



City Council Agenda

Monday, April 20, 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, Etten, McGehee,
Laliberte and Roe
- 6:02 p.m. **2. Pledge of Allegiance**
- 6:04 p.m. **3. Approve Agenda**
- 6:06 p.m. **4. Public Comment**
- 6:11 p.m. **5. Council Communications, Reports and Announcements**
- 6. Recognitions, Donations and Communications**
- 6:16 p.m. a. Proclaim Asian American and Pacific Islander Heritage
Month
- 6:20 p.m. **7. Approve Minutes**
 - a. Approve City Council Minutes from March 23 Council
Meetings
 - b. Approve City Council Minutes from April 13 Council
Meeting
- 6:25 p.m. **8. Approve Consent Agenda**
 - a. Approve Payments
 - b. Approve Business and Other Licenses
 - c. Approve General Purchases and Sale of Surplus Items in
Excess of \$5000
 - d. Approve Resolution Awarding Bid for 2015 Pavement
Management Project
 - e. Approve City Attorney Contract
 - f. Approve Resolution Awarding Bid for Victoria Street
Reconstruction Project
- 6:30 p.m. **9. Consider Items Removed from Consent**
- 10. General Ordinances for Adoption**

11. Presentations

12. Public Hearings

- 6:35 p.m. a. Public Hearing to Approve/Deny an On-Sale Wine and On-Sale 3.2% Liquor License for LISU LLC, dba Lisu Thai Taste, at 2575 Fairview Avenue

13. Budget Items

- 6:40 p.m. a. Budget Calendar

14. Business Items (Action Items)

- 7:10 p.m. a. Approve/Deny an On-Sale Wine and On-Sale 3.2% Liquor License for LISU LLC, dba Lisu Thai Taste, at 2575 Fairview Avenue
- 7:20 p.m. b. Approve Forestry Coordinator Position
- 7:35 p.m. c. Community Development Department Request to Perform an Abatement for Unresolved Violations of City Code at 2560 Fry Street

15. Business Items – Presentations/Discussions

- 7:45 p.m. **16. City Manager Future Agenda Review**

- 7:50 p.m. **17. Councilmember Initiated Items for Future Meetings**
- a. Organized Trash Collection

- 8:00 p.m. **18. Adjourn**

Some Upcoming Public Meetings.....

Tuesday	Apr 21	6:30 p.m.	Housing & Redevelopment Authority
Tuesday	Apr 28	6:30 p.m.	Public Works, Environment & Transportation Commission
Wednesday	Apr 29	6:30 p.m.	Finance Commission Special Meeting
May			
Monday	May 4	6:00 p.m.	City Council Meeting
Tuesday	May 5	6:30 p.m.	Parks & Recreation Commission
Wednesday	May 6	6:30 p.m.	Planning Commission
Monday	May 11	6:00 p.m.	City Council Meeting
Tuesday	May 12	6:30 p.m.	Finance Commission
Wednesday	May 13	6:30 p.m.	Ethics Commission
Thursday	May 14	6:30 p.m.	Community Engagement Commission
Tuesday	May 19	6:00 p.m.	Housing & Redevelopment Authority
Wednesday	May 20	6:00 p.m.	Human Rights Commission

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



Asian-American and Pacific Islander Heritage Month May 2015

Whereas: The month of May commemorates the first Japanese immigrants to the United States on May 7, 1843, and the transcontinental railroad completion on May 10, 1869 (Golden Spike Day); and

Whereas: In 1978, President Jimmy Carter designated the first week of May as Asian-American Pacific Islander Heritage Week, and in 1990, President George Bush expanded the holiday to the entire month of May; and

Whereas: From the early 1800s to today, Asian and Pacific Islander peoples have made lasting contributions to and have played a vital role in the development of the United States; and

Whereas: Roseville recognizes the rich cultural heritage representing many languages, ethnicities and religious traditions that Asian-American and Pacific Islanders bring to our society; and

Whereas: Roseville recognizes Asian-American and Pacific Islander Heritage Month's 2015 theme of "Many Cultures, One Voice: Promote Equality and Inclusion;" and

Whereas: Roseville celebrates the contributions of millions that Asian-American and Pacific Islanders have made to the American story and reminds us of the challenges they face as they continue to embrace the American dream; and

Whereas: By recognizing the accomplishments and contributions of Asian-Americans and Pacific Islanders, Roseville celebrates the inclusion of all people in building a better future for our citizens.

Now, Therefore Be It Resolved that the City Council hereby declare May 2015 to be Asian-American and Pacific Islander Heritage Month in the City of Roseville, County of Ramsey, State of Minnesota, U.S.A.

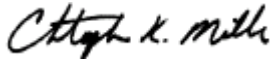
In Witness Whereof, I have hereunto set my hand and caused the Seal of the City of Roseville to be affixed this twentieth day of April 2015.

Mayor Daniel J. Roe

REQUEST FOR COUNCIL ACTION

Date: 04/20/2015
Item No.: 8.a

Department Approval



City Manager Approval



Item Description: Approve Payments

BACKGROUND

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

Check Series #	Amount
ACH Payments	\$3,404,972.77
77012-77147	\$557,587.95
Total	\$3,962,560.72

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: 4/9/2015 - 10:58 AM

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	04/01/2015	2011 Port Authority Bond	Bond Interest Payment	Depository Trust Agency- Non Ban	Debt Service Payment	99,041.25
Bond Interest Payment Total:						99,041.25
0	04/01/2015	2011 Port Authority Bond	Bond Principal Payments	Depository Trust Agency- Non Ban	Debt Service Payment	600,000.00
Bond Principal Payments Total:						600,000.00
Fund Total:						699,041.25
0	04/01/2015	2012 Port Authority Bond	Bond Interest Payment	Depository Trust Agency- Non Ban	Debt Service Payment	241,050.00
Bond Interest Payment Total:						241,050.00
0	04/01/2015	2012 Port Authority Bond	Bond Principal Payments	Depository Trust Agency- Non Ban	Debt Service Payment	855,000.00
Bond Principal Payments Total:						855,000.00
Fund Total:						1,096,050.00
77089	04/09/2015	Boulevard Landscaping	Operating Supplies	Central Wood Products	Premium Hardwood	1,935.00
77034	04/01/2015	Boulevard Landscaping	Operating Supplies	Peoples Electric	Bus Shelters Lighting Repairs	192.40
77037	04/01/2015	Boulevard Landscaping	Operating Supplies	Q3 Contracting, Inc.	Barricad, Sign Rental	148.95
Operating Supplies Total:						2,276.35
Fund Total:						2,276.35

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
77091	04/09/2015	Central Svcs Equip Revolving	Rental - Copier Machines	Crabtree Companies, Inc.	Toner for Copiers	17.62
77091	04/09/2015	Central Svcs Equip Revolving	Rental - Copier Machines	Crabtree Companies, Inc.	Copy Charges	2,602.24
77141	04/09/2015	Central Svcs Equip Revolving	Rental - Copier Machines	US Bank Equipment Finance	Copier Rental	2,722.09
Rental - Copier Machines Total:						5,341.95
Fund Total:						5,341.95
0	03/31/2015	Charitable Gambling	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00003.03.2015 Federal Incc	6.94
Federal Income Tax Total:						6.94
0	03/31/2015	Charitable Gambling	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00003.03.2015 FICA Empl	6.76
0	03/31/2015	Charitable Gambling	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00003.03.2015 Medicare Ei	1.59
FICA Employee Ded. Total:						8.35
0	03/31/2015	Charitable Gambling	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00003.03.2015 Medicare Ei	1.59
0	03/31/2015	Charitable Gambling	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00003.03.2015 FICA Empl	6.76
FICA Employers Share Total:						8.35
0	03/31/2015	Charitable Gambling	MN State Retirement	MSRS-Non Bank	PR Batch 00003.03.2015 Post Emplo	1.00
MN State Retirement Total:						1.00
0	03/31/2015	Charitable Gambling	PERA Employee Ded	PERA-Non Bank	PR Batch 00003.03.2015 Pera Emplo	6.53
PERA Employee Ded Total:						6.53
0	03/31/2015	Charitable Gambling	PERA Employer Share	PERA-Non Bank	PR Batch 00003.03.2015 Pera Emplo	6.53
0	03/31/2015	Charitable Gambling	PERA Employer Share	PERA-Non Bank	PR Batch 00003.03.2015 Pera additio	1.00
PERA Employer Share Total:						7.53
0	03/31/2015	Charitable Gambling	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00003.03.2015 State Incom	3.72
State Income Tax Total:						3.72

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
Fund Total:						42.42
77013	04/01/2015	Community Development	Building Surcharge	Air Mechanical Inc.	Mechanical Permit Refund	5.00
Building Surcharge Total:						5.00
0	04/01/2015	Community Development	Credit Card Fees	US Bank-Non Bank	February Terminal Charges	1,203.76
Credit Card Fees Total:						1,203.76
77048	04/01/2015	Community Development	Deposits	Zawadski Homes	Construction Deposit Refund	800.00
Deposits Total:						800.00
0	03/31/2015	Community Development	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00003.03.2015 Federal Incc	3,998.72
Federal Income Tax Total:						3,998.72
0	03/31/2015	Community Development	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00003.03.2015 FICA Empl	2,009.11
0	03/31/2015	Community Development	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00003.03.2015 Medicare E	469.85
FICA Employee Ded. Total:						2,478.96
0	03/31/2015	Community Development	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00003.03.2015 Medicare E	469.85
0	03/31/2015	Community Development	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00003.03.2015 FICA Empl	2,009.11
FICA Employers Share Total:						2,478.96
77013	04/01/2015	Community Development	Heating Permits	Air Mechanical Inc.	Mechanical Permit Refund	60.00
77022	04/01/2015	Community Development	Heating Permits	Dave's Heating & A/C	Mechanical Permit Refund	47.20
Heating Permits Total:						107.20
77036	04/01/2015	Community Development	HSA Employee	Premier Bank	PR Batch 00003.03.2015 HSA Empl	153.84
HSA Employee Total:						153.84
0	04/01/2015	Community Development	ICMA Def Comp	ICMA Retirement Trust 457-30022'	PR Batch 00003.03.2015 ICMA Defe	574.99

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
ICMA Def Comp Total:						574.99
0	03/31/2015	Community Development	MN State Retirement	MSRS-Non Bank	PR Batch 00003.03.2015 Post Emplo	299.84
MN State Retirement Total:						299.84
0	03/31/2015	Community Development	MNDCP Def Comp	Great West- Non Bank	PR Batch 00003.03.2015 MNDCP De	720.00
MNDCP Def Comp Total:						720.00
0	03/31/2015	Community Development	PERA Employee Ded	PERA-Non Bank	PR Batch 00003.03.2015 Pera Emplo	2,098.59
PERA Employee Ded Total:						2,098.59
0	03/31/2015	Community Development	PERA Employer Share	PERA-Non Bank	PR Batch 00003.03.2015 Pera Emplo	2,098.59
0	03/31/2015	Community Development	PERA Employer Share	PERA-Non Bank	PR Batch 00003.03.2015 Pera additio	322.86
PERA Employer Share Total:						2,421.45
0	03/31/2015	Community Development	Professional Services	FormSite.com-CC	Home & Garden Fair, Rental Registra	24.98
77131	04/09/2015	Community Development	Professional Services	Sheila Stowell	Planning Commission Meeting Minut	206.25
77131	04/09/2015	Community Development	Professional Services	Sheila Stowell	Mileage Reimbursement	5.00
0	03/31/2015	Community Development	Professional Services	Survey Monkey.com-CC	Twin Lakes Survey	26.00
Professional Services Total:						262.23
0	03/31/2015	Community Development	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00003.03.2015 State Incom	1,520.19
State Income Tax Total:						1,520.19
0	03/31/2015	Community Development	Training	Parking Ramp-CC	Metro Transit Presentation Parking	4.25
0	03/31/2015	Community Development	Training	PayPal-CC	Metro Transit Presentation	30.00
Training Total:						34.25
Fund Total:						19,157.98
0	03/31/2015	Contracted Engineering Svcs	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00003.03.2015 Federal Incc	519.13

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
Federal Income Tax Total:						519.13
0	03/31/2015	Contracted Engineering Svcs	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00003.03.2015 FICA Empl	206.78
0	03/31/2015	Contracted Engineering Svcs	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00003.03.2015 Medicare E	48.36
FICA Employee Ded. Total:						255.14
0	03/31/2015	Contracted Engineering Svcs	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00003.03.2015 FICA Empl	206.78
0	03/31/2015	Contracted Engineering Svcs	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00003.03.2015 Medicare E	48.36
FICA Employers Share Total:						255.14
77036	04/01/2015	Contracted Engineering Svcs	HSA Employee	Premier Bank	PR Batch 00003.03.2015 HSA Empl	20.00
HSA Employee Total:						20.00
0	03/31/2015	Contracted Engineering Svcs	MN State Retirement	MSRS-Non Bank	PR Batch 00003.03.2015 Post Emplo	33.14
MN State Retirement Total:						33.14
0	03/31/2015	Contracted Engineering Svcs	PERA Employee Ded	PERA-Non Bank	PR Batch 00003.03.2015 Pera Empl	215.38
PERA Employee Ded Total:						215.38
0	03/31/2015	Contracted Engineering Svcs	PERA Employer Share	PERA-Non Bank	PR Batch 00003.03.2015 Pera Empl	215.38
0	03/31/2015	Contracted Engineering Svcs	PERA Employer Share	PERA-Non Bank	PR Batch 00003.03.2015 Pera additio	33.14
PERA Employer Share Total:						248.52
0	03/31/2015	Contracted Engineering Svcs	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00003.03.2015 State Incom	175.62
State Income Tax Total:						175.62
77045	04/01/2015	Contracted Engineering Svcs	Vehicles	Thane Hawkins Polar Chevrolet	2015 Chevrolet Equinox FWD 1LF26	19,029.30
77045	04/01/2015	Contracted Engineering Svcs	Vehicles	Thane Hawkins Polar Chevrolet	2015 Chevrolet Equinox FWD 1LF26	29.90
Vehicles Total:						19,059.20

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
Fund Total:						20,781.27
0	04/01/2015	G.O. Housing Revenue (2009)	Bond Interest Payment	Depository Trust Agency- Non Ban	Debt Service Payment	22,481.25
Bond Interest Payment Total:						22,481.25
0	04/01/2015	G.O. Housing Revenue (2009)	Bond Principal Payments	Depository Trust Agency- Non Ban	Debt Service Payment	65,000.00
Bond Principal Payments Total:						65,000.00
Fund Total:						87,481.25
0	04/01/2015	General Fund	209000 - Sales Tax Payable	MN Dept of Revenue-Non Bank	Sales/Use Tax-Feb 2015	132.41
209000 - Sales Tax Payable Total:						132.41
0	04/09/2015	General Fund	211403 - Flex Spend Day Care		Dependent Care Reimbursement	384.62
0	04/01/2015	General Fund	211403 - Flex Spend Day Care		Dependent Care Reimbursement	1,346.17
0	04/09/2015	General Fund	211403 - Flex Spend Day Care		Dependent Care Reimbursement	170.00
0	04/01/2015	General Fund	211403 - Flex Spend Day Care		Dependent Care Reimbursement	192.31
211403 - Flex Spend Day Care Total:						2,093.10
77014	04/01/2015	General Fund	Clothing	Aspen Mills Inc.	Uniform Supplies	292.95
77014	04/01/2015	General Fund	Clothing	Aspen Mills Inc.	Uniform Supplies	89.95
77014	04/01/2015	General Fund	Clothing	Aspen Mills Inc.	Uniform Supplies	100.00
77014	04/01/2015	General Fund	Clothing	Aspen Mills Inc.	Uniform Supplies	156.70
77014	04/01/2015	General Fund	Clothing	Aspen Mills Inc.	Uniform Supplies	103.75
77014	04/01/2015	General Fund	Clothing	Aspen Mills Inc.	Uniform Supplies	276.69
77014	04/01/2015	General Fund	Clothing	Aspen Mills Inc.	Uniform Supplies	104.25
77014	04/01/2015	General Fund	Clothing	Aspen Mills Inc.	Uniform Supplies	54.80
77014	04/01/2015	General Fund	Clothing	Aspen Mills Inc.	Uniform Supplies	52.95
77019	04/01/2015	General Fund	Clothing	Cintas Corporation #470	Uniform Cleaning	36.12
77019	04/01/2015	General Fund	Clothing	Cintas Corporation #470	Uniform Cleaning	36.12
77019	04/01/2015	General Fund	Clothing	Cintas Corporation #470	Uniform Cleaning	36.12
77139	04/09/2015	General Fund	Clothing	Uniforms Unlimited, Inc.	Uniform Supplies	1,073.00
77139	04/09/2015	General Fund	Clothing	Uniforms Unlimited, Inc.	Uniform Supplies	167.86
77139	04/09/2015	General Fund	Clothing	Uniforms Unlimited, Inc.	Uniform Supplies	249.84
77139	04/09/2015	General Fund	Clothing	Uniforms Unlimited, Inc.	Uniform Supplies	297.80
77139	04/09/2015	General Fund	Clothing	Uniforms Unlimited, Inc.	Uniform Supplies	67.96

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
77139	04/09/2015	General Fund	Clothing	Uniforms Unlimited, Inc.	Uniform Supplies	326.78
77139	04/09/2015	General Fund	Clothing	Uniforms Unlimited, Inc.	Uniform Supplies	253.86
77139	04/09/2015	General Fund	Clothing	Uniforms Unlimited, Inc.	Uniform Supplies	301.86
Clothing Total:						4,079.36
0	03/31/2015	General Fund	Conferences	Delta Air-CC	Financial Software Conference Airfar	456.20
Conferences Total:						456.20
77085	04/09/2015	General Fund	Contract Maint - Vehicles	Benco Equipment Co.	Service Call	846.80
77086	04/09/2015	General Fund	Contract Maint - Vehicles	Blaine Brothers	Truck Repair	130.47
77020	04/01/2015	General Fund	Contract Maint - Vehicles	City Auto Glass-So St. Paul	Windshield Repair	474.91
77125	04/09/2015	General Fund	Contract Maint - Vehicles	Rosenbauer Minnesota, LLC	Linkage ASM	159.63
Contract Maint - Vehicles Total:						1,611.81
77109	04/09/2015	General Fund	Contract Maint. - City Hall	Linn Building Maintenance	Police Restroom Scrubbing	380.00
77111	04/09/2015	General Fund	Contract Maint. - City Hall	McGough Construction	Facilities Management	1,870.88
77111	04/09/2015	General Fund	Contract Maint. - City Hall	McGough Construction	Labor	75.00
Contract Maint. - City Hall Total:						2,325.88
77111	04/09/2015	General Fund	Contract Maint. - City Garage	McGough Construction	Facilities Management	1,870.89
Contract Maint. - City Garage Total:						1,870.89
0	04/09/2015	General Fund	Contract Maint.- Old City Hall	Yale Mechanical, LLC	Boiler Repair	980.75
Contract Maint.- Old City Hall Total:						980.75
77038	04/01/2015	General Fund	Contract Maintenance	Ramsey County	Fleet Support Fee-March	215.28
77120	04/09/2015	General Fund	Contract Maintenance	Ramsey County	Fleet Support Fee-March	37.44
77120	04/09/2015	General Fund	Contract Maintenance	Ramsey County	Fleet Support Fee-March	377.52
77143	04/09/2015	General Fund	Contract Maintenance	Verizon Wireless	Cell Phones	365.19
0	03/31/2015	General Fund	Contract Maintenance	Volgistics-CC	Volunteer Records	282.00
Contract Maintenance Total:						1,277.43
77120	04/09/2015	General Fund	Dispatching Services	Ramsey County	CAD Services-March 2015	5,556.54
77120	04/09/2015	General Fund	Dispatching Services	Ramsey County	911 Dispatch Service-March	30,004.48

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
Dispatching Services Total:						35,561.02
77047	04/01/2015	General Fund	Employee Recognition	US Bank	Petty Cash Reimbursement	22.16
Employee Recognition Total:						22.16
0	03/31/2015	General Fund	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00003.03.2015 Federal Incc	31,622.70
Federal Income Tax Total:						31,622.70
0	03/31/2015	General Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00003.03.2015 FICA Empl	6,965.52
0	03/31/2015	General Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00003.03.2015 FICA Empl	-174.72
0	03/31/2015	General Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00003.03.2015 Medicare E	4,004.43
FICA Employee Ded. Total:						10,795.23
0	03/31/2015	General Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00003.03.2015 Medicare E	4,004.43
0	03/31/2015	General Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00003.03.2015 Medicare E	-174.72
0	03/31/2015	General Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00003.03.2015 FICA Empl	6,965.52
FICA Employers Share Total:						10,795.23
77036	04/01/2015	General Fund	HSA Employee	Premier Bank	PR Batch 00003.03.2015 HSA Empl	2,104.93
HSA Employee Total:						2,104.93
0	04/01/2015	General Fund	ICMA Def Comp	ICMA Retirement Trust 457-30022'	PR Batch 00003.03.2015 ICMA Defe	3,123.01
ICMA Def Comp Total:						3,123.01
77099	04/09/2015	General Fund	Memberships & Subscriptions	GFOA	Membership Renewal-Miller, Schirm	250.00
77023	04/01/2015	General Fund	Memberships & Subscriptions	IAAI	Membership Dues-Loftus	100.00
0	03/31/2015	General Fund	Memberships & Subscriptions	IACP- CC	Membership Dues	150.00
77024	04/01/2015	General Fund	Memberships & Subscriptions	IAFC Membership	Membership Dues-Loftus	209.00
0	03/31/2015	General Fund	Memberships & Subscriptions	Institute of Trans Eng-CC	Annual Dues-Culver	276.00
77112	04/09/2015	General Fund	Memberships & Subscriptions	MN Board Peace Ofc Stds & Trng	12 Peace Officer License Renewals	1,080.00
0	03/31/2015	General Fund	Memberships & Subscriptions	MN Chiefs of Police-CC	Membership Dues	325.00
0	03/31/2015	General Fund	Memberships & Subscriptions	MN GFOA-CC	Membership Renewal	60.00
77115	04/09/2015	General Fund	Memberships & Subscriptions	National Assoc.-School Resource O	Membership Renewal-Blizek	40.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
Memberships & Subscriptions Total:						2,490.00
77082	04/09/2015	General Fund	Miscellaneous	AE Sign Systems, Inc.	Nameplates	57.97
0	03/31/2015	General Fund	Miscellaneous	Byerly's- CC	City Manager Peer Group Meeting Su	55.33
0	03/31/2015	General Fund	Miscellaneous	Byerly's- CC	Credit	-30.00
0	03/31/2015	General Fund	Miscellaneous	Chilis-CC	City Manager Lunch Meeting W/May	12.99
0	03/31/2015	General Fund	Miscellaneous	Granite City-CC	City Manager Lunch Meeting W/Cou	16.65
0	03/31/2015	General Fund	Miscellaneous	Nelsons Cheese & Deli-CC	City Manager Peer Group Meeting Su	128.84
0	03/31/2015	General Fund	Miscellaneous	Stouts-CC	City Managers Lunch	17.35
Miscellaneous Total:						259.13
0	03/31/2015	General Fund	MN State Retirement	MSRS-Non Bank	PR Batch 00003.03.2015 Post Emplo	2,814.67
MN State Retirement Total:						2,814.67
0	03/31/2015	General Fund	MNDCP Def Comp	Great West- Non Bank	PR Batch 00003.03.2015 MNDCP De	7,280.24
MNDCP Def Comp Total:						7,280.24
0	04/01/2015	General Fund	Motor Fuel	Mansfield Oil Company	2015 Blanket PO for Fuel. 20154 Sta	10,542.73
0	04/01/2015	General Fund	Motor Fuel	MN Dept of Revenue-Non Bank	Fuel Tax-Feb 2015	247.38
Motor Fuel Total:						10,790.11
0	03/31/2015	General Fund	Office Supplies	Mybinding.com-CC	Rotary Trimmer, Laminate Supplies	283.54
0	03/31/2015	General Fund	Office Supplies	S & T Office Products-CC	Office Supplies	27.68
0	03/31/2015	General Fund	Office Supplies	S & T Office Products-CC	Office Supplies	54.80
0	03/31/2015	General Fund	Office Supplies	S & T Office Products-CC	Office Supplies	24.41
Office Supplies Total:						390.43
0	03/31/2015	General Fund	Op Supplies - City Hall	Amazon.com- CC	Cordless Vacuum	151.66
Op Supplies - City Hall Total:						151.66
0	04/09/2015	General Fund	Operating Supplies	Allegra Print & Imaging	Business Cards	120.05
0	03/31/2015	General Fund	Operating Supplies	Byerly's- CC	Retirement Celebration Supplies	62.93
0	03/31/2015	General Fund	Operating Supplies	Byerly's- CC	Retirement Celebration Supplies	62.00
0	03/31/2015	General Fund	Operating Supplies	Certified Laboratories-CC	Tank Tonic, Hand Sanitizer Wipes	170.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	04/01/2015	General Fund	Operating Supplies	City of St. Paul	Paper	591.50
0	04/01/2015	General Fund	Operating Supplies	City of St. Paul	Paper	43.80
0	04/01/2015	General Fund	Operating Supplies	City of St. Paul	Paper	422.50
0	04/09/2015	General Fund	Operating Supplies	City of St. Paul	Paper	428.60
0	04/09/2015	General Fund	Operating Supplies	City of St. Paul	Paper	304.90
0	03/31/2015	General Fund	Operating Supplies	Fastenal-CC	Shop Supplies	22.39
0	04/09/2015	General Fund	Operating Supplies	Forms & Systems of Minnesota	Thermal Paper Citations	1,593.05
0	04/01/2015	General Fund	Operating Supplies	Frontier Precision, Inc	AC Adapter	59.00
0	03/31/2015	General Fund	Operating Supplies	McDonalds-CC	Immigrant Outreach Supplies-No Rec	21.41
0	04/09/2015	General Fund	Operating Supplies	MES, Inc.	Structural Gloves	60.00
0	03/31/2015	General Fund	Operating Supplies	Papa John's-CC	Immigrant Outreach Supplies-No Rec	47.10
77117	04/09/2015	General Fund	Operating Supplies	Plaisted Co	Ice Control Sand	230.18
77035	04/01/2015	General Fund	Operating Supplies	Precise MRM, LLC	Pooled Data	229.46
77038	04/01/2015	General Fund	Operating Supplies	Ramsey County	Brine Solution	1,222.00
77122	04/09/2015	General Fund	Operating Supplies	RCM Specialties, Inc.	Emulsion	735.54
0	03/31/2015	General Fund	Operating Supplies	Suburban Ace Hardware-CC	Laundry Soap	19.98
0	03/31/2015	General Fund	Operating Supplies	Suburban Ace Hardware-CC	Hammer, Padlock	32.12
0	03/31/2015	General Fund	Operating Supplies	Suburban Ace Hardware-CC	Chain Saw Sharpening	35.00
0	03/31/2015	General Fund	Operating Supplies	Suburban Ace Hardware-CC	Plumbing Supplies	8.93
0	03/31/2015	General Fund	Operating Supplies	Target- CC	Immigrant Outreach Supplies-No Rec	136.15
77133	04/09/2015	General Fund	Operating Supplies	Thomson Reuters-West	Criminal Law Pamphlet	13.81
77139	04/09/2015	General Fund	Operating Supplies	Uniforms Unlimited, Inc.	Uniform Supplies	22.00
0	03/31/2015	General Fund	Operating Supplies	UPS Store- CC	Shipping Charges	25.40
77047	04/01/2015	General Fund	Operating Supplies	US Bank	Petty Cash Reimbursement	28.00
0	03/31/2015	General Fund	Operating Supplies	Walgreens-CC	Frame	8.87
Operating Supplies Total:						6,756.67
0	03/31/2015	General Fund	Operating Supplies City Garage	Menards-CC	Letters/Numbers Kit	9.94
Operating Supplies City Garage Total:						9.94
0	03/31/2015	General Fund	PERA Employee Ded	PERA-Non Bank	PR Batch 00003.03.2015 Pera Emplo	24,964.63
PERA Employee Ded Total:						24,964.63
0	03/31/2015	General Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00003.03.2015 Pera additio	985.03
0	03/31/2015	General Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00003.03.2015 Pera Emplo	34,245.66
PERA Employer Share Total:						35,230.69
77139	04/09/2015	General Fund	Police Explorer Program	Uniforms Unlimited, Inc.	Uniform Supplies	55.49

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
Police Explorer Program Total:						55.49
77025	04/01/2015	General Fund	Printing	Impressive Print	Note Cards	377.00
Printing Total:						377.00
77049	04/03/2015	General Fund	Professional Services	Julia Brand	Third Place HRC Essay Contest	50.00
77096	04/09/2015	General Fund	Professional Services	Ergometrics & Applied Personnel R	Video Testing System for Law Enforc	1,028.60
0	04/09/2015	General Fund	Professional Services	Erickson, Bell, Beckman & Quinn I	Prosecution Legal Services	12,697.00
77050	04/03/2015	General Fund	Professional Services	Elizabeth Hansel	2nd Place HRC Essay Contest	75.00
77105	04/09/2015	General Fund	Professional Services	KDV, Ltd	Annual Audit	19,000.00
77108	04/09/2015	General Fund	Professional Services	LexisNexis Risk Data Mgmt, Inc.	People, Phone, Criminal Searches	53.35
77051	04/03/2015	General Fund	Professional Services	Elite Thor	1st Place Winner, HRC Essay Contest	100.00
77134	04/09/2015	General Fund	Professional Services	Time Saver Off Site Secretarial, Inc	Finance Commission Meeting Minute	228.58
77134	04/09/2015	General Fund	Professional Services	Time Saver Off Site Secretarial, Inc	Community Engagement Commissior	200.98
77134	04/09/2015	General Fund	Professional Services	Time Saver Off Site Secretarial, Inc	Human Rights Commission Meeting l	189.00
77135	04/09/2015	General Fund	Professional Services	Trans Union, LLC	Employment Report	5.55
77136	04/09/2015	General Fund	Professional Services	TransUnion Risk and Alternative	People Searches-Acct: 212095	25.75
Professional Services Total:						33,653.81
0	03/31/2015	General Fund	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00003.03.2015 State Incom	12,491.92
State Income Tax Total:						12,491.92
0	03/31/2015	General Fund	Training	Atom Training-CC	Law Enforcement Training	500.00
0	03/31/2015	General Fund	Training	Caribou Coffee- CC	Training Supplies	20.53
0	03/31/2015	General Fund	Training	Cossetta-CC	Meals During Training	41.30
0	03/31/2015	General Fund	Training	Keys Cafe & Bakery-CC	Meals During Training	66.86
0	03/31/2015	General Fund	Training	Lifeline Training-CC	Law Enforcement Training	139.00
77030	04/01/2015	General Fund	Training	MN State Fire Marshal Division	Conference Registration-Loftus	130.00
77114	04/09/2015	General Fund	Training	MN State Fire Marshal Division	Conference Registration-Baker	130.00
77129	04/09/2015	General Fund	Training	St. Paul Police Dept-PDI	Crowd Management Training-Jorgens	275.00
0	03/31/2015	General Fund	Training	Target- CC	Training Supplies	0.84
Training Total:						1,303.53
77113	04/09/2015	General Fund	Unemployment Insurance	Mn Dept of Employment & Econ D	Unemployment Benefits	2,060.00
Unemployment Insurance Total:						2,060.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	04/09/2015	General Fund	Utilities	Xcel Energy	New Fire Station	3,175.97
0	04/09/2015	General Fund	Utilities	Xcel Energy	Street Lights	50.02
0	04/09/2015	General Fund	Utilities	Xcel Energy	Civil Defense	16.18
Utilities Total:						3,242.17
0	04/09/2015	General Fund	Utilities - Old City Hall	Xcel Energy	Historical Society	1,496.86
Utilities - Old City Hall Total:						1,496.86
77016	04/01/2015	General Fund	Vehicle Supplies	Canfield Equipment Service, Inc.	Laptop Mount Hardware	530.45
0	03/31/2015	General Fund	Vehicle Supplies	Certified Laboratories-CC	Tank Tonic, Hand Sanitizer Wipes	601.37
77090	04/09/2015	General Fund	Vehicle Supplies	Cintas Corporation #470	Nitrile Gloves	105.00
77095	04/09/2015	General Fund	Vehicle Supplies	EMP	Medical Supplies	107.32
0	04/01/2015	General Fund	Vehicle Supplies	Factory Motor Parts, Co.	2015 Blanket PO for Vehicle Repair F	471.96
0	04/01/2015	General Fund	Vehicle Supplies	Factory Motor Parts, Co.	2015 Blanket PO for Vehicle Repair F	134.46
0	04/01/2015	General Fund	Vehicle Supplies	Factory Motor Parts, Co.	2015 Blanket PO for Vehicle Repair F	95.94
0	04/01/2015	General Fund	Vehicle Supplies	Factory Motor Parts, Co.	2015 Blanket PO for Vehicle Repair F	26.34
0	04/01/2015	General Fund	Vehicle Supplies	Factory Motor Parts, Co.	2015 Blanket PO for Vehicle Repair F	17.56
0	04/09/2015	General Fund	Vehicle Supplies	Factory Motor Parts, Co.	2015 Blanket PO for Vehicle Repair F	206.44
0	04/01/2015	General Fund	Vehicle Supplies	FleetPride Truck & Trailer Parts	2015 Blanket PO for Vehicle Repair F	136.00
0	04/09/2015	General Fund	Vehicle Supplies	FleetPride Truck & Trailer Parts	2015 Blanket PO for Vehicle Repair F	143.55
0	04/09/2015	General Fund	Vehicle Supplies	Force America, Inc.	Vehicle Parts	291.19
0	04/09/2015	General Fund	Vehicle Supplies	MacQueen Equipment	2015 Blanket PO for Vehicle Repairs	125.00
0	04/09/2015	General Fund	Vehicle Supplies	MacQueen Equipment	2015 Blanket PO for Vehicle Repairs	899.97
0	04/09/2015	General Fund	Vehicle Supplies	MacQueen Equipment	2015 Blanket PO for Vehicle Repairs	530.08
0	04/09/2015	General Fund	Vehicle Supplies	MacQueen Equipment	2015 Blanket PO for Vehicle Repairs-	-428.98
0	04/09/2015	General Fund	Vehicle Supplies	MacQueen Equipment	2015 Blanket PO for Vehicle Repairs	185.91
77110	04/09/2015	General Fund	Vehicle Supplies	Matheson Tri-Gas, Inc	2015 Blanket PO for Vehicle Repair F	124.48
0	04/09/2015	General Fund	Vehicle Supplies	McMaster-Carr Supply Co	2015 Blanket PO for Vehicle Repair F	45.94
0	04/09/2015	General Fund	Vehicle Supplies	McMaster-Carr Supply Co	2015 Blanket PO for Vehicle Repair F	59.74
0	04/01/2015	General Fund	Vehicle Supplies	Midway Ford Co	2015 Blanket PO for Vehicle Repair F	15.96
0	03/31/2015	General Fund	Vehicle Supplies	MN State Patrol-CC	2015 Decals	44.50
0	04/01/2015	General Fund	Vehicle Supplies	Napa Auto Parts	2015 Blanket PO for Vehicle Repairs	42.43
0	04/01/2015	General Fund	Vehicle Supplies	Napa Auto Parts	2015 Blanket PO for Vehicle Repairs	27.50
0	04/09/2015	General Fund	Vehicle Supplies	Napa Auto Parts	2015 Blanket PO for Vehicle Repairs	302.58
0	04/09/2015	General Fund	Vehicle Supplies	Napa Auto Parts	2015 Blanket PO for Vehicle Repairs-	-302.58
0	04/09/2015	General Fund	Vehicle Supplies	Napa Auto Parts	2015 Blanket PO for Vehicle Repairs	207.61
0	04/09/2015	General Fund	Vehicle Supplies	Napa Auto Parts	2015 Blanket PO for Vehicle Repairs	13.74
0	03/31/2015	General Fund	Vehicle Supplies	PTS Tool Supply-CC	Shop Tools	113.00
0	04/01/2015	General Fund	Vehicle Supplies	Rapit Printing	Patient Report Forms	206.56
0	04/09/2015	General Fund	Vehicle Supplies	Rigid Hitch Incorporated	2015 Blanket PO for Vehicle Repair F	80.74
77040	04/01/2015	General Fund	Vehicle Supplies	Roseville Chrysler Jeep Dodge	2015 Blanket PO for Vehicle Repair F	1,428.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
77040	04/01/2015	General Fund	Vehicle Supplies	Roseville Chrysler Jeep Dodge	2015 Blanket PO for Vehicle Repair F	139.95
77127	04/09/2015	General Fund	Vehicle Supplies	Roseville Chrysler Jeep Dodge	2015 Blanket PO for Vehicle Repair F	1,428.00
77127	04/09/2015	General Fund	Vehicle Supplies	Roseville Chrysler Jeep Dodge	2015 Blanket PO for Vehicle Repair F	1,428.00
77043	04/01/2015	General Fund	Vehicle Supplies	Suburban Tire Wholesale, Inc.	2015 Blanket PO for Vehicle Repair F	310.00
77043	04/01/2015	General Fund	Vehicle Supplies	Suburban Tire Wholesale, Inc.	2015 Blanket PO for Vehicle Repair F	170.00
Vehicle Supplies Total:						10,065.71
77084	04/09/2015	General Fund	Vehicles & Equipment	Arnolds, Inc.	Hauling	259.00
Vehicles & Equipment Total:						259.00
0	03/31/2015	General Fund	Work Session Expenses	S & T Office Products-CC	Office Supplies	48.66
0	04/01/2015	General Fund	Work Session Expenses	Patrick Trudgeon	Supplies Reimbursement	95.21
Work Session Expenses Total:						143.87
Fund Total:						265,139.64
0	04/01/2015	General Fund Donations	Donations	Allegra Print & Imaging	Brochures	640.73
Donations Total:						640.73
77116	04/09/2015	General Fund Donations	K-9 Supplies	Petco Animal Supplies, Inc.	K9 Supplies	70.98
77116	04/09/2015	General Fund Donations	K-9 Supplies	Petco Animal Supplies, Inc.	K9 Supplies	48.58
K-9 Supplies Total:						119.56
Fund Total:						760.29
0	04/01/2015	GO Bonds #27 (2003)	Bond Interest Payment	Depository Trust Agency- Non Ban	Debt Service Payment	39,800.00
Bond Interest Payment Total:						39,800.00
0	04/01/2015	GO Bonds #27 (2003)	Bond Principal Payments	Depository Trust Agency- Non Ban	Debt Service Payment	780,000.00
Bond Principal Payments Total:						780,000.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
Fund Total:						819,800.00
0	04/01/2015	GO Equipment Certif (2008A)	Bond Interest Payment	Depository Trust Agency- Non Ban	Debt Service Payment	21,400.00
Bond Interest Payment Total:						21,400.00
0	04/01/2015	GO Equipment Certif (2008A)	Bond Principal Payments	Depository Trust Agency- Non Ban	Debt Service Payment	295,000.00
Bond Principal Payments Total:						295,000.00
Fund Total:						316,400.00
77031	04/01/2015	Golf Course	Contract Maintenance	Nardini Fire Equipment Co, Inc	Restaurant Inspection, Supplies	129.87
Contract Maintenance Total:						129.87
0	04/01/2015	Golf Course	Credit Card Fees	US Bank-Non Bank	February Terminal Charges	45.99
Credit Card Fees Total:						45.99
0	03/31/2015	Golf Course	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00003.03.2015 Federal Incc	524.75
Federal Income Tax Total:						524.75
0	03/31/2015	Golf Course	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00003.03.2015 FICA Empl	362.01
0	03/31/2015	Golf Course	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00003.03.2015 Medicare E	84.67
FICA Employee Ded. Total:						446.68
0	03/31/2015	Golf Course	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00003.03.2015 FICA Empl	362.01
0	03/31/2015	Golf Course	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00003.03.2015 Medicare E	84.67
FICA Employers Share Total:						446.68
77036	04/01/2015	Golf Course	HSA Employee	Premier Bank	PR Batch 00003.03.2015 HSA Empl	38.46
HSA Employee Total:						38.46

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	04/01/2015	Golf Course	ICMA Def Comp	ICMA Retirement Trust 457-30022	PR Batch 00003.03.2015 ICMA Defe	50.00
ICMA Def Comp Total:						50.00
0	03/31/2015	Golf Course	MN State Retirement	MSRS-Non Bank	PR Batch 00003.03.2015 Post Emplo	57.24
MN State Retirement Total:						57.24
0	03/31/2015	Golf Course	Operating Supplies	Amazon.com- CC	Ice Machine Filters	104.00
77015	04/01/2015	Golf Course	Operating Supplies	Brighton Sandblasting, Inc.	Golf Course Ball Washers Prepping, I	350.00
0	03/31/2015	Golf Course	Operating Supplies	Home Depot- CC	Grout	27.91
0	03/31/2015	Golf Course	Operating Supplies	MN Nursery & Lands-CC	Low Voltage Lilghting Design Trainir	159.00
Operating Supplies Total:						640.91
0	03/31/2015	Golf Course	PERA Employee Ded	PERA-Non Bank	PR Batch 00003.03.2015 Pera Emplo	403.27
PERA Employee Ded Total:						403.27
0	03/31/2015	Golf Course	PERA Employer Share	PERA-Non Bank	PR Batch 00003.03.2015 Pera Emplo	403.27
0	03/31/2015	Golf Course	PERA Employer Share	PERA-Non Bank	PR Batch 00003.03.2015 Pera additio	62.04
PERA Employer Share Total:						465.31
0	03/31/2015	Golf Course	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00003.03.2015 State Incom	255.23
State Income Tax Total:						255.23
0	04/01/2015	Golf Course	Use Tax Payable	MN Dept of Revenue-Non Bank	Sales/Use Tax-Feb 2015	35.34
77031	04/01/2015	Golf Course	Use Tax Payable	Nardini Fire Equipment Co, Inc	Sales/Use Tax	-2.37
Use Tax Payable Total:						32.97
Fund Total:						3,537.36
0	03/31/2015	Housing & Redevelopment Agency	Miscellaneous	FormSite.com-CC	Home & Garden Fair, Rental Registra	24.97
Miscellaneous Total:						24.97
77131	04/09/2015	Housing & Redevelopment Agency	Professional Services	Sheila Stowell	HRA Meeting Minutes	93.75

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
77131	04/09/2015	Housing & Redevelopment Agency	Professional Services	Sheila Stowell	Mileage Reimbursement	5.00
Professional Services Total:						98.75
77041	04/01/2015	Housing & Redevelopment Agency	Training	Sensible Land Use Coalition	Program Registration-Kelsey	50.00
Training Total:						50.00
Fund Total:						173.72
0	03/31/2015	Info Tech/Contract Cities	Vadnais Heights Capital Exp	Compulink-CC	CPP Training-Currier	100.00
Vadnais Heights Capital Exp Total:						100.00
Fund Total:						100.00
0	03/31/2015	Information Technology	Computer Equipment	Data Q-CC	Cisco Switches	2,526.50
77102	04/09/2015	Information Technology	Computer Equipment	Hewlett-Packard Company	Replacement Computer	499.00
0	03/31/2015	Information Technology	Computer Equipment	Next Warehouse-CC	Looby Phone	611.81
Computer Equipment Total:						3,637.31
0	04/01/2015	Information Technology	Contract Maintenance	Aercor Wireless, Inc	Window Device License-Through 9/1	4,286.38
77092	04/09/2015	Information Technology	Contract Maintenance	Datalink	Cisco SmartNet Maintenance Agreem	4,465.81
0	04/09/2015	Information Technology	Contract Maintenance	Electro Watchman, Inc.	Upgraded Server Installation, Warrant	325.00
Contract Maintenance Total:						9,077.19
0	03/31/2015	Information Technology	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00003.03.2015 Federal Incc	3,744.67
Federal Income Tax Total:						3,744.67
0	03/31/2015	Information Technology	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00003.03.2015 FICA Empl	2,128.66
0	03/31/2015	Information Technology	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00003.03.2015 Medicare E	497.83
FICA Employee Ded. Total:						2,626.49
0	03/31/2015	Information Technology	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00003.03.2015 FICA Empl	2,128.66
0	03/31/2015	Information Technology	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00003.03.2015 Medicare E	497.83

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
FICA Employers Share Total:						2,626.49
77036	04/01/2015	Information Technology	HSA Employee	Premier Bank	PR Batch 00003.03.2015 HSA Empl	183.18
HSA Employee Total:						183.18
0	04/01/2015	Information Technology	ICMA Def Comp	ICMA Retirement Trust 457-30022	PR Batch 00003.03.2015 ICMA Defe	225.00
ICMA Def Comp Total:						225.00
77083	04/09/2015	Information Technology	Internet	Anoka County Treasury	Broadband-May 2015	75.00
0	04/09/2015	Information Technology	Internet	Cologix, Inc	Fiber Cross Connect	450.00
77103	04/09/2015	Information Technology	Internet	Hurricane Electric	Transit Service Monthly Fee	500.00
Internet Total:						1,025.00
0	03/31/2015	Information Technology	MN State Retirement	MSRS-Non Bank	PR Batch 00003.03.2015 Post Emplo	349.15
MN State Retirement Total:						349.15
0	03/31/2015	Information Technology	Operating Supplies	Best Buy- CC	Cordless Phones	267.75
77017	04/01/2015	Information Technology	Operating Supplies	CDW Government, Inc.	Computer Supplies	972.76
0	03/31/2015	Information Technology	Operating Supplies	Monoprice.Com-CC	Video Cables	161.45
0	03/31/2015	Information Technology	Operating Supplies	Monoprice.Com-CC	Adapters	16.78
0	04/01/2015	Information Technology	Operating Supplies	SHI International Corp	Office License-Stapleton	332.00
0	04/09/2015	Information Technology	Operating Supplies	SHI International Corp	Office License	332.00
0	04/09/2015	Information Technology	Operating Supplies	SHI International Corp	Windows Platform	1,025.00
77042	04/01/2015	Information Technology	Operating Supplies	Staples Business Advantage, Inc.	Tape	42.99
Operating Supplies Total:						3,150.73
0	03/31/2015	Information Technology	PERA Employee Ded	PERA-Non Bank	PR Batch 00003.03.2015 Pera Emplo	2,269.43
PERA Employee Ded Total:						2,269.43
0	03/31/2015	Information Technology	PERA Employer Share	PERA-Non Bank	PR Batch 00003.03.2015 Pera additio	349.15
0	03/31/2015	Information Technology	PERA Employer Share	PERA-Non Bank	PR Batch 00003.03.2015 Pera Emplo	2,269.43
PERA Employer Share Total:						2,618.58

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	03/31/2015	Information Technology	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00003.03.2015 State Incom	1,377.30
					State Income Tax Total:	1,377.30
77092	04/09/2015	Information Technology	Telephone	Datalink	Cisco SmartNet Maintenance Agreem	9,833.13
					Telephone Total:	9,833.13
0	03/31/2015	Information Technology	Training	IT Certification-CC	MCP Test-Toboll	150.00
					Training Total:	150.00
0	04/09/2015	Information Technology	Transportation	Mark Mayfield	Mileage Reimbursement	75.33
0	04/09/2015	Information Technology	Transportation	Mark Mayfield	Mileage Reimbursement	170.20
0	04/09/2015	Information Technology	Transportation	Jason Swalley	Mileage Reimbursement	171.93
					Transportation Total:	417.46
					Fund Total:	43,311.11
0	04/01/2015	Internal Service - Interest	Investment Income	RVA- Non Bank	February Interest	42.79
					Investment Income Total:	42.79
					Fund Total:	42.79
0	03/31/2015	License Center	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00003.03.2015 Federal Incc	3,121.77
					Federal Income Tax Total:	3,121.77
0	03/31/2015	License Center	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00003.03.2015 FICA Empl	1,890.51
0	03/31/2015	License Center	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00003.03.2015 Medicare E	442.13
					FICA Employee Ded. Total:	2,332.64
0	03/31/2015	License Center	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00003.03.2015 Medicare E	442.13
0	03/31/2015	License Center	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00003.03.2015 FICA Empl	1,890.51

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					FICA Employers Share Total:	2,332.64
0	04/01/2015	License Center	Furniture & Fixtures	Intereum, Inc.	Office Furniture/Workstation Supplies	669.67
					Furniture & Fixtures Total:	669.67
77036	04/01/2015	License Center	HSA Employee	Premier Bank	PR Batch 00003.03.2015 HSA Empl	76.92
					HSA Employee Total:	76.92
0	03/31/2015	License Center	MN State Retirement	MSRS-Non Bank	PR Batch 00003.03.2015 Post Emplo	304.82
					MN State Retirement Total:	304.82
0	03/31/2015	License Center	MNDP Def Comp	Great West- Non Bank	PR Batch 00003.03.2015 MNDP De	254.62
0	03/31/2015	License Center	MNDP Def Comp	Great West- Non Bank	PR Batch 00003.03.2015 MNDP De	200.00
					MNDP Def Comp Total:	454.62
0	03/31/2015	License Center	Office Supplies	CFS Products-CC	Passport Media	688.75
0	03/31/2015	License Center	Office Supplies	S & T Office Products-CC	Office Supplies	77.29
					Office Supplies Total:	766.04
0	03/31/2015	License Center	PERA Employee Ded	PERA-Non Bank	PR Batch 00003.03.2015 Pera Emplo	1,920.28
					PERA Employee Ded Total:	1,920.28
0	03/31/2015	License Center	PERA Employer Share	PERA-Non Bank	PR Batch 00003.03.2015 Pera Emplo	1,920.28
0	03/31/2015	License Center	PERA Employer Share	PERA-Non Bank	PR Batch 00003.03.2015 Pera additio	295.44
					PERA Employer Share Total:	2,215.72
0	03/31/2015	License Center	Postage	USPS-CC	Postage	176.75
					Postage Total:	176.75
77093	04/09/2015	License Center	Professional Services	ECR Software Corp.	Point of Sale System-Licenses, Suppc	3,750.00
77111	04/09/2015	License Center	Professional Services	McGough Construction	Facilities Management	174.19

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					Professional Services Total:	3,924.19
0	04/09/2015	License Center	Rental	Gaughan Properties	License Center Rent-May 2015	5,161.10
					Rental Total:	5,161.10
0	03/31/2015	License Center	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00003.03.2015 State Incom	1,314.83
					State Income Tax Total:	1,314.83
0	04/01/2015	License Center	Transportation	Jill Theisen	Mileage Reimbursement	279.45
					Transportation Total:	279.45
0	04/09/2015	License Center	Utilities	Xcel Energy	License Center	384.63
					Utilities Total:	384.63
					Fund Total:	25,436.07
77145	04/09/2015	Municipal Community Band	Miscellaneous	Sarah Webb	Community Band Scholarship Winner	500.00
					Miscellaneous Total:	500.00
					Fund Total:	500.00
0	04/01/2015	Municipal Jazz Band	Professional Services	Glen Newton	Big Band Director-March 2015	250.00
					Professional Services Total:	250.00
					Fund Total:	250.00
0	03/31/2015	P & R Contract Maintenance	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00003.03.2015 Federal Incc	1,968.03
					Federal Income Tax Total:	1,968.03

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	03/31/2015	P & R Contract Maintenance	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00003.03.2015 FICA Empl	1,095.79
0	03/31/2015	P & R Contract Maintenance	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00003.03.2015 Medicare E	256.28
FICA Employee Ded. Total:						1,352.07
0	03/31/2015	P & R Contract Maintenance	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00003.03.2015 FICA Empl	1,095.79
0	03/31/2015	P & R Contract Maintenance	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00003.03.2015 Medicare E	256.28
FICA Employers Share Total:						1,352.07
77036	04/01/2015	P & R Contract Maintenance	HSA Employee	Premier Bank	PR Batch 00003.03.2015 HSA Empl	238.46
77036	04/01/2015	P & R Contract Maintenance	HSA Employee	Premier Bank	PR Batch 00003.03.2015 HSA WI En	34.62
HSA Employee Total:						273.08
0	03/31/2015	P & R Contract Maintenance	MN State Retirement	MSRS-Non Bank	PR Batch 00003.03.2015 Post Emplo	183.76
MN State Retirement Total:						183.76
0	03/31/2015	P & R Contract Maintenance	MNDCP Def Comp	Great West- Non Bank	PR Batch 00003.03.2015 MNDCP De	280.00
MNDCP Def Comp Total:						280.00
0	04/01/2015	P & R Contract Maintenance	Operating Supplies	Bachmans Inc	Arboretum Supplies	370.74
77019	04/01/2015	P & R Contract Maintenance	Operating Supplies	Cintas Corporation #470	Uniform Cleaning	2.36
77019	04/01/2015	P & R Contract Maintenance	Operating Supplies	Cintas Corporation #470	Uniform Cleaning	2.36
77019	04/01/2015	P & R Contract Maintenance	Operating Supplies	Cintas Corporation #470	Uniform Cleaning	2.36
77028	04/01/2015	P & R Contract Maintenance	Operating Supplies	LTG Power Equipment	Power Pruner	593.99
77028	04/01/2015	P & R Contract Maintenance	Operating Supplies	LTG Power Equipment	Weed Whip	278.99
0	03/31/2015	P & R Contract Maintenance	Operating Supplies	Menards-CC	Floor Waxing Supplies	126.01
0	03/31/2015	P & R Contract Maintenance	Operating Supplies	Menards-CC	Shop Supplies	40.36
0	04/01/2015	P & R Contract Maintenance	Operating Supplies	MTI Distributing, Inc.	Wheel, Bearing	447.53
0	03/31/2015	P & R Contract Maintenance	Operating Supplies	Target- CC	Arboretum Supplies	60.28
0	03/31/2015	P & R Contract Maintenance	Operating Supplies	Tousley Ford-CC	Snowmobile Parts	138.94
77046	04/01/2015	P & R Contract Maintenance	Operating Supplies	Trio Supply Company	Restroom Supplies	330.50
0	03/31/2015	P & R Contract Maintenance	Operating Supplies	Vac That Thing Up-CC	Vacuum Belts	29.05
Operating Supplies Total:						2,423.47
0	03/31/2015	P & R Contract Maintenance	PERA Employee Ded	PERA-Non Bank	PR Batch 00003.03.2015 Pera Emplo	1,194.30

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
PERA Employee Ded Total:						1,194.30
0	03/31/2015	P & R Contract Maintenance	PERA Employer Share	PERA-Non Bank	PR Batch 00003.03.2015 Pera Emplo	1,194.30
0	03/31/2015	P & R Contract Maintenance	PERA Employer Share	PERA-Non Bank	PR Batch 00003.03.2015 Pera additio	183.76
PERA Employer Share Total:						1,378.06
0	03/31/2015	P & R Contract Maintenance	Professional Services	Dept of Natural Resources-CC	No Receipt-Evenson	150.00
Professional Services Total:						150.00
0	03/31/2015	P & R Contract Maintenance	Rental	Sunbelt Rentals-CC	Floor Burnisher	214.04
Rental Total:						214.04
0	04/01/2015	P & R Contract Maintenance	Sales Tax	MN Dept of Revenue-Non Bank	Sales/Use Tax-Feb 2015	11.60
Sales Tax Total:						11.60
0	03/31/2015	P & R Contract Maintenance	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00003.03.2015 State Incom	858.96
State Income Tax Total:						858.96
0	03/31/2015	P & R Contract Maintenance	Training	MN Nursery & Lands-CC	Low Voltage Lilghting Design Trainir	159.00
Training Total:						159.00
Fund Total:						11,798.44
0	04/01/2015	Park Renewal 2011	Professional Services	LHB Inc	Park Renewal Program Service	488.00
77027	04/01/2015	Park Renewal 2011	Professional Services	Liesch Associates, Inc.	Park Improvement Plan Project Mana	561.25
Professional Services Total:						1,049.25
Fund Total:						1,049.25
0	03/31/2015	Pathway Maintenance Fund	Operating Supplies	Batteries Plus-CC	Batteries	119.90

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
Operating Supplies Total:						119.90
Fund Total:						119.90
77047	04/01/2015	Police - DWI Enforcement	Operating Supplies	US Bank	Petty Cash Reimbursement	38.25
77047	04/01/2015	Police - DWI Enforcement	Operating Supplies	US Bank	Petty Cash Reimbursement	20.75
77047	04/01/2015	Police - DWI Enforcement	Operating Supplies	US Bank	Petty Cash Reimbursement	22.75
77047	04/01/2015	Police - DWI Enforcement	Operating Supplies	US Bank	Petty Cash Reimbursement	44.00
77047	04/01/2015	Police - DWI Enforcement	Operating Supplies	US Bank	Petty Cash Reimbursement	11.00
77047	04/01/2015	Police - DWI Enforcement	Operating Supplies	US Bank	Petty Cash Reimbursement	17.00
77047	04/01/2015	Police - DWI Enforcement	Operating Supplies	US Bank	Petty Cash Reimbursement	11.00
77047	04/01/2015	Police - DWI Enforcement	Operating Supplies	US Bank	Petty Cash Reimbursement	11.00
77047	04/01/2015	Police - DWI Enforcement	Operating Supplies	US Bank	Petty Cash Reimbursement	20.75
Operating Supplies Total:						196.50
77137	04/09/2015	Police - DWI Enforcement	Professional Services	Twin Cities Transport & Recove	Towing Service	260.00
77137	04/09/2015	Police - DWI Enforcement	Professional Services	Twin Cities Transport & Recove	Towing Service	85.00
Professional Services Total:						345.00
Fund Total:						541.50
0	03/31/2015	Police Forfeiture Fund	Professional Services	Amazon.com- CC	USB Data Cables	169.56
Professional Services Total:						169.56
Fund Total:						169.56
0	03/31/2015	Police Vehicle Revolving	Capital Outlay	Airsoft-CC	Rifle Bags	519.92
Capital Outlay Total:						519.92
0	03/31/2015	Police Vehicle Revolving	Vehicles & Equipment	Sun Control Of MN- CC	Window Film	50.00
Vehicles & Equipment Total:						50.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
Fund Total:						569.92
0	03/31/2015	Recreation Fund	Advertising	Lillie Suburban News-CC	Nature Center Advertising	194.87
77033	04/01/2015	Recreation Fund	Advertising	North Suburban Evening Lions Clu	Waffle Breakfast Placemat Ad	50.00
Advertising Total:						244.87
77098	04/09/2015	Recreation Fund	Collected Insurance Fee	Nancy Geib	Dance Kids Night Out Refund	1.00
Collected Insurance Fee Total:						1.00
77132	04/09/2015	Recreation Fund	Contract Maintenance	The Cleaning Authority	Monthly Cleaning-Feb	2,013.60
77132	04/09/2015	Recreation Fund	Contract Maintenance	The Cleaning Authority	Monthly Cleaning-March	2,013.60
Contract Maintenance Total:						4,027.20
77029	04/01/2015	Recreation Fund	Contract Maintenance	Mn Dept of Labor & Industry	Elevator Annual Operation	100.00
Contract Maintenance Total:						100.00
0	04/01/2015	Recreation Fund	Credit Card Fees	US Bank-Non Bank	February Terminal Charges	309.52
Credit Card Fees Total:						309.52
0	03/31/2015	Recreation Fund	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00003.03.2015 Federal Incc	4,355.59
0	03/31/2015	Recreation Fund	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00003.03.2015 Medicare E	112.25
Federal Income Tax Total:						4,467.84
77098	04/09/2015	Recreation Fund	Fee Program Revenue	Nancy Geib	Dance Kids Night Out Refund	19.00
Fee Program Revenue Total:						19.00
0	03/31/2015	Recreation Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00003.03.2015 Medicare E	245.25
0	03/31/2015	Recreation Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00003.03.2015 Medicare E	769.52
0	03/31/2015	Recreation Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00003.03.2015 FICA Empl	3,290.36
FICA Employee Ded. Total:						4,305.13
0	03/31/2015	Recreation Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00003.03.2015 FICA Empl	3,290.36

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	03/31/2015	Recreation Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00003.03.2015 Medicare E	769.52
0	03/31/2015	Recreation Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00003.03.2015 Medicare E	245.25
FICA Employers Share Total:						4,305.13
77036	04/01/2015	Recreation Fund	HSA Employee	Premier Bank	PR Batch 00003.03.2015 HSA Empl	334.04
HSA Employee Total:						334.04
0	04/01/2015	Recreation Fund	ICMA Def Comp	ICMA Retirement Trust 457-30022	PR Batch 00003.03.2015 ICMA Defe	525.00
ICMA Def Comp Total:						525.00
0	03/31/2015	Recreation Fund	Memberships & Subscriptions	ASCAP-CC	License	335.00
0	03/31/2015	Recreation Fund	Memberships & Subscriptions	BMI-CC	BMI License	301.50
77087	04/09/2015	Recreation Fund	Memberships & Subscriptions	Breanna Burmester	Volleyball Tournament Reimburseme	170.00
0	04/09/2015	Recreation Fund	Memberships & Subscriptions	Mark Emme	MSF Volleyball Tournament Reimbur	170.00
77146	04/09/2015	Recreation Fund	Memberships & Subscriptions	Katie Wells	MSF Volleyball Tourney Reimburse	170.00
Memberships & Subscriptions Total:						1,146.50
0	03/31/2015	Recreation Fund	MN State Retirement	MSRS-Non Bank	PR Batch 00003.03.2015 Post Emplo	401.82
MN State Retirement Total:						401.82
0	03/31/2015	Recreation Fund	MNDCP Def Comp	Great West- Non Bank	PR Batch 00003.03.2015 MNDCP De	1,308.41
MNDCP Def Comp Total:						1,308.41
0	03/31/2015	Recreation Fund	Office Supplies	Office Depot- CC	Office Supplies	77.65
0	03/31/2015	Recreation Fund	Office Supplies	Target- CC	Office Supplies	19.08
Office Supplies Total:						96.73
0	03/31/2015	Recreation Fund	Operating Supplies	A Wish Come True-CC	Dance Costumes	177.00
0	03/31/2015	Recreation Fund	Operating Supplies	Cheetah Auto Supply-CC	Connector, GoJo	18.15
0	03/31/2015	Recreation Fund	Operating Supplies	CL Barnhouse-CC	Community Band Music	92.45
0	03/31/2015	Recreation Fund	Operating Supplies	Davis Lock & Safe-CC	Keys	80.34
0	04/09/2015	Recreation Fund	Operating Supplies	Fastenal Company Inc.	Tubing	22.90
0	03/31/2015	Recreation Fund	Operating Supplies	GMR Gymnastics Sales-CC	Gymnastics Chalk	305.00
0	04/01/2015	Recreation Fund	Operating Supplies	Grainger Inc	Pleated Filters	160.32

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	04/01/2015	Recreation Fund	Operating Supplies	Grainger Inc	Pleated Filters	28.32
0	03/31/2015	Recreation Fund	Operating Supplies	Menards-CC	Tools	45.81
0	03/31/2015	Recreation Fund	Operating Supplies	Michaels-CC	Custom Frame	45.99
0	03/31/2015	Recreation Fund	Operating Supplies	Mills Fleet Farm-CC	Bungee Cords	9.32
0	03/31/2015	Recreation Fund	Operating Supplies	Party City-CC	Sweetheard Dance Supplies	10.16
0	03/31/2015	Recreation Fund	Operating Supplies	Party City-CC	Sweetheard Dance Supplies	10.68
0	04/01/2015	Recreation Fund	Operating Supplies	R & R Specialties of Wisconsin, Inc	Cloth Spreader	93.15
0	03/31/2015	Recreation Fund	Operating Supplies	Revolution Dancewear-CC	Dance Recital Supplies	100.98
0	03/31/2015	Recreation Fund	Operating Supplies	Revolution Dancewear-CC	Ice Show Costume	51.99
0	03/31/2015	Recreation Fund	Operating Supplies	Suburban Ace Hardware-CC	Bulb	11.24
0	03/31/2015	Recreation Fund	Operating Supplies	Target- CC	Sweetheart Dance Supplies	102.32
0	03/31/2015	Recreation Fund	Operating Supplies	Three Rivers Park- CC	Field Trip to French Park	18.00
77140	04/09/2015	Recreation Fund	Operating Supplies	Universal Athletic Service, Inc.	Softballs	2,267.46
0	03/31/2015	Recreation Fund	Operating Supplies	UPS Store- CC	Shipping Charges	42.94
77144	04/09/2015	Recreation Fund	Operating Supplies	The Vernon Company	Luggage Tags	315.78
0	03/31/2015	Recreation Fund	Operating Supplies	Weissman's Design-CC	Ice Show Costume	41.49
0	03/31/2015	Recreation Fund	Operating Supplies	Weissman's Design-CC	Ice Show Costume	50.49
Operating Supplies Total:						4,102.28
0	03/31/2015	Recreation Fund	PERA Employee Ded	PERA-Non Bank	PR Batch 00003.03.2015 Pera Emplo	65.48
0	03/31/2015	Recreation Fund	PERA Employee Ded	PERA-Non Bank	PR Batch 00003.03.2015 Pera Emplo	2,869.84
PERA Employee Ded Total:						2,935.32
0	03/31/2015	Recreation Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00003.03.2015 Pera additio	441.52
0	03/31/2015	Recreation Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00003.03.2015 Pera Emplo	2,869.84
0	03/31/2015	Recreation Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00003.03.2015 Pera Emplo	75.56
PERA Employer Share Total:						3,386.92
0	04/01/2015	Recreation Fund	Printing	Roseville Area Schools	Copy Center Services	223.71
Printing Total:						223.71
77012	04/01/2015	Recreation Fund	Professional Services	AARP	AARP Driving Class-March 26	450.00
77088	04/09/2015	Recreation Fund	Professional Services	Erin Carter	Novice Speedskating Coach	60.00
0	03/31/2015	Recreation Fund	Professional Services	Chanhassen Dinner-CC	Adult Trip	1,455.68
77094	04/09/2015	Recreation Fund	Professional Services	Samantha Eide	Novice Speedskating Coach	220.00
77097	04/09/2015	Recreation Fund	Professional Services	Paul Gangl	Novice Speedskating Coach	220.00
77100	04/09/2015	Recreation Fund	Professional Services	McKinley Hanson	Novice Speedskating Coach	120.00
77101	04/09/2015	Recreation Fund	Professional Services	Michael Harden	Novice Speedskating Coach	180.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
77106	04/09/2015	Recreation Fund	Professional Services	Muriel Selena Kennedy	Novice Speedskating Coach	220.00
0	04/09/2015	Recreation Fund	Professional Services	Daniel Kuch	Community Band Director-Jan-Marcl	500.00
77107	04/09/2015	Recreation Fund	Professional Services	Madeline Lange	Novice Speedskating Coach	160.00
0	03/31/2015	Recreation Fund	Professional Services	Legacy Dance-CC	Competition Entry Fee	510.00
0	04/09/2015	Recreation Fund	Professional Services	Metro Volleyball Officials	Volleyball Offiating	1,140.00
0	04/09/2015	Recreation Fund	Professional Services	Metro Volleyball Officials	Volleyball Offiating	655.50
77032	04/01/2015	Recreation Fund	Professional Services	Bob Nielsen	Band Van Loading/Unloading	40.00
0	03/31/2015	Recreation Fund	Professional Services	Pioneer Press-CC	Summer Camp Ads	68.80
0	03/31/2015	Recreation Fund	Professional Services	Pioneer Press-CC	Sport Camp Ads	67.00
0	03/31/2015	Recreation Fund	Professional Services	Pioneer Press-CC	Summer Camp Ads	70.60
77119	04/09/2015	Recreation Fund	Professional Services	Bill Pringle	Broomball Officiating	88.00
77126	04/09/2015	Recreation Fund	Professional Services	Adam Rosenthal	Novice Speedskating Coach	40.00
77128	04/09/2015	Recreation Fund	Professional Services	George Sigstad	Broomball Officiating	88.00
0	03/31/2015	Recreation Fund	Professional Services	Three Rivers Park- CC	Field Trip to Elm Creek	36.00
0	03/31/2015	Recreation Fund	Professional Services	Water Park of America-CC	Field Trip Deposit	143.40
77147	04/09/2015	Recreation Fund	Professional Services	Chris Widman	Novice Speedskating Coach	90.00
Professional Services Total:						6,622.98
0	04/01/2015	Recreation Fund	Sales Tax Payable	MN Dept of Revenue-Non Bank	Sales/Use Tax-Feb 2015	2,530.73
Sales Tax Payable Total:						2,530.73
0	03/31/2015	Recreation Fund	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00003.03.2015 State Incom	58.97
0	03/31/2015	Recreation Fund	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00003.03.2015 State Incom	1,812.87
State Income Tax Total:						1,871.84
0	04/09/2015	Recreation Fund	Transportation	Lauren Deal	Mileage Reimbursement	214.48
Transportation Total:						214.48
77021	04/01/2015	Recreation Fund	Utilities	Comcast	High Speed Internet	258.16
77021	04/01/2015	Recreation Fund	Utilities	Comcast	High Speed Internet	252.61
77021	04/01/2015	Recreation Fund	Utilities	Comcast	High Speed Internet	252.61
0	04/01/2015	Recreation Fund	Utilities	Xcel Energy	Villa Park	272.99
0	04/09/2015	Recreation Fund	Utilities	Xcel Energy	Sand Castle Park	151.65
Utilities Total:						1,188.02
0	04/01/2015	Recreation Fund	Vehicle Supplies	R & R Specialties of Wisconsin, Inc	Bushing, Ball Valve	189.75

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					Vehicle Supplies Total:	189.75
					Fund Total:	44,858.22
77142	04/09/2015	Sanitary Sewer	2014 Mill & Overlay	Valley Paving, Inc.	Mill and Overlay	2,651.40
					2014 Mill & Overlay Total:	2,651.40
0	04/01/2015	Sanitary Sewer	Credit Card Fees	Bluefin Payment Systems-Non Ban	February UB Payments.com Charges	3,940.12
					Credit Card Fees Total:	3,940.12
0	03/31/2015	Sanitary Sewer	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00003.03.2015 Federal Incc	1,109.11
					Federal Income Tax Total:	1,109.11
0	03/31/2015	Sanitary Sewer	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00003.03.2015 FICA Empl	718.19
0	03/31/2015	Sanitary Sewer	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00003.03.2015 Medicare E	167.99
					FICA Employee Ded. Total:	886.18
0	03/31/2015	Sanitary Sewer	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00003.03.2015 Medicare E	167.99
0	03/31/2015	Sanitary Sewer	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00003.03.2015 FICA Empl	718.19
					FICA Employers Share Total:	886.18
77036	04/01/2015	Sanitary Sewer	HSA Employee	Premier Bank	PR Batch 00003.03.2015 HSA Empl	6.73
					HSA Employee Total:	6.73
0	04/01/2015	Sanitary Sewer	ICMA Def Comp	ICMA Retirement Trust 457-30022'	PR Batch 00003.03.2015 ICMA Defe	35.00
					ICMA Def Comp Total:	35.00
0	03/31/2015	Sanitary Sewer	MN State Retirement	MSRS-Non Bank	PR Batch 00003.03.2015 Post Emplo	119.72
					MN State Retirement Total:	119.72

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	03/31/2015	Sanitary Sewer	MND CP Def Comp	Great West- Non Bank	PR Batch 00003.03.2015 MND CP De	92.51
					MND CP Def Comp Total:	92.51
0	03/31/2015	Sanitary Sewer	PERA Employee Ded	PERA-Non Bank	PR Batch 00003.03.2015 Pera Emplo	766.71
					PERA Employee Ded Total:	766.71
0	03/31/2015	Sanitary Sewer	PERA Employer Share	PERA-Non Bank	PR Batch 00003.03.2015 Pera Emplo	766.71
0	03/31/2015	Sanitary Sewer	PERA Employer Share	PERA-Non Bank	PR Batch 00003.03.2015 Pera additio	117.97
					PERA Employer Share Total:	884.68
0	04/09/2015	Sanitary Sewer	Professional Services	Gopher State One Call	FTP Tickets	143.82
					Professional Services Total:	143.82
0	04/01/2015	Sanitary Sewer	Sales Tax Payable	MN Dept of Revenue-Non Bank	Sales/Use Tax-Feb 2015	7.00
					Sales Tax Payable Total:	7.00
0	03/31/2015	Sanitary Sewer	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00003.03.2015 State Incom	474.67
					State Income Tax Total:	474.67
					Fund Total:	12,003.83
77026	04/01/2015	Singles Program	Operating Supplies	Florence Klobucher	Singles Supplies Reimbursement	7.99
77039	04/01/2015	Singles Program	Operating Supplies	Ron Rieschl	Single Supplies Reimbursement	15.00
					Operating Supplies Total:	22.99
					Fund Total:	22.99
0	03/31/2015	Solid Waste Recycle	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00003.03.2015 Federal Incc	95.45
					Federal Income Tax Total:	95.45

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	03/31/2015	Solid Waste Recycle	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00003.03.2015 FICA Empl	53.44
0	03/31/2015	Solid Waste Recycle	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00003.03.2015 Medicare E	12.49
FICA Employee Ded. Total:						65.93
0	03/31/2015	Solid Waste Recycle	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00003.03.2015 FICA Empl	53.44
0	03/31/2015	Solid Waste Recycle	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00003.03.2015 Medicare E	12.49
FICA Employers Share Total:						65.93
0	03/31/2015	Solid Waste Recycle	MN State Retirement	MSRS-Non Bank	PR Batch 00003.03.2015 Post Emplo	8.53
MN State Retirement Total:						8.53
0	03/31/2015	Solid Waste Recycle	PERA Employee Ded	PERA-Non Bank	PR Batch 00003.03.2015 Pera Emplo	55.49
PERA Employee Ded Total:						55.49
0	03/31/2015	Solid Waste Recycle	PERA Employer Share	PERA-Non Bank	PR Batch 00003.03.2015 Pera Emplo	55.49
0	03/31/2015	Solid Waste Recycle	PERA Employer Share	PERA-Non Bank	PR Batch 00003.03.2015 Pera additio	8.53
PERA Employer Share Total:						64.02
0	04/09/2015	Solid Waste Recycle	Professional Services	Eureka Recycling	Curbside Recycling	34,955.42
Professional Services Total:						34,955.42
0	03/31/2015	Solid Waste Recycle	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00003.03.2015 State Incom	42.68
State Income Tax Total:						42.68
Fund Total:						35,353.45
77142	04/09/2015	Storm Drainage	2014 Mill & Overlay	Valley Paving, Inc.	Mill and Overlay	13,847.61
2014 Mill & Overlay Total:						13,847.61
77123	04/09/2015	Storm Drainage	Contract Maintenance	Regents of the University of MN	Compost Testing	74.00
77124	04/09/2015	Storm Drainage	Contract Maintenance	Rick Johnson's Deer & Beaver Inc.	Deer Removal	230.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
Contract Maintenance Total:						304.00
0	03/31/2015	Storm Drainage	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00003.03.2015 Federal Incc	1,067.62
Federal Income Tax Total:						1,067.62
0	03/31/2015	Storm Drainage	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00003.03.2015 FICA Empl	704.96
0	03/31/2015	Storm Drainage	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00003.03.2015 Medicare E	164.87
FICA Employee Ded. Total:						869.83
0	03/31/2015	Storm Drainage	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00003.03.2015 FICA Empl	704.96
0	03/31/2015	Storm Drainage	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00003.03.2015 Medicare E	164.87
FICA Employers Share Total:						869.83
0	03/31/2015	Storm Drainage	MN State Retirement	MSRS-Non Bank	PR Batch 00003.03.2015 Post Emplo	109.66
MN State Retirement Total:						109.66
0	03/31/2015	Storm Drainage	MNDCP Def Comp	Great West- Non Bank	PR Batch 00003.03.2015 MNDCP De	10.00
MNDCP Def Comp Total:						10.00
0	03/31/2015	Storm Drainage	Operating Supplies	Menards-CC	Gloves, Paint	141.93
Operating Supplies Total:						141.93
0	03/31/2015	Storm Drainage	PERA Employee Ded	PERA-Non Bank	PR Batch 00003.03.2015 Pera Emplo	712.66
PERA Employee Ded Total:						712.66
0	03/31/2015	Storm Drainage	PERA Employer Share	PERA-Non Bank	PR Batch 00003.03.2015 Pera Emplo	712.66
0	03/31/2015	Storm Drainage	PERA Employer Share	PERA-Non Bank	PR Batch 00003.03.2015 Pera additio	109.66
PERA Employer Share Total:						822.32
0	04/09/2015	Storm Drainage	Professional Services	Gopher State One Call	FTP Tickets	143.81
77131	04/09/2015	Storm Drainage	Professional Services	Sheila Stowell	PWET Meeting Minutes	206.25
77131	04/09/2015	Storm Drainage	Professional Services	Sheila Stowell	Mileage Reimbursement	5.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
Professional Services Total:						355.06
0	04/01/2015	Storm Drainage	Sales Tax Payable	MN Dept of Revenue-Non Bank	Sales/Use Tax-Feb 2015	19.61
Sales Tax Payable Total:						19.61
0	03/31/2015	Storm Drainage	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00003.03.2015 State Incom	467.87
State Income Tax Total:						467.87
0	03/31/2015	Storm Drainage	Training	PayPal-CC	Road Salt Symposium	135.00
Training Total:						135.00
Fund Total:						19,733.00
77142	04/09/2015	Street Construction	2014 Mill & Overlay	Valley Paving, Inc.	Mill and Overlay	9,826.83
77142	04/09/2015	Street Construction	2014 Mill & Overlay	Valley Paving, Inc.	Mill and Overlay	21,842.34
2014 Mill & Overlay Total:						31,669.17
Fund Total:						31,669.17
77047	04/01/2015	Telecommunications	Conferences	US Bank	Petty Cash Reimbursement	9.00
Conferences Total:						9.00
0	03/31/2015	Telecommunications	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00003.03.2015 Federal Incc	494.25
Federal Income Tax Total:						494.25
0	03/31/2015	Telecommunications	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00003.03.2015 FICA Empl	413.05
0	03/31/2015	Telecommunications	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00003.03.2015 Medicare E	96.60
FICA Employee Ded. Total:						509.65
0	03/31/2015	Telecommunications	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00003.03.2015 FICA Empl	413.05

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	03/31/2015	Telecommunications	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00003.03.2015 Medicare E	96.60
					FICA Employers Share Total:	509.65
0	03/31/2015	Telecommunications	Furniture & Fixtures	Compsource-CC	Sit/Stand Work Station	480.00
0	03/31/2015	Telecommunications	Furniture & Fixtures	Displays 2 Go-CC	Panel Displays	434.48
					Furniture & Fixtures Total:	914.48
77036	04/01/2015	Telecommunications	HSA Employee	Premier Bank	PR Batch 00003.03.2015 HSA Empl	9.14
					HSA Employee Total:	9.14
0	03/31/2015	Telecommunications	MN State Retirement	MSRS-Non Bank	PR Batch 00003.03.2015 Post Emplo	66.90
					MN State Retirement Total:	66.90
0	03/31/2015	Telecommunications	MNDCP Def Comp	Great West- Non Bank	PR Batch 00003.03.2015 MNDCP De	358.76
					MNDCP Def Comp Total:	358.76
0	03/31/2015	Telecommunications	Operating Supplies	Cub Foods- CC	Bakery Items, Tropical Plants	44.44
0	03/31/2015	Telecommunications	Operating Supplies	Cub Foods- CC	Fruit & Cheese Platter	73.42
0	03/31/2015	Telecommunications	Operating Supplies	Flowerama-CC	Blooming Plant	17.20
0	03/31/2015	Telecommunications	Operating Supplies	Walmart-CC	Bowls	16.99
					Operating Supplies Total:	152.05
0	03/31/2015	Telecommunications	PERA Employee Ded	PERA-Non Bank	PR Batch 00003.03.2015 Pera Emplo	434.92
					PERA Employee Ded Total:	434.92
0	03/31/2015	Telecommunications	PERA Employer Share	PERA-Non Bank	PR Batch 00003.03.2015 Pera additio	66.90
0	03/31/2015	Telecommunications	PERA Employer Share	PERA-Non Bank	PR Batch 00003.03.2015 Pera Emplo	434.92
					PERA Employer Share Total:	501.82
77118	04/09/2015	Telecommunications	Postage	Postmaster	Newsletter Postage-Acct: 2437	3,300.00
					Postage Total:	3,300.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	03/31/2015	Telecommunications	Professional Services	Facebook-CC	Advertising	75.00
77121	04/09/2015	Telecommunications	Professional Services	Craig Rapp, LLC	Strategic Planning Services	7,450.00
Professional Services Total:						7,525.00
0	03/31/2015	Telecommunications	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00003.03.2015 State Incom	225.81
State Income Tax Total:						225.81
Fund Total:						15,011.43
0	03/31/2015	Telephone	CAP - Capital Equip Recovery	Data Q-CC	Telephone Expansion Module	263.70
77092	04/09/2015	Telephone	CAP - Capital Equip Recovery	Datalink	Cisco SmartNet Maintenance Agreem	3,053.84
CAP - Capital Equip Recovery Total:						3,317.54
77018	04/01/2015	Telephone	PSTN-PRI Access/DID Allocation	CenturyLink	Telephone	97.89
77104	04/09/2015	Telephone	PSTN-PRI Access/DID Allocation	Integra Telecom	Telephone	3,297.72
PSTN-PRI Access/DID Allocation Total:						3,395.61
Fund Total:						6,713.15
0	04/01/2015	TIF District #17-Twin Lakes	Professional Services	SRF Consulting Group, Inc.	I-35W Interchange at Cleveland	9,956.37
0	04/01/2015	TIF District #17-Twin Lakes	Professional Services	SRF Consulting Group, Inc.	Twin Lakes Area AUAR Update	6,840.10
Professional Services Total:						16,796.47
0	04/01/2015	TIF District #17-Twin Lakes	Twin Lakes I-35W Ramp	SRF Consulting Group, Inc.	Twin Lakes Public Improvements	3,388.93
Twin Lakes I-35W Ramp Total:						3,388.93
Fund Total:						20,185.40
77142	04/09/2015	Water Fund	2014 Mill & Overlay	Valley Paving, Inc.	Mill and Overlay	15,066.44

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
2014 Mill & Overlay Total:						15,066.44
77052	04/07/2015	Water Fund	Accounts Payable	1926 GRAND AVE LLC	Refund Check	254.42
77053	04/07/2015	Water Fund	Accounts Payable	DEMOYA GORDON & AMY CON	Refund Check	31.90
77054	04/07/2015	Water Fund	Accounts Payable	DEMOYA GORDON & AMY CON	Refund Check	127.58
77055	04/07/2015	Water Fund	Accounts Payable	SHEILA ANDERSON	Refund Check	29.42
77056	04/07/2015	Water Fund	Accounts Payable	DAN BARBER	Refund Check	304.19
77057	04/07/2015	Water Fund	Accounts Payable	VINELLA & A. YVONNE BARRE	Refund Check	233.11
77058	04/07/2015	Water Fund	Accounts Payable	KRISTINEA D'MEIER	Refund Check	4.89
77059	04/07/2015	Water Fund	Accounts Payable	KRISTINEA D'MEIER	Refund Check	142.89
77060	04/07/2015	Water Fund	Accounts Payable	KATHRYN DORMAN	Refund Check	159.48
77061	04/07/2015	Water Fund	Accounts Payable	JACKIE EDWARDS	Refund Check	86.59
77062	04/07/2015	Water Fund	Accounts Payable	DAN FOWLDS	Refund Check	207.06
77063	04/07/2015	Water Fund	Accounts Payable	KATHRYN & NORMAN GAYLE	Refund Check	85.62
77064	04/07/2015	Water Fund	Accounts Payable	KAY GUMM	Refund Check	2.90
77065	04/07/2015	Water Fund	Accounts Payable	R HAASL	Refund Check	2.90
77066	04/07/2015	Water Fund	Accounts Payable	KURT HANLINE	Refund Check	83.87
77067	04/07/2015	Water Fund	Accounts Payable	ERIK HAUGAN	Refund Check	330.05
77068	04/07/2015	Water Fund	Accounts Payable	EDWARD HUGHES	Refund Check	91.22
77069	04/07/2015	Water Fund	Accounts Payable	JOSE & STEFANIE JIMENEZ	Refund Check	151.67
77070	04/07/2015	Water Fund	Accounts Payable	BRENT JOHNSON	Refund Check	144.47
77071	04/07/2015	Water Fund	Accounts Payable	KAYAK REMODELING & REDE	Refund Check	127.06
77072	04/07/2015	Water Fund	Accounts Payable	ERIC KOERITZ	Refund Check	191.82
77073	04/07/2015	Water Fund	Accounts Payable	DAN MORTENSON	Refund Check	20.57
77074	04/07/2015	Water Fund	Accounts Payable	JEREMIAH FONVILLE & NATAS	Refund Check	156.80
77075	04/07/2015	Water Fund	Accounts Payable	JENNIFER ETTESVOLD & ROBE	Refund Check	13.00
77076	04/07/2015	Water Fund	Accounts Payable	DAVID & LINDA SCHERE	Refund Check	75.00
77077	04/07/2015	Water Fund	Accounts Payable	DANIEL STARK	Refund Check	112.94
77078	04/07/2015	Water Fund	Accounts Payable	TALBOT REALTY	Refund Check	144.48
77079	04/07/2015	Water Fund	Accounts Payable	TIM THOMAS	Refund Check	159.48
77080	04/07/2015	Water Fund	Accounts Payable	TAD WILLIAMS	Refund Check	109.47
77081	04/07/2015	Water Fund	Accounts Payable	XIAN WU	Refund Check	127.07
Accounts Payable Total:						3,711.92
0	03/31/2015	Water Fund	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00003.03.2015 Federal Incc	1,621.39
Federal Income Tax Total:						1,621.39
0	03/31/2015	Water Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00003.03.2015 FICA Empl	1,012.31
0	03/31/2015	Water Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00003.03.2015 Medicare E	236.73

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
FICA Employee Ded. Total:						1,249.04
0	03/31/2015	Water Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00003.03.2015 Medicare E	236.73
0	03/31/2015	Water Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00003.03.2015 FICA Empl	1,012.31
FICA Employers Share Total:						1,249.04
77036	04/01/2015	Water Fund	HSA Employee	Premier Bank	PR Batch 00003.03.2015 HSA Empl	49.52
HSA Employee Total:						49.52
0	04/01/2015	Water Fund	ICMA Def Comp	ICMA Retirement Trust 457-30022	PR Batch 00003.03.2015 ICMA Defe	65.00
ICMA Def Comp Total:						65.00
77044	04/01/2015	Water Fund	Memberships & Subscriptions	SUSA Treasurer	Annual Membership-Fish	125.00
Memberships & Subscriptions Total:						125.00
0	03/31/2015	Water Fund	MN State Retirement	MSRS-Non Bank	PR Batch 00003.03.2015 Post Emplo	160.46
MN State Retirement Total:						160.46
0	03/31/2015	Water Fund	MNDCP Def Comp	Great West- Non Bank	PR Batch 00003.03.2015 MNDCP De	162.49
MNDCP Def Comp Total:						162.49
0	04/09/2015	Water Fund	Operating Supplies	Ferguson Waterworks #2516	Meter Supplies	187.98
0	03/31/2015	Water Fund	Operating Supplies	Suburban Ace Hardware-CC	Bushings, Elbows	31.34
0	03/31/2015	Water Fund	Operating Supplies	Valmont Site Pro-CC	Water Twoer Climbing	184.84
Operating Supplies Total:						404.16
0	03/31/2015	Water Fund	PERA Employee Ded	PERA-Non Bank	PR Batch 00003.03.2015 Pera Emplo	1,021.92
PERA Employee Ded Total:						1,021.92
0	03/31/2015	Water Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00003.03.2015 Pera Emplo	1,021.92
0	03/31/2015	Water Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00003.03.2015 Pera additio	157.20

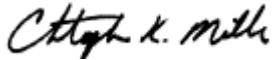
Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
PERA Employer Share Total:						1,179.12
0	04/09/2015	Water Fund	Professional Services	Gopher State One Call	FTP Tickets	143.82
77138	04/09/2015	Water Fund	Professional Services	Twin City Water Clinic, Inc.	Coliform Bacteria	400.00
Professional Services Total:						543.82
77130	04/09/2015	Water Fund	St. Paul Water	St. Paul Regional Water Services	Water	326,888.10
St. Paul Water Total:						326,888.10
0	03/31/2015	Water Fund	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00003.03.2015 State Incom	663.13
State Income Tax Total:						663.13
0	04/01/2015	Water Fund	State Sales Tax Payable	MN Dept of Revenue-Non Bank	Sales/Use Tax-Feb 2015	1,269.31
State Sales Tax Payable Total:						1,269.31
0	04/09/2015	Water Fund	Utilities	Xcel Energy	Repeater Station	15.97
Utilities Total:						15.97
0	04/01/2015	Water Fund	Water - Roseville	City of Roseville- Non Bank	January Water	1,556.34
0	04/01/2015	Water Fund	Water - Roseville	City of Roseville- Non Bank	January Water-Previous Overcharge	-40.47
Water - Roseville Total:						1,515.87
0	03/31/2015	Water Fund	Water Meters	McMaster-Carr-CC	Water Meter Supplies	16.36
Water Meters Total:						16.36
Fund Total:						356,978.06
0	04/09/2015	Workers Compensation	Professional Services	SFM	Work Comp. Administration	160.00
Professional Services Total:						160.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
Fund Total:						160.00
Report Total:						3,962,560.72

REQUEST FOR COUNCIL ACTION

Date: 04/20/2015
Item No.: 8.b

Department Approval



City Manager Approval



Item Description: Approve 2015 Business and Other Licenses

BACKGROUND

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

Massage Therapist License

Brandy McCartt

Massage Xcape, LLC

1767 Lexington Avenue N

Roseville, MN 55113

Sharon Pollock

Heartland Home Care and Hospice

2685 Long Lake Road, Suite 105

Roseville, MN 55113

Elizabeth Buda

Mind & Body Chiropractic

3101 Old Highway 8, Suite 106

Roseville, MN 55113

POLICY OBJECTIVE

Required by City Code

FINANCIAL IMPACTS

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

STAFF RECOMMENDATION

Staff has reviewed the application(s) 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

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

1. Full Legal Name (Please Print) McCartt Brandy Christina
(Last) (First) (Middle)

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

3. Telephone _____ ☒ Cell ☐ Home ☐ Work

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

5. Email Address _____

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

7. Ethnicity: _____

8. Sex: _____

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

10. Name and address of the licensed Massage Therapy Establishment at which you expect to be employed:
Massage Xscape 1767 N. Lexington Roseville MN

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

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

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

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

Signature

Brandy McCartt

Date

4-7-15

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

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



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

Massage Therapist License

(Please Print Clearly)

☒ New License ☐ Renewal

For License Year Ending June 30, 2016

1. Full Legal Name (Please Print) Pollock Sharon Lee
(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 WI

6. Ethnicity:

7. Sex:

8. Email Address integrated massage instruction@gmail.com

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:

Heartland Hospice and Home Care 2685 Long Lake Rd Suite 105
Roseville, MN 55113

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

☒ Yes WI 11475-146 WI ☐ 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 Sharon Pollock Date 4-8-15

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

License Fee is \$100.00

Make checks payable to: City of Roseville



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

Massage Therapist License

☒ New License ☐ Renewal

For the License Year Ending June 30, 2015

1. Full Legal Name (Please Print) Buda Elizabeth Louise
(Last) (First) (Middle)

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

3. Telephone (_____) ☒ Cell ☐ Home ☐ Work

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

5. Email Address _____

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

7. Ethnicity:

8. Sex:

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

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

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

inside mind & body Chiropractic Valerie Headrick 3101 Old Hwy 8, Roseville MN 55103

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

☒ Yes Woodbury MN ☐ No

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

☒ Yes ☐ No ☐ N/A

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

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

Signature _____

Date 03/27/2015

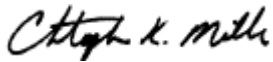
Please print this form and mail or hand-deliver along with a certified copy of a diploma or certificate of graduation from a school of massage therapy including proof of a minimum of 600 hours in successfully completed course work as described in Roseville Ordinance 116, Massage Therapy Establishments.

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

REQUEST FOR COUNCIL ACTION

Date: 4/20/2015
Item No.: 8.c

Department Approval



City Manager Approval



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

BACKGROUND

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

General Purchases or Contracts

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

<u>Division</u>	<u>Vendor</u>	<u>Description</u>	<u>Key</u>	<u>Amount</u>	<u>Amount</u>	<u>CIP</u>
IT	Rhino Technology Group	Data Storage Units	a	\$ 55,000.00	\$ 44,115.00	Budget
Water	General Repair Service	Replace Pump #2 Seal	b	n/a	7,192.00	Budget
Storm water	Tri State Bobcat	Bobcat 3400 Utility Vehicle	c	10,000.00	9,580.50	CIP
Water	Ron Kassa Construction	Waterbreak Curbs & Panels	d	n/a	5,569.00	Budget
Streets	T.A. Schifsky & Sons	Pathway Paving	e	n/a	27,675.00	Budget
Pathways	T.A. Schifsky & Sons	Concrete Pathways	f	n/a	32,084.75	Budget
Storm water	Ron Kassa Construction	Concrete Curbs - Storm	g	n/a	10,470.00	Budget

Comments/Description:

- a) Per low bid: Replaces storage units purchased in 2009.
- b) Maintenance repair.
- c) P.O. amount is net of trade-in (see below). Purchased off the State Contract
- d) Per low bid: Purchase out of \$54,000 General Supplies budget
- e) Per low bid: Purchase out of \$257,000 General Contractual Maintenance budget
- f) Per low bid: Purchase out of \$180,000 General Pathways budget
- g) Per low bid: Purchase out of \$65,000 General Contractual Maintenance budget

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:

<u>Department</u>	<u>Item / Description</u>
Storm water	2003 John Deer Turf Gator - \$4,500

25 **POLICY OBJECTIVE**
26 Required under City Code 103.05.

27 **FINANCIAL IMPACTS**
28 Funding for all items is provided for in the current operating or capital budget.

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

32 **REQUESTED COUNCIL ACTION**
33 Motion to approve the attached list of general purchases and contracts for services and where
34 applicable; the trade-in/sale of surplus equipment.

35
36 Prepared by: Chris Miller, Finance Director
Attachments: A: 2015 CIP Purchase Summary
37

City of Roseville

2015 Capital Improvement Plan Summary

<u>Asset Type</u>	<u>Department / Function</u>	<u>Item / Description</u>	<u>Budget Amount</u>	<u>Council Approval Date</u>	<u>YTD Actual Amount</u>	<u>Difference</u>
Vehicles	Police	Marked squad replacement (5)	\$ 165,000		\$ -	\$ -
Vehicles	Police	Unmarked vehicles (1)	24,000		-	-
Vehicles	Fire	Staffed engine replacement	525,000		237,226	287,774
Vehicles	Fire	Medic unit	55,000		-	-
Vehicles	Engineering	Vehicle #303 Survey Crew	30,000		-	-
Vehicles	Streets	Vehicle #104: 1-ton pickup	33,000		-	-
Vehicles	Streets	Vehicle #155 Sterling 3-ton w/ plow	180,000	3/2/2015	-	-
Vehicles	Streets	Vehicle #159 Crafcro router	10,000		-	-
Vehicles	Engineering Services	Vehicle for ROW Specialist	20,000	1/26/2015	-	-
Vehicles	Sanitary Sewer	Vehicle #201 Jetter/Vactor	350,000	3/2/2015	-	-
Total Vehicles			\$ 1,392,000		\$ 237,226	\$ 287,774
Equipment	Central Services	Postage Machine/Copier Rental	\$ 77,840		\$ 13,176	\$ 64,664
Equipment	Police	Computer equipment	7,400		-	-
Equipment	Police	Office furniture	2,100		-	-
Equipment	Police	Patrol area cubicles	7,400		-	-
Equipment	Police	Laptop replacement for squads	126,075		-	-
Equipment	Police	Printer replacement for squads	7,210		-	-
Equipment	Police	Non-lethal weapons	1,600		-	-
Equipment	Police	Long-gun parts	3,090		530	2,560
Equipment	Police	Sidearm parts	2,060		-	-
Equipment	Police	Tactical gear	5,150		3,173	1,977
Equipment	Police	SWAT vests	6,180		-	-
Equipment	Police	Cell phone extraction device	6,000		-	-
Equipment	Police	Crime scene equipment	1,000		-	-
Equipment	Police	Bite suit	1,545		-	-
Equipment	Police	Defibrillators	1,575		-	-
Equipment	Police	Radar units	4,120		-	-
Equipment	Police	Stop sticks	1,030		-	-
Equipment	Police	Rear transport seats	2,705		-	-
Equipment	Police	Control boxes	4,000		-	-
Equipment	Police	Visabars	8,250		-	-
Equipment	Police	Radio equipment	15,500		11,516	3,984
Equipment	Fire	Weather and traffic protection	21,000		640	20,360
Equipment	Streets	Street signs	50,000	Various	-	-
Equipment	Streets	Mower/ Snow blower combo	35,000	3/2/2015	-	-
Equipment	Maintenance Garage	Vehicle analyzer	1,000		-	-
Equipment	Maintenance Garage	Brake lathe	8,300		-	-
Equipment	Maintenance Garage	Column lifts rehab/replace	2,500		-	-
Equipment	Maintenance Garage	Tire Changer/Lift	-	3/2/2015	8,728	(8,728)
Equipment	Park Maintenance	Belos & blower	145,000	2/9/2015	-	-
Equipment	Park Maintenance	Park security systems	150,000		6,070	143,930
Equipment	Park Maintenance	Unit #536 Jacobsen 16' mower	95,000		-	-
Equipment	Park Maintenance	Push mowers	1,000		-	-
Equipment	Park Maintenance	Unit #565 Smithco sweeper	8,000		-	-
Equipment	Skating Center	Compressors - OVAL	50,000		-	-
Equipment	Skating Center	Rental skates - OVAL	5,000		-	-
Equipment	Skating Center	Perimeter fence pads - OVAL	35,000		-	-
Equipment	Communications	Council Chambers camera replacement	80,000	3/9/2015	-	-
Equipment	Information Technology	Computers, monitors printers	116,315	Various	29,191	87,124
Equipment	Information Technology	Network: servers, routers, etc.	215,325	Various	68,299	147,026
Equipment	Water	Water meters, AMR system	600,000		-	84
Equipment	Storm Drainage	Replace Flail Mower (2014 CIP)	-	3/2/2015	-	-
Equipment	Storm Drainage	Replace Unit #164 Turf gator	10,000		-	-
Equipment	Storm Drainage	Portable generator	100,000		-	-
Equipment	Storm Drainage	Tractor/snowblower	35,000	3/2/2015	-	-
Equipment	Golf Course	Gas pump and tank replacement	10,000		-	-
Equipment	Golf Course	Course netting/deck/shelter	8,000		-	-
Equipment	Golf Course	Cushman #1 and #2	28,000		-	-
Total Equipment			\$ 2,101,270		\$ 141,323	\$ 462,981

City of Roseville

2015 Capital Improvement Plan Summary

Updated March 31, 2015

<u>Asset Type</u>	<u>Department / Function</u>	<u>Item / Description</u>	<u>Budget Amount</u>	<u>Council Approval Date</u>	<u>YTD Actual Amount</u>	<u>Difference</u>
Bldgs & Infrastructure	General Facilities	VAV's heat/cool	\$ 15,000		\$ -	\$ -
Bldgs & Infrastructure	General Facilities	VAV's cool	10,000		-	-
Bldgs & Infrastructure	General Facilities	Update flooring: City Hall & PD	25,000		-	-
Bldgs & Infrastructure	General Facilities	Update restrooms: City Hall	30,000		-	-
Bldgs & Infrastructure	General Facilities	LED conversion: City Hall	50,000		-	-
Bldgs & Infrastructure	General Facilities	Brimhall gymnasium improvements	80,800		-	-
Bldgs & Infrastructure	General Facilities	Central Park gymnasium improvements	5,000		-	-
Bldgs & Infrastructure	General Facilities	Gymnastics center improvements	10,000		-	-
Bldgs & Infrastructure	Street Lighting	General replacement - streetlight fixtures	25,000		-	-
Bldgs & Infrastructure	Skating Center	Rubber flooring in locker room - Arena	8,000		-	-
Bldgs & Infrastructure	Skating Center	Dehumidification system - Arena	87,500		-	-
Bldgs & Infrastructure	Skating Center	Scoreboard (large) - Arena	30,000		-	-
Bldgs & Infrastructure	Skating Center	Garage doors - OVAL	12,000		-	-
Bldgs & Infrastructure	Pathways	Pathway Maintenance	180,000		952	179,048
Bldgs & Infrastructure	Information Technology	Office furniture	25,000		-	-
Bldgs & Infrastructure	License Center	Electrical improvements	4,500		-	-
Bldgs & Infrastructure	License Center	Kitchen improvements	5,500		-	-
Bldgs & Infrastructure	Comm Development	Office furniture	500		-	-
Bldgs & Infrastructure	Pavement Mangement	Mill & Overlay	1,000,000		459	999,541
Bldgs & Infrastructure	Pavement Mangement	MSA Street Construction / Overlay	1,000,000		21,881	978,119
Bldgs & Infrastructure	Park Improvements	Park Renewal Program	4,743,750		-	-
Bldgs & Infrastructure	Park Improvements	Park Improvement Program	40,000		-	-
Bldgs & Infrastructure	Water	Water system improvements	800,000		6,496	793,504
Bldgs & Infrastructure	Water	Booster station improvements	354,000		-	-
Bldgs & Infrastructure	Sanitary Sewer	Sanitary Sewer improvements	1,000,000		855	999,145
Bldgs & Infrastructure	Sanitary Sewer	I & I reduction, Lift station repairs	665,000		-	-
Bldgs & Infrastructure	Storm Drainage	Pond Improvements, sewer replacement	650,000		8,104	641,896
Bldgs & Infrastructure	Golf Course	Course improvements	5,000		-	-
Bldgs & Infrastructure	Golf Course	Parking lot improvements	8,000		-	-
Bldgs & Infrastructure	Golf Course	Clubhouse: general upkeep and repairs	8,000		-	-
Bldgs & Infrastructure	Golf Course	Clubhouse roof replacement	33,000		-	-
Total Buildings & Infrastructure			\$10,910,550		\$ 38,746	\$ 4,591,254
Total - All 2015 <u>Funded</u> CIP Items			\$14,403,820		\$ 417,296	\$ 5,342,009

REQUEST FOR COUNCIL ACTION

Date: April 20, 2015
Item No.: 8.d

Department Approval



City Manager Approval



Item Description: Approve Resolution Awarding Bid for 2015 Pavement Management Project

BACKGROUND

The 2015 Pavement Management Project consists of all street mill and overlay projects. Plans and specifications were developed for the project and bids were solicited in March. This year's PMP project also includes Roselawn Avenue which is a border road with the City of Falcon Heights. As such, Falcon Heights does have a cost contribution to this project.

The bids were opened at 11 a.m. on Wednesday, April 15, 2015. Four qualified bids were received for this year's project. After thorough review of the bids received staff recommends awarding the following work as a part of the 2015 Pavement Management Project:

P-15-04 Mill and Overlay Project – Approximately 4.7 miles of roadway (See Attachment B for the street segments in the 2015 Pavement Management Program)

P-15-04 WATERMAIN REPLACEMENT

- Roselawn Ave (Fairview Ave to Snelling Ave)
- Ryan Ave (Hamline Ave to Fernwood Ave)
- Draper Ave (Hamline Ave to Fernwood Ave)

P-15-04 STORM WATER IMPROVEMENTS

- Millwood Ave (near Victoria Street)
- Mid Oaks Lane (near Roselawn Ave)
- Ryan Ave (near Aldine St)

POLICY OBJECTIVE

Based on past practice, the City Council has awarded the contract to the lowest responsible bidder. For the 2015 Pavement Management Project, the apparent low bid is Park Construction Company of Minneapolis, Minnesota. The following is a summary of the bids received for this project:

Contractor	Bid
Park Construction Company	\$2,312,776.03
T.A. Schifsky & Sons, Inc.	\$2,357,569.98
North Valley, Inc.	\$2,411,733.56
Hardrives, Inc.	\$2,636,077.75

26 **FINANCIAL DISCUSSION**

27 Staff received four bids for this project. The low bid submitted by Park Construction Company,
28 in the amount of \$2,312,776.03, is 2.8% higher than the engineer's construction estimate of
29 \$2,249,711.50. Bids were slightly higher than anticipated for bituminous paving, watermain
30 replacement, and storm sewer utility work. The increased costs will be funded from Roseville
31 and Falcon Heights MSA funds, the Street Infrastructure Fund, and Water and Stormwater
32 Utility enterprise funds.

33 This project is proposed to be paid for using approximately \$395,000 of Municipal State Aid
34 funds, approximately \$914,000 from the Street Infrastructure Fund, approximately \$290,500
35 from the City of Falcon Heights, approximately \$581,000 from the Water/Sanitary Sewer Utility
36 funds, and approximately \$131,500 from the Street Infrastructure fund.

37 This project is proposed to be completed by September of 2015.

38 **STAFF RECOMMENDATION**

39 Staff recommends approval of a resolution awarding bid for the 2015 Pavement Management Project
40 in the amount of \$2,312,776.03 to Park Construction Company of Minneapolis, Minnesota.

41 **REQUESTED COUNCIL ACTION**

42 Approve resolution awarding bid for the 2015 Pavement Management Project in the amount of
43 \$2,312,776.03 to Park Construction Company of Minneapolis, Minnesota.

44 Prepared by: Marc Culver, City Engineer
Attachments: A: Resolution
B: Map of 2015 PMP Area

**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 20th day of April, 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 PAVEMENT MANAGEMENT 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 Wednesday, April 15, at 11:00 a.m., opened and tabulated according to law and the following bids were received complying with the advertisement:

Contractor	Bid
Park Construction Company	\$2,312,776.03
T.A. Schifsky & Sons, Inc.	\$2,357,569.98
North Valley, Inc.	\$2,411,733.56
Hardrives, Inc.	\$2,636,077.75

WHEREAS, it appears that Park Construction Company of Minneapolis, Minnesota, is the lowest responsible bidder at the tabulated price of \$2,312,776.03.

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 Park Construction Company for \$2,312,776.03 in the name of the City of Roseville for the above improvements 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 the 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.

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

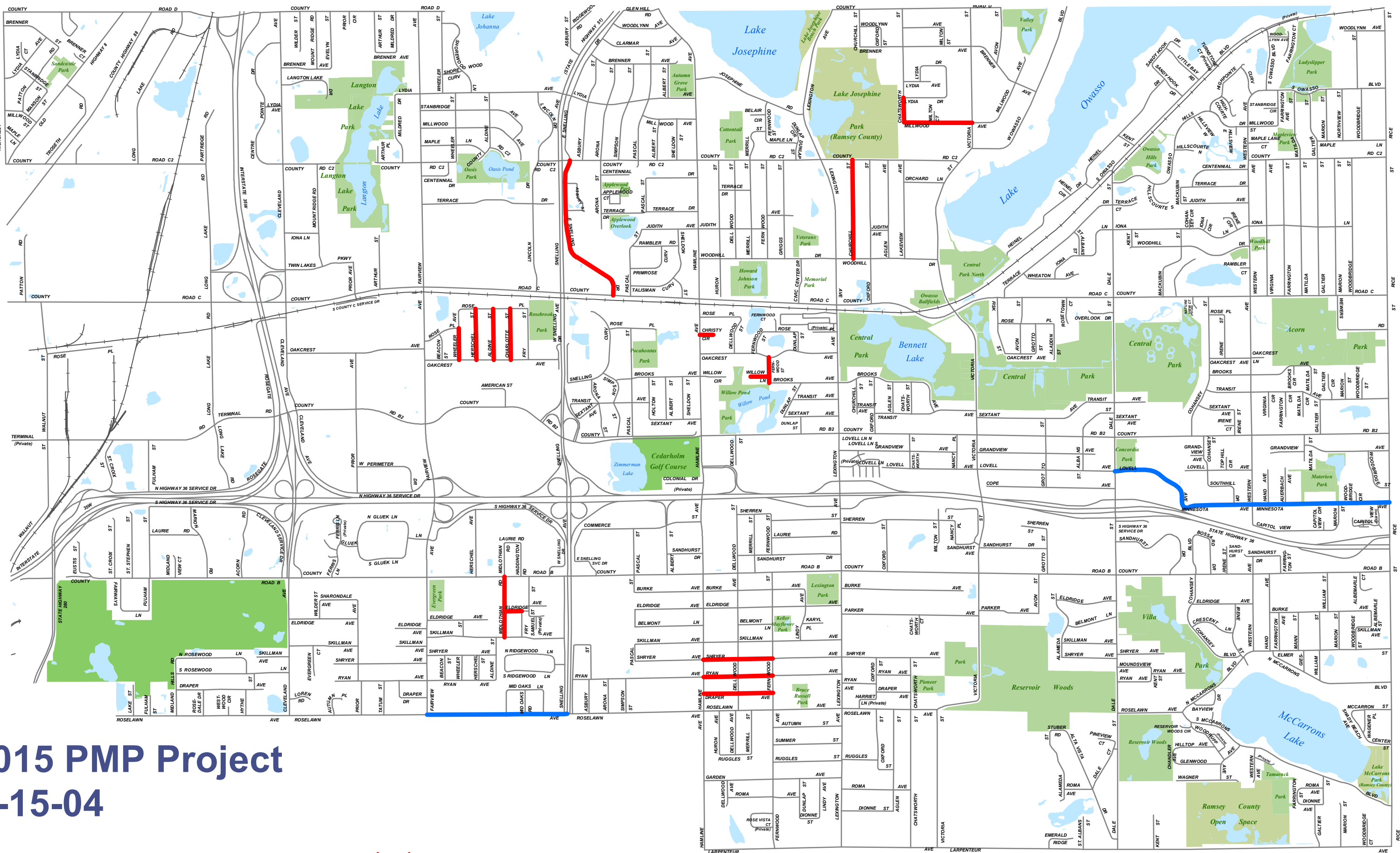
STATE OF MINNESOTA)
) ss
COUNTY OF RAMSEY)

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 20th day of April, 2015, with the original thereof on file in my office.

WITNESS MY HAND officially as such Manager this 20th day of April, 2015.

Patrick Trudgeon, City Manager

(SEAL)



2015 PMP Project

P-15-04



Prepared by:
Engineering Department
April 15, 2015

- 2015 PMP- CITY (3.17 miles)
- 2015 PMP- MSA (1.57 miles)

Data Sources and Contacts:

* Ramsey County GIS Base Map (9/2/14)

* City of Roseville Engineering Department

For further information regarding the contents of this map contact:

City of Roseville, Engineering 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 651-792-7075. The preceding disclaimer is provided pursuant to Minnesota Statutes §460.03, 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.

0 500 1000 1500 2000 Feet

mapdoc: 2015PMPProjectMap.mxd

map: 2015PMPProjectMap.pdf



REQUEST FOR COUNCIL ACTION

Date: April 20, 2015
Item No.: 8.e

Department Approval

City Manager Approval



Item Description: Approve Contract for Civil Legal Services

BACKGROUND

Since 2010, Erickson, Bell, Beckman, & Quinn (EBBQ) has provided the City civil and prosecutorial legal services. The initial contract was three years pursuant to the City policy on professional services. In 2012, the City solicited proposals for legal services through a competitive process. As a result of that process, the City Council agreed to continue EBBQ's service to the City. The existing contract expires at the end of 2015.

As previously mentioned the City's policy requires that professional services are rebid every three years. As part of the policy, there is an ability to waive the competitive process by vote of the City Council. In reviewing EBBQ's work on both civil and prosecutorial services, Staff finds their work superior and recommends that their contract be extended an additional three years and that the City does not solicit bids for legal services.

EBBQ has submitted drafts of the professional services agreement for civil and prosecutorial services for the City Council's consideration. (Attachment A). The level of services are identical to the existing agreements.

POLICY OBJECTIVE

The City requires legal advice and services as part of its essential functions. Entering into a contract for legal services will allow for the City to receive proper legal advice in its operations and provide for prosecution of violations of law.

BUDGET IMPLICATIONS

The draft agreements provide for a flat fee retainer for both civil and prosecutorial services. The retainer fee for 2016 will be same as the 2015. The agreement then provides for 3% increases in 2017 and 2018. In 2016, the cost for prosecution services will be \$12,653 per month and \$15,560 per month for civil legal services. Similar to the existing contract, legal work as part of litigation against the City will be charged non-retainer fees. These amounts are unchanged from the existing contract.

STAFF RECOMMENDATION

Staff recommends waiving the requirement of the professional services policy and entering into the agreements for legal services.

29

30 **REQUESTED COUNCIL ACTION**

31

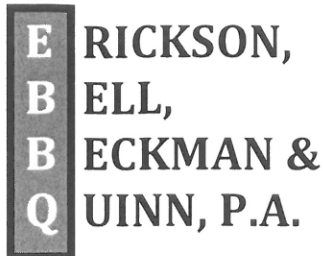
32 Motion to waive the requirement under the Professional Services Policy to go out for competitive
33 bids for legal services.

34 -and-

35 Motion to approve entering into legal services contract with Erickson, Bell, Beckman, & Quinn
36 for civil and prosecution services for the years 2016, 2017 and 2018.

Prepared by: Patrick Trudgeon, City Manager (651) 792-7021

Attachments: A: Draft Professional Services Agreements for Legal Services.



1700 West Highway 36
Suite 110
Roseville, MN 55113
(651) 223-4999
(651) 223-4987 Fax
www.ebbqlaw.com

Attachment A
James C. Erickson, Sr.
Caroline Bell Beckman
Charles R. Bartholdi
Kari L. Quinn
Mark F. Gaughan
James C. Erickson, Jr.
Erich J. S. Hartmann

Robert C. Bell
(1926 – 2014)

April 14, 2015

Via Electronic Mail Only

Mr. Pat Trudgeon
City of Roseville
2660 Civic Center Drive
Roseville, MN 55113

RE: 2016 – 2018 Legal Services Agreements
Our File No.: 5633-00004

Dear Mr. Trudgeon,

Please find enclosed the following documents for your review and the City Council's consideration:

1. Proposed Professional Services Agreement for Municipal Civil Attorney Services, 2016-2018.
2. Proposed Professional Services Agreement for Municipal Criminal Prosecution Services, 2016-2018.

Please note that these agreements are identical in form to the previous Civil Attorney and Criminal Prosecution contracts executed by the City and our firm. As for substance, you will note that I propose that the flat-fee retainer monthly amounts will be unchanged from 2015 into 2016 with 3% increases for 2017 and 2018. This arrangement reflects the benefit our firm receives from the cost certainty created by early renewal of these contracts, while allowing us to compensate for expected inflationary pressures as the contracts mature.

Further, please note that our hourly non-retainer fees will remain unchanged from their 2015 rates for the entire duration of these contracts. This arrangement reflects my conclusion that our current rates are expected to remain at an equitable rate for both the City and our firm for the foreseeable future, given the amount of non-retainer caseload experienced in the past several years.

Please let me know if you have any questions on these proposed agreements. We are honored and pleased to continue to serve the City's legal needs.

Mr. Pat Trudgeon
April 14, 2015
Page 2

Attachment A

Very truly yours,

ERICKSON, BELL, BECKMAN & QUINN, P.A.

A handwritten signature in blue ink, appearing to read "Mark F. Gaughan", with a long horizontal flourish extending to the right.

Mark F. Gaughan

MFG/kmw

Standard Agreement for Professional Services Municipal Civil Attorney

This Agreement (“Agreement”) is made as of the 1st day of January, 2016, between the City of Roseville, a Minnesota municipal corporation (hereinafter “City”), and Erickson, Bell, Beckman & Quinn, P.A., a Minnesota professional association (hereinafter “Consultant”).

Preliminary Statement

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

The City and Consultant agree as follows:

1. **Scope of Work Proposal.** The Consultant agrees to provide the professional services described in Exhibit “A” attached hereto (“Work”) in consideration for the compensation set forth in Provision 3 below. The Work to be performed shall include Retainer Work, Litigation Work and Land Use Work as described in Exhibit A. The terms of this Agreement shall take precedence over and supersede any provisions and/or conditions in any proposal submitted by the Consultant.
2. **Term.** The term of this Agreement shall be from January 1, 2016, through December 31, 2018, the date of signature by the parties notwithstanding.
3. **Compensation for Services.** The City agrees to pay the Consultant the compensation described in Exhibit A attached hereto for the Work. Third party independent contractors and/or subcontractors may be retained by the Consultant when required by the complex or specialized nature of the Work when authorized in writing by the City. The Consultant shall be responsible for and shall pay all costs and expenses payable to such third party contractors unless otherwise agreed to by the parties in writing.
4. **City Representative and Special Requirements.** The City Manager, or the City Manager’s designee, 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. The City may change the City's representative at any time by notifying the Consultant of such change in writing.

5. **Method of Payment.** The Consultant shall submit to the City, on a monthly basis commencing on February 1, 2016, an itemized written invoice for Retainer Work performed under this Agreement during the previous month and separate itemized written invoices for Litigation and Land Use Work performed under this Agreement during the previous month. Invoices submitted shall be paid in the same manner as other claims made to the City. Invoices shall be subject to the following requirements:
 - A. For Work reimbursed on an hourly basis, the Consultant shall indicate for each employee, his or her name, the number of hours worked, rate of pay for each employee, a computation of amounts due for each employee, and the total amount due for each project task. For all other Work, the Consultant shall provide a description of the Work performed and the period to which the invoice applies. For reimbursable expenses, if provided for in Exhibit A, the Consultant shall provide an itemized listing and such documentation of such expenses as is reasonably required by the City. In addition to the foregoing, all invoices shall contain, if requested by the City, the City's project number, a progress summary showing the original (or amended) amount of the Agreement, the current billing, past payments, the unexpended balance due under the Agreement, and such other information as the City may from time to time reasonably require.
 - B. To receive any payment pursuant to this Agreement, the invoice must include the following statement dated and signed by the Consultant: "I declare under penalty of perjury that this account, claim, or demand is just and correct and that no part of it has been paid."

The payment of invoices shall be subject to the following provisions:

- A. The City shall have the right to suspend the Work to be performed by the Consultant under this Agreement when it deems necessary to protect the City, residents of the City or others who are affected by the Work. If any Work to be performed by the Consultant is suspended in whole or in part by the City, the Consultant shall be paid for any services performed prior to the delivery upon the Consultant of the written notice from the City of such suspension.
 - B. The Consultant shall be reimbursed for services performed by any third party independent contractors and/or subcontractors only if the City has authorized the retention of and has agreed to pay such persons or entities pursuant to Provision 3 above.
6. **Project Manager and Staffing.** The Consultant has designated Mark F. Gaughan, Erich J.S. Hartmann and Caroline Bell Beckman ("Project Contacts") to perform and/or

supervise the Work, and as the persons for the City to contact and communicate with regarding the performance of the Work. The Project Contacts shall be assisted by other employees of the Consultant as necessary to facilitate the completion of the Work in accordance with the terms and conditions of this Agreement. The Consultant may not remove or replace the Project Contacts without the prior approval of the City, unless the Consultant replaces such person with another capable person.

7. **Standard of Care.** All Work performed by the Consultant under this Agreement shall be in accordance with the normal standard of care in Ramsey County, Minnesota, for professional services of like kind 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 Consultant under this Agreement which the City requests to be kept confidential shall not be made available by the Consultant to any individual or organization without the City's prior written approval. The books, records, documents and accounting procedures and practices of the Consultant or other parties relevant to this Agreement are subject to examination by the City and either the Legislative Auditor or the State Auditor for a period of six (6) years after the effective date of this Agreement. The Consultant shall at all times abide by Minn. Stat. § 13.01 et seq. and the Minnesota Government Data Practices Act, to the extent the Act is applicable to data, documents, and other information in the possession of the Consultant.
9. **Termination.** This Agreement may be terminated at any time by either party, with or without cause, by delivering to the other at the address of the other party set forth in Provision 25 below, a written notice at least ten (10) days prior to the date of such termination. The date of termination shall be stated in the notice. Upon termination the Consultant shall be paid for services rendered (and reimbursable expenses incurred if required to be paid by the City under this Agreement) by the Consultant through and until the date of termination so long as the Consultant is not in default under this Agreement. If the City terminates this Agreement because the Consultant is in default of its obligations under this Agreement, no further payment shall be payable or due to the Consultant following the delivery of the termination notice, and the City may, in addition to any other rights or remedies it may have at law or in equity, retain another consultant to undertake or complete the Work to be performed hereunder.
10. **Subcontractor.** The Consultant shall not enter into subcontracts for services provided under this Agreement without the express written consent of the City. If subcontracts are approved and entered into, the Consultant shall promptly pay any subcontractor involved in the performance of this Agreement as required by, and the Consultant shall otherwise comply with, the State Prompt Payment Act.
11. **Independent Consultant.** At all times and for all purposes herein, the Consultant is an independent contractor and not an employee of the City. No statement herein shall be construed so as to find the Consultant an employee of the City.

12. **Non-Discrimination.** During the performance of this Agreement, the Consultant shall not discriminate against any person, contractor, vendor, employee or applicant for employment because of race, color, creed, religion, national origin, sex, marital status, status with regard to public assistance, disability, sexual orientation or age. The Consultant shall post in places available to employees and applicants for employment, notices setting forth the provisions of this non-discrimination clause and stating that all qualified applicants will receive consideration for employment. The Consultant shall incorporate the foregoing requirements of this Provision 12 in all of its subcontracts for Work done under this Agreement, and will require all of its subcontractors performing such Work to incorporate such requirements in all subcontracts for the performance of the Work. The Consultant further agrees to comply with all aspects of the Minnesota Human Rights Act, Minnesota Statutes 363.01, et. seq., Title VI of the Civil Rights Act of 1964, and the Americans with Disabilities Act.
13. **Assignment.** Neither party shall assign this Agreement, nor any rights and/or obligations hereunder, without the prior written consent of the other party.
14. **Compliance with Laws and Regulations.** The Consultant shall abide with all federal, state and local laws, statutes, ordinances, rules and regulations in the performance of the Work. The Consultant and City, together with their respective agents and employees, agree to abide by the provisions of the Minnesota Data Practices Act, Minnesota Statutes Section 13, as amended, and Minnesota Rules promulgated pursuant to Chapter 13. Any violation by the Consultant of statutes, ordinances, rules and regulations pertaining to the Work to be performed shall constitute a material breach of this Agreement and entitle the City to immediately terminate this Agreement.
15. **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 party's ability to enforce a subsequent breach.
16. **Indemnification.** The Consultant 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 reasonable attorney's fees, resulting from any negligent or wrongful act or omission of the Consultant, its officers, agents, employees, contractors and/or subcontractors, pertaining to the performance or failure to perform the Work.
17. **Insurance.** Consultant shall procure and maintain the following minimum insurance coverages and limits of liability during the pendency of this Agreement:
 - A. Worker's Compensation: Statutory Limits
 - B. Professional Liability Insurance. The Consultant agrees to provide to the City a certificate evidencing that it has in effect, with an insurance company in good standing and authorized to do business in Minnesota, a professional liability insurance policy. Said policy shall insure payment of damage for legal liability

arising out of the performance of professional services for the City, in the insured's capacity as the Consultant, if such legal liability is caused by an error, omission, or negligent act of the insured or any person or organization for whom the insured is legally liable. Said policy shall provide an aggregate limit of at least \$2,000,000. Said policy shall not name the City as an insured. A copy of the Consultant's insurance declaration page, riders, and/or endorsement, as applicable, which evidences the compliance with this Provision 17, must be filed with City prior to the start of the Consultant's Work. Such documents evidencing Insurance shall be in a form acceptable to the City and shall provide satisfactory evidence that the Consultant has complied with all insurance requirements. Renewal certificates shall be provided to the City prior to the expiration date of any of the required policies. The City will not be obligated, however, to review such declaration page, riders, endorsement or certificates or other evidence of insurance, or to advise the Consultant of any deficiencies in such documents and receipt thereof shall not relieve the Consultant from, nor be deemed a waiver of, the City's right to enforce the terms of the Consultant's obligations hereunder. The City reserves the right to examine any policy provided for under this paragraph.

18. ***Ownership of Documents.*** All plans, diagrams, analysis, reports and information generated in connection with the performance of this Agreement ("Information") shall remain the property of the Consultant. The City may use the Information for any reasons it deems appropriate without being liable to the Consultant for such use. The Consultant shall not use or disclose the Information for purposes other than performing the Work contemplated by this Agreement without the prior consent of the City.
19. ***Dispute Resolution/Mediation.*** Each dispute, claim or controversy arising from or related to this Agreement or the relationships which result from this Agreement shall be subject to mediation as a condition precedent to initiating arbitration or legal or equitable actions by either party. Unless the parties agree otherwise, the mediation shall be in accordance with the Commercial Mediation Procedures of the American Arbitration Association then currently in effect. A request for mediation shall be filed in writing with the American Arbitration Association and the other party. No arbitration or legal or equitable action may be instituted for a period of 90 days from the filing of the request for mediation unless a longer period of time is provided by agreement of the parties. The cost of mediation shall be shared equally between the parties. Mediation shall be held in the City of Roseville unless another location is mutually agreed upon by the parties. The parties shall memorialize any agreement resulting from the mediation in a Mediated Settlement Agreement, which Agreement shall be enforceable as a settlement in any court having jurisdiction thereof.
20. ***Annual Review.*** Annually, the City shall have the right to conduct a review of the performance of the Work performed by the Consultant under this Agreement. The Consultant agrees to cooperate in such review and to provide such information as the City may reasonably request. Following each performance review the parties shall, if requested by the City, meet and discuss the performance of the Consultant relative to the remaining Work to be performed by the Consultant under this Agreement.

21. **Conflicts.** No salaried officer or employee of the City and no member of the City Council of the City shall have a financial interest, direct or indirect, in this Agreement. The violation of this provision shall render this Agreement void.
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 Mark F. Gaughan or Caroline Bell Beckman if such notice is to be given to the Consultant, b) if mailed to the other party by United States registered or certified mail, return receipt requested, postage prepaid, addressed in the manner set forth below, or c) if given to a nationally, recognized, reputable overnight courier for overnight delivery to the other party addressed as follows:

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

If to Consultant: Erickson, Bell, Beckman & Quinn, P.A.
 1700 West Highway 36, Suite 110
 Roseville, MN 55113
 Attn: Mark F. Gaughan

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 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.

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

CITY OF ROSEVILLE

Date: _____

Patrick J. Trudgeon, City Manager

Date: _____

Daniel J. Roe, Mayor

ERICKSON, BELL, BECKMAN & QUINN, P. A.

Date: _____

Mark F. Gaughan, Shareholder

Date: _____

Caroline Bell Beckman, Shareholder

EXHIBIT A

WORK

Civil Attorney Scope of Services and Compensation

Scope of Services

1. Attend all City Council meetings (generally three per month) and other City Board, Commission or Committee meetings as requested by the City Council or City Manager.
2. Draft and review ordinances, resolutions, and correspondence, as requested.
3. Review selected Council and Planning Commission agenda items and minutes.
4. Advise Mayor, Council Members, City Manager, Department Heads and other staff on City legal matters.
5. Prepare and/or review municipal contracts, such as contracts for public improvements, joint powers of agreements, construction, and purchase of equipment.
6. Represent City in matters related to the enforcement of City building and zoning codes.
7. Research and submit legal opinions on municipal or other legal matters, as requested by City Council or City Manager.
8. Meet with the City Council, City Manager, Department Heads and City Staff, as needed, to review Council agenda items, and the status of all legal matters before the City.
9. Hold office hours at City Hall one morning or afternoon each week.
10. Provide legal briefings as requested to City Council and Staff regarding new or proposed legislation or new court cases affecting municipal operations and activities.
11. Upon request, provide written update on new State or Federal legislation or judicial decisions impacting the City and suggested action or changes in operations or procedures to assure compliance.
12. Provide advice on open meeting law, data practice, records retention and privacy issues.
13. Provide advice on and represent the City in employment, workers' compensation and labor relations issues, including negotiations, administrative hearings and mediation, but excluding arbitration and litigation.

14. Interpret, advise and provide training with respect to municipal employment matters including but not limited to PERA, labor agreements, personnel policy, FLSA, Veterans' Preference, and unemployment compensation.
15. At the City's discretion (as well as the discretion of any insurance company providing coverage), represent the City in matters related to, but not limited to, human rights claims; condemnation; and permits and administrative actions; excluding litigation.
16. In coordination with other attorneys representing the City on a case-by-case or project-by-project basis, review financing arrangements, special assessments, bonds and insurance requirements required by or for City contracts or activities, and interpret and advise the City regarding State land use statutes and regulations and City Code provisions.
17. Provide advice on and represent the City in the acquisition of real property for public purposes (public improvements, easements, parks, etc.), excluding condemnation proceedings.
18. Prepare and review the following: Conditional Use Permits and Documentation; Vacation of Rights-of-Way; and other land use approval documents, excluding Land Use Work.
19. Issue formal and informal advisory Ethics opinions, and assist the Roseville Ethics Commission, City Council and City Staff in matters related to the City Ethics Code, including providing training.

Compensation for the foregoing work ("Retainer Work") shall be as follows:

Retainer:	Per Month
Months 1-12	\$15,560.00
Months 13-24	\$16,026.00
Months 25-36	\$16,507.00

In addition, thereto the City shall pay the Consultant's out-of-pocket expenses, such as filing fees, transcript fees, photocopying (at \$.25 per page for black and white copies and \$1.00 per page for color copies), messenger fees, etc. for documents and materials required to be served and/or filed by the court. Such expenses are posted to the monthly retainer fee statement on a cost item basis.

The parties agree to review the compensation increases for Months 13-24 on or before July 1, 2016 and for Months 25-36 on or before July 1, 2017. In the event that the parties determine that such increases are not justified due to the then existing economic conditions and inflationary factors the parties shall reduce such increases downward by an amount mutually agreeable to the parties.

The above retainer amounts do not include the Consultant's representation of the City during the course of litigation or arbitration ("Litigation Work") or work that is subject to attorney's fees reimbursement from a land use developer or owner pursuant to City ordinance ("Land Use

Work”). Litigation Work shall be billed directly to the City in the amount of \$180.00 per attorney’s hour. Paralegal and/or law clerk fees will be billed at \$95.00 per hour. Land Use Work will be billed by the Consultant directly to the City in the amount of \$185.00 per attorney’s hour. Paralegal and/or law clerk hours will be billed at \$95.00 per hour. The City shall be responsible for securing reimbursement from the appropriate land use developer. Payment by the City to the Consultant pursuant to such ordinance will not decrease or otherwise impact the amounts due under the above-referenced base retainer for Retainer Work.

Standard Agreement for Professional Services Municipal Criminal Prosecution

This Agreement (“Agreement”) is made as of the 1st day of January, 2016, between the City of Roseville, a Minnesota municipal corporation (hereinafter “City”), and Erickson, Bell, Beckman & Quinn, P.A., a Minnesota professional association (hereinafter “Consultant”).

Preliminary Statement

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

The City and Consultant agree as follows:

1. **Scope of Work Proposal.** The Consultant agrees to provide the professional services described in Exhibit “A” attached hereto (“Work”) in consideration for the compensation set forth in Provision 3 below. The terms of this Agreement shall take precedence over and supersede any provisions and/or conditions in any proposal submitted by the Consultant.
2. **Term.** The term of this Agreement shall be from January 1, 2016, through December 31, 2018, the date of signature by the parties notwithstanding. This Agreement may be extended upon the written mutual consent of the parties for such additional period as they deem appropriate, and upon the terms and conditions as herein stated.
3. **Compensation for Services.** The City agrees to pay the Consultant the compensation described in Exhibit A attached hereto for the Work.
 - a. Any changes in the scope of the work which may result in an increase to the compensation due the Consultant shall require prior written approval by an authorized representative of the City or by the City Council. The City will not pay additional compensation for services that do not have prior written authorization.
 - b. Special consultants may be utilized by the Consultant when required by the complex or specialized nature of the Project and when authorized in writing by the City.
 - c. If Consultant is delayed in performance due to any cause beyond its reasonable control, including but not limited to strikes, riots, fires, acts of God, governmental

actions, actions of a third party, or actions or inactions of the City, the time for performance shall be extended by a period of time lost by reason of the delay. Consultant will be entitled to payment for its reasonable additional charges, if any, due to the delay.

4. **City Information.** The City agrees to provide the Consultant with the complete information concerning the Scope of the Work and to perform the following services:
 - a. Access to the Area. Depending on the nature of the Work, Consultant may from time to time require access to public and private lands or property. As may be necessary, the City shall obtain access to and make all provisions for the Consultant to enter upon public and private lands or property as required for the Consultant to perform such services necessary to complete the Work.
 - b. Consideration of the Consultant's Work. The City shall give a thorough consideration to all memorandums, opinions, reports, estimates, drawings, and other documents presented by the Consultant, and shall inform the Consultant of all decisions required of the City within a reasonable time so as not to delay the work of the Consultant.
 - c. Standards. The City shall furnish the Consultant with a copy of any standard or criteria that may be required in the performance of the Work.
 - d. Owner's Representative. The City Manager shall act as the City's representative with respect to the work performed under this Agreement. He or she shall have complete authority to transmit instructions, receive information, interpret, and define the City's policy and decisions with respect to the services provided or materials, equipment, elements and systems pertinent to the work covered by this Agreement.

5. **Method of Payment.** The Consultant shall submit to the City, on a monthly basis an itemized invoice for professional services performed under this Agreement. Invoices submitted shall be paid in the same manner as other claims made to the City for:
 - a. Progress Payment. For Work reimbursed on an hourly basis, the Consultant shall indicate for each such employee, his or her name, job title, the number of hours worked, rate of pay for each employee, a computation of amounts due for each employee, and the total amount due for each project task. Consultant 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 Consultant shall provide an itemized listing and such documentation as reasonable 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 contract, current billing, past payments and unexpended balance of the contract.
 - b. Suspended Work. If any work performed by the Consultant is suspended in whole or in part by the City, the Consultant shall be paid for any services performed prior to the receipt of written notice from the City of such suspension, all as shown on Exhibit A.

- c. Payments for Special Consultants. The Consultant shall be reimbursed for the work of special consultants, as described in Section 3B, and for other items when authorized in writing by the City.
 - d. Claims. To receive any payment on this Agreement, the invoice or bill must include the following signed and dated statement: "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."
6. **Project Manager and Staffing.** The Consultant has designated Caroline Bell Beckman and Kari L. Quinn to perform the Work. They shall be assisted by other staff members as necessary to facilitate the completion of the Work in accordance with the terms established herein. Consultant may not remove or replace these designated staff from the Project without the approval of the City, unless the Consultant replaces such person with another capable person.
7. **Performance Evaluation.** The parties agree that a performance evaluation shall be conducted annually.
8. **Standard of Care.** All work performed pursuant to this Agreement shall be in accordance with the standard of care in Ramsey County, Minnesota for professional services of the like kind.
9. **Audit Disclosure.** Any reports, information, data and other written documents given to, or prepared or assembled by the Consultant under this Agreement which the City requests to be kept confidential shall not be made available by the Consultant to any individual or organization without the City's prior written approval unless otherwise required under Minnesota law. The books, records, documents and accounting procedures and practices of the Consultant or other parties relevant to this Agreement are subject to examination by the City and either the Legislative Auditor or the State Auditor for a period of six (6) years after the effective date of this Contract. The Consultant shall at all times abide by Minn. Stat. § 13.01 et seq. and the Minnesota Government Data Practices Act, to the extent the Act is applicable to data, documents, and other information in the possession of the Consultant.
10. **Termination.** This Agreement may be terminated at any time by either party by thirty (30) days written notice delivered to the other party at the address written above. Upon termination under this provision, if there is no fault of the Consultant, the Consultant shall be paid for services rendered and reimbursable expenses until the effective date of termination. If however, the City terminates the Agreement because the Consultant has failed to perform in accordance with this Agreement, no further payments shall be made to the Consultant, and the City may retain another consultant to undertake or complete the work identified in Paragraph 1.
11. **Subcontractor.** The Consultant may enter into subcontracts for services provided under this Agreement. The Consultant shall promptly pay any subcontractor involved in the performance of this Agreement as required by the State Prompt Payment Act.

12. **Independent Consultant.** At all times and for all purposes herein, the Consultant is an independent contractor and not an employee of the City. No statement herein shall be construed so as to find the Consultant an employee of the City.
13. **Non-Discrimination.** During the performance of this Agreement, the Consultant shall not discriminate against any or applicants for employment because of race, color, creed, religion, national origin, sex, marital status, status with regard to public assistance, disability, sexual orientation or age. The Consultant shall post in places available to employees and applicants for employment, notices setting forth the provisions of this non-discrimination clause and stating that all qualified applicants will receive consideration for employment. The Consultant shall incorporate the foregoing requirements of this paragraph in all of its subcontracts for program work, and will require all of its subcontractors for such work to incorporate such requirements in all subcontracts for program work. The Consultant further agrees to comply with all aspects of the Minnesota Human Rights Act, Minnesota Statutes 363.01, et. seq., Title VI of the Civil Rights Act of 1964, and the Americans with Disabilities Act of 1990.
14. **Assignment.** Neither party shall assign this Agreement, nor any rights and/or obligations hereunder, without the prior written consent of the other party.
15. **Services Nor Provided For.** No claim for services furnished by this Consultant not specifically provided for herein shall be honored by the City.
16. **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.
17. **Entire Agreement.** The entire agreement of the parties is contained herein. This Agreement supersedes all oral agreements and negotiations between the parties relating to this subject matter hereof as well as any previous agreements presently in effect between the parties relating to this subject matter hereof. Any alterations, amendments, deletions, or waiver of the provisions of this Agreement shall be valid only when expressed in writing and duly signed by the parties, unless otherwise provided herein.
18. **Compliance with Laws and Regulations.** In providing services hereunder, the Consultant shall abide by all statutes, ordinances, rules and regulations pertaining to the provisions of services to be provided. The Consultant and City, together with their respective agents and employees, agree to abide by the provisions of the Minnesota Data Practices Act, Minnesota Statutes Section 13, as amended, and Minnesota Rules promulgated pursuant to Chapter 13. Any violation of statutes, ordinances, rules and regulations pertaining to the services to be provided shall constitute a material breach of this Agreement and entitle the City to immediately terminate this Agreement.
19. **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.

20. **Indemnification.** Consultant agrees to defend, indemnify and hold the City, its officers, 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 Consultant, its agents, employees, or subcontractors in the performance of the services provided by this Agreement and against all losses by reason of the failure of said Consultant to fully perform, in any respect, all obligations under this Agreement
21. **Insurance.** Consultant shall procure and maintain the following minimum insurance coverages and limits of liability during the pendency of this Agreement:
- A. Worker's Compensation: Statutory Limits
 - B. Professional Liability Insurance. The Consultant agrees to provide to the City a certificate evidencing they have in effect, with an insurance company in good standing and authorized to do business in Minnesota, a professional liability insurance policy. Said policy shall insure payment of damage for legal liability arising out of the performance of professional services for the City, in the insured's capacity as the Consultant, if such legal liability is caused by an error, omission, or negligent act of the insured or any person or organization for whom the insured is legally liable. Said policy shall provide an aggregate limit of at least \$2,000,000. Said policy shall not name the City as an insured. A copy of the Consultant's insurance declaration page, riders, and/or endorsement, as applicable, which evidences the compliance with this Provision, must be filed with City prior to the start of the Consultant's Work. Such documents evidencing Insurance shall be in a form acceptable to the City and shall provide satisfactory evidence that the Consultant has complied with all insurance requirements. Renewal certificates shall be provided to the City prior to the expiration date of any of the required policies. The City will not be obligated, however, to review such declaration page, riders, endorsement or certificates or other evidence of insurance, or to advise the Consultant of any deficiencies in such documents and receipt thereof shall not relieve the Consultant from, nor be deemed a waiver of, the City's right to enforce the terms of the Consultant's obligations hereunder. The City reserves the right to examine any policy provided for under this paragraph.
 - C. Effect of Consultant's Failure to Provide Insurance. If Consultant fails to provide the specified insurance then Consultant 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. Consultant agrees that this indemnity shall be constructed and applied in favor of indemnification. Consultant 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 standard indemnity continues until all applicable statutes of limitation have run.

If a claim arises within the scope of the stated indemnity in this subparagraph 21C, the City may require Consultant to:

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

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

22. ***Ownership of Documents.*** All plans, diagrams, analysis, reports and information generated in connection with the performance of this Agreement except for personal notes and writings of Consultant's attorneys staff, agents and subcontractors ("Information") shall become the property of the City, but the Consultant may retain copies of such documents as records of the services provided. The City may use the Information for its purposes and the Consultant may also use the Information for its purposes. Use of the information for the purposes of the project contemplated by this Agreement ("Project") does not relieve any liability on the part of the Consultant, but any use of the Information by the City or the Consultant beyond the scope of the Project is without liability to the other, and the party using the Information agrees to defend and indemnify the other from any claims or liability therefrom.
23. ***Dispute Resolution/Mediation.*** Each dispute, claim or controversy arising from or related to this Service Agreement or the relationships which result from this Agreement shall be subject to mediation as a condition precedent to initiating arbitration or legal or equitable actions by either party. Unless the parties agree otherwise, the mediation shall be in accordance with the Commercial Mediation Procedures of the American Arbitration Association then currently in effect. A request for mediation shall be filed in writing with the American Arbitration Association and the other party. No arbitration or legal or equitable action may be instituted for a period of 90 days from the filing of the request for mediation unless a longer period of time is provided by agreement of the parties. The cost of mediation shall be shared equally between the parties. Mediation shall be held in the City of Roseville unless another location is mutually agreed upon by the parties. The parties shall memorialize any agreement resulting from the mediation in a Mediated Settlement Agreement, which Agreement shall be enforceable as a settlement in any court having jurisdiction thereof.
24. ***Governing Law.*** This Agreement shall be controlled by the laws of the State of Minnesota.
25. ***Conflicts.*** No salaried officer or employee of the City and no member of the City Council of the City shall have a financial interest, direct or indirect, in this Agreement. The violation of this provision shall render this Agreement void.

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

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

CITY OF ROSEVILLE

Date: _____

City Manager

Date: _____

Mayor

ERICKSON, BELL, BECKMAN & QUINN, P. A.

Date: _____

Caroline Bell Beckman, Vice President

Date: _____

Kari L. Quinn, Shareholder

Exhibit A
Prosecuting Attorney
Scope of Services and Compensation

Scope of Services

1. Represent and prosecute all criminal law matters within the City's jurisdiction, included but not limited to scheduling, coordinating officer appearances, reviewing all criminal cases presented for purposes of prosecution, determine technical compliance with criminal code and other state statutes, writing complaints, making recommendations to the Court for alternatives to prosecution where appropriate.
2. Act as a resource to the Police Department in the development of criminal cases and provide training sessions for Police staff as needed.
3. Timely preparation and pursuit of disposition of criminal cases in advance of actual Court cases to avoid unnecessary officer court time.
4. Handle forfeiture cases on behalf of Police Department.
5. Draft and review ordinances, resolutions and correspondence, as requested.
6. Advise Mayor, Council Members, Department Heads and other staff on City legal matters.
7. Represent City in matters related to the enforcement of City building and zoning codes.
8. Provide legal briefings as requested to City Council and Staff regarding new or proposed legislation or new court cases affecting municipal operations and activities.
9. Upon request, provide written update on new State or Federal legislation or judicial decisions impacting the City and suggested action or changes in operations or procedures to assure compliance.
10. Prosecute petty misdemeanors, misdemeanors, and gross misdemeanors. Prepare and appear at arraignments, pretrial hearings, probation revocation hearings, omnibus hearings, Rasmussen hearings, Florence hearings, motion hearings and sentencings. This includes all appearances at the Maplewood Branch of the Ramsey County District Court, the Law Enforcement Center (LEC), and the Ramsey County Courthouse in St. Paul.
11. Prepare files for court, including assembling witness lists, preparing subpoenas, copying statutes or ordinances for trials, etc. Request certified documents such as driver's records, motor vehicle records, prior convictions, orders for protection, bank records, police reports, transcripts from prior hearings, plea petitions from prior hearings, ordinances and other information required for court.
12. Comply with discovery requests from defendants, including gathering records with regard to intoxilyzers, police training, criminal records of witnesses, taped Miranda warnings, copy of 911 calls, copy of any video taped evidence, etc.
13. Prepare letters and notices associated with various court trials and hearings. These include letters to victims, notices of hearings and changes of dates of hearings. Notification of officers of upcoming trials.
14. Maintain correspondence and telephone conferences with various agencies including law enforcement agencies, courts, Minnesota correctional facilities, victims/witnesses, defendants/defense attorneys, social workers, child protections, psychiatrists, probation officers, BCA, etc.
15. Prepare and respond to motions of defense counsel including, but not limited to, motions to dismiss, motions to vacate plea, motions in limine, and Doggett motions.

16. Meet with victims of domestic abuse and discuss cases with them. Work with Tubman Family Alliance office and advocates.
17. Training and legal update of officers. Provide written materials including providing booklets and other handouts.
18. Preparation of reports of prosecution activities and staff.
19. Twenty-four hour availability, including weekends, for probable cause to detain determination and all other questions or assistance.

Compensation for the foregoing shall be as follows:

Retainer:	Per Month
Months 1-12	\$12,653.00
Months 13-24	\$13,032.00
Months 25-36	\$13,423.00

Non-Retainer:	Per Hour
Months 1-12	\$175.00
Months 13-24	\$175.00
Months 25-36	\$175.00

Paralegal/Law Clerk:	
Months 1-12	\$105.00
Months 13-24	\$105.00
Months 25-36	\$105.00

Other Fees Charged:

Attorney Fees for Vehicle Forfeiture and Appellate Work shall be billed in addition to the Compensation set forth above at the Non-Retainer Per Hour rates set forth above.

In addition to the foregoing, the City shall pay to the Consultant the Consultant's out-of-pocket expenses, such as messenger fees, copies, and Westlaw costs.

REQUEST FOR COUNCIL ACTION

Date: April 20, 2015
Item No.: 8.f

Department Approval



City Manager Approval



Item Description: Approve Resolution Awarding Bid for Victoria Street Reconstruction Project

BACKGROUND

The Victoria Street reconstruction project involves reconstructing approximately one mile of roadway from Larpenteur Avenue to County Road B. The project also involves constructing a new pathway along this same stretch of roadway and also extending a new sidewalk from County Road B to County Road B2 as part of the Park Renewal Program.

A portion of this project will be assessed to benefiting properties. A public hearing was held on February 23, 2015 to receive public comment on the proposed assessments after which the City Council voted to approve the project. Assuming Council votes to award the contract this evening, construction will commence in May and be complete by the end of the 2015 construction season. Staff would then propose to hold a final public hearing in September of 2016 to certify the final assessments based on the final construction costs for the project.

On Monday, March 2, 2015, City Council approved the Victoria Street Reconstruction Project plans and specifications and authorized staff to advertise for bids. Staff opened bids at 10 a.m. on Thursday, April 9th. The following bids were received:

Contractor	Bid
North Valley, Inc.	\$1,809,925.93
Dresel Contracting	\$1,812,435.74
T.A. Tschifsky & Sons, Inc.	\$1,948,804.15
Park Construction Company	\$2,051,232.50

The engineer's estimate for the project was \$1,753,411. The low bid is approximately 3.2% higher than the engineer's estimate and can be primarily attributed to higher than expected bituminous prices and storm sewer construction costs.

POLICY OBJECTIVE

Based on past practice, the City Council has awarded the contract to the lowest responsible bidder. For the Victoria Street Reconstruction Project, the apparent low bid is North Valley, Inc. of Nowthen, Minnesota.

FINANCIAL DISCUSSION

Staff received four bids for this project. The low bid submitted by North Valley, Inc., in the amount of \$1,809,925.93, is 3.2% higher than the engineer's construction estimate of \$1,753,411. The higher cost is attributed to higher than anticipated bituminous paving prices

26 and storm sewer construction costs. This will require use of additional Municipal State Aid funds
27 and Stormwater enterprise funds.

28 This project is proposed to be paid for using approximately \$1.2 million in Municipal State Aid
29 funds, approximately \$150,000 in assessments, approximately \$290,000 from the storm water
30 fund, approximately \$62,000 from the Water/Utility fund, approximately \$48,000 Ramsey
31 County cost participation on the sidewalk north of County Road B and approximately \$60,000
32 from the Parks Renewal Program.

33 This project is proposed to be completed by September of 2015.

34 **STAFF RECOMMENDATION**

35 Staff recommends approval of a resolution awarding bid for the Victoria Street Reconstruction
36 Project in the amount of \$1,809,925.93 to North Valley, Inc., of Nowthen, Minnesota.

37 **REQUESTED COUNCIL ACTION**

38 Approve resolution awarding bid for the Victoria Street Reconstruction Project in the amount of
39 \$1,809,925.93 to North Valley, Inc., of Nowthen, Minnesota.

40

41 Prepared by: Marc Culver, City Engineer
Attachments: A: Resolution
B: Map of Project Area

**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 20th day of April, 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 PROJECT P-ST-SW-15-02
VICTORIA STREET RECONSTRUCTION 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 Thursday, April 9, at 10:00 a.m., opened and tabulated according to law and the following bids were received complying with the advertisement:

Contractor	Bid
North Valley, Inc.	\$1,809,925.93
Dresel Contracting	\$1,812,435.74
T.A. Tschifsky & Sons, Inc.	\$1,948,804.15
Park Construction Company	\$2,051,232.50

WHEREAS, it appears that North Valley, Inc., of Nowthen, Minnesota, is the lowest responsible bidder at the tabulated price of \$1,809,925.93, and

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 North Valley, Inc. for \$1,809,925.93 in the name of the City of Roseville for the above improvements 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 the 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.

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

37

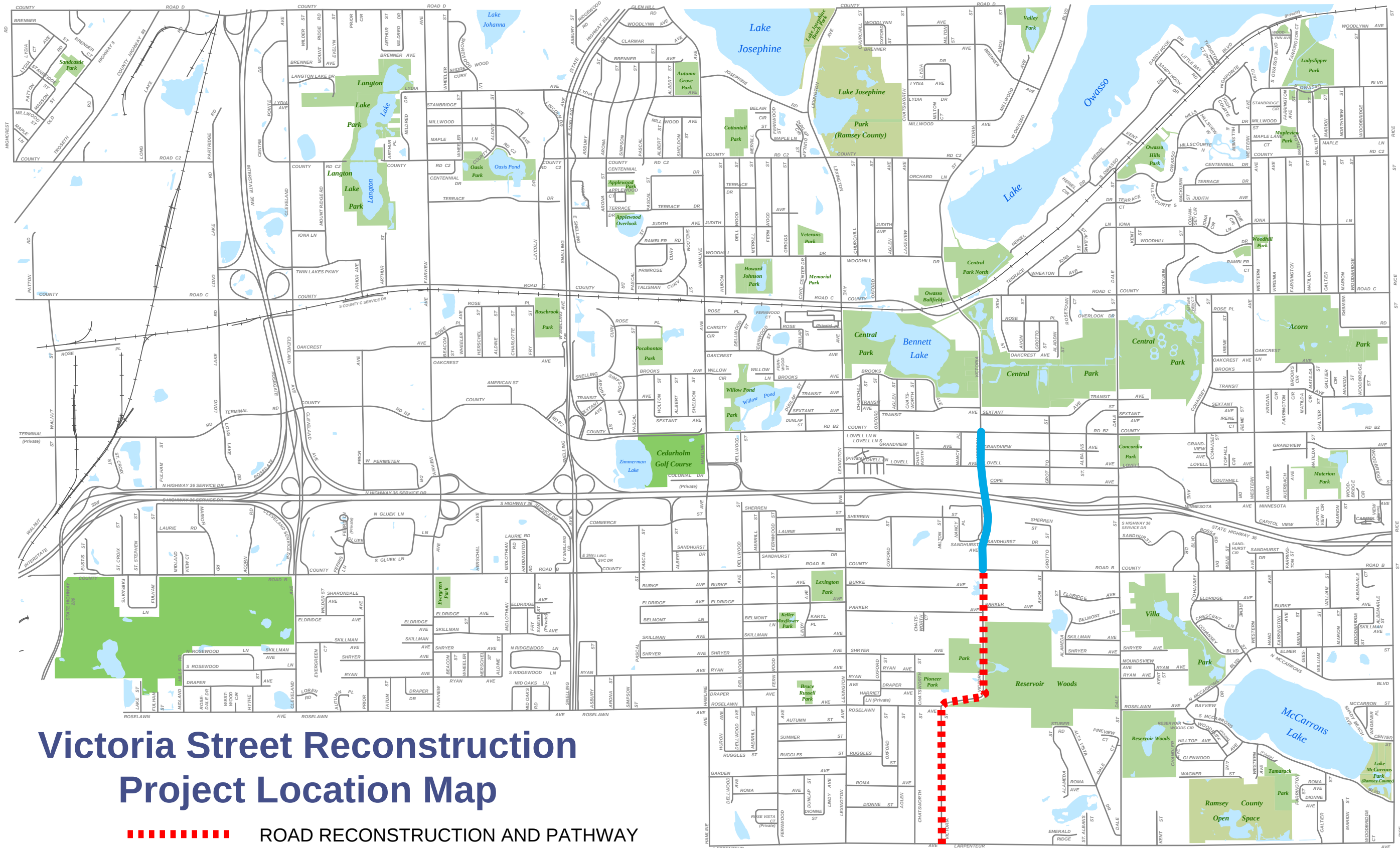
38 The motion for the adoption of the foregoing resolution was duly seconded by Member , and
39 upon vote being taken thereon, the following voted in favor thereof: ; and and the
40 following voted against the same: .

41

42 WHEREUPON said resolution was declared duly passed and adopted.

WITNESS MY HAND officially as such Manager this 20th day of April, 2015.

(SEAL)



Victoria Street Reconstruction Project Location Map

- ROAD RECONSTRUCTION AND PATHWAY
- PATHWAY CONSTRUCTION ONLY



Data Sources and Contacts:
* Ramsey County GIS Base Map (12/02/13)
* City of Roseville Engineering Department
For further information regarding the contents of this map contact:
City of Roseville, Engineering 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 651-782-7075. 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.

0 500 1000 1500 2000 Feet

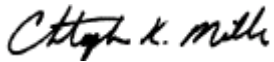
mapdoc: 15-02 Project Map.mxd
map: 15-02 Project Map.pdf



REQUEST FOR COUNCIL ACTION

Date: 04/20/2015
Item No.: 12.a

Department Approval



City Manager Approval



Item Description: Public Hearing to Approve/Deny an On-Sale Wine and On-Sale 3.2% Liquor License for LISU LLC, dba Lisu Thai Taste, a new restaurant located at 2575 Fairview Avenue.

BACKGROUND

Under City Code, a public hearing is required to consider approving liquor licenses for the current calendar year. The City has received applications for 2015 Liquor Licenses as follows:

- ❖ LISU LLC, dba Lisu Thai Taste – On-Sale Wine License
- ❖ LISU LLC, dba Lisu Thai Taste – On-Sale 3.2% Liquor License

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

The applicant meets all requirements set forth under City Code. Staff recommends approval of the licenses pending successful background checks.

REQUESTED COUNCIL ACTION

Motion to approve LISU LLC's request for an On-Sale Wine License and On-Sale 3.2% Liquor License located at 2575 Fairview Avenue pending successful background checks.

Prepared by: Chris Miller, Finance Director
Attachments: A: Applications from LISU LLC



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 SFM RICK SOLUTION Policy Number 065299801
 Licensee's MN sales and Use Tax ID # 510-720 Licensee's Federal Tax ID # 472430228

Applicants Name (Business, Partnerships, Corporation) <u>LISU LLC</u>		Trade Name or DBA <u>LISU THAI TASTE</u>	
Business Address <u>2575 FAIRVIEW AVE</u>		Business Phone <u>651 633 4981</u>	Applicant's Home Phone <u>651-230-6865</u>
City <u>ROSEVILLE</u>	County <u>RAMSEY</u>	State <u>MN</u>	Zip Code <u>55113</u>
Is this application ☒ New or a ☐ Transfer	If a transfer, give name of former owner		License Period From To <u>12/31/2015</u>
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 <u>MAW WIN OWNER</u>	Address	DOB	SSN
Partner/Officer Name and title	Address	DOB	SSN
Partner/Officer Name and title	Address	DOB	SSN
Partner/Officer Name and title	Address	DOB	SSN

CORPORATIONS

Date of incorporation <u>DEC 1 2014</u>	State of incorporation <u>MINNESOTA</u>	Certificate Number <u>786439300027</u>	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 <u>ROSEVILLE PROPERTIES LLP</u>	Owner's address <u>2575 FAIRVIEW AVE, ROSEVILLE MN 55113</u>
Are property taxes delinquent? ☐ Yes ☒ No	Has the building owner any connection, direct or indirect with the applicant? ☐ Yes ☒ No
Restaurant seating capacity <u>70</u>	Hours food will be available <u>11AM - 9PM</u>
Number of restaurant employees <u>4</u>	Number of months per year restaurant is open <u>12</u>
Will food service be the principal business? ☒ Yes ☐ No	
Describe the premises to be licensed <u>THAI RESTAURANT SIT DOWN</u>	
If the restaurant is in conjunction with another business (resort etc.), describe business <u>NO</u>	
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.


Signature of Applicant

04/01/15
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.



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: _____ To: DEC 31 - 2015

Circle One: New License License Transfer _____ 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: \$100.00 3.2% On Sale fee: \$100.00 3.2% Off Sale fee: \$ _____

Licensee Name: LISA LLC DOB _____ Social Security # _____
(corporation, partnership, LLC, or Individual)

Business Trade Name LISA THAI TASTE Business Address 2575 FAIRVIEW AVE City ROSEVILLE

Zip Code 55113 County RAMSEY Business Phone 651 633 4981 Home Phone _____

Home Address _____ City _____ Licensee's MN Tax ID # 510-720

Licensee's Federal Tax ID # 472430228
(To apply call IRS 800-829-4933) (To Apply call 651-296-6181)

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

MAU WIN
Partner/Officer Name (First Middle Last) _____ DOB _____ Social Security # _____ Home Address _____

(Partner/Officer Name (First Middle Last) _____ DOB _____ Social Security # _____ Home Address _____

Partner/Officer Name (First Middle Last) _____ DOB _____ Social Security # _____ Home Address _____

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: SFM Risk Solution Policy # 065299801

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

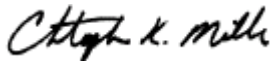
City Clerk or County Auditor Signature _____ Date _____
(title)

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: 04/20/15
Item No.: 13.a

Department Approval



City Manager Approval



Item Description: Consider Establishing a 2016 Budget Calendar & Process

BACKGROUND

In an effort to better coordinate the budget process, the City Council is asked to consider establishing a Budget Calendar. Adhering to a budget calendar demonstrates that the Council and Staff are committed to a process that ensures transparent discussions and informed decisions. It also demonstrates a commitment to ensuring that opportunities are created for citizens and interested parties to participate in the budget process – and to know in advance of when those opportunities will occur.

In addition to establishing a budget calendar, the Council is also asked to decide on the types of budgetary information it needs to ensure an effective and efficient budget process.

Last year, the Council held a dozen budget-related discussions spanning from May to December. This was a significant departure from previous years which routinely numbered 20 or more separate meetings. The calendar of key budget dates from last year included the following:

2015 Budget Calendar

Departmental Budget Presentations.....	May 22, 2014
Discussion on City Council Budget Goals & Priorities.....	June 16, 2014
Present the City Manager Recommended Budget	July 14, 2014
Preliminary Budget Hearing.....	August 11, 2014
Review the 2015-2034 CIP & Funding Strategies	August 25, 2014
Adopt the Preliminary Budget	September 8, 2014
Continue Discussions on the Budget	October 20, 2014
Subsequent Review of the 2015-2034 CIP & Funding Strategies.....	November 10, 2014
Final Budget Hearing.....	December 1, 2014
Adopt the 2015 Water & Sewer Rates.....	December 8, 2014
Adopt the 2015 Final Budget.....	December 8, 2014

To build on the effectiveness of last year's budget calendar, Staff recommends the City continue to adhere to the following principles:

33 A. Commit to a process of reaching budgetary milestones; and keeping the
34 discussion moving forward.

35
36 B. Promote consistency and continuity from one budget cycle to the next by
37 agreeing to the types of budgetary information packages that will be
38 compiled and used.

39
40 The calendar used during last year's budget process is included in *Attachment A*. This furthers the first
41 principle noted above. The Council is asked to consider a similar calendar for this budget cycle. As to
42 the second principle, Staff recommends the Council rely on the following general information
43 packages:

- 44 ❖ Departmental overview (ref: Departmental handouts 5/22/14)
- 45 ❖ City Manager Recommended Budget Summary (ref: PowerPoint presentation – 7/14/14)
- 46 ❖ Council-approved Budget Reconciliation (ref: Excel spreadsheet – 9/8/14)
- 47 ❖ CIP & Utility Rate Summary (ref: PowerPoint presentations – 10/10/14 & 12/1/14)

48
49
50 This approach is consistent with last year's and from Staff's perspective it appeared to be well received
51 and productive. Excerpts of these packages are included in *Attachment B* as a reference.

52
53 There are a couple of other considerations the Council may want to consider for the upcoming budget
54 process. First, the Council may want to consider what role the Finance Commission plays in the
55 process. When creating the Commission, the Council indicated that one of their roles was to participate
56 in the budget process among many other directives.

57
58 Over the past year, the Commission has held discussions on the budget process, budget-reporting
59 formats, general financial planning concepts, and capital spending. That being said, the Commission
60 has expressed some concern about offering budgetary guidance and recommendations prior to
61 understanding the operational essentials of the hundreds of programs and services contained in the City
62 budget. To date, the Commission has had only limited discussions on these programs.

63
64 In addition, if the Council is considering holding budget discussions outside of regularly-scheduled
65 meetings, the availability of the Council Chambers is quite limited during the next few months. A
66 May-September meeting calendar is included in *Attachment C*.

67 **POLICY OBJECTIVE**

68 Establishing an annual budget calendar demonstrates a commitment to an effective and transparent
69 budget process, and encourages citizen participation.

70 **FINANCIAL IMPACTS**

71 Not applicable.

72 **STAFF RECOMMENDATION**

73 Staff recommends that the Council establish a 2016 Budget Calendar and identify the types of
74 working documents you would like to have.

76 **REQUESTED COUNCIL ACTION**

77 Establish a 2016 Budget Calendar and identify the types of working documents to be used for the
78 budget process.

79

Prepared by: Chris Miller, Finance Director

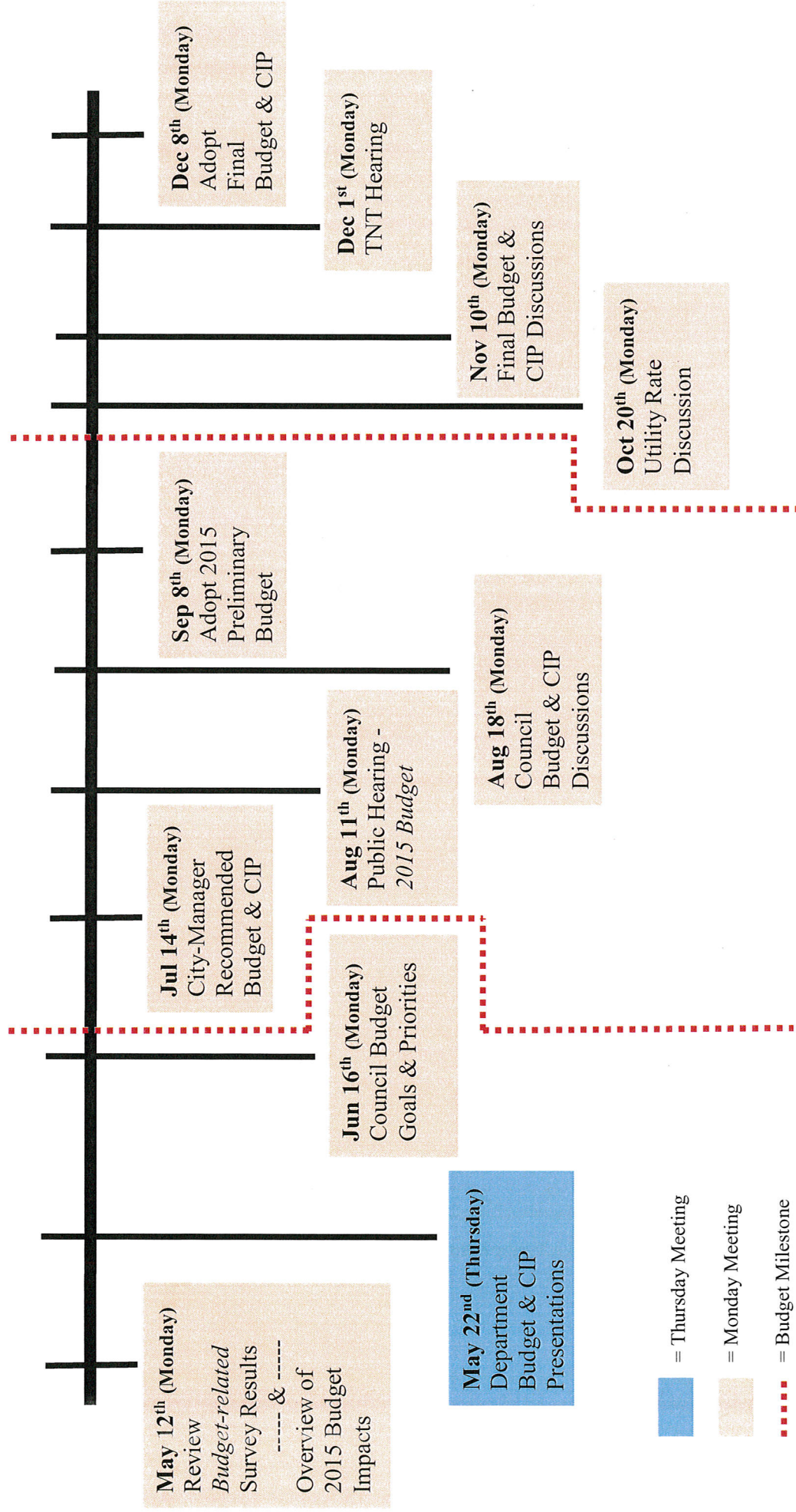
Attachments: A: 2015 Budget Calendar (2014 Budget Process)
B: Excerpts of Last Year's Budget working documents
C: May-September 2015 Meeting Calendar

80

City of Roseville

2015 Budget Calendar (2014 Budget Process)

May - December



** Note **

Additional budget discussion topics may include discussions on; financial policies, CIP Funding plan, etc.

**City Council Budget Discussion
Administration Department
May 22, 2014**

The Administration Department has 7 full-time employees. Funding for the Administration Department comes from a variety of sources including the Communications Funds, HRA Fund, and Levy Funds.

The Administration Budget currently includes Communications, Elections, Administration, City Council, Ethics and HRC, and Legal. In total, about 75% of the Administration Department budget is levy-supported. The 2013 approved budget is \$1,626,325.00.

Budget Priorities

- Continuation of coordinated communication efforts
- Continuation and expansion on use volunteers by City
- Support of Commissions (Human Rights, Ethics, and Community Engagement)
- Wellness Program
- HRIS Support

Budget Challenges

- Affordable Health Care Act
- Human Resources Support
- Cable Franchise Renewal

**Parks and Recreation 2015 Budget Topics/Discussion
Overview, Priorities and Challenges 5-22-14**

Overview

- 4 areas- Parks, Recreation, Golf, Skating Center
- Golf – currently an enterprise fund
- 25.25 FTE – rely also on seasonal, part time and volunteers
- 2014 Budget - Expenses = \$4,599,905 Revenue = \$2,383,495
- Department – overall 50-60% fee, charge and contribution supported

2015 Budget Priorities (new initiatives)

- Renewal Program Projects
 - a. Park Maintenance
 - i. New Buildings
 - ii. Land Acquisition
 - b. Recreation
 - i. staffing for additional use
- Minimum Wage
- Emerald Ash Borer (EAB) - treatment, removal and replacements - \$100K
- Intern stipend

Other Budget Challenges and Opportunities

- Staffing levels – no new positions requested
 - 1. Park Supervisor – reinstatement
 - 2. Custodial (RSC and HANC) – reinstatement
 - 3. Forester – new
 - 4. Recreation Programmer – new
- Volunteers
- EAB
- Trail Plowing
- Golf Course
- Wildlife management

Highlights of 2015 Operating Budget

- Reorganization of Fire Department to a more full-time staffing model.
- Establishment of full-time Forester position.
- Less debt service due to Street Bond #25 being paid off and refunding savings from City Hall Bond to be repurposed towards CIP.
- Funding for Emerald Ash Borer treatment (\$25,000)
- 2% COLA for union and non-union employees.
- Inflationary increase of 2.5% for goods and material.
- Healthcare premium costs expected to remain flat.
- Continued levy dollars towards replacement of capital items.
- Use of approximately \$141,000 of reserves from the License Center Fund for operational and capital needs.

City of Roseville

2015-2034 CIP Presentation

Presented August 25, 2014

Presentation Topics:

- ❖ Overview of the 2015-2034 Capital Improvement Plan (CIP)
- ❖ Recommended Funding Strategies for 2015
- ❖ Financial Impacts
- ❖ Future Funding Considerations
- ❖ Q & A

Budget Proposal Reconciliation - Tax Supported Funds

(version 1 - 9/8/14)

Total Tax-Supported Operating Budget Expenditures	Estimated Total Tax Levy Revenues
\$24,339,400	\$18,003,721

Notes:**2014 Adopted Budget/Levy:**

(Generally, dollar amounts in Notes refer to BUDGET impacts, not necessarily levy impacts, unless noted.)

Subtractions proposed for 2015:

S1. Reduced costs for one-time spending	(\$15,000)	(\$15,000)
S2. Reduced costs supplies and materials	(\$10,100)	(\$10,100)
S3. Reduced costs for contractual services	(\$31,980)	(\$31,980)
S4. Reduced costs for labor: position reductions/adjustments	\$0	\$0
S5. Reduced costs for labor: health, insurance, & benefits	(\$11,000)	(\$11,000)
S6. Reduced costs for debt service	(\$220,000)	(\$220,000)
S7. Reduced levy due to increased non-levy support of budget	n/a	(\$102,921)
S8. Reduced contributions to capital reserve funds	n/a	\$0
Total Subtractions:	(\$288,080)	(\$391,001)

Additions proposed for 2015:

A1. Increased costs for one-time spending	\$0	\$0
A2. Increased costs of supplies and materials	\$41,800	\$41,800
A3. Increased costs for contractual services	\$209,630	\$134,030
A4. Increased costs for labor: Cost-of-living adjustment	\$203,135	\$177,135
A5. Increased costs for labor: Wage steps	\$168,000	\$129,000
A6. Increased costs for labor: position additions/promotions	\$174,000	\$101,865
A7. Increased costs for labor: health, insurance, & benefits	\$100,000	\$67,000
A8. Increased costs for debt service	\$0	\$0
A9. Increased contributions to capital reserve funds	n/a	\$220,000
A10. Make-up of use of reserves in current (and previous) years	n/a	\$175,500
Total Additions:	\$896,565	\$1,046,330

Proposed for 2015 (before Tax Relief):

Change from 2014:	\$24,947,885	\$18,659,050
% change from 2014:	\$608,485	\$655,329
	2.5%	3.6%

Proposed Use of reserves for Property Tax Relief (discretionary)

Per policy, reserves may be used for tax relief, if over target levels, or they may be allocated for other purposes or transferred to other funds.

\$0

Proposed for 2015 (after Tax Relief)

Change from 2014:	\$24,947,885	\$18,659,050
% change from 2014:	\$608,485	\$655,329
	2.5%	3.6%

Includes street maint. mat'l's (\$24,000), motor fuel (\$2,300), and other misc. supplies
City Attorney (\$17,925); dispatch (\$58,185); Emerald Ash Borer (\$25,000), and misc. items
1.4% COLA proposed for non-union (\$84,035); 2% COLA included in union contracts (\$119,100)

50 out of 120 tax-supported employees eligible for step increases in 2015

FD reorg. (6 new FT positions - \$69,000); also incl. conting. for fire union contract (\$32,865); and new IT Position
Mandated contribution increase to PERA for police and fire employees and others

Per CIP subcommittee and staff recommendations (\$160k streets; \$55k facilities; \$5k pathway PMP)
Used \$321,000 from General Fund and \$30,000 from Park & Rec Funds in 2014
(reduced by \$25k on 8/25, and \$175K on 09/08/14)

2013 year-end aggregate reserves were approximately \$764,000 above target high-end percentage (per Fin. Comm.)

2013 year-end aggregate reserves were approximately \$1,740,000 above target mid-point percentage

2014 budget aggregate reserves are projected at approximately \$453,000 above target high-end percentage

2014 budget aggregate reserves are projected at approximately \$1,494,000 above target mid-point percentage

Represents a \$6.54/month (10.1%) increase to the median single family property tax (from \$64.86 to \$71.40/month)
(Median single family property tax will increase 5.7% - \$3.71/mo. - in 2015 if no change is made to the levy from 2014,
because of the greater increase to assessed single family property values for 2015 as opposed to other property types.)

ROSEVILLE Minnesota

<u>May</u> <u>2015</u>						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
26	27	28	29	30	01	02
03	04 <u>City Council Meeting</u>	05 <u>Parks and Recreation Commission</u>	06 <u>Variance Board</u> <u>Planning Commission</u>	07 <u>Roseville University</u>	08	09
10	11 <u>City Council Meeting</u>	12 <u>Finance Commission</u>	13 <u>Ethics Commission</u>	14 <u>Community Engagement Commission</u>	15	16 <u>Pottery in the Park</u>
17	18	19 <u>Housing and Redevelopment Authority</u>	20 <u>Human Rights Commission</u>	21 <u>Roseville University</u>	22	23
24	25 <u>Memorial Day - City Offices Closed</u>	26 <u>Public Works, Environment and Transportation Commission</u>	27 <u>Roseville Business Council</u>	28 <u>Roseville University</u> <u>Roseville University</u>	29	30
31	01	02	03	04	05	06

ROSEVILLE Minnesota

June 2015

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
31	01	02 <u>Parks and Recreation Commission</u>	03 <u>Variance Board</u> <u>Planning Commission</u>	04 <u>Roseville University</u> <u>Citywide Garage Sale Days</u>	05 <u>Citywide Garage Sale Days</u> <u>Roll-In Movies @ the OVAL : "Lego Movie"</u>	06 <u>Citywide Garage Sale Days</u>
07 <u>Roseville University</u>	08 <u>City Council Meeting</u>	09 <u>Finance Commission</u>	10	11 <u>Community Engagement Commission</u>	12	13
14	15 <u>City Council Meeting</u>	16 <u>Housing and Redevelopment Authority</u>	17 <u>Human Rights Commission</u>	18 <u>Puppet Wagon Preview Party</u>	19	20 <u>Car Seat Safety</u>
21	22 <u>City Council Meeting</u>	23 <u>Public Works, Environment and Transportation Commission</u>	24 <u>Roseville Business Council</u>	25	26	27
28	29	30	01	02	03	04

ROSEVILLE Minnesota

July 2015						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
28	29	30	01 <u>Variance Board</u> <u>Planning Commission</u>	02	03 <u>Independence Day</u> <u>Observance - City Offices Closed</u>	04
05	06 <u>City Council Meeting</u>	07 <u>Parks and Recreation Commission</u>	08	09 <u>Community Engagement Commission</u>	10	11 <u>Car Seat Safety</u>
12	13 <u>City Council Meeting</u>	14 <u>Finance Commission</u> <u>Roseville University</u>	15 <u>Human Rights Commission</u>	16	17 <u>Roll-In Movies @ the OVAL : "Frozen"</u>	18
19	20 <u>City Council Meeting</u>	21 <u>Housing and Redevelopment Authority</u>	22 <u>Roseville Business Council</u>	23	24	25
26	27	28 <u>Public Works, Environment and Transportation Commission</u>	29	30	31	01

ROSEVILLE Minnesota

August 2015

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
26	27	28	29	30	31	01
02	03	04 <u>Parks and Recreation Commission</u>	05 <u>Variance Board</u> <u>Planning Commission</u>	06	07 <u>Roll-In Movies @ the OVAL : "Paddington"</u>	08
09	10 <u>City Council Meeting</u>	11 <u>Finance Commission</u>	12 <u>Ethics Commission</u>	13 <u>Community Engagement Commission</u>	14	15
16	17 <u>City Council Meeting</u>	18 <u>Housing and Redevelopment Authority</u>	19 <u>Human Rights Commission</u> <u>Roseville University</u>	20	21	22
23	24 <u>City Council Meeting</u>	25 <u>Public Works, Environment and Transportation Commission</u>	26 <u>Roseville Business Council</u>	27	28	29
30	31	01	02	03	04	05

ROSEVILLE Minnesota

<u>September</u> <u>2015</u>						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
30	31	01 <u>Parks and Recreation Commission</u>	02 <u>Variance Board</u> <u>Planning Commission</u>	03	04	05
06	07 <u>Labor Day - City Offices Closed</u>	08 <u>Finance Commission</u>	09	10 <u>Community Engagement Commission</u>	11	12
13	14 <u>City Council Meeting</u>	15 <u>Housing and Redevelopment Authority</u>	16 <u>Human Rights Commission</u>	17	18	19 <u>Car Seat Safety</u>
20	21 <u>City Council Meeting</u>	22 <u>Roseville University</u> <u>Public Works, Environment and Transportation Commission</u>	23 <u>Roseville Business Council</u> <u>Roseville University</u>	24 <u>Roseville University</u>	25	26
27	28 <u>City Council Meeting</u>	29 <u>Roseville University</u>	30	01	02	03

Date: April 20, 2015

Item: 14.a

See Item 12.a

REQUEST FOR COUNCIL ACTION

Date: April 20, 2015
Item No.: 14.b

Department Approval

City Manager Approval



Item Description: Approve Creation of a Forestry Coordinator Position

BACKGROUND

As part of the 2015 Budget, the City created a full-time Forester position to manage the City's forestry and tree programs as well as provide review services for landscape and tree installations as part of development. Staff advertised for the position early in 2015. After going through the whole recruitment process, staff was unable to secure a candidate for the full-time Forester position.

As there are existing needs presently, staff has decided it is best to suspend looking for a full-time Forester at this time and instead create a part-time Forestry Coordinator position to assist the Parks and Recreation with their programs, including work on the Emerald Ash Borer problem. In addition, Community Development staff has solicited proposals from firms to provide landscape plan review and inspections services for development projects. Staff also intends to use the selected firm to draft a revised tree preservation ordinance for consideration. It is expected that selection of the consulting firm will occur in the next couple of weeks.

At this point, the arrangement of a part-time Forestry Coordinator and use of a consultant is seen as a temporary solution. Staff intends to revisit this issue in fall 2015.

In order to move forward, the City Council needs to create the new Forestry Coordinator position. The job summary is as follows:

Forestry Coordinator – 1/2x Exempt Position

Under the direction of the Parks Superintendent the Forestry Coordinator assists in planning, coordinating, implementing, directing volunteers, contractors, and personnel with regard to managing the city's forestry and tree sustainability programs. This position works to define, establish, and attain the overall goals and objectives of the forestry for the City and is responsible for the contract development and management, as well as the program/project management and public education for these programs.

Salary Range: Internally this position falls into grade 9 of the exempt ranges 26.25 – 31.63/Hr. or \$27,300 - \$32,895 annually. This position would also be eligible for ½x benefits.

The existing person serving as the seasonal forester will fill this position.

35 **POLICY OBJECTIVE**

36 To align staff roles, at appropriate levels, with qualified employees in order to carry out the
37 strategic vision and goals of the city.

38 **BUDGET IMPLICATIONS**

39 The full-time Forester position was funded as part of the 2015 Budget. With the use of a
40 consultant by Community Development, it is expected that total costs will be less than
41 budgeted.

42 **STAFF RECOMMENDATION**

43 Authorize the creation of the Forestry Coordinator position at the proposed pay grade within
44 the city's compensation plan.

45 **REQUESTED COUNCIL ACTION**

46 Motion to authorize the creation of the Forestry Coordinator position at the proposed pay
47 grade within the city's compensation plan.

48
49 Prepared by: Patrick Trudgeon, City Manager 651-792-7021

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 4-20-15

Item No.: 14.c

Department Approval



City Manager Approval



Item Description: **Community Development Department Request to Perform an Abatement for Unresolved Violations of City Code at 2560 Fry Street.**

BACKGROUND

- The subject property is a commercial property which has been vacant for many years.
- The current owner is Morrissey Development Company.
- Current violations include:
 - Building and site in significant disrepair (a violation of City Code Sections 906.05 and 407.02.J).
- A status update, including pictures, will be provided at the public hearing.

POLICY OBJECTIVE

Property maintenance through City abatement activities is a key tool to preserving high-quality residential neighborhoods. Both Imagine Roseville 2025 and the City's 2030 Comprehensive Plan support property maintenance as a means by which to achieve neighborhood stability. The Housing section of Imagine Roseville suggests that the City "implement programs to ensure safe and well-maintained properties." In addition, the Land Use chapter (Chapter 3) and the Housing and Neighborhoods chapter (Chapter 6) of the Comprehensive Plan support the City's efforts to maintain livability of the City's residential neighborhoods with specific policies related to property maintenance and code compliance. Policy 6.1 of Chapter 3 states that the City should promote maintenance and reinvestment in housing and Policy 2.6 of Chapter 6 guides the City to use code-compliance activities as one method to prevent neighborhood decline.

FINANCIAL IMPACTS

City Abatement:

An abatement would encompass the following:

- | | |
|---|--------------------|
| • Remove debris in parking lot: | \$ 500.00 |
| • Remove junk/debris from site (mattress, sign, logs): | \$ 1,000.00 |
| • Cut and remove overgrown brush between building and road: | \$ 2,500.00 |
| • Cut overgrown grass: | \$ 500.00 |
| • Patch, repair, and repaint entire building: | <u>\$15,500.00</u> |

Total: \$20,000.00

29 In the short term, costs of the abatement will be paid out of the Community Development Department
30 budget. The property owner will then be billed for actual and administrative costs. If charges are not
31 paid, staff is to recover costs as specified in Section 407.07B. Costs will be reported to Council
32 following the abatement.

33 **STAFF RECOMMENDATION**

34 Staff recommends that the Council direct Community Development staff to abate the above referenced
35 public nuisance and building maintenance violations at 2560 Fry Street (if the violations are not
36 corrected within 60 days).

37 **REQUESTED COUNCIL ACTION**

38 Direct Community Development staff to abate the public nuisance violations at 2560 Fry Street by
39 hiring general contractors to correct the site violations (if the violations have not been corrected by June
40 20, 2015).

41 The property owner will then be billed for actual and administrative costs. If charges are not paid, staff
42 is to recover costs as specified in Section 407.07B.

43

Prepared by: Don Munson, Permit Coordinator

Attachments: A: Map of 2560 Fry Street
B: Photos

2560 Fry St



