400
Vegetation management/restoration	\$2,970
Total	\$22,410

\\CRWDC01\Company\06 Projects\Special Grants\2015\Applicants\Roseville Parks\Roseville Parks Agreement Exhibit A.docx



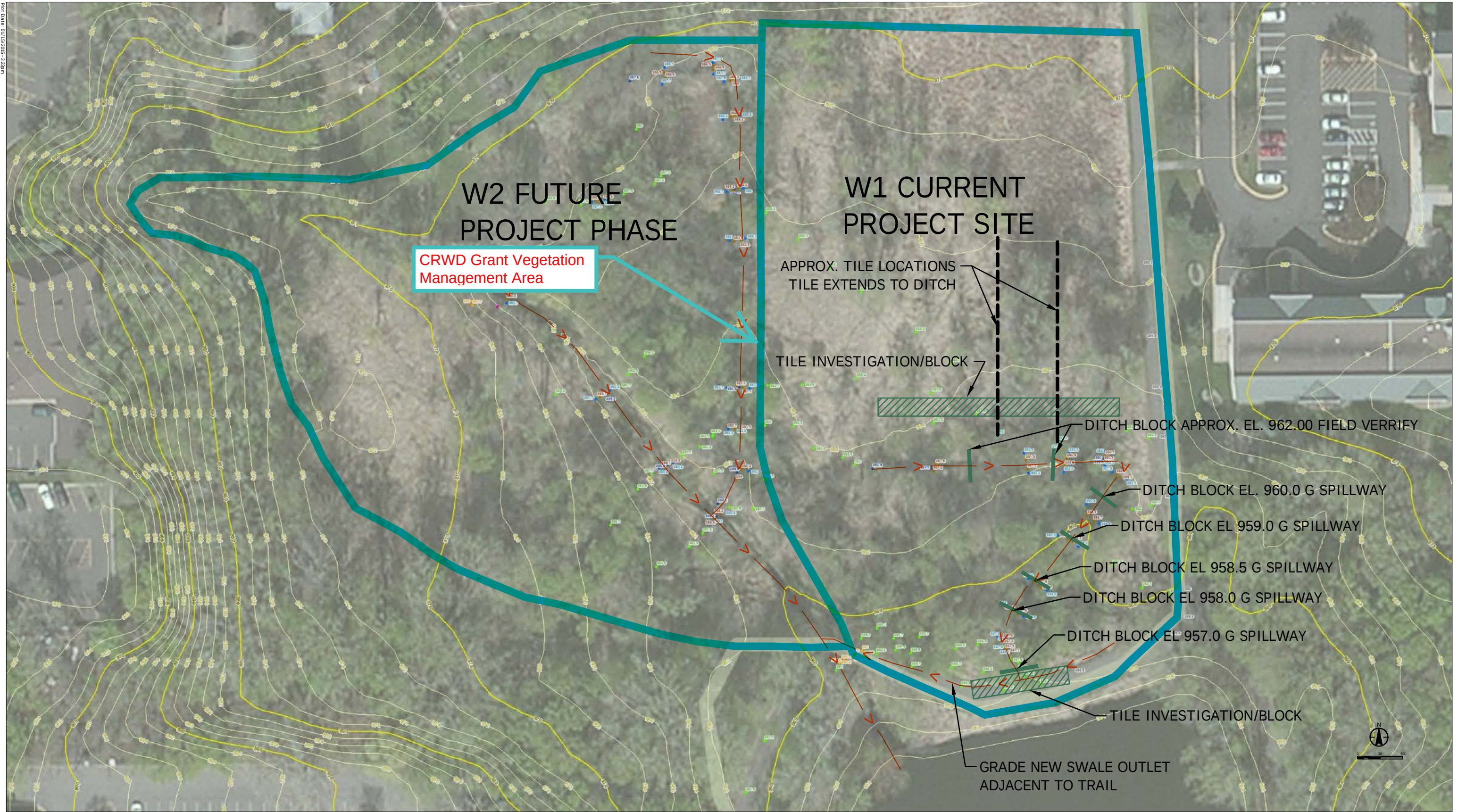
Capitol Region Watershed District

1410 Energy Park Drive, Suite 4 • Saint Paul, MN 55108

T: (651) 644-8888 • F: (651) 644-8894 • capitolregionwd.org

Exhibit A (continued): Preliminary Project Map

Plot Date: 01/15/2015 3:28pm
Drawing name: V:\193703095\06_report_deline\dwg_design\urban\plan\fig2.dwg
User: jk



WORK MAP

CITY OF ROSEVILLE, MINNESOTA
VILLA PARK

FIGURE 2

REQUEST FOR CITY COUNCIL ACTION

Agenda Date: **01/26/2015**

Agenda Item: 14.d

Department Approval



City Manager Approval



Item Description: Request by JAVA Properties for approval of a Preliminary Plat at 2700 Cleveland Avenue

The 120 day review deadline for this projects expires on April 19, 2015.

GENERAL SITE INFORMATION

Applicant: Java Properties

Location: 2750 Cleveland Avenue

Property Owner: Xtra Lease, Inc.

Land Use Context

	Existing Land Use	Guiding	Zoning
Site	Vacant developable	CMU	CMU
North	Vacant developable – proposed hotels	CMU	CMU
West	Cleveland Avenue and I-35 W with industrial and regional business beyond	BP/RB	O/BP/RB
East	Vacant developable	CMU	CMU
South	Twin Lakes Parkway and Walmart	CMU	CMU

Natural Characteristics: Located within the Twin Lakes Redevelopment Area, the development must complete the recently approved Environmental Review Worksheet (ERW), and achieve the requirements of §1005.07.E (Regulating Plan) and §1005.02 (Design Standards). The site was previously home to the Xtra Lease trucking company and used as a motor freight terminal/truck storage up until 2009/2010.

There are no known wetlands, steep slopes or other significant natural resources on this site.

Planning File History: PF07-021 – Planned Unit Development (PUD) approval for a 123-room hotel. The plat and PUD agreement was never signed or recorded and project approvals expired.

Planning Commission Action:

On January 7, 2015, the Planning Commission unanimously recommended approval of the proposed preliminary plat.

15 **PROPOSAL**

16 JAVA Properties proposes to develop an approximate 17,000 sq. ft. grocery store and two
17 roughly 6,500 sq. ft. retail buildings, and replat Lots 4, 5, 16, and 17, Block B, Twin View, lying
18 in the northeast corner of the intersection of Twin Lakes Parkway and Cleveland Avenue, as Lot
19 1 and Lot 2, The Cleveland Club. The proposed preliminary plat information, the staff analysis
20 presented in the Request for Planning Commission Action, and other supporting documentation
21 is included with this report as RCA Exhibit A.

22 The preliminary plat meets or exceeds all applicable requirements, and the Planning
23 Commission's approval recommendation includes the following conditions:

- 24 **1.** *The developer/applicant is responsible for coordinating grading, drainage, and storm*
25 *water management plans with the adjacent (north) proposed development site to*
26 *potentially eliminate unnecessary grade changes, portions of a retaining wall, and a*
27 *steeper-than-preferred joint access grade;*
- 28 **2.** *The developer/applicant is responsible for its share of the required traffic study or*
29 *\$2,554 payable to the City of Roseville;*
- 30 **3.** *The developer/applicant is responsible for construction of a pathway (sidewalk) along*
31 *the east side of Cleveland Avenue from the northern property to the walkway along Twin*
32 *Lakes Parkway as approved by the City Engineer;*
- 33 **4.** *The preliminary plat assumes a shared access with the property to the north on to*
34 *Cleveland Avenue. Due to access spacing requirements of Ramsey County, City staff*
35 *expects to receive a letter from the County denying access to Cleveland Avenue.*
36 *Additional access is proposed on Twin Lakes Parkway and Mount Ridge Road in*
37 *addition to the access on the hotel site of Iona Lane, which will be available via cross*
38 *easements;*
- 39 **5.** *The proposed access at Twin Lakes Parkway, if approved by the City Engineer may*
40 *disrupt an in-place storm water best management practice device installed as part of the*
41 *Twin Lakes Parkway Phase I project. Any mitigation that is necessary due to such*
42 *disruption as well as any costs and/or engineering services related to said mitigation and*
43 *changes to the in-place agreement between Roseville and Rice Creek Watershed District*
44 *will be the sole responsibility of the applicant;*
- 45 **6.** *The developer/applicant shall continue working with the Roseville Public Works*
46 *Department to address easements and water and sewer infrastructure requirements as*
47 *necessary. These plans must be approved by the City Engineer prior to the approval of*
48 *the FINAL PLAT;*
- 49 **7.** *The developer/applicant shall apply for proper storm water management permits from*
50 *Rice Creek Watershed prior to the approval of the FINAL PLAT;*
- 51 **8.** *The developer shall dedicate and maintain access easements across its lot in a form*
52 *acceptable to the City Attorney to ensure permanent access to Mount Ridge Road and*
53 *from Twin Lakes Parkway for the adjacent parcel; and*

54 **9.** *The developer shall enter into shared parking agreements in a form acceptable to the*
55 *City Attorney to ensure parking needs are met during extraordinary events. The shared*
56 *parking agreement between the lots within this subdivision shall be permanent, since they*
57 *are single ownership. However, the shared parking agreement with the property to the*
58 *north will have an exit clause to protect each owner's rights in case of parking abuse by*
59 *the adjacent property, since they are not under the same ownership. This property is*
60 *proposed to be parked at the maximum number of surface parking spaces allowed by the*
61 *Code. Any parking expansion would need to be contained in a parking structure per*
62 *Code.*

63 Since the Planning Commission met, most of the engineering-related plans have been reviewed
64 by Public Works staff and have the approval of the City Engineer, except those items related to
65 the traffic study. While final details must still be reviewed and approved, the information
66 provided is consistent with the level necessary to approve the preliminary plat, subject to the
67 conditions listed.

68 The Park and Recreation Commission also met and completed their recommendation regarding
69 park dedication and require the following condition:

70 **10.** *Pursuant to City Code §1103.07, the City Council will accept park dedication of cash in lieu*
71 *of land in the amount of \$123,298 or 7% of the Fair Market Value of the property. The park*
72 *dedication shall be made by the applicant before the signed final plat is released for*
73 *recording at Ramsey County.*

74 **PUBLIC COMMENT**

75 The public hearing for this application was held by the Planning Commission on January 7,
76 2015; draft minutes of the public hearing are included with this report as RCA Exhibit B. No
77 members of the public spoke to this issue at the public hearing and, after discussing the
78 application and the comment received prior to the hearing, the Planning Commission voted
79 unanimously to recommend approval of the proposed preliminary plat. At the time this report
80 was prepared, Planning Division staff has not received any additional public comments.

81 **OUTSIDE AGENCY REVIEW**

82 Because this proposed plat lies adjacent to a Ramsey County roadway (Cleveland Avenue), the
83 County Traffic Engineer has been provided a copy of the preliminary plat and asked to provide
84 comments. To date, the Planning Division has not received any comments.

85 **RECOMMENDED ACTION**

86 **Pass a motion approving the proposed The Cleveland Club preliminary plat** of the property
87 at 2700 Cleveland Avenue, based on the findings and recommendation of the Planning
88 Commission and the content of this RCA, subject to the 10 conditions listed above.

89 **ALTERNATIVE ACTIONS**

90 **Pass a motion to table the item for future action.** Per Minnesota State Statutes §462.357, the
91 City Council has until April 19, 2015, to approve/deny the request before an extension is
92 necessary.

93 **Adopt a resolution to deny the requested approval.** Denial should be supported by specific
94 findings of fact based on the Planning Commission's review of the application, applicable
95 zoning or subdivision regulations, and the public record.

Prepared by: City Planner Thomas Paschke - 651-792-7074 | thomas.paschke@cityofroseville.com

RCA Exhibits: A: Preliminary plat information and 7/9/2014 RPCA packet
B: PC final minutes of 12/03/14



REQUEST FOR PLANNING COMMISSION ACTION

Agenda Date: **01/07/2015**Agenda Item: **5a**

Division Approval

Agenda Section

PUBLIC HEARINGS

Item Description: Request by JAVA Properties for approval of a **Preliminary Plat** at 2700 Cleveland Avenue (PF15-002).

GENERAL SITE INFORMATION

Applicant: Java Properties

Location: 2750 Cleveland Avenue

Property Owner: Xtra Lease, Inc.

Land Use Context

	Existing Land Use	Guiding	Zoning
Site	Vacant developable	CMU	CMU
North	Vacant developable – proposed hotel site	CMU	CMU
West	Cleveland Avenue and I-35 W with industrial and regional business beyond	BP/RB	O/BP/RB
East	Vacant developable	CMU	CMU
South	Twin Lakes Parkway and Walmart	CMU	CMU

Natural Characteristics: Located within the Twin Lakes Redevelopment Area, the development must provide an Environmental Assessment Worksheet (EAW) and achieve the requirements of §1005.07.E (Regulating Plan) and §1005.02 (Design Standards). The site was previously home to the Old Dominion trucking company and used as a motor freight terminal up until 2007.

There are no known wetlands, steep slopes or other significant natural resources on this site.

Planning File History: PF07-021 – Planned Unit Development (PUD) approval for a 123-room hotel. The plat and PUD agreement were never signed or recorded and project approvals expired.

LEVEL OF CITY DISCRETION IN DECISION-MAKING

Action taken on a variance request 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.



REQUESTED ACTION

JAVA Properties proposes to plat Lots 4, 5, 16, and 17, Block B, Twin View, lying in the northeast corner of the intersection of Twin Lakes Parkway and Cleveland Avenue, as Lot 1 and Lot 2, The Cleveland Club.

BACKGROUND

The subject property, located in Planning District 10, has a Comprehensive Plan land use designation of Community Mixed Use (CMU) and a corresponding Zoning District classification of Community Mixed Use (CMU) District. The PRELIMINARY PLAT proposal has been prompted by plans to develop an Aldi grocery store and two small retail buildings on the site.

When exercising the so-called “quasi-judicial” authority when acting on a PLAT request, 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 the applicant meets the relevant legal standard, then they are likely entitled to the approval, although the City is able to add conditions to a PLAT approval to ensure that the likely impacts to urban design, roads, storm sewers, and other public infrastructure on and around the subject property are adequately addressed.

PRELIMINARY PLAT ANALYSIS

PLAT proposals are reviewed primarily to ensure that all proposed lots meet the minimum size requirements of the Zoning Code, have desirable lot layout and grading, protect natural resources, have adequate streets and other public infrastructure in place or identified and a plan to be constructed, and have addressed potential storm water issues to prevent problems either on nearby property or within the storm water system. As a PRELIMINARY PLAT of a property in the CMU district, the proposal leaves no zoning issues to be addressed since the Zoning Code does not establish minimum lot dimensions or area. The proposed PRELIMINARY PLAT is included with this report as Attachment C.

In December 2014, the Development Review Committee (DRC) met on several occasions to review the submitted plans. Following are the DRC’s comments:

The proposed development is requesting access along Twin Lakes Parkway, Mount Ridge Road (shared), and Cleveland Avenue (shared). The proposed access points and the impact of the overall development on the surrounding transportation system will be evaluated by a traffic study commissioned by the City of Roseville. The developer is required to pay their share (\$2554) of this study with the development to the north sharing the cost.

The DRC views the JAVA development site and the proposed hotel site to the north as a unified development and, therefore, will be requiring access and shared parking agreements between the two sites. The DRC has recommended that both development teams work together to address grade issues while minimizing the use of retaining walls, if possible. The DRC also strongly encourages the development teams to coordinate storm water mitigation requirements. This coordination will minimize infrastructure costs, improve customer experience, and reduce demands on adjacent streets.

The developer/applicant is required to submit an application to the Rice Creek Watershed and the City of Roseville to address storm water requirements, which should be completed prior to FINAL PLAT approval.

A detailed review of utility connections will be conducted by the City Engineer at the time of FINAL PLAT submittal and must be approved prior to FINAL PLAT approval.

Drainage and utility easements will be required along the perimeter of the developed lot with a width to be determined by the City Engineer. Also, sufficient right-of-way or easement will be required, as well as the construction of a pathway by the developer/applicant along the east side of Cleveland Avenue from Twin Lakes Parkway to the north limits of the development.

Roseville's Parks and Recreation Commission will be reviewing the proposed PRELIMINARY PLAT with regard to the park dedication requirements of §1103.07 of the City Code and providing a future recommendation of either a land dedication or cash payment in lieu of land. The PRELIMINARY PLAT assumes that the requirement will be a cash payment.

PUBLIC COMMENT

At the time this report was prepared, Planning Division staff has not received any communications from the public about the PRELIMINARY PLAT request.

OUTSIDE AGENCY REVIEW

Because this proposed PLAT lies adjacent to a Ramsey County roadway (Cleveland Avenue – County State Highway 46), the County Traffic Engineer has been provided a copy of the PRELIMINARY PLAT and has been asked to provide comments. To date, the Planning Division has not received any comments.

RECOMMENDATION

Based on the comments and findings outlined above, the Planning Division recommends approval of the proposed PRELIMINARY PLAT pursuant to Title 11 of the Roseville City Code with the following conditions:

- a. The developer/applicant is responsible for coordinating grading, drainage, and storm water management plans with the adjacent (north) proposed development site to potentially eliminate unnecessary grade changes, portions of a retaining wall, and a steeper-than-preferred joint access grade;
- b. The developer/applicant is responsible for its share of the required traffic study or \$2,554 payable to the City of Roseville;
- c. The developer/applicant is responsible for construction of a pathway (sidewalk) along the east side of Cleveland Avenue from the northern property to the walkway along Twin Lakes Parkway as approved by the City Engineer;
- d. The preliminary plat assumes a shared access with the property to the north on to Cleveland Avenue. Due to access spacing requirements of Ramsey County, City staff expects to receive a letter from the County denying access to Cleveland Avenue;
- e. The proposed access at Twin Lakes Parkway, if approved by the City Engineer may disrupt an in-place storm water best management practice device installed as part of the Twin Lakes Parkway Phase I project. Any mitigation that is necessary due to such disruption as well as any costs and/or engineering services related to said mitigation and changes to the in-place agreement between Roseville and Rice Creek Watershed District will be the sole responsibility of the applicant;

- 85 f. The developer/applicant shall continue working with the Roseville Public Works
86 Department to address easements and water and sewer infrastructure requirements as
87 necessary. These plans must be approved by the City Engineer prior to the approval of
88 the FINAL PLAT;
- 89 g. The developer/applicant shall apply for proper storm water management permits from
90 Rice Creek Watershed prior to the approval of the FINAL PLAT;
- 91 h. The developer shall dedicate and maintain access easements across its lot in a form
92 acceptable to the City Attorney to ensure permanent access to Mount Ridge Road and
93 from Twin Lakes Parkway for the adjacent parcel; and
- 94 i. The developer shall enter into shared parking agreements in a form acceptable to the City
95 Attorney to ensure parking needs are met during extraordinary events. The shared
96 parking agreement between the lots within this subdivision shall be permanent. The
97 shared parking agreement with the property to the north will have an exit clause to
98 protect each owner's rights in case of parking abuse by the adjacent property. This
99 property is proposed to be parked at the maximum number of surface parking spaces.
100 Any parking expansion would need to be contained in a parking structure per Code.

101 **SUGGESTED ACTION**

102 **By motion, recommend approval of the proposed The Cleveland Club PRELIMINARY PLAT,**
103 **based on the comments, findings, and conditions stipulated above.**

104 **ALTERNATIVE ACTIONS**

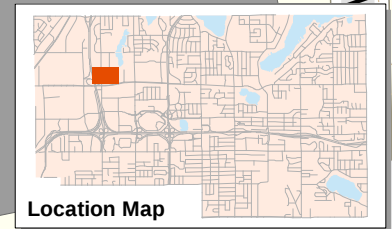
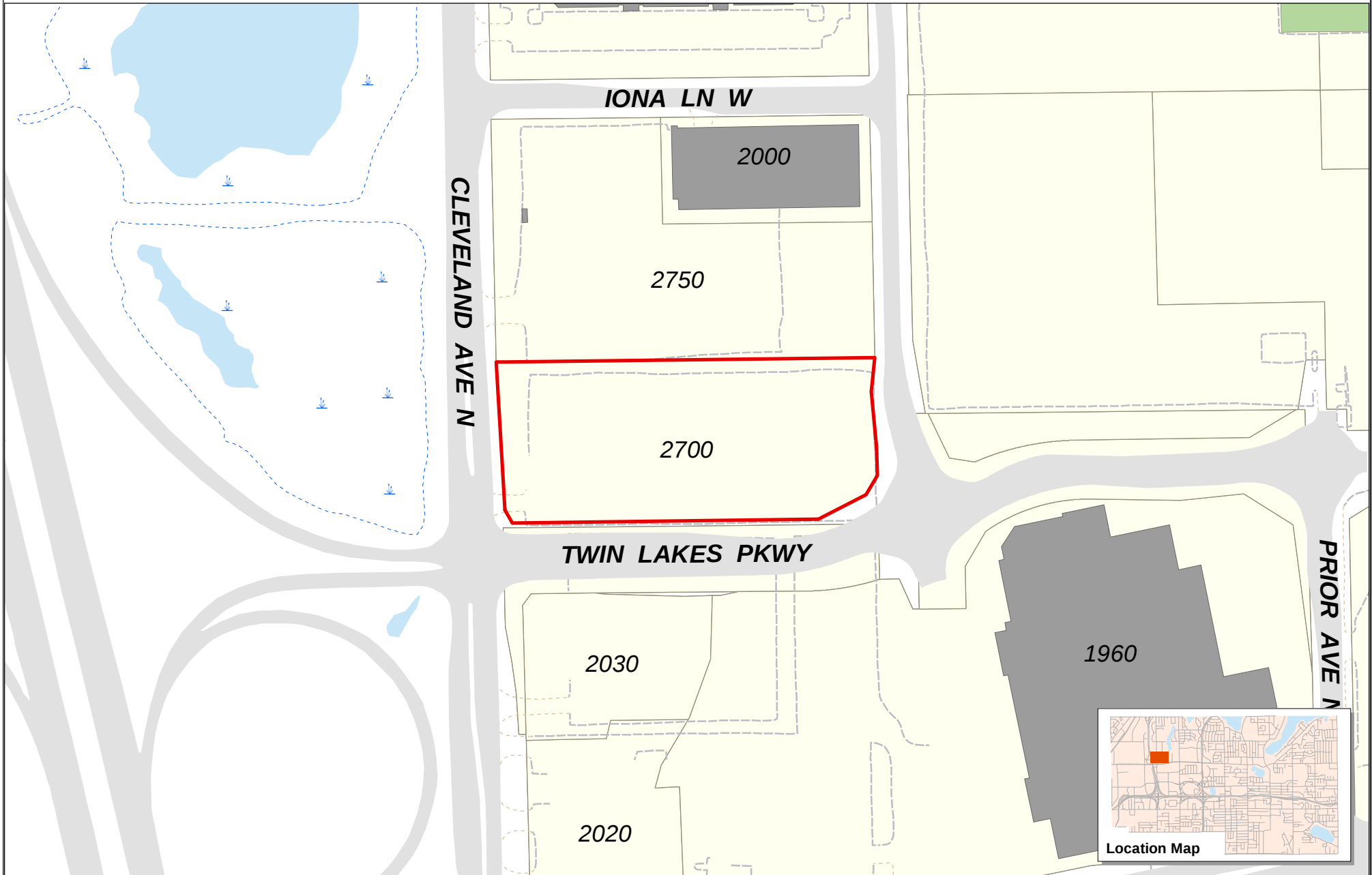
105 **Pass a motion to table the item for future action.** Tabling the application/request would
106 require a 60-day deadline extension pursuant to Minn. Stat. §15.99.

107 **Adopt a resolution to deny the requested approval.** Denial should be supported by specific
108 findings of fact based on the Planning Commission's review of the application, applicable
109 zoning or subdivision regulations, and the public record.

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

Attachments: A: Area map C: Proposed plans
B: Aerial photo

Attachment A for Planning File 15-002



Prepared by:
Community Development Department
Printed: December 29, 2014



Site Location

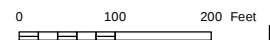
LR / LDR-1 Comp Plan / Zoning Designations

Data Sources

* Ramsey County GIS Base Map (12/2/2014)
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.



mapdoc: planning_commission_location.mxd

Attachment B for Planning File 15-002



Prepared by:
Community Development Department
Printed: December 29, 2014



Site Location

Data Sources

- * Ramsey County GIS Base Map (12/2/2014)
- * 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

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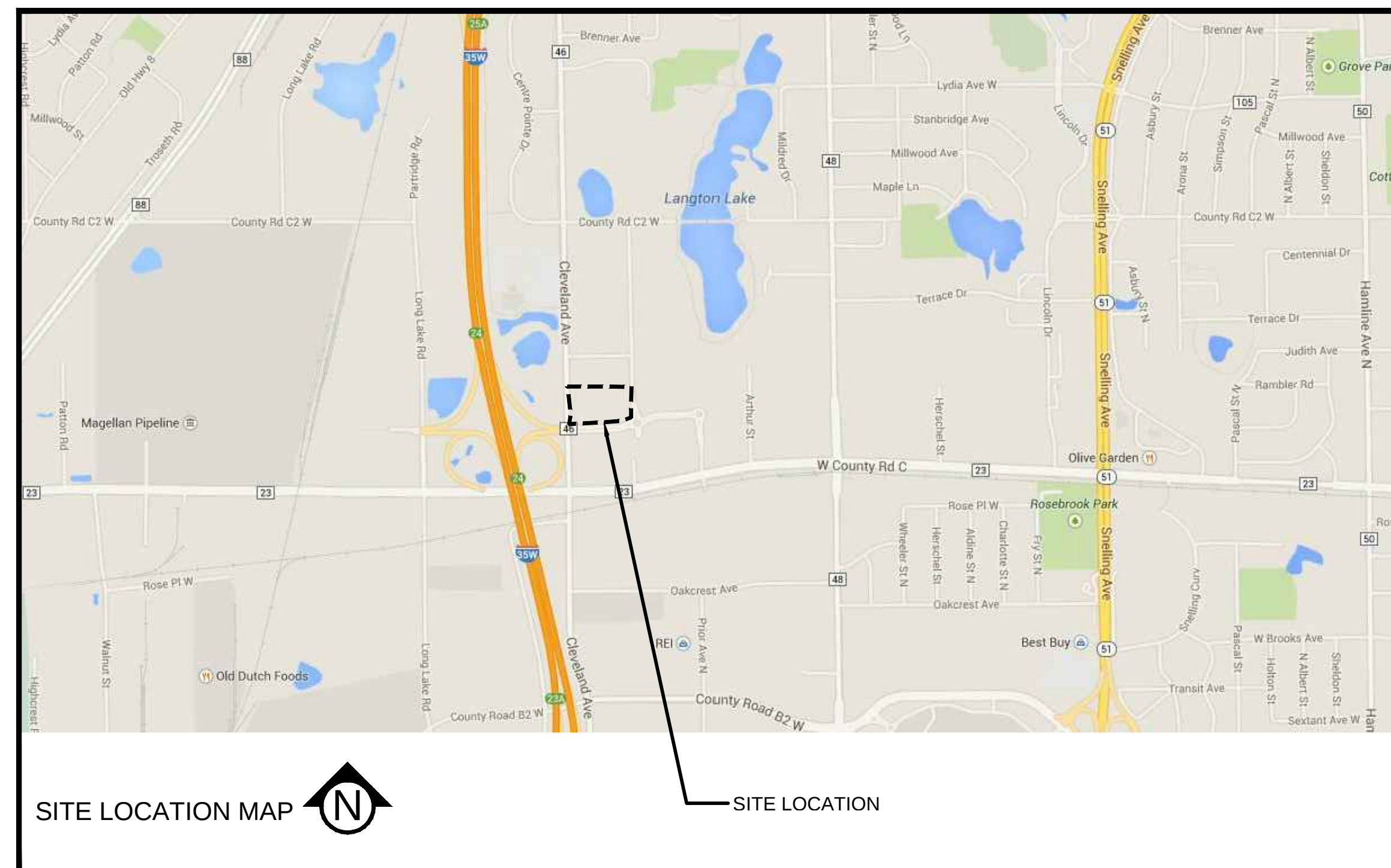
0 50 100 Feet



THE CLEVELAND CLUB

ROSEVILLE, MINNESOTA

ISSUED FOR: PRELIMINARY PLAT



DEVELOPER / PROPERTY OWNER:

JAVA CAPITAL PARTNERS 2700 CLEVELAND CLUB
333 WASHINGTON AVENUE NORTH, SUITE 401
ROSEVILLE, MN 55401
612-384-9646

ENGINEER / LANDSCAPE ARCHITECT:

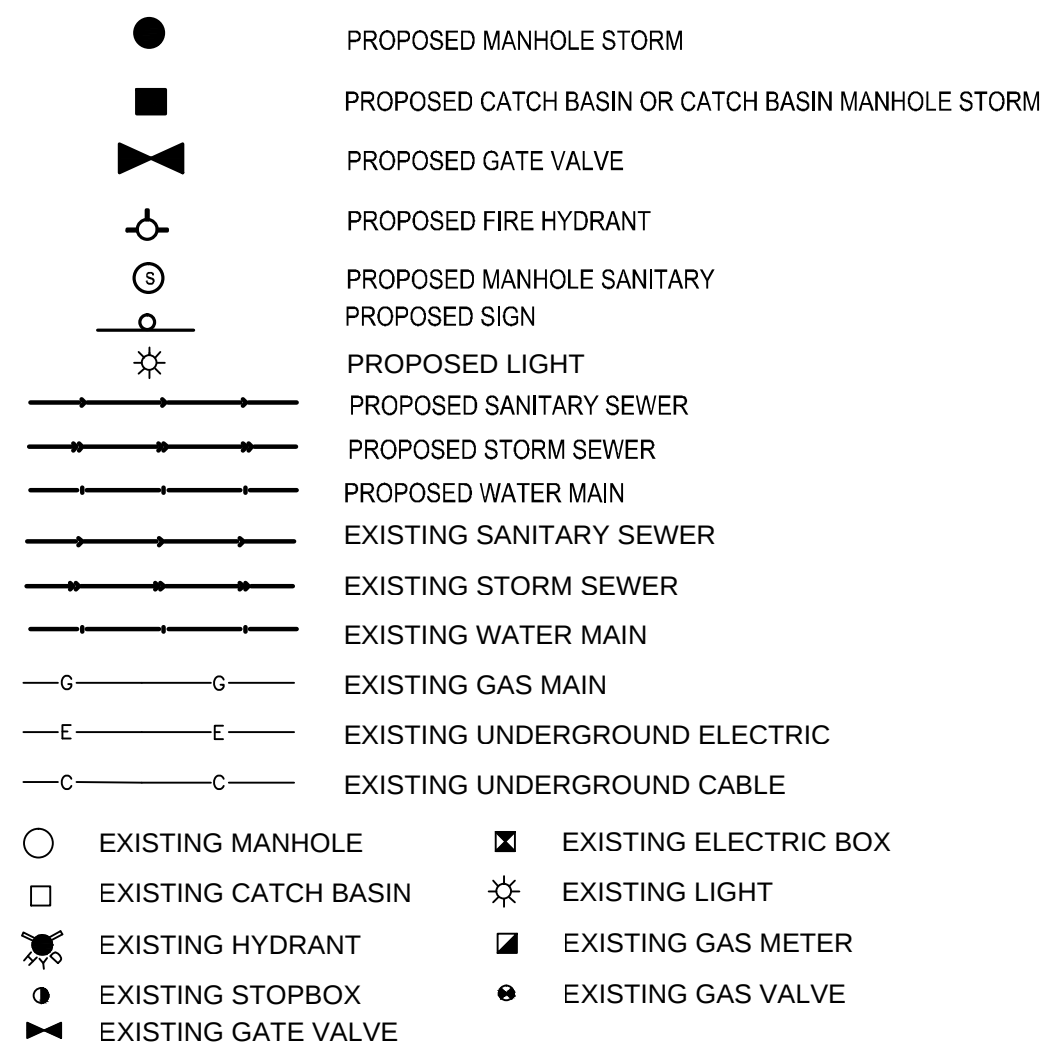
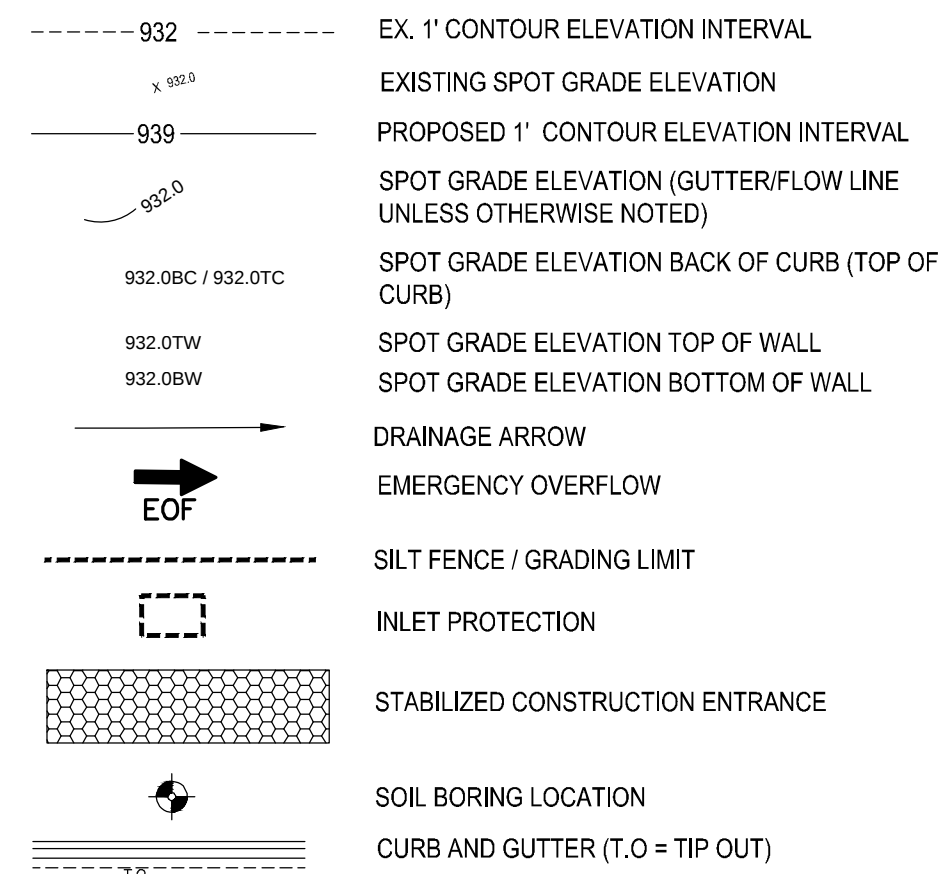
CIVIL SITE GROUP
4931 W 35TH STREET
SUITE 200
ST LOUIS PARK, MN 55416
612-615-0060

SURVEYOR:

ACRE LAND SURVEYING, INC.
9140 BALTIMORE STREET NE, SUITE 100
BLAINE, MN 55449
763-458-2997

GEOTECHNICAL ENGINEER:

MASTER LEGEND:



GOPHER STATE ONE CALL

WWW.GOPHERSTATEONECALL.ORG
(800) 252-1166 TOLL FREE
(651) 454-0002 LOCAL

[illegible]

PROJECT

THE CLEVELAND CLUB
2700 CLEVELAND

2700 CLEVELAND AVENUE, ROSEVILLE, MN

JAVA CAPITAL PARTNERS 2700 CLEVELAND AVE

333 WASHINGTON AVENUE N, STE 401, MINNEAPOLIS, MN

I HEREBY CERTIFY THAT THIS PLAN,
SPECIFICATION, OR REPORT WAS
PREPARED BY ME OR UNDER MY DIRECT
SUPERVISION AND THAT I AM A DULY
LICENSED PROFESSIONAL ENGINEER
UNDER THE LAWS OF THE STATE OF
MINNESOTA.


Matthew R. Pavak
DATE 12/15/14 LICENSE NO. 44263

ISSUE/SUBMITTAL SUMMARY

[illegible]

REVISION SUMMARY

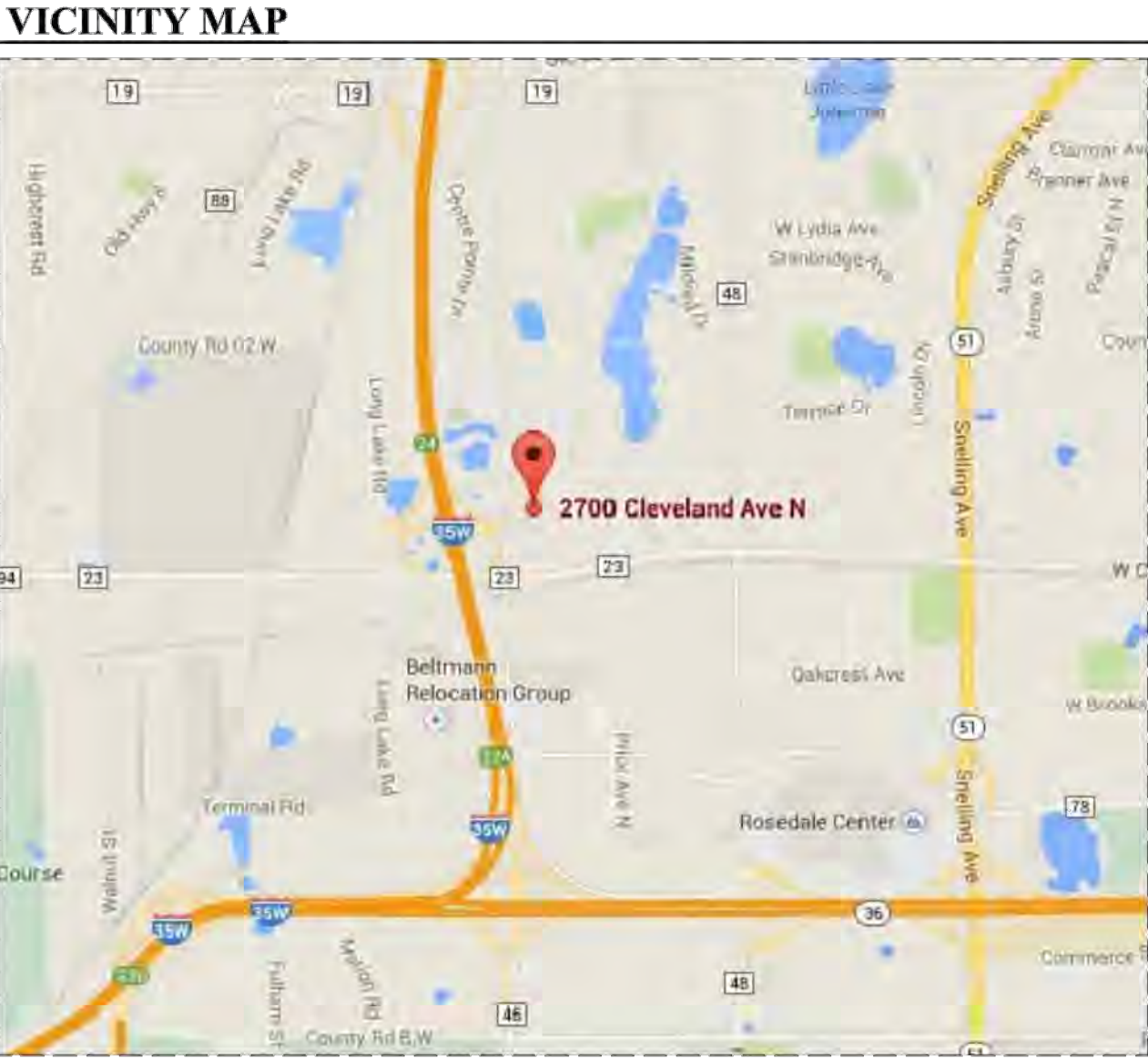
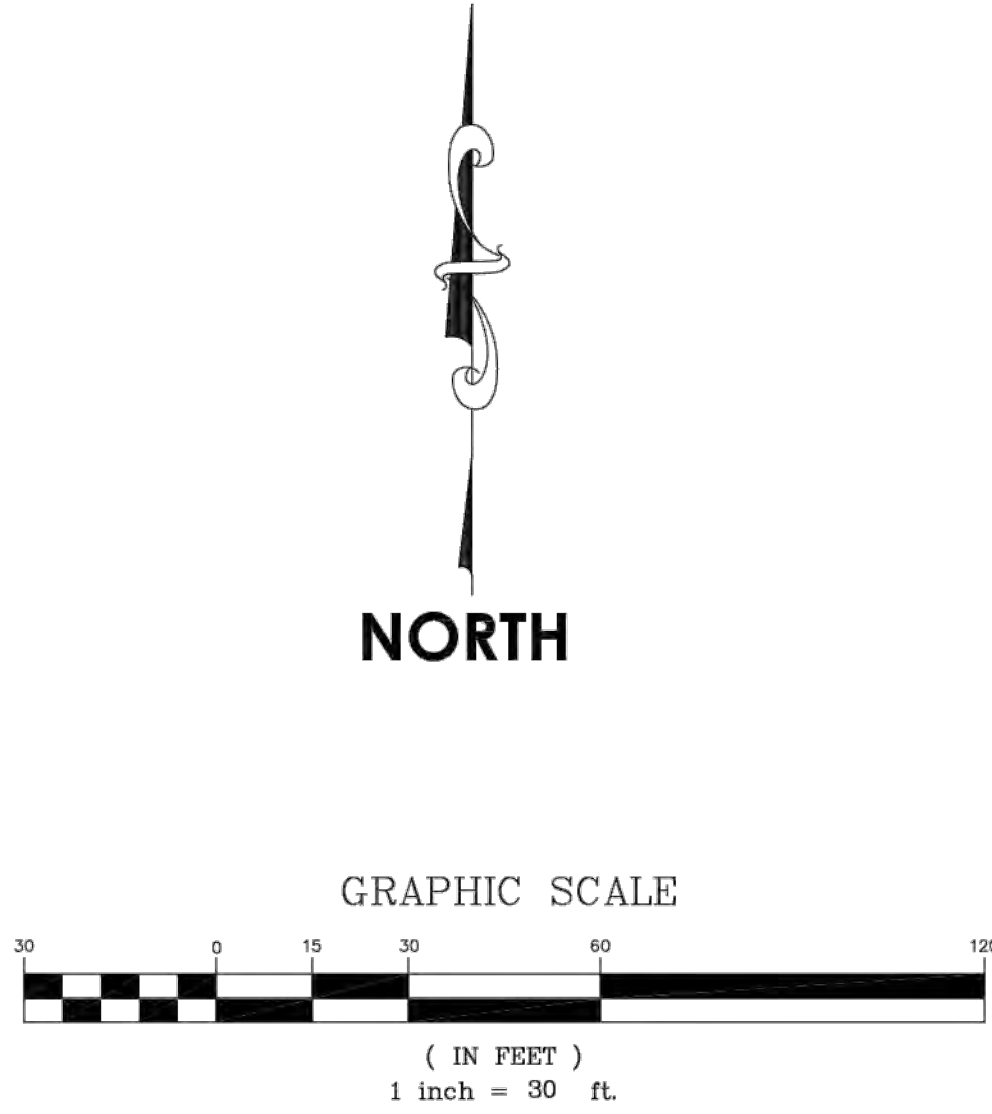
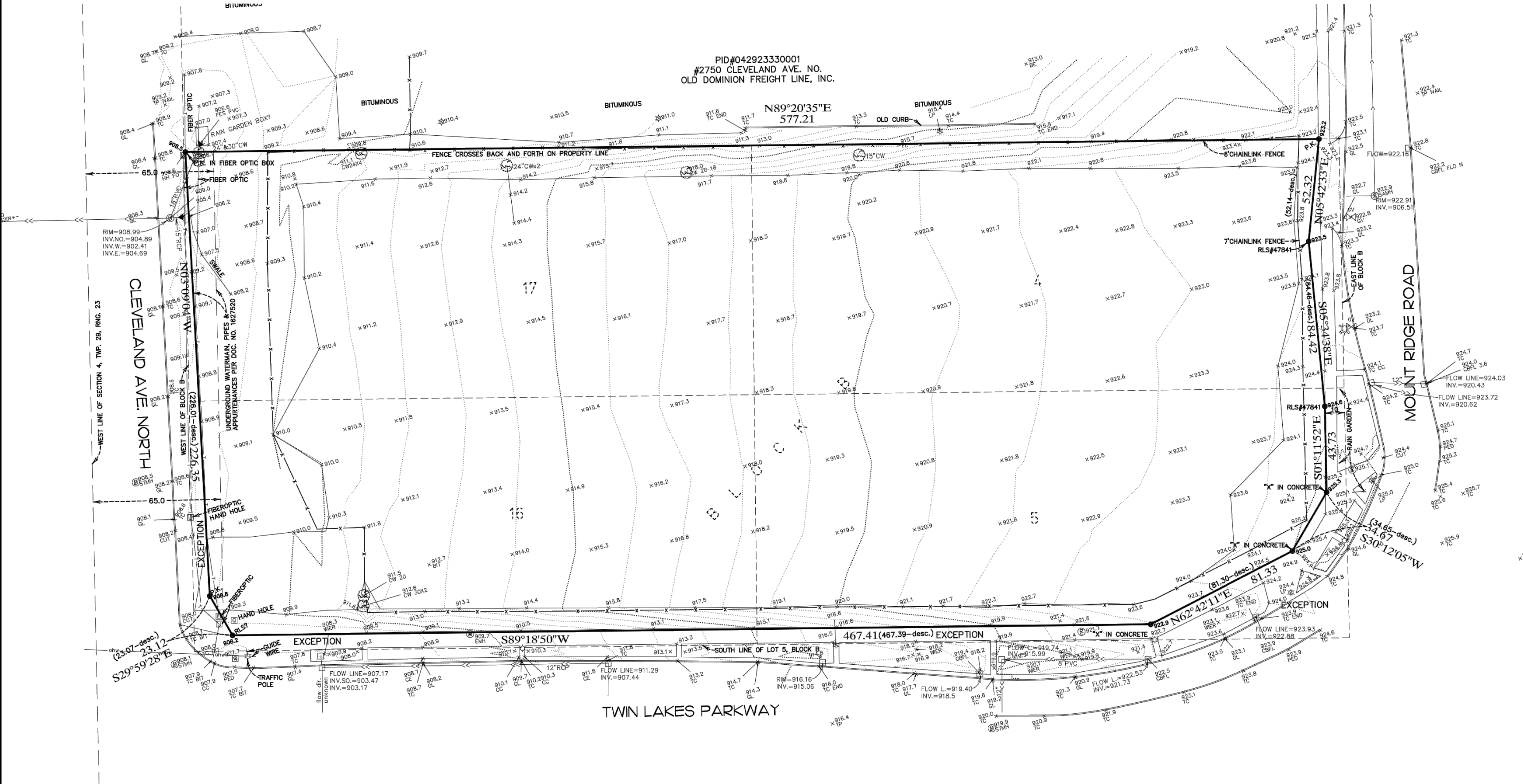
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TITLE SHEET

C0.0

ALTA/ACSM LAND TITLE SURVEY

~for~ DAVID NELSON, XTRA LEASE LLC & COMMERCIAL PARTNERS TITLE, LLC



- LEGEND
- DENOTES IRON MONUMENT FOUND
 - ⊙ DENOTES SANITARY SEWER MANHOLE
 - ⊙ DENOTES STORM SEWER MANHOLE
 - DENOTES CATCH BASIN
 - ⊕ DENOTES FIRE HYDRANT
 - > DENOTES STORM SEWER
 - > DENOTES SANITARY SEWER
 - T- DENOTES TELEPHONE / FIBER OPTIC
 - ⊠ DENOTES ABOVE GROUND GAS MARKING
 - ⊠ DENOTES UTILITY BOX
 - x- DENOTES EXISTING FENCE

LEGAL DESCRIPTION:

Lots Four (4), Five (5), Sixteen (16) and Seventeen (17), Block B, Twin View, all according to the plat thereof on file and of record in the office of the Register of Deeds in and for Ramsey County, Minnesota,

Except that part which lies Eastern of the following described line: Commencing at the intersection of a line drawn parallel with and distant 10.00 feet West of the East line of Lot 6, Block B, Twin View, according to said plat on file and of record in the office of the County Recorder, Ramsey County, Minnesota, and the South line of Lot 5, said Block B; thence North 01 degrees 12 minutes 09 seconds West, assumed bearing along the

Northerly extension of said line drawn parallel with and distant 10.00 feet West of the East line of Lot 6, 117.93 feet, to the point of beginning of said line to be hereinafter described; thence North 05 degrees 27 minutes 45 seconds West, 84.46 feet; thence North 05 degrees 42 minutes 29 seconds East, 52.14 feet, to the North line of said Lot 4, and said line there terminating (but not including in the exception parcel, that part included in the Deed to the City of Roseville filed June 7, 1960, as Document No. 1511814 in Book 1685 of RCR, Page 466).

And also except that part which lies Southerly and Westerly of the following described line: Commencing at said intersection of a line drawn parallel with and distant 10.00 feet West of the East line of Lot 6, and the South line of said Lot 5; thence North 01 degrees 12 minutes 09 seconds West, assumed bearing along said Northerly extension of a line drawn parallel with and distant 10.00 feet West of the East line of Lot 6, 74.28 feet, to the point of beginning of said line to be hereinafter described; thence South 30 degrees 11 minutes 53 seconds West, 34.05 feet; thence South 62 degrees 45 minutes 38 seconds West, 81.30 feet; thence South 30 degrees 11 minutes 53 degrees 21 minutes 12 seconds West, 467.39 feet; thence North 29 degrees 51 minutes 34 seconds West 23.07 feet; thence North 03 degrees 20 minutes 14 seconds West, 226.01 feet to the Northwest corner of Lot 17, said Block B, and said line there terminating. Ramsey County, Minnesota

Abstract Property - Description per title commitment

GENERAL NOTES:

- BEARING SYSTEM IS BASED ON NORTH LINE OF LOTS 4 & 17, BLOCK B, HAVING A ASSUMED BEARING OF NORTH 89°20' 35"W WEST.
- SUBJECT PROPERTY ADDRESS IS #2700 CLEVELAND AVE. NO., ROSEVILLE, MN 55113.
- PROPERTY IDENTIFICATION # (A.K.A. P.I.D.) = 04-29-23-33-0031 (NEW PID PER TITLE COMMITMENT).

ALTA "TABLE A" NOTES:

3. Subject property lines within flood plain zone "x" (areas determined to be outside the 0.2% annual chance floodplain), per FEMA, FIRM Map No. 27123C0020G dated June 4th, 2010.

4. Gross land area = 3.174 Acres (138,277 sq.ft.)

6b. Zoning information has not been provided to insurer.

7a. There are no buildings present on property

9. There are no striped parking areas on subject property.

10(a). There are no division or party walls with respect to adjoining properties.

11(a & b). Utilities shown hereon are observed. Excavations were not made during the process of this survey to locate underground utilities and/or structures. The location of underground utilities and/or structures may vary from locations shown hereon and underground utilities and/or structures may be encountered. Contact Gopher State One Call Notification Center at (651) 454-0002 for verification of utility type and field location prior to excavation. Gopher State One Call was contacted as part of this survey per ticket #142730868. It is this surveyors belief not all utilities onsite and adjacent to site were marked out by said Gopher State One Call ticket referenced.

13. Names of adjacent property owners shown.

16. There is no observable evidence of earth moving work. There is no observable evidence of building construction or building additions.

18. There is no above ground observable evidence of site use as a solid waste dump, sump or sanitary landfill.

BENCHMARK

TOP NUT FIRE HYDRANT, SW RADIUS OF CENTER POINTE DRIVE & CLEVELAND AVE., 12.6 FEET WEST OF THE BACK OF THE WESTERLY CURB; 19.0 FEET SOUTH OF FIRE HYDRANT AND 0.5' EAST OF SIGN AND POST. ELEV. = 906.64 (NGVD 1929 DATUM) (COUNTY COORDS X=650803.1,Y=186297.9)

CERTIFICATION:

I hereby certify to DAVID NELSON, XTRA LEASE LLC & COMMERCIAL PARTNERS TITLE, LLC to their heirs, successors and assigns, that I have surveyed the property legally described hereon; that this survey is a true, correct and accurate drawing and representation of said property and the boundaries thereof; that this map or plat and the survey on which it is based were made in accordance with "Minimum Standard Detail Requirements for ALTA/ACSM Land Title Surveys," as jointly established and adopted by ALTA and ACSM in 2011, and includes Items 1, 2, 3, 4, 5, 7(a), 8, 9, 11(a&b), 13, 16 and 18 of Table A thereof, and meets the Accuracy Standards (as adopted by ALTA and ACSM and in effect on the date of this certification), and that in locating or identifying recorded easements or other recorded documents I have relied upon the Commitment for Title Insurance issued by COMMERCIAL PARTNERS TITLE, LLC, dated June 11th, 2014 file no. 32344

Dated October 13th, 2014

Eric R. Vickaryous, P.L.S.#44125

SCHEDULE B-2 TITLE COMMITMENT NOTES:

10. TERMS AND CONDITIONS OF AND EASEMENTS CONTAINED IN ORDINANCE DATED AUG. 8TH, 1885, FILED DECEMBER 12TH, 1955 IN BOOK 345 OF MISC., PAGE 288. THIS DOCUMENT IS ILLEGIBLE AND THEREFORE, NOTHING IS SHOWN GRAPHICALLY.

11. TERMS AND CONDITIONS OF CERTIFICATION OF REZONING DATED FEB. 18TH, 1953, FILED MAY 19, 1953 IN BOOK 317 OF DEEDS, PAGE 619. REZONED PROPERTY FROM RESIDENTIAL AND FARMING DISTRICT TO INDUSTRIAL DISTRICT.

12. TERMS AND CONDITIONS OF ORINANCE NO. 1213 DATED OCTOBER 26TH, 1998, FILED NOV. 5TH, 1999, AS DOC. NO. 3284339. THIS ORDINANCE OFFICIALLY MAPS THE RIGHT OF WAY FOR FUTURE TWIN LAKES PARKWAY, WHICH RUNS ALONG SOUTHERN BOUNDARY OF SUBJECT PROPERTY.

13. EASEMENT FOR UNDERGROUND WATER MAINS, PIPES AND APPURTENANCES, IN FAVOR OF VILLAGE OF ROSEVILLE, AS CREATED IN DOCUMENT DATED JULY 29TH, 1964, FILED AUGUST 27TH, 1964 IN BOOK 1923, PAGE 395. EASEMENT IS SHOWN ON SURVEY.

14. EASEMENT FOR ROAD PURPOSES IN FAVOR OF THE CITY OF ROSEVILLE AS CREATED IN DOC. DATED APRIL 29TH, 1959, FILED JUNE 7TH, 1960 AS DOC. NO. 1511814 IN BOOK 1685 OF RCR, PAGE 466. THE PROPERTY DESCRIBED IN THAT CERTAIN INDENTURE DATED APRIL 29TH, 1959, RECORDED JUNE 7TH, 1960, AS DOC. NO. 1511814 IN BOOK 1685 OF RCR, PAGE 466 IS LOCATED ENTIRELY OUTSIDE THE BOUNDARY OF SUBJECT PROPERTY.

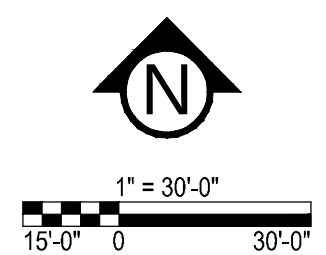
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DATE	DESCRIPTION

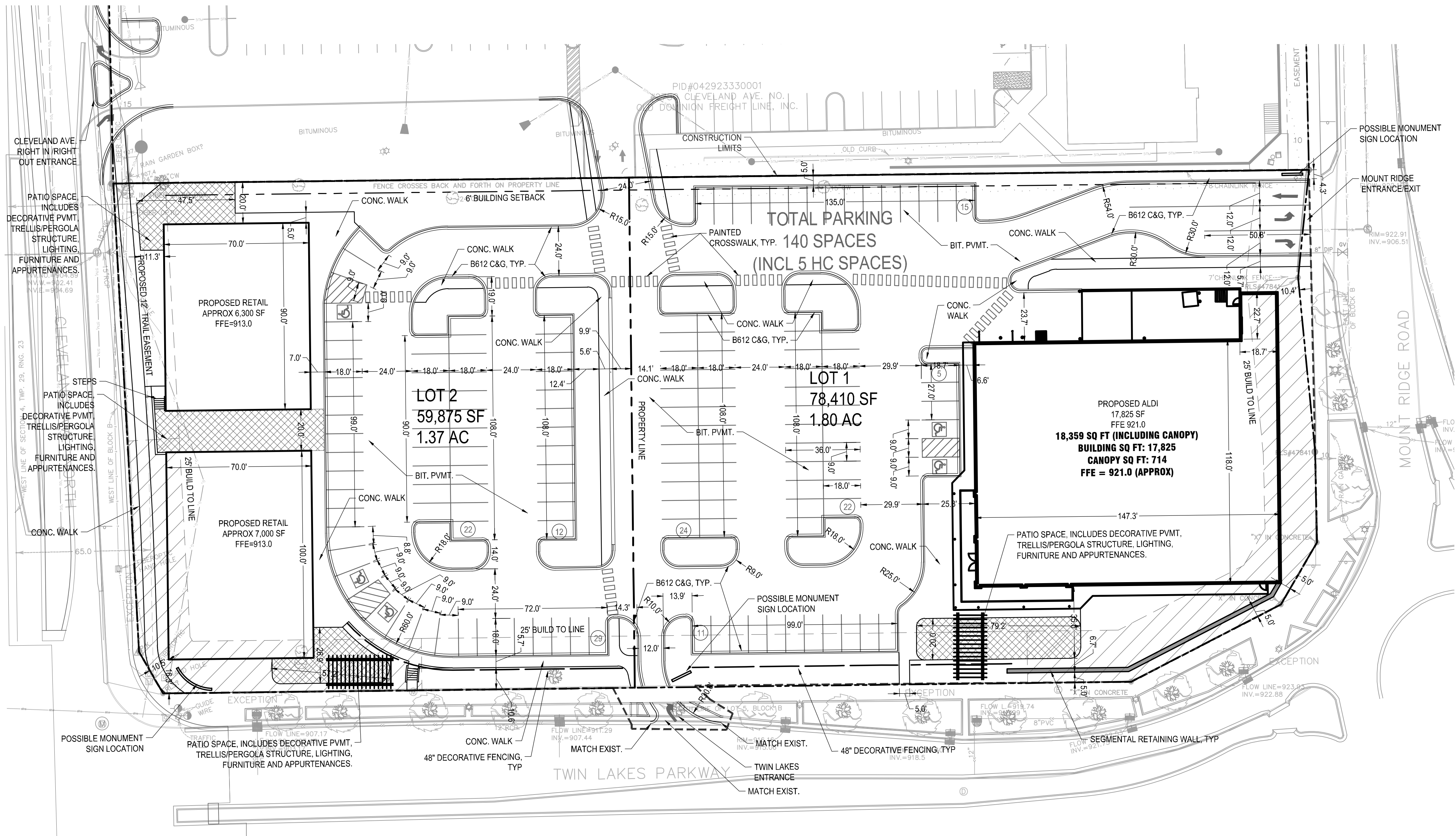
SITE SURVEY

2700 CLEVELAND AVENUE, ROSEVILLE, MN

JAVA CAPITAL PARTNERS 2700 CLEVELAND AVE

C0.2





SITE LAYOUT NOTES:

- CONTRACTOR SHALL VERIFY LOCATIONS AND LAYOUT OF ALL SITE ELEMENTS PRIOR TO BEGINNING CONSTRUCTION, INCLUDING BUT NOT LIMITED TO, LOCATIONS OF EXISTING AND PROPOSED PROPERTY LINES, EASEMENTS, SETBACKS, UTILITIES, BUILDINGS AND PAVEMENTS. CONTRACTOR IS RESPONSIBLE FOR FINAL LOCATIONS OF ALL ELEMENTS FOR THE SITE. ANY REVISIONS REQUIRED AFTER COMMENCEMENT OF CONSTRUCTION, DUE TO LOCATIONAL ADJUSTMENTS SHALL BE CORRECTED AT NO ADDITIONAL COST TO OWNER. ADJUSTMENTS TO THE LAYOUT SHALL BE APPROVED BY THE ENGINEER/LANDSCAPE ARCHITECT PRIOR TO INSTALLATION OF MATERIALS. STAKE LAYOUT FOR APPROVAL.
- THE CONTRACTOR SHALL OBTAIN ALL NECESSARY PERMITS PRIOR TO CONSTRUCTION, INCLUDING A RIGHT-OF-WAY AND STREET OPENING PERMIT.
- THE CONTRACTOR SHALL VERIFY RECOMMENDATIONS NOTED IN THE GEO TECHNICAL REPORT PRIOR TO INSTALLATION OF SITE IMPROVEMENT MATERIALS.
- CONTRACTOR SHALL FIELD VERIFY COORDINATES AND LOCATION DIMENSIONS OF THE BUILDING AND STAKE FOR REVIEW AND APPROVAL BY THE OWNERS REPRESENTATIVE PRIOR TO INSTALLATION OF FOOTING MATERIALS.
- LOCATIONS OF STRUCTURES, ROADWAY PAVEMENTS, CURBS AND GUTTERS, BOLLARDS, AND WALKS ARE APPROXIMATE AND SHALL BE STAKED IN THE FIELD, PRIOR TO INSTALLATION, FOR REVIEW AND APPROVAL BY THE ENGINEER/LANDSCAPE ARCHITECT.
- CURB DIMENSIONS SHOWN ARE TO FACE OF CURB. BUILDING DIMENSIONS ARE TO FACE OF CONCRETE FOUNDATION. LOCATION OF BUILDING IS TO BUILDING FOUNDATION AND SHALL BE AS SHOWN ON THE DRAWINGS.
- THE CONTRACTOR SHALL SUBMIT SHOP DRAWINGS OR SAMPLES AS SPECIFIED FOR REVIEW AND APPROVAL BY THE ENGINEER/LANDSCAPE ARCHITECT PRIOR TO FABRICATION FOR ALL PREFABRICATED SITE IMPROVEMENT MATERIALS SUCH AS, BUT NOT LIMITED TO THE FOLLOWING, FURNISHINGS, PAVEMENTS, WALLS, RAILINGS, BENCHES, FLAGPOLES, LANDING PADS FOR CURB RAMPS, AND LIGHT AND POLES. THE OWNER RESERVES THE RIGHT TO REJECT INSTALLED MATERIALS NOT PREVIOUSLY APPROVED.
- PEDESTRIAN CURB RAMPS SHALL BE CONSTRUCTED WITH TRUNCATED DOME LANDING AREAS IN ACCORDANCE WITH A.D.A. REQUIREMENTS-SEE DETAIL.
- CROSSWALK STRIPING SHALL BE 24" WIDE WHITE PAINTED LINE, SPACED 48" ON CENTER PERPENDICULAR TO THE FLOW OF TRAFFIC. WIDTH OF CROSSWALK SHALL BE 5' WIDE. ALL OTHER PAVEMENT MARKINGS SHALL BE WHITE IN COLOR UNLESS OTHERWISE NOTED OR REQUIRED BY ADA OR LOCAL GOVERNING BODIES.
- CURB AND GUTTER TYPE SHALL BE B612 UNLESS OTHERWISE NOTED ON THE DRAWINGS-TAPER BETWEEN CURB TYPES-SEE DETAIL.
- ALL CURB RADI ARE MINIMUM 3' UNLESS OTHERWISE NOTED.
- CONTRACTOR SHALL REFER TO FINAL PLAT FOR LOT BOUNDARIES, NUMBERS, AREAS AND DIMENSIONS PRIOR TO SITE IMPROVEMENTS.
- FIELD VERIFY ALL EXISTING SITE CONDITIONS, DIMENSIONS.
- PARKING IS TO BE SET PARALLEL OR PERPENDICULAR TO EXISTING BUILDING UNLESS NOTED OTHERWISE.
- ALL PARKING LOT PAINT STRIPPING TO BE WHITE, 4" WIDE TYP.
- ALL TREES THAT ARE TO REMAIN ARE TO BE PROTECTED FROM DAMAGE WITH A CONSTRUCTION FENCE AT THE DRIP LINE. SEE LANDSCAPE DOCUMENTS.
- PROVIDE ACCESSIBLE CURB RAMPS AT ALL WALKS WHERE CROSSWALKS ARE PROPOSED

CITY OF ROSEVILLE SITE SPECIFIC NOTES:

- RESERVED FOR CITY SPECIFIC NOTES.

SITE AREA CALCULATIONS

SITE AREA CALCULATIONS

	EXISTING		PROPOSED LOT 1		PROPOSED LOT 2
BUILDING COVERAGE	0 SF 0.0%		17,825 SF 22.7%		13,300 SF 22.2%
ALL PAVEMENTS	0 SF 0.0%		38,434 SF 49.0%		25,852 SF 43.2%
ALL WALKS	SF 0.0%		6,522 SF 8.3%		9,050 SF 15.1%
ALL NON-PAVEMENTS	138,285 SF 100.0%		15,629 SF 19.9%		11,673 SF 19.5%
TOTAL SITE AREA	138,285 SF 100.0%		78,410 SF 100.0%		59,875 SF 100.0%
IMPERVIOUS SURFACE					
EXISTING CONDITION	0 SF 0.0%				
PROPOSED CONDITION LOT 1	62,781 SF 45.4%		62,781 SF 80.1%		
PROPOSED CONDITION LOT 2	48,202 SF 34.9%			48,202 SF 80.5%	
DIFFERENCE (EX. VS PROP.)	110,983 SF 45.4%				
IMPERVIOUS TOTAL	110,983 SF 80.3%				

EROSION CONTROL QUANTITIES

DISTURBED AREA	138,285 SF
SILT FENCE/BIO-ROLL	1,590 LF
EROSION CONTROL BLANKET	1,000 SF
INLET PROTECTION DEVICES	4 EA

SURFACE PARKING QUANTITIES

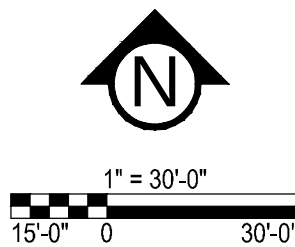
	AREA	RATE	
ALDI	17,825 SF	1/325 SF	55
COMMERCIAL	13,300 SF		
RETAIL	7,000 SF	1/325 SF	22
RESTAURANT	6,300 SF	1/60 SF FLR AREA	63
TOTAL MAX REQ			140
TOTAL PROVIDED			140

SITE PLAN LEGEND:

- CONCRETE PAVEMENT AS SPECIFIED (PAD OR WALK)
- PROPERTY LINE
- CURB AND GUTTER-SEE NOTES (T.O.) TIP OUT GUTTER WHERE APPLICABLE-SEE PLAN
- TRAFFIC DIRECTIONAL ARROWS
- SIGN AND POST ASSEMBLY. SHOP DRAWINGS REQUIRED. NP = NO PARKING FIRE LANE ST = STOP CP = COMPACT CAR PARKING ONLY
- NORMAL DUTY BIT. PAVEMENT
- HEAVY DUTY BIT. PAVEMENT



GOPHER STATE ONE CALL
WWW.GOPHERSTATEONECALL.ORG
(800) 252-1166 TOLL FREE
(651) 454-0002 LOCAL



CivilSite
GROUP
4931 W. 35TH ST, SUITE 200
ST. LOUIS PARK, MN 55416
CivilSiteGroup.com
Matt Pavlek 763-213-3944 Pat Sarver 952-250-2003

DJR
ARCHITECTURE, INC.
333 Washington Ave N, Suite 210
Minneapolis, Minnesota 55401
612-876-2700 www.djr-inc.com

THE CLEVELAND CLUB
2700 CLEVELAND
2700 CLEVELAND AVENUE, ROSEVILLE, MN
JAVA CAPITAL PARTNERS 2700 CLEVELAND AVE
333 WASHINGTON AVENUE N, STE 401, MINNEAPOLIS, MN

PROJECT

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

Matthew R. Pavlek
DATE 12/15/14 LICENSE NO. 44263

ISSUE/SUBMITTAL SUMMARY

DATE	DESCRIPTION
12/15/14	PRELIMINARY PLAT SUBMITTAL

REVISION SUMMARY

DATE	DESCRIPTION

SITE PLAN

C2.0

----- 891 -----	EX. 1' CONTOUR ELEVATION INTERVAL
----- 819 -----	1.0' CONTOUR ELEVATION INTERVAL
891.0	SPOT GRADE ELEVATION (FLOW LINE UNLESS OTHERWISE NOTED)
891.0 G	SPOT GRADE ELEVATION GUTTER
891.0 BC	SPOT GRADE ELEVATION BACK OF CURB (TOP OF CURB)
891.0 BS/TS	SPOT GRADE ELEVATION BOTTOM OF STAIRS/TOP OF STAIRS
=====	TIP OUT (T.O.) CURB AND GUTTER WHERE
=====	APPLICABLE - TAPER GUTTERS TO DRAIN AS SHOWN
T.O.	
EXISTING AND PROPOSED DRAINAGE ARROWS	



- | | | | | | |
|----|--|-------|---|-------|--|
| 1. | SEE SITE PLAN FOR HORIZONTAL LAYOUT & GENERAL GRADING NOTES. | 10. | EXCAVATE TOPSOIL FROM AREAS TO BE FURTHER EXCAVATED OR REGRADED AND STOCKPILE IN AREAS DESIGNATED ON THE SITE. THE CONTRACTOR SHALL SALVAGE ENOUGH TOPSOIL FOR RESPREADING ON THE SITE AS SPECIFIED. EXCESS TOPSOIL SHALL BE PLACED IN EMBANKMENT AREAS, OUTSIDE OF BUILDING PADS, ROADWAYS AND PARKING AREAS. THE CONTRACTOR SHALL SUBCUT CUT AREAS, WHERE TURF IS TO BE ESTABLISHED, TO A DEPTH OF 6 INCHES. RESPREAD TOPSOIL IN AREAS WHERE TURF IS TO BE ESTABLISHED TO A MINIMUM DEPTH OF 6 INCHES. | 13.3. | AREAS WHICH ARE TO RECEIVE TOPSOIL SHALL BE GRADED TO WITHIN 0.30 FOOT ABOVE OR BELOW THE REQUIRED ELEVATION, UNLESS DIRECTED OTHERWISE BY THE ENGINEER. |
| 2. | THE CONTRACTOR SHALL COMPLETE THE SITE GRADING CONSTRUCTION (INCLUDING BUT NOT LIMITED TO SITE PREPARATION, SOIL CORRECTION, EXCAVATION, EMBANKMENT, ETC.) IN ACCORDANCE WITH THE REQUIREMENTS OF THE OWNER'S SOILS ENGINEER. ALL SOIL TESTING SHALL BE COMPLETED BY THE OWNER'S SOILS ENGINEER. THE CONTRACTOR SHALL BE RESPONSIBLE FOR COORDINATING ALL REQUIRED SOIL TESTS AND INSPECTIONS WITH THE SOILS ENGINEER. | 11. | FINISHED GRADING SHALL BE COMPLETED. THE CONTRACTOR SHALL UNIFORMLY GRADE AREAS WITHIN LIMITS OF GRADING, INCLUDING ADJACENT TRANSITION AREAS. PROVIDE A SMOOTH FINISHED SURFACE WITHIN SPECIFIED TOLERANCES, WITH UNIFORM LEVELS OR SLOPES BETWEEN POINTS WHERE ELEVATIONS ARE SHOWN, OR BETWEEN SUCH POINTS AND EXISTING GRADES. AREAS THAT HAVE BEEN FINISH GRADED SHALL BE PROTECTED FROM SUBSEQUENT CONSTRUCTION OPERATIONS, TRAFFIC AND EROSION. REPAIR ALL AREAS THAT HAVE BECOME RUTTED BY TRAFFIC OR ERODED BY WATER OR HAS SETTLED BELOW THE CORRECT GRADE. ALL AREAS DISTURBED BY THE CONTRACTOR'S OPERATIONS SHALL BE RESTORED TO EQUAL OR BETTER THAN ORIGINAL CONDITION OR TO THE REQUIREMENTS OF THE NEW WORK. | 13.4. | TOPSOIL SHALL BE GRADED TO PLUS OR MINUS 1/2 INCH OF THE SPECIFIED THICKNESS. |
| 3. | GRADING AND EXCAVATION ACTIVITIES SHALL BE PERFORMED IN ACCORDANCE WITH THE NATIONAL POLLUTION DISCHARGE ELIMINATION SYSTEM (NPDES) PERMIT REQUIREMENTS & PERMIT REQUIREMENTS OF THE CITY. | 12. | PRIOR TO PLACEMENT OF THE AGGREGATE BASE, A TEST ROLL WILL BE REQUIRED ON THE STREET AND/OR PARKING AREA SUBGRADE. THE CONTRACTOR SHALL PROVIDE A LOADED TANDEM AXLE TRUCK WITH A GROSS WEIGHT OF 25 TONS. THE TEST ROLLING SHALL BE AT THE DIRECTION OF THE SOILS ENGINEER AND SHALL BE COMPLETED IN AREAS AS DIRECTED BY THE SOILS ENGINEER. THE SOILS ENGINEER SHALL DETERMINE WHICH SECTIONS OF THE STREET OR PARKING AREA ARE UNSTABLE. CORRECTION OF THE SUBGRADE SOILS SHALL BE COMPLETED IN ACCORDANCE WITH THE REQUIREMENTS OF THE SOILS ENGINEER. | 14. | MAINTENANCE |
| 4. | PROPOSED SPOT GRADES ARE FLOW-LINE FINISHED GRADE ELEVATIONS, UNLESS OTHERWISE NOTED. | 13. | TOLERANCES | 14.1. | THE CONTRACTOR SHALL PROTECT NEWLY GRADED AREAS FROM TRAFFIC AND EROSION, AND KEEP AREA FREE OF TRASH AND DEBRIS. |
| 5. | GRADES OF WALKS SHALL BE INSTALLED WITH 5% MAX. LONGITUDINAL SLOPE AND 1% MIN. AND 2% MAX. CROSS SLOPE, UNLESS OTHERWISE NOTED. | | | 14.2. | CONTRACTOR SHALL REPAIR AND REESTABLISH GRADES IN SETTLED, ERODED AND RUTTED AREAS TO SPECIFIED TOLERANCES. DURING THE CONSTRUCTION, IF REQUIRED, AND DURING THE WARRANTY PERIOD, ERODED AREAS WHERE TURF IS TO BE ESTABLISHED SHALL BE RESEDED AND MULCHED. |
| 6. | PROPOSED SLOPES SHALL NOT EXCEED 3:1 UNLESS INDICATED OTHERWISE ON THE DRAWINGS. MAXIMUM SLOPES IN MAINTAINED AREAS IS 4:1 | | | 14.3. | WHERE COMPLETED COMPACTED AREAS ARE DISTURBED BY SUBSEQUENT CONSTRUCTION OPERATIONS OR ADVERSE WEATHER, CONTRACTOR SHALL SCARIFY, SURFACE, RESHAPE, AND COMPACT TO REQUIRED DENSITY PRIOR TO FURTHER CONSTRUCTION. |
| 7. | PROPOSED RETAINING WALLS, FREESTANDING WALLS, OR COMBINATION OF WALL TYPES GREATER THAN 4' IN HEIGHT SHALL BE DESIGNED AND ENGINEERED BY A REGISTERED RETAINING WALL ENGINEER. DESIGN DRAWINGS SHALL BE SUBMITTED FOR REVIEW AND APPROVAL PRIOR TO CONSTRUCTION. | | | | |
| 8. | THE CONTRACTOR SHALL BE RESPONSIBLE FOR MAINTENANCE OF GRADE STAKES THROUGHOUT THE DURATION OF CONSTRUCTION TO ESTABLISH PROPER GRADES. THE CONTRACTOR SHALL ALSO BE RESPONSIBLE FOR A FINAL FIELD CHECK OF FINISHED GRADES ACCEPTABLE TO THE ENGINEER/LANDSCAPE ARCHITECT PRIOR TO TOPSOIL AND SODDING ACTIVITIES. | | | | |
| 9. | IF EXCESS OR SHORTAGE OF SOIL MATERIAL EXISTS, THE CONTRACTOR SHALL TRANSPORT ALL EXCESS SOIL MATERIAL OFF THE SITE TO AN AREA SELECTED BY THE CONTRACTOR, OR IMPORT SUITABLE MATERIAL TO THE SITE. | | | | |
| | | 13.1. | THE BUILDING SUBGRADE FINISHED SURFACE ELEVATION SHALL NOT VARY BY MORE THAN 0.30 FOOT ABOVE, OR 0.30 FOOT BELOW, THE PRESCRIBED ELEVATION AT ANY POINT WHERE MEASUREMENT IS MADE. | | |
| | | 13.2. | THE STREET OR PARKING AREA SUBGRADE FINISHED SURFACE ELEVATION SHALL NOT VARY BY MORE THAN 0.05 FOOT ABOVE, OR 0.10 FOOT BELOW, THE PRESCRIBED | | |

1. RESERVED FOR CITY SPECIFIC GRADING NOTES.

- EROSION CONTROL NOTES**

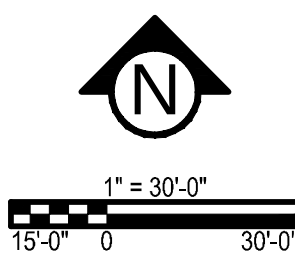
SEE SWPPP ON SHEETS SW1.0-SW1.5

PER GEOTECHNICAL REPORT BY XXXXX, INC., DATED XX-XX-XX GROUNDWATER WAS OBSERVED AT ELEVATIONS RANGING FROM XXX.XX TO XXX.XX

THE BORINGS & GROUNDWATER ARE AS FOLLOWS:

B-1	XXX.XX
B-2	XXX.XX
B-3	XXX.XX
B-4	XXX.XX

PROPOSED FOOTING DRAIN TILE INVERT ELEVATION = XXX.XX



GRADING PLAN

C3.0

2700 CLEVELAND AVENUE, ROSEVILLE, MN

JAVA CAPITAL PARTNERS 2700 CLEVELAND AVE

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C4.0

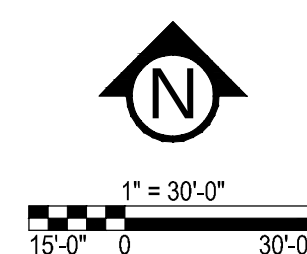
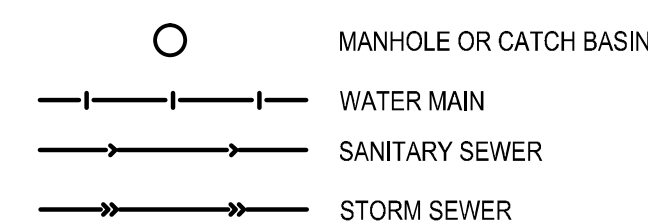


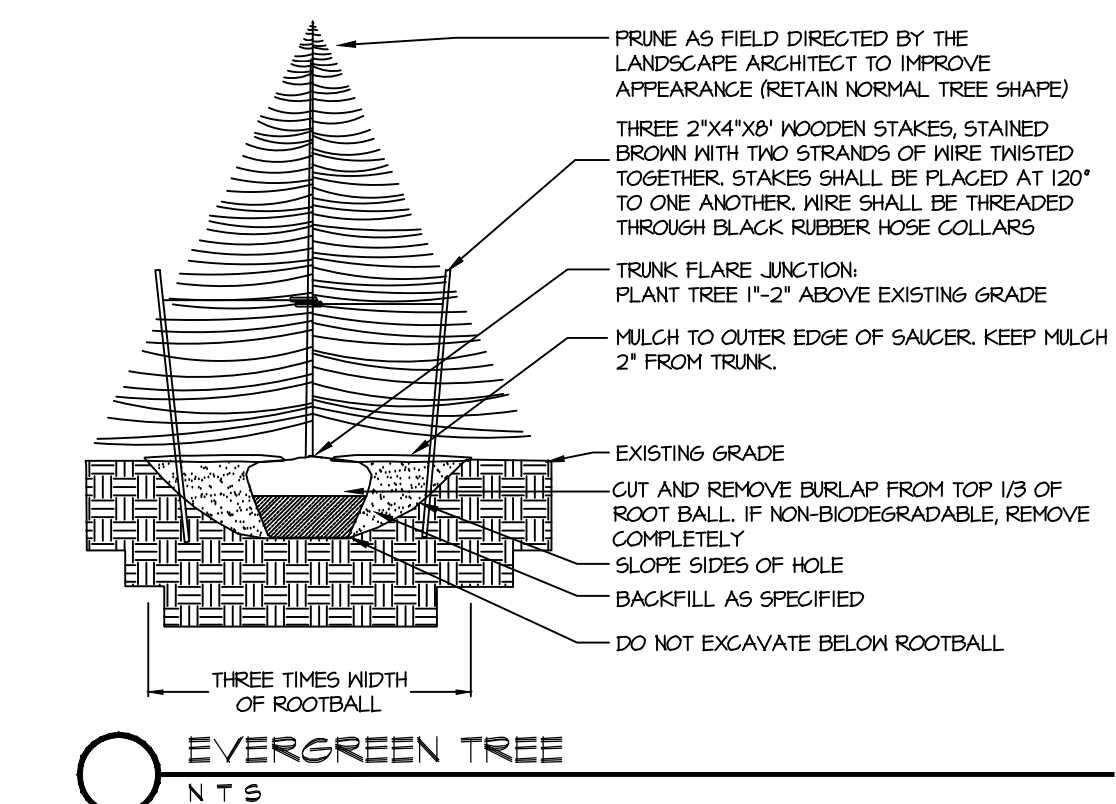
1. SEE SITE PLAN FOR HORIZONTAL DIMENSIONS AND LAYOUT.
2. CONTRACTOR SHALL FIELD VERIFY LOCATION AND ELEVATION OF EXISTING UTILITIES AND TOPOGRAPHIC FEATURES PRIOR TO CONSTRUCTION. THE CONTRACTOR SHALL IMMEDIATELY NOTIFY THE ENGINEER OF DISCREPANCIES OR VARIATIONS FROM THE PLANS.
3. ALL EXISTING UTILITY LOCATIONS SHOWN ARE APPROXIMATE. CONTACT "COPHER STATE ONE CALL" (651-454-0002 OR 800-252-1166) FOR UTILITY LOCATIONS, 48 HOURS PRIOR TO CONSTRUCTION. THE CONTRACTOR SHALL REPAIR OR REPLACE ANY UTILITIES THAT ARE DAMAGED DURING CONSTRUCTION AT NO COST TO THE OWNER.
4. UTILITY INSTALLATION SHALL CONFORM TO THE CURRENT EDITION OF "STANDARD SPECIFICATIONS FOR WATER MAIN AND SERVICE LINE INSTALLATION" AND "SANITARY SEWER AND STORM SEWER INSTALLATION" AS PREPARED BY THE CITY ENGINEERS ASSOCIATION OF MINNESOTA (CEAM), AND SHALL CONFORM WITH THE REQUIREMENTS OF THE CITY AND THE PROJECT SPECIFICATIONS.
5. CASTINGS SHALL BE SALVAGED FROM STRUCTURE REMOVALS AND RE-USED OR PLACED AT THE DIRECTION OF THE OWNER.
6. ALL WATER PIPE SHALL BE CLASS 52 DUCTILE IRON PIPE (DIP) UNLESS OTHERWISE NOTED.
7. ALL SANITARY SEWER SHALL BE SDR 26 POLYVINYL CHLORIDE (PVC) UNLESS OTHERWISE NOTED.
8. ALL STORM SEWER PIPE SHALL BE HDPE UNLESS OTHERWISE NOTED.
9. PIPE LENGTHS SHOWN ARE FROM CENTER TO CENTER OF STRUCTURE OR TO END OF FLARED END SECTION.
10. UTILITIES ON THE PLAN ARE SHOWN TO WITHIN 5' OF THE BUILDING FOOTPRINT. THE CONTRACTOR IS ULTIMATELY RESPONSIBLE FOR THE FINAL CONNECTION TO BUILDING LINES. COORDINATE WITH ARCHITECTURAL AND MECHANICAL PLANS.
11. CATCH BASINS AND MANHOLES IN PAVED AREAS SHALL BE SUMPED 0.04 FEET. ALL CATCH BASINS IN GUTTERS SHALL BE SUMPED 0.15 FEET PER DETAILS. RIM ELEVATIONS SHOWN ON THIS PLAN DO NOT REFLECT SUMPED ELEVATIONS.
12. ALL FIRE HYDRANTS SHALL BE LOCATED 5 FEET BEHIND BACK OF CURB UNLESS OTHERWISE NOTED.
13. HYDRANT TYPE, VALVE, AND CONNECTION SHALL BE IN ACCORDANCE WITH CITY REQUIREMENTS. HYDRANT EXTENSIONS ARE INCIDENTAL.
14. A MINIMUM OF 8 FEET OF COVER IS REQUIRED OVER ALL WATERMAIN, UNLESS OTHERWISE NOTED. EXTRA DEPTH MAY BE REQUIRED TO MAINTAIN A MINIMUM OF 18" VERTICAL SEPARATION TO SANITARY OR STORM SEWER LINES. EXTRA DEPTH WATERMAIN IS INCIDENTAL.
15. A MINIMUM OF 18 INCHES OF VERTICAL SEPARATION AND 10 FEET OF HORIZONTAL SEPARATION IS REQUIRED FOR ALL UTILITIES, UNLESS OTHERWISE NOTED.
16. ALL CONNECTIONS TO EXISTING UTILITIES SHALL BE IN ACCORDANCE WITH CITY STANDARDS AND COORDINATED WITH THE CITY PRIOR TO CONSTRUCTION.
17. CONNECTIONS TO EXISTING STRUCTURES SHALL BE CORE-DRILLED.
18. COORDINATE LOCATIONS AND SIZES OF SERVICE CONNECTIONS WITH THE MECHANICAL DRAWINGS.
19. COORDINATE INSTALLATION AND SCHEDULING OF THE INSTALLATION OF UTILITIES WITH ADJACENT CONTRACTORS AND CITY STAFF.
20. ALL STREET REPAIRS AND PATCHING SHALL BE PERFORMED PER THE REQUIREMENTS OF THE CITY. ALL PAVEMENT CONNECTIONS SHALL BE SAWCUT. ALL TRAFFIC CONTROLS SHALL BE PROVIDED BY THE CONTRACTOR AND SHALL BE ESTABLISHED PER THE REQUIREMENTS OF THE MINNESOTA MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES (MUTCD) AND THE CITY. THIS SHALL INCLUDE BUT NOT BE LIMITED TO SIGNAGE, BARRICADES, FLASHERS, AND FLAGGERS AS NEEDED. ALL PUBLIC STREETS SHALL BE OPEN TO TRAFFIC AT ALL TIMES. NO ROAD CLOSURES SHALL BE PERMITTED WITHOUT APPROVAL BY THE CITY.
21. ALL STRUCTURES, PUBLIC AND PRIVATE, SHALL BE ADJUSTED TO PROPOSED GRADES WHERE REQUIRED. THE REQUIREMENTS OF ALL OWNERS MUST BE COMPLIED WITH. STRUCTURES BEING RESET TO PAVED AREAS MUST MEET OWNERS REQUIREMENTS FOR TRAFFIC LOADING.
22. CONTRACTOR SHALL COORDINATE ALL WORK WITH PRIVATE UTILITY COMPANIES.
23. CONTRACTOR SHALL COORDINATE CONNECTION OF IRRIGATION SERVICE TO UTILITIES. COORDINATE THE INSTALLATION OF IRRIGATION SLEEVES NECESSARY AS TO NOT IMPACT INSTALLATION OF UTILITIES.
24. CONTRACTOR SHALL MAINTAIN AS-BUILT PLANS THROUGHOUT CONSTRUCTION AND SUBMIT THESE PLANS TO ENGINEER UPON COMPLETION OF WORK.
25. ALL JOINTS AND CONNECTIONS IN STORM SEWER SYSTEM SHALL BE GASTIGHT OR WATERTIGHT. APPROVED RESILIENT RUBBER JOINTS MUST BE USED TO MAKE WATERTIGHT CONNECTIONS TO MANHOLES, CATCHBASINS OR OTHER STRUCTURES.

CITY OF ROSEVILLE UTILITY NOTES:

1. RESERVED FOR CITY SPECIFIC UTILITY NOTES.

UTILITY LEGEND:





EXTRACT OF THE JANUARY 7, 2015, ROSEVILLE PLANNING COMMISSION MEETING MINUTES

5. Public Hearings

a. PLANNING FILE 15-002

Request by JAVA Development for approval of a PRELIMINARY PLAT at 2700 Cleveland Avenue

Chair John Gisselquist opened the Public Hearing for Planning File 15-002 at approximately 6:36 p.m.

City Planner Thomas Paschke summarized the request and staff's analysis as detailed in the staff report dated January 7, 2015. Mr. Paschke advised that Lot 1 was intended for a proposed grocery store, and Lot 2 for two smaller retail buildings within this Community Mixed Use Zoning District. Mr. Paschke clarified that the property abutting this parcel on the north slated for hotel development would be moving forward to the City Council in the near future for approval in its final form, with this parcel following that process about one month later. Mr. Paschke reminded commissioners that both developments had intentionally been coordinated to facilitate shared amenities (e.g. parking) and other infrastructure needs and impacts in the broader area.

At the request of Member Daire, Mr. Paschke advised that a response from Ramsey County to the City's Engineer remained pending to his knowledge regarding access points depending on results of the final traffic study recently completed. Mr. Paschke noted that historically Ramsey County was very particular about access points onto their system (e.g. Cleveland Avenue) and any decisions rendered specific to this development would take that into consideration. Depending on the results of traffic counts, Mr. Paschke noted that it may be a non-issue, but the results would determine the City's and County's response when they become available (page 2, line 30)

Member Daire opined that heavy emphasis may be placed on two of the three access points, especially the one major access point straddling lot lines between Lots 1 and 2 of this development, depending on Ramsey County's response. Depending on Ramsey County's response, Member Daire asked if sufficient right-of-way and pathway was in place or if there was any wording that would allow expansion of the roadway width and curb cut in the center island to facilitate access from Cleveland Avenue to the hotels across those commercial parcels (page 3, line 47).

Mr. Paschke clarified that the proposal in this Preliminary Plat, as presented, contemplated access on the hotel site, and if supported by all jurisdictions and agencies, easements and/or sidewalks may need to be modified to facilitate conditions based on final designs. Mr. Paschke further clarified that similar conditions had been placed on the hotel development site, contemplating similar sidewalk requirements along Cleveland Avenue. However, without the traffic study results being available, Mr. Paschke potential information supporting that proposed design or Ramsey County's determination on whether or not they supported an access point at the proposed site, it was difficult to say at this point if revisions were needed for additional rights-of-way or sidewalks.

In referencing the extension of Twin Lakes Parkway extending the entrance ramp on I-35W, Member Daire questioned if that was a City or County facility.

Mr. Paschke responded that, at the juncture of Twin Lakes Parkway and Cleveland Avenue, three jurisdictions were involved: the Minnesota Department of Transportation (MnDOT), Ramsey County and the City of Roseville. Mr. Paschke reiterated that the traffic study would indicate at what point and to what extent access points were determined.

With Member Daire noting that a Preliminary Plat did not have all those questions answered, Mr. Paschke responded that a Preliminary Plat never did have that detailed information available.

At the request of Member Daire, Mr. Paschke advised that the final plat would have those questions answered, including access onto Cleveland Avenue and potential traffic flow across the properties, which was needed information before moving forward to final design and platting. Depending on the time for traffic study results and findings and recommendations of the City Engineer, and subsequent discussions with the applicant and other jurisdictions by the City Engineer, Mr. Paschke advised that those decisions would occur prior to any final plat approval.

Specific to the staff Design Review Committee (DRC), Member Daire asked how they had arrived at their conclusion regarding a “unified” development (page 2, line 34) and how they determined the two separate developments were related.

Mr. Paschke advised that, while not related, the area was considered as one development site, thus requiring coordination of a number of things, including storm water management, grading, shared access points, signage with a master sign plan for the area, and other infrastructure amenities. Mr. Paschke opined that neither site could stand on its own without assistance and coordination with adjacent parcels, thus the determination of a “unified” development, or in other words, one development with two separate developers.

At the request of Member Daire, Mr. Paschke confirmed that “unified” was not the same nor did it indicate being a Planned Unit Development (PUD).

At the request of Member Murphy, Mr. Paschke confirmed that staff had received no public comment to-date regarding this development or Preliminary Plat.

Member Stellmach questioned if staff had any sense of the potential tenants for the two retail buildings, which may impact proposed parking space.

Mr. Paschke advised that staff had no information on tenants at this time, and the use was simply identified as “retail,” allowing for particular uses as defined by code. Mr. Paschke noted that some restaurant uses may be defined as more retail in nature versus a sit-down restaurant; but clarified that all were specifically addressed in code and parking was based on the square footage of the building itself. Based on the Preliminary Plat proposal at this point, Mr. Paschke advised that sufficient parking was available to meet minimum parking standards; and that analysis would be updated once a final use was identified and with the shared parking as identified.

Member Boguszewski questioned if, given the proposed size of retail buildings and the intent at this preliminary plat stage for two buildings, if the developer or owner could change that from two to one larger building.

Mr. Paschke suggested the developer respond to that question; reminding the Commission that at this preliminary plat stage, building size was not an applicable consideration as the body was basically approving the lots and lot lines for the parcel(s). Mr. Paschke noted that subsequent plans could definitely change from two to one building, and may vary several times throughout the process, since they were not etched in stone at this preliminary staff. While having proposed facilities identified may help to inform the process, Mr. Paschke noted that it was not a major consideration for preliminary plat approval.

Member Cunningham asked how a traffic study was done, whether specific to one development or cumulative in nature to determine area-wide affects in overall traffic patterns. For example, Member Cunningham sought information on the “before” and “after” impacts of the WalMart development, based on concerns expressed by residents about the huge amount of traffic such a development could create, and now how this future development would impact traffic.

Community Development Director Bilotta advised that the traffic study consisted of building a model, with each development added onto the other. Mr. Bilotta advised that this traffic study would take into account land use changes over time, including those from the WalMart development. Mr.

Bilotta noted that sometimes the studies went ever broader, referencing another traffic study being done by the City now for the entire Twin Lakes area related to Twin Lakes Parkway development and extension, that included areas involving Lincoln Drive and Snelling Avenue, as well as taking into consideration private development within that area, as well as the proposed hot lane on I-35W and other area-wide traffic situations.

Member Cunningham noted recent online postings and concerns expressed on the Neighborhood Forum about traffic; and asked if the public could be made aware of traffic study results before, now and after each study.

Mr. Bilotta clarified that this traffic study was related only to this project, but was related to the broader model, and offered to consult with the City Engineer to determine whether or not it had been finalized. Mr. Bilotta advised that the broader Twin Lakes traffic study still underway would take into account all these pieces, and provide that information to the City Council for local development impacts as well as background traffic under three different scenarios and considering local and regional issues and impacts.

Within that concept, Member Boguszewski cautioned the difficulties in comparing a development or redevelopment to nothing. Using Walmart as an example, Member Boguszewski noted that increased traffic increases needed to be proportioned and not skewed in interpretation based on that area never having been developed in the past.

Member Cunningham stated that, from her perspective, it was less about changes or a need to curtail development versus whether or not current infrastructure supported and was adequate for development or if it was indicated that better or improved traffic management or infrastructure was needed.

Using WalMart as an example, Mr. Bilotta noted that it was working fairly well, and while there were some impacts of course, the majority of traffic appeared to be moving more toward the west. Mr. Bilotta noted that, as part of the planning and zoning in the broader area, sensitivity was needed for various uses such as how different types of uses affected overall traffic or traffic during peak hours and differences in office building impacts and residential impacts as uses in the area.

At the request of Member Murphy, Mr. Bilotta clarified that the City became owner of the traffic studies, with the developer(s) paying for the studies as part of their application and development costs. Mr. Bilotta confirmed that the traffic studies were public data and accessible by the public when finalized.

Applicant Representatives: Mark Krogh, Java Properties; Patrick Saurer, Civil Site Group, 4931 W 35th Street, St. Louis Park, MN; with other development team members available in the audience.

Mark Krogh, Java Properties

Mr. Krogh advised that, due to non-disclosure requirements on potential users of the two retail buildings, as well as the larger grocery store building, he was unable to identify those users, even though the applicant was recipient of a number of Letters of Intent for the properties. Mr. Krogh did confirm that, while the applicant had originally intended one larger retail spot, the market was dictating interest in two smaller retail spots that would provide two separate end cap buildings with sufficient patio space for each building.

Mr. Krogh clarified that, while the grocery store was inadvertently identified in some documents as an “Aldi” facility, that was an error on his part and the end user had yet to be identified.

Dean Dovolis, DJ & R, 333 Washington Avenue, Mpls., MN

Mr. Dovolis confirmed that the applicant had received Letters of Interest from several sit-down restaurants already, making the patio and end cap buildings more marketable, along with meeting the urban retail building requirements of Roseville City Code. With the grocery store facility connected to those buildings with north/south sidewalks, as well as connecting to the hotel developments, Mr. Dovolis noted that this created a complex with stay, food, dining and other amenities available for a complete entity. Mr. Dovolis advised that it had been intentional to connect with and provide a common access between their buildings and site with the hotel site to complement each other.

Mr. Krogh stated that the hotel developers had been great to work with and were excited to be able to offer the potential restaurant tenants to their clientele to provide those amenities to their customers, especially with the walking path available to accommodate the broader pedestrian-friendly development.

Member Boguszewski asked if the Letters of Intent received by the developer were serving to drive the retail depiction and appeared to be final, with the buildings built to spec.

Mr. Krogh reiterated that the final plan was for one long, inline building, but recognized that such a facility was the most difficult to lease. However, based on feedback from potential users, Mr. Krogh noted the changed plan for separate, end cap buildings with outdoor patio space for restaurant user, even though they were more expensive to build, but appeared to be what the market was dictating.

At the request of Member Daire, Mr. Dovolis identified the illustrations displayed, elevations, stair access, and similar glazing on the front and backs of the buildings to conform to City Code requirements.

At the request of Member Stellmach, Mr. Dovolis advised that, no matter the tenant, the size of the grocery building would not change dramatically, and could even get smaller, but not larger, since it was identified as a specialty junior-sized grocery use.

Member Boguszewski noted that the site plan listed in the Minneapolis/St. Paul Business Journal had identified the grocery development as an "Aldi's."

Mr. Krogh admitted that this had been taken from other generic information and was an error on his part, and apologized for any confusion or misperceptions it had created.

Chair John Gisselquist closed Public Hearing at approximately 7:09 p.m. with no one appearing for or against.

Chair Gisselquist spoke in support of the Preliminary Plat as presented, opining that it appeared to be a sound plan with steps in place as detailed in the staff report. Chair Gisselquist asked staff to address potential changes in existing storm water management as a result of this development, and the exact location of the existing infrastructure.

Using the displayed map, Mr. Paschke pointed out the area of an existing storm water best management practices (BMP) facility originally installed by the City as part of Twin Lakes Parkway improvements, and if the proposed access point is supported, would be modified at the developer's expense.

Member Daire sought further clarification from staff regarding shared access if note allowed by Ramsey County, for access of Twin Lakes Parkway north through the center island.

Mr. Paschke reiterated that future determination depended on the results of the traffic study; but at this point, the presumption was that the two sites would have three access points: one off Iona from the hotel site, and two on this site. Mr. Paschke admitted that the presumption made more sense if the traffic study supported it, but would rely on different jurisdictions and authorities to make that decision and be based on the numbers identified with the traffic study model. Mr. Paschke noted that

the traffic study would direct the development and determine the location of access points and where and how they would best work with projected vehicle volumes.

Member Daire acknowledged that it remained an unknown until Ramsey County responded; however, he recognized the response provided by the developer and architect regarding the intent of the pass-through or route between sites as a positive rather than a negative. Therefore, Member Daire stated that it went a long distance in quieting his concerns based on those intents. Member Daire offered his support for the Preliminary Plat as presented.

At the request of Member Murphy, Mr. Paschke clarified that the hotel was proposed for construction right up to Mount Ridge Road, and therefore no access would be available in that area.

MOTION

Member Murphy moved, seconded by Member Gisselquist to recommend to the City Council approval of the proposed The Cleveland Club PRELIMINARY PLAT, based on the comments, findings and conditions as stipulated in the staff report dated January 7, 2015.

Ayes 7

Nays: 0

Abstentions:

Motion carried.

REQUEST FOR COUNCIL ACTION

Date: 1/26/2015
Item No.: 14.e

Department Approval



City Manager Approval



Item Description: Dale Street Fire Station Site Redevelopment

BACKGROUND

On January 12, 2015 the City Council received an update of the Dale Street Fire Station Redevelopment. Staff provided information that financing was still not secured for the development that Greater Metropolitan Housing Corporation (GMHC) had proposed to develop.

At the RHRA meeting of January 20, 2015, the Board considered official termination of the GMHC predevelopment agreement that expired June 30, 2014 in order for the HRA to solicit proposals for property owned by the RHRA located at 2325 Dale Street, 657, 661, 667, and 675 Cope Avenue using the past preliminary plat (now expired) as a basis for the development of the properties. The HRA's action does not include the fire station at 2335 Dale Street. After further discussion with the developer and their lender representative at the meeting, the HRA took the following action.

Motion: Member Majerus moved, seconded by Member Etten to approve continuation of negotiations and recommend to the City Council continuation of negotiations with the Greater Minnesota Housing Corporation (GMHC) until a final date of February 13, 2015, subject to approval by the Roseville City Council at their January 26, 2015 regular business meeting; with GMHC and Western Bank (lender) providing final financing decisions and satisfactory completion and submission to HRA staff under the terms previously outlined (page 2, Section 3, item f) in the expired Preliminary Development Agreement by February 13, 2015; and satisfactory completion and submission to HRA staff of terms by the GMHC as outlined (page 2, Section 3, items a through e), by February 9, 2015; with the understanding that if the City Council subsequently terminates negotiations, the HRA also ratifies the termination.

The motion was approved unamously.

The complex motion has several parts including:

- Acknowledgment that the predevelopment agreement has expired.
- Provide GMHC additional time to secure a financing commitment (until February 13, 2015)
 - o (Section 3f. text) *Furnish satisfactory financial data to the Authority evidencing the Developer's ability to undertake the Development.*

- Provide GHMC additional time to get the following item delivered (until February 9, 2015)
 - (Section 3a. text) *Submit to the Authority a design proposal to be approved by the Authority showing the location, size, and nature of the proposed Development, including floor layouts, renderings, elevations, and other graphic or written explanations of the Development. The design proposal shall be accompanied by a proposed schedule for the starting and completion of all phases of Development.*
 - (Section 3b. text) *Submit an overall cost estimate for the design and construction of the Development.*
 - (Section 3c. text) *Submit a time schedule for all phases of the Development.*
 - (Section 3d. text) *Undertake and obtain such other preliminary economic feasibility studies, income and expense projections, and such other economic information as the Developer may desire to further confirm the economic feasibility and soundness of the Development.*
 - (Section 3e. text) *Submit to the Authority the Developer's financing plan showing that the proposed Development is financially feasible, and, to the extent Developer seeks public financial assistance in any form (including reduced land cost, waiver of fees, and tax increment financing), evidence that such assistance is reasonably necessary to make the Development financially feasible.*
- If the City Council decides to terminate negotiation with GMHC, the HRA's action will also terminate negotiations between the HRA and GHMC.

POLICY OBJECTIVE

Not applicable.

BUDGET IMPLICATIONS

If the City Council terminates any further negotiations with GMHC, it is anticipated that there will be additional staff time needed to solicit a new developer for the site. It is anticipated the City Council and RHRA would then schedule a meeting to outline next steps which will further outline any budget implications for the City and HRA. There is currently a joint City Council and RHRA meeting scheduled for February 9.

STAFF RECOMMENDATION

Staff has met with the City Attorney to discuss the appropriate alternatives given the RHRA action. Based on the City Attorney's input, if the City Council does not wish for the project to proceed, the City Council should, by motion, revoke the City's obligations under the MOU between the City and RHRA on the basis that the MOU has expired and the City does not wish to convey the subject property to the RHRA at this time and direct the City Manager and Mayor to deliver correspondence to the RHRA memorializing that the City's obligations under the MOU cease to exist. Alternatively, if there is a desire to wait to see if GMHC can meet the RHRA's deadlines, the City Council can table discussion and any potential action on the topic

76 until a future date.

77 **REQUESTED COUNCIL ACTION**

78 Based upon City Attorney recommendation, the two actions for City Council consideration are
79 the following:

80 **MOTION** to revoke the City's obligations under the MOU between the City and RHRA on the
81 basis that the MOU has expired and the City does not wish to convey the subject property to the
82 RHRA at this time and direct the City Manager and Mayor to deliver correspondence to the
83 RHRA memorializing that the City's obligations under the MOU cease to exist.

84 -or-

85 **MOTION** to table discussion and any potential action on the topic until a future date.

86

Prepared by: Jeanne Kelsey, 651-792-7086

Attachments: A: Predevelopment Agreement
B: MOU

ROSEVILLE HOUSING AND REDEVELOPMENT AUTHORITY

**PRELIMINARY DEVELOPMENT AGREEMENT
(Dale Street Redevelopment)**

THIS AGREEMENT, dated this 19th day of November, 2013, by and between the Roseville Housing and Redevelopment Authority, a public body corporate and politic under the laws of Minnesota ("Authority") and Greater Metropolitan Housing Corporation, a Minnesota nonprofit corporation ("Developer"):

WITNESSETH:

WHEREAS, the Authority and the City of Roseville ("City") each own a portion of certain property within the City, which property is legally described in Exhibit A attached hereto ("Property"); and

WHEREAS, the Developer has submitted a preliminary proposal (the "Proposal") for the acquisition and redevelopment of the Property (the "Development"), which proposal is attached hereto as Exhibit B; and

WHEREAS, the Developer has requested the Authority to explore the use of certain public assistance to assist with the Development; and

WHEREAS, the Authority has determined that it is in the Authority's best interest that the Developer be designated sole developer of the Property during the term of this Agreement; and

WHEREAS, the Authority and the Developer are willing and desirous to undertake the Development if (i) a satisfactory agreement can be reached regarding the Authority's commitment for public costs necessary for the Development; (ii) satisfactory mortgage and equity financing, or adequate cash resources for the Development can be secured by the Developer; and (iii) the economic feasibility and soundness of the Development and other necessary preconditions have been determined to the satisfaction of the parties; and

WHEREAS, the Authority is willing to evaluate the Development and work toward all necessary agreements with the Developer if the Developer agrees to make the nonrefundable deposit described herein, which is intended, in part, to reimburse the Authority for its costs if the Development is abandoned by Developer or necessary agreements are not reached under the terms of this Agreement.

NOW, THEREFORE, in consideration of the foregoing and of the mutual covenants and obligations set forth herein, the parties agree as follows:

1. Negotiations between the parties shall proceed in an attempt to formulate a definitive purchase and redevelopment contract ("Contract") based on the following:

(a) the Developer's Proposal, which shows the scope of the proposed

Development in its latest form as of the date of this Agreement, together with any changes or modifications required by the Authority;

(b) a mutually satisfactory Contract to be negotiated and agreed upon in accordance with negotiations contemplated by this Agreement;

(c) such documentation regarding economic feasibility of the Project as the Authority may wish to undertake during the term of this Agreement; and

(d) other terms and conditions of this Agreement.

2. It is the intention of the parties that this Agreement: (a) documents the present understanding and commitments of the parties; and (b) will lead to negotiation and execution of a mutually satisfactory Contract for the Development prior to the termination date of this Agreement. The Contract (together with any other agreements entered into between the parties hereto contemporaneously therewith) when executed, will supersede all obligations of the parties hereunder.

3. During the term of this Agreement, the Developer shall:

(a) Submit to the Authority a design proposal to be approved by the Authority showing the location, size, and nature of the proposed Development, including floor layouts, renderings, elevations, and other graphic or written explanations of the Development. The design proposal shall be accompanied by a proposed schedule for the starting and completion of all phases of Development.

(b) Submit an overall cost estimate for the design and construction of the Development.

(c) Submit a time schedule for all phases of the Development.

(d) Undertake and obtain such other preliminary economic feasibility studies, income and expense projections, and such other economic information as the Developer may desire to further confirm the economic feasibility and soundness of the Development.

(e) Submit to the Authority the Developer's financing plan showing that the proposed Development is financially feasible, and, to the extent Developer seeks public financial assistance in any form (including reduced land cost, waiver of fees, and tax increment financing), evidence that such assistance is reasonably necessary to make the Development financially feasible.

(f) Furnish satisfactory financial data to the Authority evidencing the Developer's ability to undertake the Development.

4. During the term of this Agreement, the Authority agrees to:

(a) Commence the process necessary to undertake such public assistance as is necessary pursuant to the terms of the Proposal, including without limitation

commencement of actions necessary to create a tax increment financing district that includes the Property.

(b) Proceed to seek all necessary information with regard to the anticipated public costs associated with the Development.

(c) Estimate the Authority's level and method of financial participation, if any, in the Development and develop a financial plan for the Authority's participation.

(d) Either acquire the City-owned portion of the Property and grant to the Developer, or cause the City to grant to the Developer, a right of access to the Property for purposes of environmental and soil testing. Developer agrees to indemnify, save harmless, and defend the Authority and City, their officers, and employees, from and against any and all claims, actions, damages, liability and expense in connection with personal injury and/or damage to the Property arising from or out of any occurrence in, upon or at the Property caused by the act or omission of the Developer in connection with Developer's entry on the Property. Further, Developer shall not permit any mechanics', materialmens' or other liens to stand against the Property or any part thereof for work or materials furnished to Developer in connection with the right of entry granted pursuant to this Agreement and Developer agrees to indemnify, defend and hold harmless the Authority and City from and against the same.

5. It is expressly understood that execution of the Contract shall be subject to:

(a) A determination by the Authority in its sole discretion that its undertakings are feasible based on (i) the projected tax increment revenues and any other revenues designated by the Authority (to the extent requested by Developer); (ii) the purposes and objectives of any tax increment, development, or other plan created or proposed for the purpose of providing financial assistance for the Development, if any, including the determination that such assistance is reasonably necessary in order to make the Development possible; (iii) the best interests of the Authority.

(b) A determination by the Developer that the Development is feasible and in the best interests of the Developer.

(c) Successful conveyance of the City-owned portion of the Property to the Authority, pursuant to the terms of the Memorandum of Understanding between the City and Authority dated as of October 22, 2012, as amended.

6. This Agreement is effective from the date hereof through June 30, 2014, unless extended with approval of the Authority's board of commissioners. After expiration of the term of this Agreement, neither party shall have any obligation hereunder except as expressly set forth to the contrary herein.

7. The Developer shall be solely responsible for all costs incurred by the Developer. In addition, the Developer shall reimburse the Authority for Administrative Costs, as hereafter defined. For the purposes of this Agreement, the term "Administrative Costs" means out of pocket costs incurred by the Authority and City together with staff costs of the Authority and City, all

attributable to or incurred in connection with the negotiation and preparation of this Agreement, the Contract, and other documents and agreements in connection with the Development, including without limitation all costs in connection with replatting of the Property and the cost of financial advisors, attorneys, and planning and environmental consultants.

In order to secure payment of the Administrative Costs incurred by the Authority during the term of this Agreement, the Developer shall deliver to the Authority cash or a certified check in the amount of \$5,000, such delivery to occur upon execution of this Agreement. The Authority will utilize the funds delivered by the Developer to pay or reimburse itself for Administrative Costs. Administrative Costs incurred by the Authority during the term of this Agreement and exceeding \$5,000 will be paid by the Authority. Upon termination of this Agreement, the Authority will return to the Developer the funds paid by the Developer to the Authority pursuant to this Section 7, less an amount equal to the Administrative Costs incurred by the Authority through the date of notice of termination, provided that if the parties proceed to the negotiation of the Contract, any portion of the funds delivered by the Developer under this Agreement may be applied to any Administrative Costs incurred in connection with the negotiation and preparation of the Contract and payable by the Developer. For the purposes of this paragraph, Administrative Costs are considered to be incurred if they have been paid, relate to services performed, or are payable under a contract entered into, on or before the date of the notice of termination.

This Section 7 shall survive termination of this Agreement and shall be binding on the Developer regardless of the enforceability of any other provision of this Agreement.

8. This Agreement may be terminated upon 5 days written notice by a party to the other party if:

(a) in the respective sole discretion of the Authority or the Developer, an impasse has been reached in the negotiation or implementation of any material term or the completion or execution of any material condition of this Agreement or the Contract; or

(b) a party fails to perform any of its obligations under this Agreement.

If either party terminates the Agreement under this Section 8, the Developer shall remain liable to the Authority to the extent provided under Section 7 of this Agreement.

9. During the term of this Agreement, the Authority agrees that it will not negotiate or contract with any other party concerning the sale or development of the Property. The Developer shall not assign or transfer its rights under this Agreement in full or in part, or enter into any subcontracts to perform any of its obligations hereunder, without the prior written consent of the Authority.

10. In the event that the Developer, its heirs, successors or assigns, fail to comply with any of the provisions of this Agreement, the Authority may proceed to enforce this Agreement by appropriate legal or equitable proceedings, or other similar proceedings, and if the Authority is the prevailing party, the Developer, its heirs, successors or assigns, agree to pay all costs of such enforcement, including reasonable attorneys' fees.

11. If any portion of this Agreement is held invalid by a court of competent jurisdiction,

such decision shall not affect the validity of any remaining portion of the Agreement.

12. In the event any covenant contained in this Agreement should be breached by one party and subsequently waived by another party, such waiver shall be limited to the particular breach so waived and shall not be deemed to waive any other concurrent, previous or subsequent breach.

13. Notice or demand or other communication between or among the parties shall be sufficiently given if sent by mail, postage prepaid, return receipt requested or delivered personally:

(a) As to the Authority: Roseville Housing and Redevelopment Authority
2660 Civic Center Drive
Roseville, MN 55113
Attn: Executive Director

(b) As to the Developer: Greater Metropolitan Housing Corporation
15 South Fifth Street, Suite 710
Minneapolis, MN 55402
Attn: President

14. This Agreement may be executed simultaneously in any number of counterparts, all of which shall constitute one and the same instrument.

15. This Agreement shall be governed by and construed in accordance with the laws of the state of Minnesota. Any disputes, controversies, or claims arising out of this Agreement shall be heard in the state or federal courts of Minnesota, and all parties to this Agreement waive any objection to the jurisdiction of these courts, whether based on convenience or otherwise.

16. The Developer hereby agrees to protect, defend and hold the Authority, the City and their officers, elected and appointed officials, employees, administrators, commissioners, agents, and representatives harmless from and indemnified against any and all loss, cost, fines, charges, damage and expenses, including, without limitation, reasonable attorneys fees, consultant and expert witness fees, and travel associated therewith, due to claims or demands of any kind whatsoever caused by Developer or arising out of actions of Developer (and excluding those caused by or arising out of the Authority's or City's own acts or conduct) with regard to (i) the development, marketing, sale or leasing of all or any part of the Property, including, without limitation, any claims for any lien imposed by law for services, labor or materials furnished to or for the benefit of the Property, or (ii) any claim by the state of Minnesota or the Minnesota Pollution Control Agency or any other person pertaining to the violation of any permits, orders, decrees or demands made by said persons or with regard to the presence of any pollutant, contaminant or hazardous waste on the Property deposited or released by Developer; and (iii) or by reason of the execution of this Agreement or the performance of this Agreement. The Developer, and the Developer's successors or assigns, agree to protect, defend and save the Authority, and its officers, agents, and employees, harmless from all such claims, demands, damages, and causes of action and the costs, disbursements, and expenses of defending the same, including but not limited to, attorneys fees, consulting engineering services, and other technical, administrative or professional assistance incurred by the Authority as a result of the actions of Developer. This indemnity shall be continuing and shall survive the performance, termination or

cancellation of this Agreement. Nothing in this Agreement shall be construed as a limitation of or waiver by the Authority of any immunities, defenses, or other limitations on liability to which the Authority is entitled by law, including but not limited to the maximum monetary limits on liability established by Minnesota Statutes, Chapter 466.

IN WITNESS WHEREOF, the Authority has caused this Agreement to be duly executed in its name and behalf and its seal to be duly affixed hereto and the Developer has caused this Agreement to be duly executed as of the day and year first above written.

GREATER METROPOLITAN HOUSING
CORPORATION

By 
Its: President

ROSEVILLE HOUSING AND
REDEVELOPMENT AUTHORITY

By 
Its President

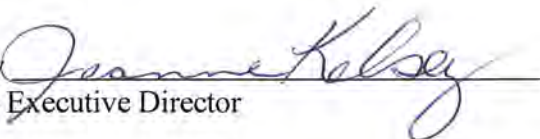
By 
Its Executive Director

EXHIBIT A

Description of Property

Lots 18, 19, 20, 21, and 22, Block 1, O'Neil's Addition, according to the recorded plat thereof, County of Ramsey, State of Minnesota.

And

Copes Subdivision of LOT 1 of Cope's Subdivision of the SE $\frac{1}{4}$ of Section 11, Township Subject to Road; Then 134 FT of E 247 FT & N 131 FT of W 78 FT of E 325 FT of LOT 12

EXHIBIT B

Project Proposal



Greater Metropolitan Housing Corporation
15 South Fifth Street, Suite 710
Minneapolis, MN 55402

phone: (612) 339-0601
fax: (612) 339-0608
info@gmhchousing.org
www.gmhchousing.org

September 26, 2013

Dear Roseville HRA,

Greater Metropolitan Housing Corporation (GMHC) is pleased to submit the enclosed information for your consideration in response to the Dale Street Fire Station Redevelopment Request for Proposal to purchase and redevelop the 3-acre parcel of land located at the west side of Dale Street between Lovell and Cope Avenues.

Based on the RHRA's Corridors Development Initiative (CDI) process, GMHC has created a proposal that addresses the CDI findings and aims to meet the guidelines outlined in the RFP. This proposal promotes intergenerational living, mixed incomes, and community green space.

We propose to construct 29 green, sustainable, single family homes:

- 12 two-story single family homes set in a court style configuration
 - 4 bedrooms, 3.5 bathrooms
 - 2,400 square feet
 - 2 car attached garage
- 8 single level accessible senior homes
 - 2 bedrooms, 1 bathroom
 - Style 1 – 1,800 square feet, 2 bedrooms, 2 bathrooms
 - 2 car tandem attached garage
 - Style 2 – 1,000 square feet, 2 bedrooms, 1 bathroom
 - 1 car attached garage
- 9 townhomes
 - 4 bedrooms, 3.5 bathrooms
 - 2,100 square feet
 - 2 car tuck under garage
- Each unit has a dedicated outdoor space – porch, patio, and/or balcony.
- Shared courtyard and sidewalks throughout encourage neighborhood connectivity.
- Rain gardens will be created to capture storm water runoff and create a buffer between existing homes.

- Site design to meet City of Roseville requirements for storm water management and site improvements.
- All homes will follow MN 2011 Enterprise Green Communities Criteria.

These homes will blend into and complement the existing neighborhood. All of the units will be owner-occupied housing. All the homes will be sold at market rate. Currently, our estimated resale prices are as follows:

Senior Small Model	\$225,000
Senior Large Model	\$250,000
Dale Townhome	\$275,000
Single Family Detached	\$295,000

GMHC is working with Ramsey County to tie the County's Senior Housing Regeneration Program in with this development. Seniors would be able to use the equity in their existing homes to be put towards the purchase of a senior townhome unit. GMHC in turn would renovate their former home and sell it to a new owner-occupant with a focus on families at or below 80% of Area Median Income (AMI). So, in addition to the 29 new units, there is the possibility of an additional 8 renovated homes.

GMHC is committed to building quality, energy efficient green homes that will benefit the homeowner and neighborhood for decades. This project will use the 2011 Enterprise Green Communities Criteria with Minnesota Overlay as the guide to incorporating green design and efficiency standards into the home and neighborhood. Features of the green homes include Energy Star appliances, windows, ventilation, and lighting; low-flow plumbing fixtures, and high efficiency mechanical systems including 95% efficiency or greater furnace, 14-SEER central air-conditioning, programmable thermostat, and air-exchanger for whole house ventilation. The exterior features include durable Hardi-Plank Lap siding, LP Smartside soffits, fascia and trim, and Structural Insulated Panels (SIPs). GMHC uses building products free of any toxic glue or formaldehyde and all paints and stains are water-based low-VOC products.

The green features of this proposal extend to the surrounding area through the preservation of trees wherever possible and the addition of landscaping and rain gardens to help capture water runoff created by the addition of new impervious surfaces. Landscaping incorporating native and adaptive plants will be added throughout the development.

GMHC plans to seek a green certification as part of the overall construction process such as Minnesota GreenStar or MN Green Path based on the best fit of the finalized design.

As a non-profit developer with over 40 years of experience, GMHC has the knowledge and resources to develop this site in a manner that benefits the community by creating more options for seniors, families, and individuals. GMHC has a proven history of working successfully with the City of Roseville to build and rehabilitate homes in Roseville, such as building new single family homes at Roseville Applewood Court and other scattered sites, and rehabbing homes through programs like the Senior Housing Regeneration Program (SHRP) to

resell to owner occupants. GMHC has experience developing similar sites, including Bungalow Courts in northeast Minneapolis and the Osseo Townhomes.

Project Contact: Bill Buelow, Director of Construction. Bbuelow@gmhchousing.org, 612-339-0601 ext. 16.

A letter of intent to purchase accompanies this letter as Attachment F.1.

Proposal schedule summary:

Timeline	Milestone
December 2013 - January 2014	Pre-construction and planning & zoning approval process
February 2014	Approvals and contractor selection
March - April 2014	Site preparations & marketing begins
May 2014	Ground breaking - Phase 1 begins on half of each housing type
September - November 2014	Phase 1 construction - completion based on unit type
September - October 2014	Occupancy begins on completed units
September 2014	Phase 2 construction begins
December 2014	Construction underway on all units
January - March 2015	Phase 2 construction ends & occupancy begins for completed units
April - May 2015	Completion of outstanding exterior escrow work

Thank you for your consideration.

Sincerely,



Carolyn E. Olson, President
Greater Metropolitan Housing Corporation

1 MEMORANDUM OF UNDERSTANDING
2 BETWEEN
3 CITY OF ROSEVILLE, MINNESOTA
4 AND HOUSING AND REDEVELOPMENT AUTHORITY
5 IN AND FOR THE CITY OF ROSEVILLE
6

7 This MEMORANDUM OF UNDERSTANDING is hereby made and entered into by and
8 between the City of Roseville ("the City") and Housing and Redevelopment Authority in and for
9 the City of Roseville ("the RHRA") as of the dates of signatures below.
10

11 A. PURPOSE
12

13 The purpose of this MOU is to articulate the general understanding about responsibilities of the
14 City and the RHRA in regards to redevelopment of parcels legally described on Attachment A
15 and generally located at the corner of Dale Street and Lovell Ave (referred to as the "Property").
16

17 B. THE CITY OF ROSEVILLE OBLIGATIONS:
18

- 19 1. The City will convey the Property to the RHRA by quit claim deed for a purchase price equal
20 to the appraised value of land. The allocation of costs associated with demolition of the
21 existing building and environmental remediation of the Property will be furthered reviewed
22 and discussed by both parties prior to the transfer of the Property.
- 23 2. The RHRA will, at its cost, obtain the appraisal of the Property, and the costs of demolition
24 and remediation will be as mutually agreed upon by the City and RHRA.
- 25 3. Property will be conveyed to the HRA within 60 days after the Fire Department vacates the
26 Property.
- 27 4. Before expiration of this agreement, the City will rezone the Property up to HDR-1, High
28 Density Residential (subject to compliance with all procedures under City ordinances and
29 State law), based upon a redevelopment proposal received by RHRA.
- 30 5. The parties will mutually agree as to allocation of closing costs for conveyance of the
31 Property.

32 C. RHRA OBLIGATIONS:
33

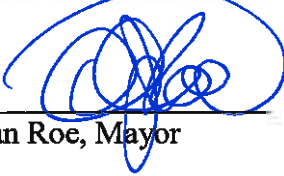
- 34 1. The RHRA will work with the surrounding neighborhood and City Council in envisioning a
35 preferred development on the Property.
- 36 2. The RHRA will seek a redeveloper to develop the Property, and negotiate with that
37 redeveloper regarding terms of sale of the Property and construction of the preferred
38 development on the Property.
- 39 3. The RHRA will undertake environmental review and remediation of the Property, including
40 conducting a Phase I and Phase II environmental review as necessary; a Hazardous Building
41 Assessment and resulting remediation as determined by the studies.
42
43

D. MISCELLANEOUS:

1. This MOU may be modified by mutual written consent of the parties.
2. Either party may terminate this MOU at any time before the date of expiration.
3. This MOU is effective as of the date above, and remain in effect through December 31, 2014 unless earlier terminated by either party.

IN WITNESS WHEREOF, the parties hereto have executed this agreement as of the dates of signature below.

CITY OF ROSEVILLE



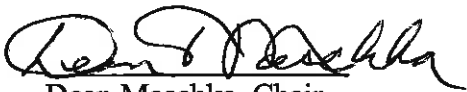
Dan Roe, Mayor



William J. Malinen, City Manager

10-22-12
Date

RHRA



Dean Maschka, Chair



Patrick Trudgeon, Executive Director

10/17/12
Date

Attachment A

90
91
92
93
94
95

Copes Subdivision of LOT 1 of Cope's Subdivision of the SE ¼ of Section 11, Township
Subject to Road; Then 134 FT of E 247 FT & N 131 FT of W 78 FT of E 325 FT of LOT 12

REQUEST FOR COUNCIL ACTION

Date: January 26, 2015
Item No.: 15.a

Department Approval



City Manager Approval



Item Description: Discuss Solar Projects and Authorize Applications

BACKGROUND

Over the past several months, City staff has conducted research, met with Clean Energy Resource Teams (CERTs), met with solar energy installation companies and financing organizations, and organized presentations to both the Public Works, Environment and Transportation Commission (PWETC) and the City Council to discuss the feasibility of installing solar panels on one or more of the City's campus buildings.

There are several options available to the City for the installation of solar panels on City facilities. The most cost effective option is the Made in Minnesota Solar Incentive Program which involves rebates paid out annually over 10 years if the panels used are "made in Minnesota." The rebate amount is based on the amount of energy produced by the system. Applications for this program are accepted through February 28, 2015. A lottery system is used to select the successful applications.

Solar installations are currently feasible due to tax credit opportunities and rebate programs. City staff provided energy use information from city hall, the maintenance building, the new fire station and the Skating Center on the city campus to Sundial Energy and Newport Partners to determine the feasibility of installations on these facilities. Their findings suggest a 40kw installation on the City Hall building and the Fire Station is feasible. There is adequate area on city hall and on the new fire station building for these installations. The systems are connected to the building electrical panel and reduce the amount of electric energy purchased from Xcel. They also feed power back onto Xcel's grid if there is not enough demand from the facility to use the solar generated power. 40kw is the maximum size installation under the Made in Minnesota rebate program per metered facility. In order to take advantage of the tax credits available, the city would enter into a guaranteed energy savings contract with the owner of the installation. The installation would be turned over to the city after a defined number of years. The current proposal would turn the installation over to the city after 6 years. These types of guaranteed energy savings projects are allowed under State Statute 471.345 Subdivision 13 without following usual competitive bidding requirements. There are other requirements in the statute that must be complied with for these projects.

Additional options include a direct purchase options whereby the City purchases a solar installation financed with a loan through the St Paul Port Authority or other funds. In this case, some upfront funding may or may not be required although this could also be offset by allowing a private company to provide additional financing so that they may take advantage of tax credits.

The Public Works, Environment and Transportation Commission has discussed this item at several meetings this year. In November, the Commission made the following recommendation to the Council:

Member Cihacek moved, Member Felice seconded, recommending staff to recommend to the City Council that they initiate the process and associated analyses and solicit proposals and pro formas for comparison purposes, for a three part solar system to investigate three programs: Made in Minnesota, a Power Purchase Agreement, and a 100 KW Direct Purchase Solar system; and to pursue those programs in accordance with Minnesota Statutes, Chapter 471, and related requirements; with the purpose of determining which option offers the best financial return to the City.

City staff has proceeded to solicit proposals from solar installers and has received two proposals from Newport Energy and TruNorth Solar with the intent of authorizing one of the companies to submit two Made in Minnesota Solar Incentive applications, one for City Hall and one for the fire station. It is expected that there will be far more applications than the available funding can support so there is no guarantee the city will be successful in securing this incentive. If the City is successful on one or both of the applications, we would continue with the installation of said system(s) in 2015.

Below is a matrix comparing the two proposals. Based on the proposals, staff is recommending that we proceed with TruNorth Solar for the Made in Minnesota Solar Incentive applications. While TruNorth's long term energy savings are less than Newport in the below information, their analysis did not include any tax credit equity financing. Implementation would realize an estimated additional 40% reduction in the principal cost of the system and therefore realize a shorter payoff period and larger long term energy savings. Staff will provide more detail at the council meeting on the long term savings.

Please note that these applications are done at no cost to the City. All design and installation costs are included in the overall system cost.

Proposer	Cash Down	Option Cost	Rooftop Lease Payment to City	Installation Cost to City	20 Year Energy Savings	Break point (years after install)
Newport Energy	Yes	Yes	Yes	\$0.00	\$74,133.00	9
TruNorth**	No	Yes	No	\$0.00	\$57,800.00	11

**Figures do not account for Tax Equity Partner which can decrease cost to city by 40-50% and reduce break point to 6 years

Concurrently with this application process, City staff will continue to explore options for a larger system (estimated at 100kW) and use either the Power Purchase or Direct Purchase options. This would be brought back to Council at a later date with a final recommendation and request for approval. The intent would be to provide a system with little or no upfront cost to the City and the best overall energy savings solution possible. This system could also potentially be considered for a Community Solar Garden application. Staff continues to collect information on this option and the feasibility of offering this immediately or waiting until the system is entirely paid off first.

POLICY OBJECTIVE

The City Council goals and strategic directives include sustainability as a priority. Renewable power fits these goals and is also supported in the IR 2025 document.

73 **FINANCIAL IMPACTS**

74 With the recommended proposal, the City will have no upfront costs and the energy savings
75 realized annually along with the Made in Minnesota rebate payments and the tax credit equity
76 participation will pay for the annualized installation cost of the system. It is estimated that by
77 year 10 the system will be fully owned by the City and we will realize the full benefit of the
78 power generated by the 40kW system(s) on the City Hall and/or Fire Station building(s). This
79 will reduce long term electric costs for the city.

80 **STAFF RECOMMENDATIONS**

81 Staff recommends approving Staff to enter into a letter of intent with TruNorth Solar to apply for
82 two 40kW PV Solar installation through the Made in Minnesota Solar Incentive Program and to
83 continue to explore a larger solar installation for the Skating Center roof.

84 **REQUESTED COUNCIL ACTION**

85 Motion directing staff to enter into a letter of intent with TruNorth Solar to apply for two 40kW
86 PV Solar installation through the Made in Minnesota Solar Incentive Program and to continue to
87 explore a larger solar installation for the Skating Center roof.

88

Prepared by: Duane Schwartz, Director of Public Works; Marc Culver, Assistant PW Director/City Engineer
Attachments: A: City Campus roof map
B: November PWETC minutes



Discussion included a history of water main breaks in the community, trends, and decreases in breaks as new materials and technologies are installed and/or used, with problem areas being addressed on a priority basis; and the pending list of punch list items remaining for completion in the spring of 2015 from the County Road B-2 project.

5. **Solar Energy Discussion, Continued**

Mr. Schwartz introduced Patrick Weir and Mike Kampmeyer of Sundial Solar, for their company's presentation entitled "Solar Options;" and their review of three available programs for city solar installations: Made in Minnesota Rebates; Commercial Solar; and Community Solar. Presentation materials were provided as a bench handout, *and attached hereto and made a part hereof*.

Patrick Weir

During his portion of the presentation, Mr. Weir reviewed the services provided by Sundial Solar, including engineering, procurement and construction as part of their design of solar projects, procurement of solar panels and inverters, and construction by their team. Mr. Weir noted that their firm had completed approximately 100 installations to-date; and reviewed the funding for those projects, available through Xcel Energy.

At the request of Mr. Schwartz, Mr. Weir advised that it was necessary for large scale-ground mount solar arrays to be close in proximity to a substation; and that the typical size of a community solar installation in the metropolitan area is approximately 2.5 acres.

Mike Kampmeyer

Mr. Kampmeyer reviewed various options that the City of Roseville could consider for their benefits and various financing considerations. Mr. Kampmeyer reviewed the advantages of financing and partnerships with the St. Paul Port Authority (SPPA) with 100% financing that would offset the energy produced with the loan payment, providing a positive cash flow from day one of operations. Mr. Kampmeyer opined that the SPPA program was easy to apply for with no out-of-pocket costs, but providing a pass-through lease arrangements to take advantage of tax equity partners and buy down of the system, with Sundial monitoring and maintaining the system through an Operation and Management (O & M) Agreement, with the entire program outlined in a proforma provided by Sundial as part of their initial analysis and before agreements were put in place.

Discussion included production efficiencies of the installation during the term of the contract and energy costs; lifespan of the inverters; and warranties of each product and options for a Made in Minnesota and/or Chinese manufactured panel and/or inverter; and typical 15 year inverter replacement recommendation.

Further discussion included the benefits and risks of ownership by the City; tax equity investor credits through 2016 followed by accelerated depreciation; use of

PACE funding for the system's construction costs; and typical prices for construction and investor profit potential over time and paid by from revenues in comparison to using an SPPA loan that would provide positive cash flow from the start.

Additional discussion included minimal differences through any economies of scale; full ownership by the City after 10 years of semi-annual payments to the SPPA; responsibility for ownership of the hardware depending on which option was chosen; and warranties for panels and inverters based on 100% production numbers and typical degradation, estimating 80% production at 20 years.

Further discussion included typical terms for power purchase agreements at 20 years to allow for depreciation of equipment and a return on the investment, with a profit typical at year 12 to 15; continued panel electrical production beyond their expected lifespan of twenty-five years; and potential purchase of the equipment at a nominal cost after the contract term expires providing continuing operations.

Discussion ensued regarding the manufacturers used by Sundial Solar; options for sizing the solar arrays based on their construction costs and/or extra power produced; preference for roof mounted installations versus ground mounts; and recognition of the competitiveness and attractiveness of the SPPA financing, with consultation sought by staff from the City's Finance Director on his recommendations on financing the system.

Mr. Schwartz noted that the City Council had previously signed onto a Joint Powers Agreement (JPA) with the St. Paul Port Authority to allow properties to access that money, as well as other commercial entities.

Mr. Weir advised that the SPPA would not authorize a project unless the analysis and proforma found the cash flow to be positive.

At the request of Chair Stenlund, Mr. Weir reviewed the possibility of new technologies and better solar panels over time that may make a current installation obsolete or no longer cost effective during that twenty-five year period. Mr. Weir advised that while costs had come down considerably over the last few years, the current investment tax credit being reduced from 30% to 10% over the next two years would have more of an impact than changing technologies on solar panels. Mr. Weir further noted that some companies were just now getting involved in recycling of solar panels.

Discussion ensued regarding the options to pay the City for use of their rooftops or solar installations and how that was valued annually; the recycling of components of the solar arrays; how and where solar arrays are connected to the rooftop without penetrating the roofs and balanced by weights, typically around the perimeter of the solar system; micro wiring for higher voltage based on 2014

125 NEC code requirements for a shut-off, and more efficiencies and reliability of
126 micro inverters of low voltage; and risks for snow covered panels and subsequent
127 low output, with the dark panel color attracting the sun and melting snow to bring
128 them up to full production in short periods of time; with three months of each year
129 considered a “write off” due to the location of the sun, even though Minnesota
130 works quite well for solar power.

131
132 Further discussion included which option was better: going through the lottery
133 system with only one out of four applications selected on average; or a straight
134 loan from the SPPA for a two page application form for PACE financing.

135
136 Mr. Kampmeyer advised that of the 44 applications they submitted last year, 22
137 were approved, which was higher than normal; with the City of Golden Valley
138 submitting 8-10 applications and four approved; while other communities
139 receiving no approvals. Mr. Kampmeyer advised that the lottery system received
140 300 applications in 2014 with 106 of varying sizes selected.

141
142 At the request of Chair Stenlund, Mr. Kampmeyer advised that aisles for access of
143 other equipment on the roof were provided, with a typical 40 K system taking up
144 4,000 square feet in one open area.

145
146 Mr. Schwartz noted that the City had a number of buildings just on the city
147 campus with roofs of varying sizes, displayed by map (e.g. new fire station,
148 skating center, city hall, public works building, and police station) providing
149 campus solar rooftop space. Mr. Schwartz questioned if a Made in Minnesota 40
150 K project was pursued, would it prohibit another type of project on another city
151 facility’s roof; since the City has up to six meters available at this time.

152
153 Mr. Weir responded that it would not, with plenty of rooftop available; and noted
154 the desire to install solar arrays on newer rooftops, but some facilities of the size
155 that could allow both a 40K and a 100 K system on the same rooftop; and with six
156 meters available, should provide more flexibility as well.

157
158 Commissioners and/or staff sought additional information, with Sundial
159 representatives offering to provide that information to staff for dissemination:
160 which portions of the solar systems are recyclable (e.g. racking and rails made of
161 aluminum and silicon); and whether one 40K per meter would impact any other
162 meters, or simply mean adding another meter.

163
164 At the request of Member Gjerdingen, Mr. Kampmeyer advised that maintenance
165 and operational responsibilities would be outlined and built into a contract.

166
167 Mr. Kampmeyer reviewed typical moving of panels and the system if required
168 with any unforeseen repairs for a roof, with the panels coming apart and picked
169 up for assembly or disassembly as the case may be; with the preference for
170 installations on rooftops that are less than 5-7 years old to avoid that potential.

171
172 With concerns raised by Member Gjerdingen regarding building maintenance
173 and/or expansion, Member Cihacek noted that, with a twenty year agreement for
174 the solar installation, any substantial changes to that particular building would
175 most likely not be anticipated until the end of that contractual agreement; with
176 costs for moving panels and/or down time also negotiated as part of the fixed
177 price for the twenty-year agreement period.
178

179 At the request of Member Cihacek, Mr. Kampmeyer reviewed energy cost
180 assumptions including annual inflation; but depending on how much of an
181 increase was granted by the Public Utilities Commission (PUC) to Xcel Energy
182 during that time. Mr. Kampmeyer noted the current dramatic drop in natural gas,
183 and potential increases in the future as Xcel Energy was regulated to shutter coal
184 plants and/or decommission nuclear plant and associated costs. Mr. Kampmeyer
185 noted that Minnesota currently had low energy costs due to coal energy, and
186 average annual increases of approximately 4.3% over the last ten years.
187

188 Mr. Weir anticipated a realistic 3.5% annual increase from Xcel Energy over the
189 next twenty years, with a 2% escalator built in.
190

191 At the request of Member Cihacek, Mr. Kampmeyer confirmed that the purchase
192 price of the system was negotiable depending on the system cost and available
193 investors; but was typically low risk for municipal governments from their past
194 experience in these negotiations.
195

196 At the request of Chair Stenlund, Mr. Kampmeyer advised that their firm would
197 not charge for designing the system and was part of their services provided; and
198 was available to offer a proforma if the City chose to own the system and
199 depending on financing through the SPPA, inflation and degradation over time of
200 the system. Mr. Kampmeyer offered to provide information for the Commission
201 and City to make an informed decision.
202

203 At the request of Chair Stenlund, Mr. Schwartz provided suggestions for moving
204 forward. Mr. Schwartz advised that, on a dual track, staff was seeking a
205 recommendation from the PWETC to the City Council in preparation for their
206 January meeting, and anticipating that work would continue at that same time if a
207 decision was made to pursue the Made in Minnesota application due in February
208 and allowing enough lead time to work out remaining details; as well as
209 continuing to discuss programs for larger roof areas. Mr. Schwartz advised that
210 staff felt applications were feasible on smaller roofs on campus to pursue other
211 programs as well.
212

213 At the request of Member Cihacek, Mr. Schwartz advised that staff did not see
214 any need to pursue a competitive bidding process under Minnesota municipal
215 contracting laws for smaller systems, but to simply negotiate with installers and
216 financial partners.

At the request of Member Cihacek, Mr. Schwartz suggesting, from staff's perspective, to pursue an initial project that was not too large, but given the amount of available roof space, get several applications in for the Made in Minnesota program; and consider one larger system for the SPPA program, if that was what the PWETC would also support.

Member Cihacek spoke in support of pursuing a solar power purchase agreement, based on the information provided, but also providing an opportunity for public comment and firm analysis on cost versus savings, and clarification for whether or not the City should purchase the solar system. Member Cihacek suggested a recommendation to the City Council from the PWETC to initiate a solicitation process for a power purchase agreement for selected sites.

Mr. Culver, in questioning the recommended size of the initial system from the PWETC, noted that a system of 100 K could take up to 10,000 to 12,000 square feet of rooftop; and expressed concern about finding a roof or combination thereof that would provide that space. Mr. Culver also suggested the need to define whether it was best to pursue financing or seek a direct purchase by the City.

Mr. Kampmeyer addressed capacity credits; noting that a 100 K system allowed the City to collect almost up to 50% of the solar capacity credit through distributive generation.

Mr. Culver noted that, based on previous discussions specific to maintenance, if the solar system was installed on a rooftop twice the size needed (e.g. 12,000 square feet size for a 100 plus K system), that could be accomplished on the City Hall roof or the side most recently refurbished; and then could be installed as necessary on another portion or on a portion of the public works garage. Mr. Culver opined that this should address concerns brought up about the power purchase agreement and entering into a preset escalator or rate increase not knowing what the market was going to do, and given the size of the proposed large system on city facility rooftops.

After numerous presentations and discussions, Member Cihacek opined that the best long-term savings option seemed to be through a power purchase agreement with escalating amounts, which would include some risks, but also provide some guarantees for at least twenty years. While he had no preference in any options presented, Member Cihacek opined that the PWETC recommend that the City Council use its discretion to pursue an alternative measure to provide that best long-term savings availability; and from a valuation standpoint opined that that may prove the best option presented to-date, and allow initiation of the steps to begin the process.

Member Seigler suggested specifying the Made in Minnesota option, and proceed with that on six different sites.

Mr. Schwartz questioned if the City was successful in applications on two sites that were on larger roofs, would it lose some opportunity or be allowed to swap roofs after selected.

Mr. Kampmeyer advised that he was unsure of that result, and was also not sure how the process may work and whether or not the City may lose its place and the award drop to the next candidate.

Mr. Schwartz noted the need to consider how best to maximize the opportunity of available roof space to some extent.

Further discussion ensued regarding roof and system capacity; cost of panels and available tax credits; structure of a capital lease since the municipality would be unable to qualify for tax credits; purchase of the system outright versus seeking investors able to take advantage of those tax credits and thereby reduce overall costs; and options for the City to lease the system from Sundial Solar and buy it back after expiration of the tax credits expire and end of the direct purchase agreement after 30 years; and how the City could achieve its best return on investment, with the representatives offering to provide a proforma on both options versus a loan.

Additional discussion included indicating that the City had no money specifically targeted for solar, with some monies included in energy budgets that was already operationally budgeted and most likely used for this type of a buy back.

Mr. Schwartz opined that a twenty-year agreement would provide the City with a significant payback period, anticipating it would supply 1/3 of the power used on some buildings.

Member Cihacek moved, Member Felice seconded, recommending staff to recommend to the City Council that they initiate the process and associated analyses and solicit proposals and proformas for comparison purposes, for a three part solar system to investigate three programs: Made in Minnesota, a Power Purchase Agreement, and a 100 KW Direct Purchase Solar system; and to pursue those programs in accordance with Minnesota Statutes, Chapter 471, and related requirements; with the purpose of determining which option offers the best financial return to the City.

Member Seigler suggested further refining the recommendation; with Member Cihacek clarifying that those details would be addressed in the process and analysis.

Mr. Schwartz advised that staff would most likely wait for the City Council's authorization before starting any of the processes, even though as noted by Member Cihacek, time is of the essence.

Discussion ensued regarding funding options; with Mr. Schwartz recommending that the City Council make that decision; with staff to consider minimum and maximum sizes to consider per rooftop, and provide costs on various inverters and products, with the PWETC leaning toward those locally made inverters and/or panels.

Ayes: 7

Nays: 0

Motion carried.

Member Cihacek asked that staff include solar updates as a future agenda item, which was duly noted by Mr. Culver.

Chair Stenlund thanked representatives of Sundial Solar; and asked that the responses to questions raised during tonight's discussion be provided to staff for dissemination to the PWETC.

Recess

Chair Stenlund recessed the meeting at approximately 7:46 p.m. and reconvened at approximately 7:52 p.m.

6. Upcoming MnDOT Project Information

City Engineer Marc Culver presented information on 2015 MnDOT Construction projects, specifically those impacting Roseville and its residents (Attachment A).

In response to a question by Member Cihacek, Mr. Culver advised that MnDOT representatives had made this presentation to the City Council in October, and while they could have been asked to attend the PWETC meeting, staff felt they could provide the information.

Member Cihacek asked that, in the future, a MnDOT be present to respond to questions of the PWETC, with that request duly noted by staff.

Mr. Culver provided information on various Ramsey County and MnDOT projects, including bridge replacements, and potential road closures and/or detours. Mr. Culver addressed the Snelling Avenue project in detail and impacts it would have on Roseville residents, due to resurfacing south of the Minnesota State Fairgrounds and re-decking the bridge over I-94; with some minor impacts already due to advance utility work. Mr. Culver noted the need to work around the State Fair dates, but anticipated traffic back-ups throughout the Snelling Avenue corridor during the major portion of the work.

Mr. Culver noted that the current road systems in the NE Metro were already running at or over capacity, and when one route was lost it put strains on the remaining routes.

REQUEST FOR COUNCIL ACTION

Date: January 26, 2015
Item No.: 15.b

Department Approval



City Manager Approval



Item Description: Discuss Facility Management and Public Works Department
Reorganization

BACKGROUND

The city recently received a resignation due to retirement of the Fleet and Facility Supervisor, Pat Dolan. Mr. Dolan had been with the City of Roseville since 2003. This change affords the Public Works Department an opportunity to revisit our staffing and service delivery needs and recommend any organizational changes that may better deliver the services we provide. We feel it is important to have this conversation as an alternative to and prior to filling this role with minor changes to the current job description.

The PW Department Strategic Plan has indicated a need to relook at facility management service delivery to gain more expertise and background in facility management. We have had conversations with private sector facility management firms going back several years to understand what they could provide in this area. We have recently renewed those conversations in light of the recent retirement.

Facility management duties are approximately 50 percent of the duties of this position with fleet management, NPDES Stormwater compliance, pavement management database management and rating, and special projects making up the other 50 percent of job description duties. The 2015 PW budget request contained an additional entry level customer service position for the department to fill a need for additional staff time to allow for current more skilled staff to focus on higher level duties. This would require shifting of a number of duties and responsibilities for a number of existing positions. We feel this would better match duties to current staff and their skills and expertise. We will present a plan to accommodate these needs within current funding levels.

POLICY OBJECTIVE

The City and the Public Works Department strives to provide efficient and effective services utilizing skilled staff matched to the service area. Service delivery needs can change over time due to technology and services available from the private sector.

BUDGET IMPLICATIONS

The current budget the Fleet and Facility Supervisor position would be reallocated to to fund the proposed changes to make the proposal budget neutral.

29 **STAFF RECOMMENDATION**

30 Staff requests the City Council provide feedback on the contracting of facility management and
31 reorganization of the Public Works Department to better serve the needs of the department and
32 its customers and to provide professional facility management services for city facilities.

33 **REQUESTED COUNCIL ACTION**

34 Discuss presented information and provide feedback.

35

Prepared by: Duane Schwartz, Public Works Director

REQUEST FOR COUNCIL ACTION

Date: January 26, 2015

Item No.: 15.c

Department Approval



City Manager Approval



Item Description: Discuss Utility Programs

BACKGROUND

The City Council requested a recap of the 2013/2014 winter freeze up issues and a discussion on the status to date of the Sanitary Sewer Cleanup Policy enacted in 2012. Staff has summarized these two programs in the following tables.

2014 Frozen Services Summary		
Description	No. of Accounts	
No. of Services reported frozen	135	
Hooked up to neighbor	8	
Thawed By City	25	Approximate
Unsuccessful attempts by City	82	
City Success Rate	30%	
	No. of Accounts	Cost
Base Fee Credits	120	\$6,534
Running Water Credits	200	\$7,820
Residential Thawing Reimbursement		\$28,220
Did not submit for Reimbursement	15	
Total		\$42,574

Residential Sewer Cleanup Assistance Policy Summary

Year	Sewer Backup Calls To City	Main Plugged	Sewer Backup Claims	Cleanup Claim Costs	Damage Claim Costs	Total Paid
2012	77	15	8	\$23,774		\$23,774
2013	98	18	10	\$17,231		\$17,231
2014	72	12	8	\$20,223		\$20,223

9 Before the Residential Sanitary Sewer Backup Cleanup Assistance Policy:

Year	Sewer Backup Calls To City	Main Plugged	Sewer Backup Claims	Cleanup Claim Costs	Damage Claim Costs	Total Paid
2009	66	16	2		\$312	\$312
2010	54	10	0		\$0	\$0
2011	64	16	1		\$11,750	\$11,750

10 From 2003 – 2008 the City had an annual average of 85 calls for sewer backup, with an average
11 of 15 instances of plugged City mains.

12 **POLICY OBJECTIVE**

13 In response to the extreme conditions of the 2013/2014 winter season and the high number of
14 frozen water issues, the City Council authorized reimbursement programs for water use to
15 prevent freeze up and a reimbursement program for thawing of frozen water service lines. The
16 Council recognized the unusual nature of the winter season in providing assistance to get the
17 water flowing to allow residents to stay in their homes.

18 The Sanitary Sewer Cleanup Policy was implemented to protect the health and safety of the
19 residents by providing timely cleanup in the event of a sewer backup from the City's sanitary
20 sewer main, without regard to liability or fault.

21 **BUDGET IMPLICATIONS**

22 The freeze up reimbursements were funded from the Water Utility. The sanitary sewer cleanup
23 reimbursement is funded from the Sanitary Sewer Utility. The cost for this program is within
24 original projections for the reimbursements.

25 **STAFF RECOMMENDATION**

26 Staff recommends Council continue the current Sanitary Sewer Cleanup Policy as it has been
27 well received by residents.

28 **REQUESTED COUNCIL ACTION**

29 None.

30

31 Prepared by: Duane Schwartz, Public Works Director