

Amended



City Council Agenda

Monday, June 22, 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: McGehee, Willmus, Laliberte, Etten, 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**
- 6:16 p.m. **6. Recognitions, Donations and Communications**
a. Honor Superintendent Dr. John Thein on His Contributions and Service to Roseville Area Schools
b. Proclaim Parks & Recreation Month
- 6:21 p.m. **7. Approve Minutes**
a. Approve June 8, 2015 Council Meeting Minutes
b. Approve June 15, 2015 Council Meeting Minutes
- 6:25 p.m. **8. Approve Consent Agenda**
a. Approve Payments
b. Approve New Applications for Business and Other Licenses
c. Approve 2015 Business and Other License Renewals
d. Approve General Purchases and Sale of Surplus Items in Excess of \$5000
e. Resolution Approving the Cooperative Agreement with Ramsey County for the Victoria Street Sidewalk Project
f. Approve Conditional Use for a Drive-Through at the proposed new Spire Credit Union at 1880 Perimeter Drive
g. Approve Victoria Street Property Acquisition Purchase Agreement

- 6:35 p.m. **9. Consider Items Removed from Consent**
- 10. General Ordinances for Adoption**
- 6:40 p.m. a. Community Development Department Request for an Ordinance Amendment adjusting the 2015 Electrical Inspection Service Contract Fee Schedule
- 11. Presentations**
- 6:50 p.m. a. Joint Meeting with Public Works, Environment, and Transportation Commission
- 12. Public Hearings**
- 13. Budget Items**
- 14. Business Items (Action Items)**
- 7:20 p.m. a. Consider Policy Priority Planning Document
- 7:45 p.m. b. Authorize Interfund Transfer – Dale Street Development
- 7:55 p.m. c. Community Development Department Request to Perform an Abatement for Unresolved Violations of City Code at 959 Brenner Avenue
- 8:05 p.m. d. Community Development Department’s Request to Issue a Ramsey County Court Citation for Unresolved Violations of Roseville’s City Code and Minnesota State Statutes at 397 Brooks Avenue
- 8:15 p.m. e. Appoint Member to the Community Engagement Commission
- 15. Business Items – Presentations/Discussions**
- 8:20 p.m. a. Tax Increment Financing (TIF) District Overview
- 8:40 p.m. b. Twin Lakes Next Steps: Land Use Definitions and Building Height
- 9:00 p.m. c. Old Hwy 8 Zoning Discussion
- 9:20 p.m. **16. City Manager Future Agenda Review**
- 9:25 p.m. **17. Councilmember Initiated Items for Future Meetings**
- Closed Session**
- 9:30 p.m. 1. Discuss Potential Purchase of Portions of Property Located at 934-950 Woodhill Dr./ 2659 Victoria St. (Owasso School)
- 9:50 p.m. **Reconvene Open Session**
 Summary of Discussion
- 10:00 p.m. **18. Adjourn**

Some Upcoming Public Meetings.....

Tuesday	Jun 23	6:30 p.m.	Public Works, Environment & Transportation Commission
Monday	Jun 29		Rosefest Parade
July			
No Meeting in July			Parks & Recreation Commission
Wednesday	Jul 1	6:30 p.m.	Planning Commission
<i>Friday</i>	<i>Jul 3</i>		<i>City Offices Closed - Independence Day</i>
Monday	Jul 6	6:00 p.m.	City Council Meeting
Thursday	Jul 9	6:30 p.m.	Community Engagement Commission
Monday	Jul 13	6:00 p.m.	City Council Meeting
Tuesday	Jul 14	6:30 p.m.	Finance Commission
Monday	Jul 20	6:00 p.m.	City Council Meeting
Tuesday	Jul 21	6:00 p.m.	Housing & Redevelopment Authority

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



Honoring Superintendent Dr. John Thein on His Contributions and Service to Roseville Area Schools

Whereas: Dr. Thein served Roseville Area Schools and the Roseville Area Schools' community as Director of Business Services, Assistant Superintendent, Deputy Superintendent and Superintendent since 1988; and

Whereas: Dr. Thein implemented creative community projects benefitting the district including the Owasso Hills development and shared community gymnasiums; and

Whereas: Dr. Thein has throughout his tenure endeavored to maintain a productive working relationship between Roseville Area Schools and the City of Roseville; and

Whereas: Dr. John Thein is retiring from Roseville Area Schools after twenty-seven years of service including seventeen years as superintendent; and

Now, Therefore Be It Resolved, that the City Council hereby extends its gratitude to Dr. Thein on behalf of the City of Roseville for his years of dedicated service to Roseville Area Schools and community, and wishes Dr. Thein well in his retirement.

In Witness Whereof, I have hereunto set my hand and caused the Seal of the City of Roseville to be affixed this 22nd day of June, 2015.

Mayor Dan Roe

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 6/22/15
Item No.: 6.b

Department Approval



City Manager Approval



Item Description: Proclaim July 2015 as Parks and Recreation Month

BACKGROUND

The City of Roseville has historically recognized the importance of Parks and Recreation and has identified it as an essential service in the adopted Parks and Recreation System Master Plan.

POLICY OBJECTIVE

The U.S. House of Representatives designated July as Parks and Recreation Month and encourages communities around the country to do the same.

FINANCIAL IMPACTS

None

STAFF RECOMMENDATION

Staff recommends that the month of July 2015 be proclaimed Parks and Recreation Month in Roseville.

REQUESTED COUNCIL ACTION

Motion adopting the proclamation

Prepared by: Lonnie Brokke, Director of Parks and Recreation
Attachment: A: Proclamation



July as Parks and Recreation Month July 2015

Whereas: parks and recreation programs are an essential part of The City of Roseville; and

Whereas: parks and recreation are vitally important to establishing and maintaining the quality of life in Roseville and contribute to the economic and environmental well-being of Roseville and the larger community; and

Whereas: our parks and recreation programs build healthy, active communities that aid in the prevention of chronic disease, promote social bonds by uniting neighbors and also improve and ensure the physical, mental and emotional health of all citizens; and

Whereas: our parks and recreation programs increase Roseville's economic prosperity through increased property values, increased tourism, the attraction and retention of residents and businesses, and crime reduction; and

Whereas: our parks and natural recreation areas improve water quality, protect groundwater, prevent flooding, improve the quality of the air we breathe, provide vegetative buffers to development, and produce habitat for wildlife; and

Whereas: our parks and natural recreation areas ensure the ecological beauty of our community and provide a place for children and adults to connect with nature and recreate outdoors; and

Whereas: the U.S. House of Representatives has designated July as Parks and Recreation Month; and

Whereas: Roseville Minnesota recognizes the benefits derived from parks and recreation resources.

Now, Therefore Be It Resolved that the City Council hereby declare July 2015 to be Parks and Recreation 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 22nd of June, 2015.

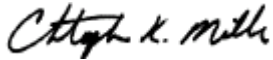
Mayor Daniel J. Roe

(seal)

REQUEST FOR COUNCIL ACTION

Date: 06/22/2015
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	\$912,853.67
77667-77861	\$1,191,987.76
Total	\$2,104,841.43

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: 6/17/2015 - 8:28 AM

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
77720	06/04/2015	Boulevard Landscaping	Contract Maintenance	Sandstrom Land Management, LLC	Mowing, Weeding, Mulching (Co Rd	6,483.00
Contract Maintenance Total:						6,483.00
0	06/11/2015	Boulevard Landscaping	Operating Supplies	Ramy Turf Products	Various Seeds	756.97
77825	06/11/2015	Boulevard Landscaping	Operating Supplies	Trugreen L.P.	2015 Blanket PO - Right-of-Way Wee	60.00
77825	06/11/2015	Boulevard Landscaping	Operating Supplies	Trugreen L.P.	2015 Blanket PO - Right-of-Way Wee	78.00
77825	06/11/2015	Boulevard Landscaping	Operating Supplies	Trugreen L.P.	2015 Blanket PO - Right-of-Way Wee	340.00
77825	06/11/2015	Boulevard Landscaping	Operating Supplies	Trugreen L.P.	2015 Blanket PO - Right-of-Way Wee	63.00
Operating Supplies Total:						1,297.97
Fund Total:						7,780.97
77751	06/11/2015	Central Svcs Equip Revolving	Rental - Copier Machines	Crabtree Companies, Inc.	Copy Charges	3,362.43
77733	06/04/2015	Central Svcs Equip Revolving	Rental - Copier Machines	US Bank Equipment Finance	Copier Rental	2,722.09
Rental - Copier Machines Total:						6,084.52
Fund Total:						6,084.52
0	06/09/2015	Charitable Gambling	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.06.2015 Federal Incc	6.93
Federal Income Tax Total:						6.93
0	06/09/2015	Charitable Gambling	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.06.2015 FICA Empl	6.76
0	06/09/2015	Charitable Gambling	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.06.2015 Medicare Ei	1.58

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					FICA Employee Ded. Total:	8.34
0	06/09/2015	Charitable Gambling	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.06.2015 Medicare E	1.58
0	06/09/2015	Charitable Gambling	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.06.2015 FICA Empl	6.76
					FICA Employers Share Total:	8.34
0	06/09/2015	Charitable Gambling	MN State Retirement	MSRS-Non Bank	PR Batch 00001.06.2015 Post Emplo	1.00
					MN State Retirement Total:	1.00
0	06/09/2015	Charitable Gambling	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.06.2015 Pera Emplo	6.53
					PERA Employee Ded Total:	6.53
0	06/09/2015	Charitable Gambling	PERA Employer Share	PERA-Non Bank	PR Batch 00001.06.2015 Pera Emplo	6.53
0	06/09/2015	Charitable Gambling	PERA Employer Share	PERA-Non Bank	PR Batch 00001.06.2015 Pera additio	1.00
					PERA Employer Share Total:	7.53
0	06/09/2015	Charitable Gambling	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.06.2015 State Incom	3.71
					State Income Tax Total:	3.71
					Fund Total:	42.38
77695	06/04/2015	Community Development	Advertising	Lillie Suburban Newspaper Inc	Notices, Proposal	61.30
					Advertising Total:	61.30
77682	06/04/2015	Community Development	Building Permits	Elite Restoration Pro	Building Permit Refund	238.92
					Building Permits Total:	238.92
77682	06/04/2015	Community Development	Building Surcharge	Elite Restoration Pro	Building Permit Refund	7.50
					Building Surcharge Total:	7.50

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	06/09/2015	Community Development	Business Retention Program	Keys Cafe & Bakery-CC	Lunch Meeting w/Dan Wahl re: Econ	5.48
					Business Retention Program Total:	5.48
0	06/11/2015	Community Development	Computer Equipment	SHI International Corp	Computer Supplies	1,878.00
					Computer Equipment Total:	1,878.00
0	06/09/2015	Community Development	Credit Card Fees	US Bank-Non Bank	April Terminal Charges	1,306.68
					Credit Card Fees Total:	1,306.68
0	06/09/2015	Community Development	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.06.2015 Federal Incc	4,143.18
					Federal Income Tax Total:	4,143.18
0	06/09/2015	Community Development	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.06.2015 FICA Empl	2,008.31
0	06/09/2015	Community Development	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.06.2015 Medicare E	469.66
					FICA Employee Ded. Total:	2,477.97
0	06/09/2015	Community Development	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.06.2015 Medicare E	469.66
0	06/09/2015	Community Development	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.06.2015 FICA Empl	2,008.31
					FICA Employers Share Total:	2,477.97
77776	06/11/2015	Community Development	HRA Employer	ING ReliaStar	PR Batch 00001.06.2015 HRA Empl	370.00
					HRA Employer Total:	370.00
77801	06/11/2015	Community Development	HSA Employee	Premier Bank	PR Batch 00001.06.2015 HSA Empl	153.84
					HSA Employee Total:	153.84
77801	06/11/2015	Community Development	HSA Employer	Premier Bank	PR Batch 00001.06.2015 HSA Empl	465.00
					HSA Employer Total:	465.00
0	06/11/2015	Community Development	ICMA Def Comp	ICMA Retirement Trust 457-30022	PR Batch 00001.06.2015 ICMA Defe	587.49

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	06/09/2015	Community Development	MN State Retirement	MSRS-Non Bank	ICMA Def Comp Total: PR Batch 00001.06.2015 Post Emplo;	587.49 293.90
0	06/09/2015	Community Development	MNDCP Def Comp	Great West- Non Bank	MN State Retirement Total: PR Batch 00001.06.2015 MNDCP De	293.90 720.00
77690	06/04/2015	Community Development	Office Supplies	Impressive Print	MNDCP Def Comp Total: Business Cards	720.00 35.00
77690 77722	06/04/2015 06/04/2015	Community Development Community Development	Operating Supplies Operating Supplies	Impressive Print Schwaab Inc	Office Supplies Total: Business Cards Rubber Stamps	35.00 35.00 170.23
0	06/09/2015	Community Development	PERA Employee Ded	PERA-Non Bank	Operating Supplies Total: PR Batch 00001.06.2015 Pera Emplo	205.23 1,906.08
0 0	06/09/2015 06/09/2015	Community Development Community Development	PERA Employer Share PERA Employer Share	PERA-Non Bank PERA-Non Bank	PERA Employee Ded Total: PR Batch 00001.06.2015 Pera Emplo PR Batch 00001.06.2015 Pera additio	1,906.08 1,906.08 293.25
77710	06/04/2015	Community Development	Plumbing Permits	Piperight Plumbing	PERA Employer Share Total: Plumbing Permit Refund	2,199.33 207.03
0	06/04/2015	Community Development	Printing	Rapit Printing	Plumbing Permits Total: Flyers/Brochures	207.03 1,180.57
77674 77674 0 77815	06/04/2015 06/04/2015 06/09/2015 06/11/2015	Community Development Community Development Community Development Community Development	Professional Services Professional Services Professional Services Professional Services	Mike Bunnell Mike Bunnell MN Dept of Health-CC Sheila Stowell	Printing Total: Hampton Inn Plan Review Hilton Home Suites Plan Review Well Maintenance Fee Planning Commission Meeting Minut	1,180.57 2,100.00 2,625.00 200.00 225.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
77815	06/11/2015	Community Development	Professional Services	Sheila Stowell	Mileage Reimbursement	5.00
77832	06/11/2015	Community Development	Professional Services	Vieau Associates, Inc.	Reliance Letter	300.00
					Professional Services Total:	5,455.00
0	06/09/2015	Community Development	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.06.2015 State Income	1,594.38
					State Income Tax Total:	1,594.38
77724	06/04/2015	Community Development	Telephone	Sprint	Cell Phones	111.08
77819	06/11/2015	Community Development	Telephone	T Mobile	Cell Phones-Acct: 876644423	32.79
					Telephone Total:	143.87
0	06/09/2015	Community Development	Transportation	Jackson Ramp-CC	Parking	9.00
					Transportation Total:	9.00
					Fund Total:	28,122.72
0	06/09/2015	Contracted Engineering Svcs	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.06.2015 Federal Inco	519.13
					Federal Income Tax Total:	519.13
0	06/09/2015	Contracted Engineering Svcs	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.06.2015 FICA Empl	206.78
0	06/09/2015	Contracted Engineering Svcs	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.06.2015 Medicare E	48.36
					FICA Employee Ded. Total:	255.14
0	06/09/2015	Contracted Engineering Svcs	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.06.2015 Medicare E	48.36
0	06/09/2015	Contracted Engineering Svcs	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.06.2015 FICA Empl	206.78
					FICA Employers Share Total:	255.14
77801	06/11/2015	Contracted Engineering Svcs	HSA Employee	Premier Bank	PR Batch 00001.06.2015 HSA Empl	20.00
					HSA Employee Total:	20.00
77801	06/11/2015	Contracted Engineering Svcs	HSA Employer	Premier Bank	PR Batch 00001.06.2015 HSA Empl	200.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	06/09/2015	Contracted Engineering Svcs	MN State Retirement	MSRS-Non Bank	HSA Employer Total: PR Batch 00001.06.2015 Post Emplo;	200.00 33.14
0	06/09/2015	Contracted Engineering Svcs	PERA Employee Ded	PERA-Non Bank	MN State Retirement Total: PR Batch 00001.06.2015 Pera Emplo;	33.14 215.38
0	06/09/2015	Contracted Engineering Svcs	PERA Employer Share	PERA-Non Bank	PERA Employee Ded Total:	215.38
0	06/09/2015	Contracted Engineering Svcs	PERA Employer Share	PERA-Non Bank	PR Batch 00001.06.2015 Pera Emplo;	215.38
0	06/09/2015	Contracted Engineering Svcs	PERA Employer Share	PERA-Non Bank	PR Batch 00001.06.2015 Pera additio	33.14
0	06/09/2015	Contracted Engineering Svcs	State Income Tax	MN Dept of Revenue-Non Bank	PERA Employer Share Total: PR Batch 00001.06.2015 State Income	248.52 175.62
0	06/09/2015	General Fund	209000 - Sales Tax Payable	MN Dept of Revenue-Non Bank	State Income Tax Total: Fund Total:	175.62 1,922.07
0	06/04/2015	General Fund	211402 - Flex Spending Health		Sales/Use Tax-May	191.46
0	06/04/2015	General Fund	211402 - Flex Spending Health		209000 - Sales Tax Payable Total:	191.46
0	06/04/2015	General Fund	211402 - Flex Spending Health		Flexible Benefit Reimbursement	166.56
0	06/04/2015	General Fund	211402 - Flex Spending Health		Flexible Benefit Reimbursement	87.95
0	06/04/2015	General Fund	211403 - Flex Spend Day Care		211402 - Flex Spending Health Total:	254.51
0	06/11/2015	General Fund	211403 - Flex Spend Day Care		Dependent Care Reimbursement	384.62
0	06/11/2015	General Fund	211403 - Flex Spend Day Care		Dependent Care Reimbursement	961.55
0	06/11/2015	General Fund	211403 - Flex Spend Day Care		Dependent Care Reimbursement	215.00
77695	06/04/2015	General Fund	Advertising	Lillie Suburban Newspaper Inc	211403 - Flex Spend Day Care Total: Notices, Proposal	1,561.17 134.61

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
				Advertising Total:		134.61
77739	06/11/2015	General Fund	Clothing	Aspen Mills Inc.	Uniform Supplies	163.80
77739	06/11/2015	General Fund	Clothing	Aspen Mills Inc.	Uniform Supplies	72.80
77739	06/11/2015	General Fund	Clothing	Aspen Mills Inc.	Uniform Supplies	99.50
77676	06/04/2015	General Fund	Clothing	Cintas Corporation #470	Uniform Cleaning	2.36
77676	06/04/2015	General Fund	Clothing	Cintas Corporation #470	Uniform Cleaning	36.12
77676	06/04/2015	General Fund	Clothing	Cintas Corporation #470	Uniform Cleaning	36.12
77676	06/04/2015	General Fund	Clothing	Cintas Corporation #470	Uniform Cleaning	39.63
				Clothing Total:		450.33
0	06/09/2015	General Fund	Conferences	Grand View Lodge Nisswa-CC	Conference Lodging-Trudgeon	221.96
0	06/09/2015	General Fund	Conferences	GTS Educational-CC	City Managers Conference Registrati	500.00
				Conferences Total:		721.96
0	06/04/2015	General Fund	Contract Maint - Vehicles	FleetPride Truck & Trailer Parts	Credit	-143.55
0	06/04/2015	General Fund	Contract Maint - Vehicles	FleetPride Truck & Trailer Parts	Vehicle Repair	2,124.77
77808	06/11/2015	General Fund	Contract Maint - Vehicles	Rosenbauer Minnesota, LLC	Blue Lens	46.00
77809	06/11/2015	General Fund	Contract Maint - Vehicles	Roseville Chrysler Jeep Dodge	2015 Blanket PO for Vehicle Repairs	136.28
77718	06/04/2015	General Fund	Contract Maint - Vehicles	Roseville Chrysler Jeep Dodge	2015 Blanket PO for Vehicle Repairs	259.83
77818	06/11/2015	General Fund	Contract Maint - Vehicles	Suburban Tire Wholesale, Inc.	Fire Truck Tire Rotation	260.00
				Contract Maint - Vehicles Total:		2,683.33
0	06/11/2015	General Fund	Contract Maint. - City Hall	Collins Electrical Construction Co.	Outlet Installation	247.44
0	06/11/2015	General Fund	Contract Maint. - City Hall	Collins Electrical Construction Co.	Breaker Replacement	119.75
77680	06/04/2015	General Fund	Contract Maint. - City Hall	CST Window Cleaning, Inc.	City Hall Window Cleaning	916.00
77698	06/04/2015	General Fund	Contract Maint. - City Hall	McGough Facility Management, LI	Facility Management	1,795.83
77698	06/04/2015	General Fund	Contract Maint. - City Hall	McGough Facility Management, LI	Facility Management	979.38
77720	06/04/2015	General Fund	Contract Maint. - City Hall	Sandstrom Land Management, LLC	Mowing, Weeding, Mulching (City H	1,000.00
77825	06/11/2015	General Fund	Contract Maint. - City Hall	Trugreen L.P.	Grounds Maintenance/Weed Control	101.00
77825	06/11/2015	General Fund	Contract Maint. - City Hall	Trugreen L.P.	Grounds Maintenance/Weed Control	68.00
77825	06/11/2015	General Fund	Contract Maint. - City Hall	Trugreen L.P.	Grounds Maintenance/Weed Control	227.00
				Contract Maint. - City Hall Total:		5,454.40
77753	06/11/2015	General Fund	Contract Maint. - City Garage	CST Window Cleaning, Inc.	Window Cleaning	116.00
77698	06/04/2015	General Fund	Contract Maint. - City Garage	McGough Facility Management, LI	Facility Management	1,795.83
77698	06/04/2015	General Fund	Contract Maint. - City Garage	McGough Facility Management, LI	Facility Management	979.37

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
77706	06/04/2015	General Fund	Contract Maint. - City Garage	Overhead Door Co of the Northlanc	Door Repair	516.85
					Contract Maint. - City Garage Total:	3,408.05
0	06/04/2015	General Fund	Contract Maint. H.V.A.C.	Yale Mechanical, LLC	Spring Maintenance	951.75
0	06/04/2015	General Fund	Contract Maint. H.V.A.C.	Yale Mechanical, LLC	Spring Maintenance	951.75
0	06/04/2015	General Fund	Contract Maint. H.V.A.C.	Yale Mechanical, LLC	Spring Maintenance	2,199.53
					Contract Maint. H.V.A.C. Total:	4,103.03
77736	06/11/2015	General Fund	Contract Maintenance	Aladtec, Inc.	Employee Scheduling & Workforce N	2,736.00
77708	06/04/2015	General Fund	Contract Maintenance	Performance Plus LLC	Mask Fitting	25.00
77804	06/11/2015	General Fund	Contract Maintenance	Ramsey County	Fleet Support Fee	215.28
77726	06/04/2015	General Fund	Contract Maintenance	Thyssenkrupp Elevator Corp.	Elevator Maintenance	375.00
77734	06/04/2015	General Fund	Contract Maintenance	Verizon Wireless	Cell Phones	109.78
					Contract Maintenance Total:	3,461.06
0	06/04/2015	General Fund	Employee Recognition	Neil Sjostrom	Supplies Reimbursement	68.11
					Employee Recognition Total:	68.11
0	06/09/2015	General Fund	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.06.2015 Federal Incc	33,639.49
					Federal Income Tax Total:	33,639.49
0	06/09/2015	General Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.06.2015 FICA Empl	6,741.25
0	06/09/2015	General Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.06.2015 Medicare E	4,179.49
					FICA Employee Ded. Total:	10,920.74
0	06/09/2015	General Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.06.2015 Medicare E	4,179.49
0	06/09/2015	General Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.06.2015 FICA Empl	6,741.25
					FICA Employers Share Total:	10,920.74
77789	06/11/2015	General Fund	Financial Support	Mn Child Support Payment Center	Remittance ID 0015005038	354.43
					Financial Support Total:	354.43
77776	06/11/2015	General Fund	HRA Employer	ING ReliaStar	PR Batch 00001.06.2015 HRA Empl	4,219.47

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					HRA Employer Total:	4,219.47
77801	06/11/2015	General Fund	HSA Employee	Premier Bank	PR Batch 00001.06.2015 HSA Empl	2,082.55
					HSA Employee Total:	2,082.55
77801	06/11/2015	General Fund	HSA Employer	Premier Bank	PR Batch 00001.06.2015 HSA Empl	7,069.45
					HSA Employer Total:	7,069.45
0	06/11/2015	General Fund	ICMA Def Comp	ICMA Retirement Trust 457-30022	PR Batch 00001.06.2015 ICMA Defe	3,050.51
					ICMA Def Comp Total:	3,050.51
0	06/11/2015	General Fund	Minnesota Benefit Ded	MN Benefit Association	PR Batch 00001.06.2015 Minnesota F	280.73
					Minnesota Benefit Ded Total:	280.73
0	06/09/2015	General Fund	Miscellaneous	Stouts-CC	Lunch Meeting W/CD Director-Trudg	32.07
					Miscellaneous Total:	32.07
0	06/09/2015	General Fund	MN State Retirement	MSRS-Non Bank	PR Batch 00001.06.2015 Post Emplo	2,932.47
					MN State Retirement Total:	2,932.47
0	06/09/2015	General Fund	MNDCP Def Comp	Great West- Non Bank	PR Batch 00001.06.2015 MNDCP De	6,910.55
					MNDCP Def Comp Total:	6,910.55
0	06/04/2015	General Fund	Motor Fuel	Mansfield Oil Company	2015 Blanket PO for Fuel 20154 Sta	10,639.48
0	06/09/2015	General Fund	Motor Fuel	MN Dept of Revenue-Non Bank	Fuel Tax-April	229.43
					Motor Fuel Total:	10,868.91
0	06/09/2015	General Fund	Office Supplies	Fed Ex Kinko's-CC	Office Supplies	42.85
77690	06/04/2015	General Fund	Office Supplies	Impressive Print	Business Cards	30.00
0	06/09/2015	General Fund	Office Supplies	S & T Office Products-CC	Office Supplies	3.04

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					Office Supplies Total:	75.89
77754	06/11/2015	General Fund	Op Supplies - City Hall	Davis Lock & Safe Inc	Keys	60.00
77824	06/11/2015	General Fund	Op Supplies - City Hall	Trio Supply Company	Restroom Supplies	428.93
77824	06/11/2015	General Fund	Op Supplies - City Hall	Trio Supply Company	Restroom Supplies	254.76
77824	06/11/2015	General Fund	Op Supplies - City Hall	Trio Supply Company	Restroom Supplies	509.96
77824	06/11/2015	General Fund	Op Supplies - City Hall	Trio Supply Company	Restroom Supplies	638.82
0	06/09/2015	General Fund	Op Supplies - City Hall	Viking Electric -CC	Electrical Supplies	172.12
					Op Supplies - City Hall Total:	2,064.59
0	06/09/2015	General Fund	Operating Supplies	Amazon.com- CC	Cleaning Supplies	15.74
0	06/09/2015	General Fund	Operating Supplies	Amazon.com- CC	Paper Towel Dispensers	317.50
0	06/09/2015	General Fund	Operating Supplies	Best Buy- CC	Camera	134.98
0	06/09/2015	General Fund	Operating Supplies	Byerly's- CC	Water	5.00
0	06/09/2015	General Fund	Operating Supplies	Byerly's- CC	Awards Ceremony Supplies	80.31
77749	06/11/2015	General Fund	Operating Supplies	CES Imaging	Paper, Toner	267.90
0	06/09/2015	General Fund	Operating Supplies	Davis Lock & Safe-CC	No Receipt-Brosnahan	6.15
77756	06/11/2015	General Fund	Operating Supplies	Deluxe Corp.	Bank Bags	312.92
0	06/11/2015	General Fund	Operating Supplies	Fastenal Company Inc.	Vehicle Supplies	168.00
0	06/09/2015	General Fund	Operating Supplies	Fastenal-CC	Fasteners	22.47
0	06/09/2015	General Fund	Operating Supplies	Kwik Trip-CC	Sgts. Promotional Panel Refreshment:	6.14
77788	06/11/2015	General Fund	Operating Supplies	MN Board Peace Ofc Sids & Trmg	Peace Officer License-Jeffrey Lopez	90.00
77704	06/04/2015	General Fund	Operating Supplies	Northwest Lasers, Inc.	Tape	24.99
0	06/09/2015	General Fund	Operating Supplies	Office Depot- CC	Shredder	129.99
0	06/09/2015	General Fund	Operating Supplies	Panera Bread-CC	Police Officer Test Event Supplies	56.54
77799	06/09/2015	General Fund	Operating Supplies	Precise MRM, LLC	Pooled Data, Software	118.35
77715	06/11/2015	General Fund	Operating Supplies	RCM Specialties, Inc.	Emulsion	563.75
0	06/09/2015	General Fund	Operating Supplies	S & T Office Products-CC	Office Supplies	41.28
77813	06/11/2015	General Fund	Operating Supplies	Staples Business Advantage, Inc.	Toner	334.45
77813	06/11/2015	General Fund	Operating Supplies	Staples Business Advantage, Inc.	Toner	148.02
0	06/09/2015	General Fund	Operating Supplies	Staples-CC	Office Supplies	27.58
0	06/09/2015	General Fund	Operating Supplies	Suburban Ace Hardware-CC	Propane	7.48
0	06/09/2015	General Fund	Operating Supplies	Suburban Ace Hardware-CC	Spray Patcher Supplies	49.77
0	06/09/2015	General Fund	Operating Supplies	Suburban Ace Hardware-CC	Putty Knife	17.12
0	06/09/2015	General Fund	Operating Supplies	Target- CC	Light Bulbs	14.98
0	06/09/2015	General Fund	Operating Supplies	Target- CC	Citizens Academy Hospitality Items	44.44
77820	06/11/2015	General Fund	Operating Supplies	Thelen Heating & Roofing, Inc.	Thermostats	148.00
0	06/09/2015	General Fund	Operating Supplies	Uline-CC	Gloves, Labels, CD's	419.53
					Operating Supplies Total:	3,573.38

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	06/11/2015	General Fund	Operating Supplies City Garage	Able Hose & Rubber Inc	Nozzle, Hex	77.39
77824	06/11/2015	General Fund	Operating Supplies City Garage	Trio Supply Company	Restroom Supplies	107.23
77824	06/11/2015	General Fund	Operating Supplies City Garage	Trio Supply Company	Restroom Supplies	169.98
77824	06/11/2015	General Fund	Operating Supplies City Garage	Trio Supply Company	Restroom Supplies	159.70
Operating Supplies City Garage Total:						514.30
0	06/09/2015	General Fund	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.06.2015 Pera Emplo	26,387.40
PERA Employee Ded Total:						26,387.40
0	06/09/2015	General Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00001.06.2015 Pera additio	948.54
0	06/09/2015	General Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00001.06.2015 Pera Emplo	36,498.43
PERA Employer Share Total:						37,446.97
0	06/09/2015	General Fund	Police Explorer Program	Mn Law Enforcement-CC	Explorer Conference	250.00
Police Explorer Program Total:						250.00
77742	06/11/2015	General Fund	Professional Services	Briggs and Morgan, P.A.	2014 Audit Letter	350.00
0	06/11/2015	General Fund	Professional Services	Erickson, Bell, Beckman & Quinn I	Vehicle Forfeiture	402.50
0	06/11/2015	General Fund	Professional Services	Erickson, Bell, Beckman & Quinn I	Prosecution Services	12,713.00
77787	06/11/2015	General Fund	Professional Services	Metropolitan Courier Corp.	Courier Service	733.00
77701	06/04/2015	General Fund	Professional Services	Multicare Associates	Medical Services-Acct: 64904	463.00
0	06/09/2015	General Fund	Professional Services	Nelsons Cheese & Deli-CC	Human Rights Council Essay Contest	82.00
0	06/09/2015	General Fund	Professional Services	Nelsons Cheese & Deli-CC	Ethics Training Supplies	315.60
77815	06/11/2015	General Fund	Professional Services	Sheila Stowell	Special City Council Meeting Minute	218.75
77815	06/11/2015	General Fund	Professional Services	Sheila Stowell	Mileage Reimbursement	5.00
77815	06/11/2015	General Fund	Professional Services	Sheila Stowell	Special City Council Meeting Minute	181.25
77815	06/11/2015	General Fund	Professional Services	Sheila Stowell	Mileage Reimbursement	5.00
77821	06/11/2015	General Fund	Professional Services	Time Saver Off Site Secretarial, Inc	Community Engagement Meeting Mi	262.40
77727	06/04/2015	General Fund	Professional Services	Time Saver Off Site Secretarial, Inc	Finance Commission Meeting Minute	222.00
77727	06/04/2015	General Fund	Professional Services	Time Saver Off Site Secretarial, Inc	Human Rights Commission Meeting]	194.75
Professional Services Total:						16,148.25
0	06/09/2015	General Fund	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.06.2015 State Income	13,146.85
State Income Tax Total:						13,146.85
0	06/09/2015	General Fund	Telephone	Sprint- CC	Cell Phones	28.58

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	06/09/2015	General Fund	Telephone	Sprint- CC	Cell Phones	79.00
77724	06/04/2015	General Fund	Telephone	Sprint	Cell Phones	20.58
77724	06/04/2015	General Fund	Telephone	Sprint	Cell Phones	32.92
77819	06/11/2015	General Fund	Telephone	T Mobile	Cell Phones-Acct: 876644423	51.43
77819	06/11/2015	General Fund	Telephone	T Mobile	Cell Phones-Acct: 876644423	597.36
77819	06/11/2015	General Fund	Telephone	T Mobile	Cell Phones-Acct: 876644423	318.00
77819	06/11/2015	General Fund	Telephone	T Mobile	Cell Phones-Acct: 876644423	485.62
Telephone Total:						1,613.49
0	06/09/2015	General Fund	Training	Cossetta-CC	Patrol Training Supplies	48.33
0	06/09/2015	General Fund	Training	Jimmy John's Sandwiches- CC	Patrol Training Supplies	33.62
0	06/09/2015	General Fund	Training	Keys Cafe & Bakery-CC	Training Supplies	31.15
0	06/09/2015	General Fund	Training	Old Chicago-CC	Training Meal	65.62
0	06/09/2015	General Fund	Training	Parking Ramp-CC	No Receipt-Brosnahan	5.00
0	06/09/2015	General Fund	Training	Super America-CC	Patrol Training Supplies	18.42
0	06/09/2015	General Fund	Training	Super America-CC	Patrol Training Supplies	30.14
Training Total:						232.28
0	06/11/2015	General Fund	Union Dues Deduction	LELS	PR Batch 00001.06.2015 Lels Union	1,669.67
77782	06/11/2015	General Fund	Union Dues Deduction	Local Union 49	PR Batch 00001.06.2015 IOUE Union	198.00
0	06/11/2015	General Fund	Union Dues Deduction	MN Teamsters #320	PR Batch 00001.06.2015 Local 320 U	466.00
Union Dues Deduction Total:						2,333.67
0	06/04/2015	General Fund	Utilities	Xcel Energy	New Fire Station	2,609.79
0	06/04/2015	General Fund	Utilities	Xcel Energy	Traffic Signal & Street Lights	3,465.21
Utilities Total:						6,075.00
0	06/04/2015	General Fund	Utilities - Old City Hall	Xcel Energy	Fire Stations	501.80
Utilities - Old City Hall Total:						501.80
77667	06/04/2015	General Fund	Vehicle Supplies	1st Ayd Corporation	Brake Cleaner, Squeegee	183.57
0	06/11/2015	General Fund	Vehicle Supplies	CCP Industries Inc	Gloves	251.52
0	06/04/2015	General Fund	Vehicle Supplies	Emergency Automotive Tech Inc	Lamps, Flange Kit	379.08
0	06/04/2015	General Fund	Vehicle Supplies	Emergency Automotive Tech Inc	LED Lights	847.60
0	06/11/2015	General Fund	Vehicle Supplies	Factory Motor Parts, Co.	2015 Blanket PO for Vehicle Repair F	47.58
0	06/11/2015	General Fund	Vehicle Supplies	Fastenal Company Inc.	2015 Blanket PO for Vehicle Repair F	6.27
0	06/11/2015	General Fund	Vehicle Supplies	FleetPride Truck & Trailer Parts	2015 Blanket PO for Vehicle Repair F	137.50

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	06/11/2015	General Fund	Vehicle Supplies	FleetPride Truck & Trailer Parts	2015 Blanket PO for Vehicle Repair F	474.80
0	06/11/2015	General Fund	Vehicle Supplies	FleetPride Truck & Trailer Parts	2015 Blanket PO for Vehicle Repair F	49.94
77686	06/04/2015	General Fund	Vehicle Supplies	Frontier Ag & Turf	Plug, Seal	80.01
77765	06/11/2015	General Fund	Vehicle Supplies	Gene's Service	Tire Machine Parts	97.88
0	06/11/2015	General Fund	Vehicle Supplies	Jefferson Fire & Safety, Inc.	Fireade Foam	8,316.00
0	06/04/2015	General Fund	Vehicle Supplies	Larson Companies	Filter, Lube	68.25
77786	06/11/2015	General Fund	Vehicle Supplies	Matheson Tri-Gas, Inc	2015 Blanket PO for Vehicle Repair F	71.47
77786	06/11/2015	General Fund	Vehicle Supplies	Matheson Tri-Gas, Inc	2015 Blanket PO for Vehicle Repair F	316.36
77697	06/04/2015	General Fund	Vehicle Supplies	Matheson Tri-Gas, Inc	2015 Blanket PO for Vehicle Repair F	69.45
0	06/04/2015	General Fund	Vehicle Supplies	McMaster-Carr Supply Co	2015 Blanket PO for Vehicle Repair F	158.92
0	06/11/2015	General Fund	Vehicle Supplies	Napa Auto Parts	2015 Blanket PO for Vehicle Repairs	57.52
0	06/11/2015	General Fund	Vehicle Supplies	Napa Auto Parts	2015 Blanket PO for Vehicle Repairs	5.99
0	06/04/2015	General Fund	Vehicle Supplies	Napa Auto Parts	2015 Blanket PO for Vehicle Repairs	107.31
0	06/04/2015	General Fund	Vehicle Supplies	Napa Auto Parts	2015 Blanket PO for Vehicle Repairs	9.02
0	06/04/2015	General Fund	Vehicle Supplies	Napa Auto Parts	2015 Blanket PO for Vehicle Repairs	58.79
0	06/11/2015	General Fund	Vehicle Supplies	Rigid Hitch Incorporated	2015 Blanket PO for Vehicle Repair F	61.02
0	06/04/2015	General Fund	Vehicle Supplies	Rigid Hitch Incorporated	Tubes	173.97
77716	06/04/2015	General Fund	Vehicle Supplies	Rosedale Chevrolet	2015 Blanket PO for Vehicle Repair F	16.06
77721	06/04/2015	General Fund	Vehicle Supplies	Schelen Gray Auto and Electric	Starter	233.49
77729	06/04/2015	General Fund	Vehicle Supplies	Tri State Bobcat, Inc	2015 Blanket PO for Vehicle Repair F	67.30
Vehicle Supplies Total:						12,346.67
77689	06/04/2015	General Fund	Vehicles & Equipment	HealthEast Vehicle Services	Light Bar Installation	935.98
77689	06/04/2015	General Fund	Vehicles & Equipment	HealthEast Vehicle Services	12V Computer Power	149.95
Vehicles & Equipment Total:						1,085.93
0	06/09/2015	General Fund	Work Session Expenses	S & T Office Products-CC	Office Supplies	5.01
Work Session Expenses Total:						5.01
Fund Total:						239,575.61
0	06/09/2015	General Fund Donations	Supplies - Target Corp Grant	Mn Law Enforcement-CC	Explorer Conference	60.00
Supplies - Target Corp Grant Total:						60.00
Fund Total:						60.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	06/09/2015	Golf Course	Advertising	City Pages-CC	Advertising	325.00
					Advertising Total:	325.00
0	06/09/2015	Golf Course	Credit Card Fees	US Bank-Non Bank	April Terminal Charges	745.80
					Credit Card Fees Total:	745.80
0	06/09/2015	Golf Course	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.06.2015 Federal Incc	562.64
					Federal Income Tax Total:	562.64
0	06/09/2015	Golf Course	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.06.2015 FICA Empl	413.51
0	06/09/2015	Golf Course	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.06.2015 Medicare Ei	96.71
					FICA Employee Ded. Total:	510.22
0	06/09/2015	Golf Course	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.06.2015 FICA Empl	413.51
0	06/09/2015	Golf Course	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.06.2015 Medicare Ei	96.71
					FICA Employers Share Total:	510.22
77776	06/11/2015	Golf Course	HRA Employer	ING ReliaStar	PR Batch 00001.06.2015 HRA Empl	70.00
					HRA Employer Total:	70.00
0	06/09/2015	Golf Course	League Expenses	Office Depot- CC	Ink	22.00
					League Expenses Total:	22.00
0	06/09/2015	Golf Course	Memberships & Subscriptions	Mn Dept of Labor-CC	License Fees	74.80
					Memberships & Subscriptions Total:	74.80
77750	06/11/2015	Golf Course	Merchandise For Sale	Coca Cola Refreshments	Beverages for Resale	210.00
0	06/11/2015	Golf Course	Merchandise For Sale	Hornungs Pro Golf Sales, Inc.	Golf Items for Resale	315.96
0	06/09/2015	Golf Course	Merchandise For Sale	Restaurant Depot- CC	Concession Supplies for Resale	129.46
0	06/11/2015	Golf Course	Merchandise For Sale	Spartan Promotional Group, Inc.	Golf Items for Resale	443.00
0	06/11/2015	Golf Course	Merchandise For Sale	Spartan Promotional Group, Inc.	Golf Items for Resale	874.92
0	06/11/2015	Golf Course	Merchandise For Sale	Spartan Promotional Group, Inc.	Golf Items for Resale	252.32
0	06/11/2015	Golf Course	Merchandise For Sale	Spartan Promotional Group, Inc.	Golf Items for Resale	232.71

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	06/09/2015	Golf Course	Merchandise For Sale	Target- CC	Concession Items for Resale	6.05
					Merchandise For Sale Total:	2,464.42
0	06/09/2015	Golf Course	MN State Retirement	MSRS-Non Bank	PR Batch 00001.06.2015 Post Emplo;	33.14
					MN State Retirement Total:	33.14
0	06/09/2015	Golf Course	Operating Supplies	MIDC Enterprises- CC	Irrigation Supplies	75.33
0	06/09/2015	Golf Course	Operating Supplies	Mills Fleet Farm-CC	Shop Supplies	92.40
0	06/09/2015	Golf Course	Operating Supplies	Office Depot- CC	Ink	72.78
77795	06/11/2015	Golf Course	Operating Supplies	Paper Roll Products	Restroom, Kitchen Supplies	160.65
0	06/09/2015	Golf Course	Operating Supplies	Suburban Ace Hardware-CC	Paint	8.99
0	06/09/2015	Golf Course	Operating Supplies	Suburban Ace Hardware-CC	Plumbing Supplies	4.99
0	06/09/2015	Golf Course	Operating Supplies	Target- CC	Bulletin Board Supplies	11.50
					Operating Supplies Total:	426.64
0	06/09/2015	Golf Course	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.06.2015 Pera Emplo;	306.61
					PERA Employee Ded Total:	306.61
0	06/09/2015	Golf Course	PERA Employer Share	PERA-Non Bank	PR Batch 00001.06.2015 Pera Emplo;	306.61
0	06/09/2015	Golf Course	PERA Employer Share	PERA-Non Bank	PR Batch 00001.06.2015 Pera additio	47.18
					PERA Employer Share Total:	353.79
77790	06/11/2015	Golf Course	Rental	Mn Dept of Health	Hospitality Fee-Cedarholm Golf Cour	35.00
					Rental Total:	35.00
0	06/09/2015	Golf Course	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.06.2015 State Incom	275.71
					State Income Tax Total:	275.71
0	06/09/2015	Golf Course	State Sales Tax Payable	MN Dept of Revenue-Non Bank	Sales/Use Tax-May	2,542.27
					State Sales Tax Payable Total:	2,542.27
77819	06/11/2015	Golf Course	Telephone	T Mobile	Cell Phones-Acct: 876644423	64.56

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	06/09/2015	Golf Course	Use Tax Payable	MN Dept of Revenue-Non Bank	Sales/Use Tax-May	64.56
Telephone Total:						
0	06/09/2015	Golf Course	Vehicle Supplies	Fastenal-CC	Toro Supplies	34.89
Use Tax Payable Total:						
Vehicle Supplies Total:						
Fund Total:						
77836	06/11/2015	Housing & Redevelopment Agency	Payment to Owners	Amanda M Becker	Energy Audit Reimbursement	60.00
77837	06/11/2015	Housing & Redevelopment Agency	Payment to Owners	Mallory N Boeyink	Energy Audit Reimbursement	60.00
77838	06/11/2015	Housing & Redevelopment Agency	Payment to Owners	Jennifer B Brodt	Energy Audit Reimbursement	60.00
77839	06/11/2015	Housing & Redevelopment Agency	Payment to Owners	Glen P Cook	Energy Audit Reimbursement	60.00
77840	06/11/2015	Housing & Redevelopment Agency	Payment to Owners	Sonie B Crockett	Energy Audit Reimbursement	60.00
77841	06/11/2015	Housing & Redevelopment Agency	Payment to Owners	Jeff J Dahlberg	Energy Audit Reimbursement	60.00
77842	06/11/2015	Housing & Redevelopment Agency	Payment to Owners	Gordon G Dietzman	Energy Audit Reimbursement	60.00
77843	06/11/2015	Housing & Redevelopment Agency	Payment to Owners	Ryan D Erickson	Energy Audit Reimbursement	60.00
77844	06/11/2015	Housing & Redevelopment Agency	Payment to Owners	Debra Fenhouse	Energy Audit Reimbursement	60.00
77845	06/11/2015	Housing & Redevelopment Agency	Payment to Owners	Thomas J Fitzgerald	Energy Audit Reimbursement	60.00
77846	06/11/2015	Housing & Redevelopment Agency	Payment to Owners	Tacy B Gates	Energy Audit Reimbursement	60.00
77847	06/11/2015	Housing & Redevelopment Agency	Payment to Owners	Juanita L Grayden	Energy Audit Reimbursement	60.00
77848	06/11/2015	Housing & Redevelopment Agency	Payment to Owners	Wesley A Haut	Energy Audit Reimbursement	60.00
77849	06/11/2015	Housing & Redevelopment Agency	Payment to Owners	Walter kress	Energy Audit Reimbursement	60.00
77850	06/11/2015	Housing & Redevelopment Agency	Payment to Owners	Kimberly M Lambert	Energy Audit Reimbursement	60.00
77851	06/11/2015	Housing & Redevelopment Agency	Payment to Owners	Kathleen M Lavey	Energy Audit Reimbursement	60.00
77852	06/11/2015	Housing & Redevelopment Agency	Payment to Owners	Andrew J Lonsbury	Energy Audit Reimbursement	60.00
77853	06/11/2015	Housing & Redevelopment Agency	Payment to Owners	Marlene Minion	Energy Audit Reimbursement	60.00
77854	06/11/2015	Housing & Redevelopment Agency	Payment to Owners	Vijay Modi	Energy Audit Reimbursement	60.00
77855	06/11/2015	Housing & Redevelopment Agency	Payment to Owners	Jeffrey M Pedro	Energy Audit Reimbursement	60.00
77856	06/11/2015	Housing & Redevelopment Agency	Payment to Owners	Leslie E Rentmeester	Energy Audit Reimbursement	60.00
77857	06/11/2015	Housing & Redevelopment Agency	Payment to Owners	Joyce Smith	Energy Audit Reimbursement	60.00
77858	06/11/2015	Housing & Redevelopment Agency	Payment to Owners	Barry L Stanchfield	Energy Audit Reimbursement	60.00
77859	06/11/2015	Housing & Redevelopment Agency	Payment to Owners	John L Upton	Energy Audit Reimbursement	60.00
77860	06/11/2015	Housing & Redevelopment Agency	Payment to Owners	Doris S Wiche	Energy Audit Reimbursement	60.00
77861	06/11/2015	Housing & Redevelopment Agency	Payment to Owners	Ed T Zepeda	Energy Audit Reimbursement	60.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	06/11/2015	Housing & Redevelopment Agency	Printing	Jeanne Kelsey	Payment to Owners Total:	1,560.00
0	06/11/2015				Supplies Reimbursement	26.77
0	06/11/2015				Printing Total:	26.77
0	06/11/2015				Fund Total:	1,586.77
77770	06/09/2015	Information Technology	Computer Equipment	Data Q-CC	Cisco Switch for Council Chambers	1,208.28
77770	06/11/2015	Information Technology	Computer Equipment	Hewlett-Packard Company	Computer Supplies	359.00
77770	06/11/2015	Information Technology	Computer Equipment	Hewlett-Packard Company	Computer Supplies	1,108.54
77770	06/11/2015	Information Technology	Computer Equipment	Hewlett-Packard Company	Computer Supplies	1,108.54
77770	06/11/2015	Information Technology	Computer Equipment	Hewlett-Packard Company	Computer Supplies	1,108.54
77770	06/11/2015	Information Technology	Computer Equipment	Hewlett-Packard Company	Computer Supplies	662.00
77770	06/11/2015	Information Technology	Computer Equipment	Hewlett-Packard Company	RV-DVR-Server and Extended Warra	6,667.31
77805	06/11/2015	Information Technology	Computer Equipment	Rhino Technology Group, Inc.	Qty 2: F3169A HP STOREVIRTUAL	43,990.00
77805	06/11/2015	Information Technology	Computer Equipment	Rhino Technology Group, Inc.	Shipping/Handling	125.00
0	06/11/2015				Computer Equipment Total:	57,445.75
0	06/11/2015	Information Technology	Contract Maintenance	AirWatch, LLC	AirWatch Subscription Licenses	2,055.00
77745	06/11/2015	Information Technology	Contract Maintenance	AirWatch, LLC	AirWatch Subscription Licenses	5,865.00
77755	06/11/2015	Information Technology	Contract Maintenance	CDW Government, Inc.	VM Ware Maintenance	4,708.00
0	06/09/2015	Information Technology	Contract Maintenance	DC Group, Inc	Annual Maintenance-City Hall UPS	2,598.96
0	06/09/2015	Information Technology	Contract Maintenance	McAfee, Inc-CC	Threat Management/Spam Filtering S	880.00
0	06/09/2015	Information Technology	Contract Maintenance	Monitis-CC	External Device Monitoring Service	12.50
0	06/09/2015				Contract Maintenance Total:	16,119.46
0	06/09/2015	Information Technology	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.06.2015 Federal Incc	3,673.89
0	06/09/2015				Federal Income Tax Total:	3,673.89
0	06/09/2015	Information Technology	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.06.2015 Medicare E	488.85
0	06/09/2015	Information Technology	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.06.2015 FICA Empl	2,090.29
					FICA Employee Ded. Total:	2,579.14

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	06/09/2015	Information Technology	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.06.2015 FICA Empl	2,090.29
0	06/09/2015	Information Technology	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.06.2015 Medicare E	488.85
					FICA Employers Share Total:	2,579.14
77776	06/11/2015	Information Technology	HRA Employer	ING ReliaStar	PR Batch 00001.06.2015 HRA Empl	650.00
					HRA Employer Total:	650.00
77801	06/11/2015	Information Technology	HSA Employee	Premier Bank	PR Batch 00001.06.2015 HSA Empl	183.17
					HSA Employee Total:	183.17
77801	06/11/2015	Information Technology	HSA Employer	Premier Bank	PR Batch 00001.06.2015 HSA Empl	868.73
					HSA Employer Total:	868.73
0	06/11/2015	Information Technology	ICMA Def Comp	ICMA Retirement Trust 457-30022	PR Batch 00001.06.2015 ICMA Defe	225.00
					ICMA Def Comp Total:	225.00
77737	06/11/2015	Information Technology	Internet	Anoka County Treasury	Broadband	75.00
0	06/11/2015	Information Technology	Internet	Cologix, Inc	Fiber Cross Connect	450.00
77774	06/11/2015	Information Technology	Internet	Hurricane Electric	Transit Service Monthly Fee	500.00
77835	06/11/2015	Information Technology	Internet	XO Communications Inc.	Telephone	1,283.86
					Internet Total:	2,308.86
0	06/09/2015	Information Technology	MN State Retirement	MSRS-Non Bank	PR Batch 00001.06.2015 Post Emplo	342.15
					MN State Retirement Total:	342.15
0	06/09/2015	Information Technology	Operating Supplies	Amazon.com- CC	Phone Case	39.93
77745	06/11/2015	Information Technology	Operating Supplies	CDW Government, Inc.	Keyboard Cases	244.89
77745	06/11/2015	Information Technology	Operating Supplies	CDW Government, Inc.	APC Back-Ups	386.00
0	06/09/2015	Information Technology	Operating Supplies	Monoprice Com-CC	Cables, Adapters	199.13
					Operating Supplies Total:	869.95
0	06/09/2015	Information Technology	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.06.2015 Pera Emplo	2,104.09

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					PERA Employee Ded Total:	2,104.09
0	06/09/2015	Information Technology	PERA Employer Share	PERA-Non Bank	PR Batch 00001.06.2015 Pera Emplo	2,104.09
0	06/09/2015	Information Technology	PERA Employer Share	PERA-Non Bank	PR Batch 00001.06.2015 Pera additio	323.73
					PERA Employer Share Total:	2,427.82
0	06/09/2015	Information Technology	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.06.2015 State Incom	1,349.91
					State Income Tax Total:	1,349.91
77819	06/11/2015	Information Technology	Telephone	T Mobile	Cell Phones-Acct: 876644423	208.38
					Telephone Total:	208.38
					Fund Total:	93,935.44
77743	06/11/2015	License Center	Contract Maintenance	Brite-Way Window Cleaning Sv	License Center Window Cleaning	29.00
					Contract Maintenance Total:	29.00
0	06/09/2015	License Center	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.06.2015 Federal Incc	3,071.85
					Federal Income Tax Total:	3,071.85
0	06/09/2015	License Center	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.06.2015 FICA Empl	1,906.10
0	06/09/2015	License Center	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.06.2015 Medicare Ei	445.77
					FICA Employee Ded. Total:	2,351.87
0	06/09/2015	License Center	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.06.2015 Medicare Ei	445.77
0	06/09/2015	License Center	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.06.2015 FICA Empl	1,906.10
					FICA Employers Share Total:	2,351.87
77776	06/11/2015	License Center	HRA Employer	ING ReliaStar	PR Batch 00001.06.2015 HRA Empl	630.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					HRA Employer Total:	630.00
77801	06/11/2015	License Center	HSA Employee	Premier Bank	PR Batch 00001.06.2015 HSA Empl	76.92
					HSA Employee Total:	76.92
77801	06/11/2015	License Center	HSA Employer	Premier Bank	PR Batch 00001.06.2015 HSA Emplo	545.00
					HSA Employer Total:	545.00
0	06/09/2015	License Center	MN State Retirement	MSRS-Non Bank	PR Batch 00001.06.2015 Post Emplo;	304.20
					MN State Retirement Total:	304.20
0	06/09/2015	License Center	MNDCP Def Comp	Great West- Non Bank	PR Batch 00001.06.2015 MNDCP De	254.62
0	06/09/2015	License Center	MNDCP Def Comp	Great West- Non Bank	PR Batch 00001.06.2015 MNDCP De	200.00
					MNDCP Def Comp Total:	454.62
0	06/09/2015	License Center	Office Supplies	Best Buy- CC	Office Supplies	19.99
					Office Supplies Total:	19.99
0	06/09/2015	License Center	Operating Supplies	Pakor-CC	Passport Supplies	640.27
					Operating Supplies Total:	640.27
0	06/09/2015	License Center	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.06.2015 Pera Emplo;	1,916.19
					PERA Employee Ded Total:	1,916.19
0	06/09/2015	License Center	PERA Employer Share	PERA-Non Bank	PR Batch 00001.06.2015 Pera Emplo;	1,916.19
0	06/09/2015	License Center	PERA Employer Share	PERA-Non Bank	PR Batch 00001.06.2015 Pera additio	294.82
					PERA Employer Share Total:	2,211.01
0	06/09/2015	License Center	Postage	USPS-CC	Postage	162.80
					Postage Total:	162.80

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	06/09/2015	License Center	Sales Tax Payable	MN Dept of Revenue-Non Bank	Sales/Use Tax-May	2,503.52
					Sales Tax Payable Total:	2,503.52
0	06/09/2015	License Center	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.06.2015 State Income	1,314.16
					State Income Tax Total:	1,314.16
77758	06/11/2015	Municipal Community Band	Operating Supplies	Rod Dockter	Band Supplies Reimbursement	9.62
					Operating Supplies Total:	9.62
					Fund Total:	9.62
0	06/04/2015	Municipal Jazz Band	Professional Services	Glen Newton	Big Band Director-May 2015	250.00
					Professional Services Total:	250.00
					Fund Total:	250.00
0	06/04/2015	P & R Contract Maintenance	Contract Maintenance	MTI Distributing, Inc.	Irrigation Field Service	320.50
					Contract Maintenance Total:	320.50
0	06/09/2015	P & R Contract Maintenance	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.06.2015 Federal Incc	2,561.30
					Federal Income Tax Total:	2,561.30
0	06/09/2015	P & R Contract Maintenance	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.06.2015 FICA Empl	1,489.09
0	06/09/2015	P & R Contract Maintenance	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.06.2015 Medicare Ei	348.27
					FICA Employee Ded. Total:	1,837.36
0	06/09/2015	P & R Contract Maintenance	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.06.2015 Medicare Ei	348.27
0	06/09/2015	P & R Contract Maintenance	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.06.2015 FICA Empl	1,489.09

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
77776	06/11/2015	P & R Contract Maintenance	HRA Employer	ING ReliaStar	FICA Employers Share Total: PR Batch 00001.06.2015 HRA Emplc HRA Employer Total:	1,837.36 370.00 370.00
77801	06/11/2015	P & R Contract Maintenance	HSA Employee	Premier Bank	PR Batch 00001.06.2015 HSA WI En	34.62
77801	06/11/2015	P & R Contract Maintenance	HSA Employee	Premier Bank	PR Batch 00001.06.2015 HSA Emplc	238.46
77801	06/11/2015	P & R Contract Maintenance	HSA Employee	Premier Bank	HSA Employee Total:	273.08
0	06/09/2015	P & R Contract Maintenance	MN State Retirement	MSRS-Non Bank	PR Batch 00001.06.2015 Post Emplo;	1,107.50
0	06/09/2015	P & R Contract Maintenance	MNDP Def Comp	Great West- Non Bank	HSA Employer Total: MN State Retirement Total: MNDP Def Comp Total:	1,107.50 204.78 280.00 280.00
77670	06/04/2015	P & R Contract Maintenance	Operating Supplies	Anthem Sports,LLC	Park Supplies	276.69
77675	06/04/2015	P & R Contract Maintenance	Operating Supplies	Carlin Sales Corporation	Fertilizer	149.00
77676	06/04/2015	P & R Contract Maintenance	Operating Supplies	Cintas Corporation #470	Uniform Cleaning	36.12
77676	06/04/2015	P & R Contract Maintenance	Operating Supplies	Cintas Corporation #470	Uniform Cleaning	2.36
77676	06/04/2015	P & R Contract Maintenance	Operating Supplies	Cintas Corporation #470	Uniform Cleaning	2.36
77676	06/04/2015	P & R Contract Maintenance	Operating Supplies	Cintas Corporation #470	Uniform Cleaning	2.30
0	06/09/2015	P & R Contract Maintenance	Operating Supplies	Cub Foods- CC	Water	7.96
0	06/09/2015	P & R Contract Maintenance	Operating Supplies	Dollar Tree-CC	Cleaning Supplies	7.50
0	06/04/2015	P & R Contract Maintenance	Operating Supplies	Fastenal Company Inc.	Zip Ties	17.52
0	06/11/2015	P & R Contract Maintenance	Operating Supplies	General Industrial Supply Co.	Cable Ties	29.92
77687	06/04/2015	P & R Contract Maintenance	Operating Supplies	Gertens Greenhouses	Arboretum Supplies	879.89
0	06/09/2015	P & R Contract Maintenance	Operating Supplies	Home Depot- CC	Earth Day Celebration Supplies	22.37
0	06/04/2015	P & R Contract Maintenance	Operating Supplies	M/A Associates	Can Liners	804.90
0	06/09/2015	P & R Contract Maintenance	Operating Supplies	Menards-CC	Park Supplies	50.90
0	06/09/2015	P & R Contract Maintenance	Operating Supplies	Menards-CC	Boardwalk Supplies	117.71
0	06/09/2015	P & R Contract Maintenance	Operating Supplies	Menards-CC	Arboretum Supplies	212.23
77699	06/04/2015	P & R Contract Maintenance	Operating Supplies	MIDC Enterprises	Couplings	53.02
0	06/09/2015	P & R Contract Maintenance	Operating Supplies	Mn Dept of Labor-CC	License Fees	74.80

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
77702	06/04/2015	P & R Contract Maintenance	Operating Supplies	Muska Lighting Center	Lighting Supplies	366.00
0	06/09/2015	P & R Contract Maintenance	Operating Supplies	North Hgts Hardware Hank-CC	Arboretum Supplies	34.24
0	06/09/2015	P & R Contract Maintenance	Operating Supplies	North Hgts Hardware Hank-CC	Boardwalk Supplies	10.27
0	06/04/2015	P & R Contract Maintenance	Operating Supplies	Sherwin Williams	Paint Supplies	172.77
0	06/09/2015	P & R Contract Maintenance	Operating Supplies	St. Paul Public Works-CC	Parking	4.00
0	06/04/2015	P & R Contract Maintenance	Operating Supplies	Tessman Seed Co - St. Paul	Athletic Seed	114.79
0	06/04/2015	P & R Contract Maintenance	Operating Supplies	Tessman Seed Co - St. Paul	Razor Pro	120.00
77731	06/04/2015	P & R Contract Maintenance	Operating Supplies	Trio Supply Company	Restroom Supplies	240.77
77731	06/04/2015	P & R Contract Maintenance	Operating Supplies	Trio Supply Company	Restroom Supplies	55.00
77732	06/04/2015	P & R Contract Maintenance	Operating Supplies	Universal Athletic Service, Inc.	Bases	117.98
Operating Supplies Total:						3,983.37
0	06/09/2015	P & R Contract Maintenance	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.06.2015 Pera Emplo	1,369.52
PERA Employee Ded Total:						1,369.52
0	06/09/2015	P & R Contract Maintenance	PERA Employer Share	PERA-Non Bank	PR Batch 00001.06.2015 Pera Emplo	1,369.52
0	06/09/2015	P & R Contract Maintenance	PERA Employer Share	PERA-Non Bank	PR Batch 00001.06.2015 Pera additio	210.70
PERA Employer Share Total:						1,580.22
0	06/11/2015	P & R Contract Maintenance	Rental	Jimmys Johnmys, Inc	Toilet Rental	7.79
0	06/11/2015	P & R Contract Maintenance	Rental	Jimmys Johnmys, Inc	Toilet Rental	54.50
Rental Total:						62.29
0	06/09/2015	P & R Contract Maintenance	Sales Tax	MN Dept of Revenue-Non Bank	Sales/Use Tax-May	21.24
Sales Tax Total:						21.24
0	06/09/2015	P & R Contract Maintenance	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.06.2015 State Incom	1,112.75
State Income Tax Total:						1,112.75
77724	06/04/2015	P & R Contract Maintenance	Telephone	Sprint	Cell Phones	32.92
77819	06/11/2015	P & R Contract Maintenance	Telephone	T Mobile	Cell Phones-Acct: 876644423	71.85
Telephone Total:						104.77
77782	06/11/2015	P & R Contract Maintenance	Union Dues Deduction	Local Union 49	PR Batch 00001.06.2015 IOUE Unioi	231.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					Union Dues Deduction Total:	231.00
0	06/04/2015	P & R Contract Maintenance	Utilities	Xcel Energy	P&R	334.19
0	06/04/2015	P & R Contract Maintenance	Utilities	Xcel Energy	P&R	2,227.54
					Utilities Total:	2,561.73
					Fund Total:	19,818.77
0	06/11/2015	Park Renewal 2011	Contractor Payments	Janke General Contractors, Inc.	Park Renewal Program-Bridges & Bo	109,012.50
0	06/11/2015	Park Renewal 2011	Contractor Payments	Janke General Contractors, Inc.	Park Renewal Program-Bridges & Bo	-190.00
0	06/11/2015	Park Renewal 2011	Contractor Payments	T. A. Schifsky & Sons, Inc.	B2 Sidewalk Construction	27,160.39
					Contractor Payments Total:	135,982.89
77694	06/04/2015	Park Renewal 2011	Professional Services	Liesch Associates, Inc.	Project Management	1,237.90
					Professional Services Total:	1,237.90
					Fund Total:	137,220.79
0	06/09/2015	Pathway Maintenance Fund	Operating Supplies	Home Depot- CC	Saw Blade	13.98
0	06/09/2015	Pathway Maintenance Fund	Operating Supplies	Office Depot- CC	Office Supplies	15.64
77713	06/04/2015	Pathway Maintenance Fund	Operating Supplies	Q3 Contracting, Inc.	Sign, Barricade Rental	204.00
77713	06/04/2015	Pathway Maintenance Fund	Operating Supplies	Q3 Contracting, Inc.	Sign, Barricade Rental	229.20
0	06/09/2015	Pathway Maintenance Fund	Operating Supplies	Suburban Ace Hardware-CC	Builders	7.98
					Operating Supplies Total:	470.80
					Fund Total:	470.80
0	06/09/2015	Police - DWI Enforcement	Operating Supplies	City of Roseville License Center-N	Licensing Fees	41.50
					Operating Supplies Total:	41.50

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					Fund Total:	41.50
0	06/09/2015	Police Grants	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.06.2015 Federal Incc	245.18
					Federal Income Tax Total:	245.18
0	06/09/2015	Police Grants	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.06.2015 Medicare Ei	23.49
					FICA Employee Ded. Total:	23.49
0	06/09/2015	Police Grants	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.06.2015 Medicare Ei	23.49
					FICA Employers Share Total:	23.49
77776	06/11/2015	Police Grants	HRA Employer	ING ReliaStar	PR Batch 00001.06.2015 HRA Empl	39.03
					HRA Employer Total:	39.03
77801	06/11/2015	Police Grants	HSA Employee	Premier Bank	PR Batch 00001.06.2015 HSA Empl	8.08
					HSA Employee Total:	8.08
77801	06/11/2015	Police Grants	HSA Employer	Premier Bank	PR Batch 00001.06.2015 HSA Empl	56.02
					HSA Employer Total:	56.02
0	06/09/2015	Police Grants	MN State Retirement	MSRS-Non Bank	PR Batch 00001.06.2015 Post Emplo	16.45
					MN State Retirement Total:	16.45
0	06/09/2015	Police Grants	MNDCP Def Comp	Great West- Non Bank	PR Batch 00001.06.2015 MNDCP De	44.07
					MNDCP Def Comp Total:	44.07
0	06/09/2015	Police Grants	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.06.2015 Pera Emplo	177.74
					PERA Employee Ded Total:	177.74
0	06/09/2015	Police Grants	PERA Employer Share	PERA-Non Bank	PR Batch 00001.06.2015 Pera Emplo	266.63

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					PERA Employer Share Total:	266.63
0	06/09/2015	Police Grants	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.06.2015 State Income	83.37
					State Income Tax Total:	83.37
0	06/11/2015	Police Grants	Union Dues Deduction	LELS	PR Batch 00001.06.2015 Lels Union	22.33
					Union Dues Deduction Total:	22.33
					Fund Total:	1,005.88
0	06/09/2015	Police Forfeiture Fund	Professional Services	Hamline Liquors-CC	Inadvertant Purchase-Repaid w/Checl	63.54
					Professional Services Total:	63.54
					Fund Total:	63.54
0	06/09/2015	Police Vehicle Revolving	Capital Outlay	Jegs Auto Parts-CC	Speed Boards	145.99
					Capital Outlay Total:	145.99
77759	06/11/2015	Police Vehicle Revolving	Vehicles & Equipment	Dodge of Burnsville, Inc.	Qty 5: 2015 Dodge Charger Police A	127,165.00
77823	06/11/2015	Police Vehicle Revolving	Vehicles & Equipment	Trail Dodge	2015 Chrysler 200LX	19,790.00
					Vehicles & Equipment Total:	146,955.00
					Fund Total:	147,100.99
0	06/09/2015	Public Works Vehicle Revolving	Public Works Vehicles	City of Roseville License Center-N	Licensing Fees	1,614.02
					Public Works Vehicles Total:	1,614.02
					Fund Total:	1,614.02

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	06/09/2015	Recreation Fund	Credit Card Fees	US Bank-Non Bank	April Terminal Charges	278.20
					Credit Card Fees Total:	278.20
0	06/09/2015	Recreation Fund	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.06.2015 Federal Incc	4,251.02
					Federal Income Tax Total:	4,251.02
77669	06/04/2015	Recreation Fund	Fee Program Revenue	Stephen Anderson	Key Deposit Refund	25.00
77672	06/04/2015	Recreation Fund	Fee Program Revenue	Emily Banyard	Arboretum Damage Deposit Refund	125.00
77683	06/04/2015	Recreation Fund	Fee Program Revenue	Vicki Ettesvold	Key Deposit Refund	25.00
77688	06/04/2015	Recreation Fund	Fee Program Revenue	Whitney Gill	Arboretum Deposit Refund	150.00
77826	06/11/2015	Recreation Fund	Fee Program Revenue	Tuberous Sclerosis Alliance	Key Deposit Refund	25.00
77826	06/11/2015	Recreation Fund	Fee Program Revenue	Tuberous Sclerosis Alliance	Permit Refund	100.00
77834	06/11/2015	Recreation Fund	Fee Program Revenue	Nouyeng Xiong	Key Deposit Refund	25.00
					Fee Program Revenue Total:	475.00
0	06/09/2015	Recreation Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.06.2015 FICA Empl	3,072.14
0	06/09/2015	Recreation Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.06.2015 Medicare Ei	718.53
					FICA Employee Ded. Total:	3,790.67
0	06/09/2015	Recreation Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.06.2015 Medicare Ei	718.53
0	06/09/2015	Recreation Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.06.2015 FICA Empl	3,072.14
					FICA Employers Share Total:	3,790.67
77776	06/11/2015	Recreation Fund	HRA Employer	ING ReliaStar	PR Batch 00001.06.2015 HRA Empl	978.00
					HRA Employer Total:	978.00
77801	06/11/2015	Recreation Fund	HSA Employee	Premier Bank	PR Batch 00001.06.2015 HSA Empl	334.04
					HSA Employee Total:	334.04
77801	06/11/2015	Recreation Fund	HSA Employer	Premier Bank	PR Batch 00001.06.2015 HSA Emplo	945.00
					HSA Employer Total:	945.00
0	06/11/2015	Recreation Fund	ICMA Def Comp	ICMA Retirement Trust 457-30022'	PR Batch 00001.06.2015 ICMA Defe	550.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	06/11/2015	Recreation Fund	Memberships & Subscriptions	MRPA	ICMA Def Comp Total:	550.00
0	06/11/2015	Recreation Fund	Minnesota Benefit Ded	MN Benefit Association	Softball Team Registrations	3,129.00
0	06/09/2015	Recreation Fund	MN State Retirement	MSRS-Non Bank	Memberships & Subscriptions Total:	3,129.00
0	06/09/2015	Recreation Fund	MNDCP Def Comp	Great West- Non Bank	PR Batch 00001.06.2015 Minnesota I	446.05
0	06/09/2015	Recreation Fund	Operating Supplies	Anthem Sport-CC	Minnesota Benefit Ded Total:	446.05
0	06/09/2015	Recreation Fund	Operating Supplies	Carrot-Top Industries-CC	PR Batch 00001.06.2015 Post Emplo;	406.26
0	06/09/2015	Recreation Fund	Operating Supplies	Custom Ink-CC	MN State Retirement Total:	406.26
0	06/09/2015	Recreation Fund	Operating Supplies	Diversified Adjustment Service, Inc	PR Batch 00001.06.2015 MNDCP De	1,308.41
0	06/09/2015	Recreation Fund	Operating Supplies	Home Depot- CC	MNDCP Def Comp Total:	1,308.41
0	06/09/2015	Recreation Fund	Operating Supplies	Home Depot- CC	Operating Supplies	292.12
0	06/09/2015	Recreation Fund	Operating Supplies	Home Depot- CC	Flags	163.84
0	06/09/2015	Recreation Fund	Operating Supplies	Home Depot- CC	Spring Recital Items for Resale	202.50
0	06/09/2015	Recreation Fund	Operating Supplies	Home Depot- CC	Payment for Client: 10508246, Acct:	53.37
0	06/09/2015	Recreation Fund	Operating Supplies	Home Depot- CC	Paint Supplies	55.71
0	06/09/2015	Recreation Fund	Operating Supplies	Home Depot- CC	Park Supplies	161.04
0	06/09/2015	Recreation Fund	Operating Supplies	Home Depot- CC	Cubby Supplies	16.80
0	06/09/2015	Recreation Fund	Operating Supplies	Home Depot- CC	Skate Park Supplies	405.39
0	06/09/2015	Recreation Fund	Operating Supplies	Home Depot- CC	Skate Park Supplies	17.18
0	06/09/2015	Recreation Fund	Operating Supplies	Home Depot- CC	Earth Day Supplies	48.92
0	06/09/2015	Recreation Fund	Operating Supplies	Home Depot- CC	Skate Park Supplies	65.86
0	06/09/2015	Recreation Fund	Operating Supplies	Menards-CC	Cubby, Shelf Supplies	180.62
0	06/09/2015	Recreation Fund	Operating Supplies	Michaels-CC	Credit	-12.81
0	06/09/2015	Recreation Fund	Operating Supplies	Michaels-CC	Earth Day Supplies	71.20
0	06/09/2015	Recreation Fund	Operating Supplies	Mother Earth Gardens-CC	Earth Day Supplies	43.11
0	06/09/2015	Recreation Fund	Operating Supplies	Nametags.com-CC	Lanyard Key Rings for Shelter Keys	174.08
0	06/09/2015	Recreation Fund	Operating Supplies	North Hgts Hardware Hank-CC	Credit	-7.49
0	06/09/2015	Recreation Fund	Operating Supplies	North Hgts Hardware Hank-CC	Rope	23.98
0	06/09/2015	Recreation Fund	Operating Supplies	North Hgts Hardware Hank-CC	Outdoor Lock	5.99
0	06/09/2015	Recreation Fund	Operating Supplies	North Hgts Hardware Hank-CC	Power Bits	8.55
0	06/09/2015	Recreation Fund	Operating Supplies	North Hgts Hardware Hank-CC	Distilled Water	9.76
0	06/09/2015	Recreation Fund	Operating Supplies	Office Depot- CC	Dance Recital Tickets	119.96
0	06/09/2015	Recreation Fund	Operating Supplies	Office Depot- CC	Skating Show Supplies	140.83

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	06/09/2015	Recreation Fund	Operating Supplies	Office Depot- CC	Softball Supplies	25.70
0	06/09/2015	Recreation Fund	Operating Supplies	Party City-CC	Earth Day Supplies	10.66
77800	06/11/2015	Recreation Fund	Operating Supplies	Precision Forms	Rosefest Brochures	470.00
77802	06/11/2015	Recreation Fund	Operating Supplies	Proforma	Roseville Logo Items	922.74
0	06/09/2015	Recreation Fund	Operating Supplies	Suburban Ace Hardware-CC	Rope	8.99
0	06/09/2015	Recreation Fund	Operating Supplies	Target- CC	Animal Supplies	2.96
0	06/09/2015	Recreation Fund	Operating Supplies	Uline-CC	Black Plastic	208.77
Operating Supplies Total:						3,890.33
0	06/09/2015	Recreation Fund	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.06.2015 Pera Emplo	3,034.11
PERA Employee Ded Total:						3,034.11
0	06/09/2015	Recreation Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00001.06.2015 Pera Emplo	3,034.11
0	06/09/2015	Recreation Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00001.06.2015 Pera additio	466.82
PERA Employer Share Total:						3,500.93
77738	06/11/2015	Recreation Fund	Professional Services	Art Spark	Art Camp	360.00
77741	06/11/2015	Recreation Fund	Professional Services	Louise Beaman	Volleyball Officiating	96.00
0	06/11/2015	Recreation Fund	Professional Services	Mark Emme	Volleyball Officiating	260.00
77760	06/11/2015	Recreation Fund	Professional Services	Brittany Fedje	Volleyball Officiating	96.00
77766	06/11/2015	Recreation Fund	Professional Services	Groove Merchants Band	Summer Entertainment	1,200.00
77769	06/11/2015	Recreation Fund	Professional Services	Mike Harvey	Volleyball Officiating	96.00
77773	06/11/2015	Recreation Fund	Professional Services	Pat Hubbard	Volleyball Officiating	96.00
77775	06/11/2015	Recreation Fund	Professional Services	Tom Imhoff	Volleyball Officiating	144.00
77696	06/04/2015	Recreation Fund	Professional Services	Chris Lowy	Volleyball Officiating	15.00
0	06/04/2015	Recreation Fund	Professional Services	Willie McCray	Umpire Service	2,476.00
0	06/04/2015	Recreation Fund	Professional Services	Willie McCray	Umpire Service	2,052.00
77709	06/04/2015	Recreation Fund	Professional Services	Steve Peterson	Softball Umpiring	13.00
77712	06/04/2015	Recreation Fund	Professional Services	Pyrotechnic Display Inc.	July 4th Fireworks Display	13,000.00
77806	06/11/2015	Recreation Fund	Professional Services	Kent Richards	Volleyball Officiating	96.00
77817	06/11/2015	Recreation Fund	Professional Services	Shane Sturges	Volleyball Officiating	48.00
77730	06/04/2015	Recreation Fund	Professional Services	Nicole Trinh	Volleyball Officiating	15.00
77829	06/11/2015	Recreation Fund	Professional Services	Kathie Urbaniak	Volleyball Officiating	242.00
0	06/09/2015	Recreation Fund	Professional Services	Wabasha Street Caves-CC	Adult Trip Deposit	250.00
0	06/04/2015	Recreation Fund	Professional Services	Youth Enrichment League, Corp.	Lego CLass	1,080.00
0	06/04/2015	Recreation Fund	Professional Services	Youth Enrichment League, Corp.	Lego CLass	702.00
Professional Services Total:						22,337.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	06/11/2015	Recreation Fund	Utilities	Xcel Energy	Sand Castle Park	89.25
0	06/11/2015	Recreation Fund	Utilities	Xcel Energy	Rosebrook Park	26.63
0	06/04/2015	Recreation Fund	Utilities	Xcel Energy	Skating Center	11,568.85
					Utilities Total:	13,156.58
					Fund Total:	75,586.65
0	06/11/2015	Risk Management	Employer Insurance	Delta Dental Plan of Minnesota	Dental Insurance Premium-May	7,586.24
					Employer Insurance Total:	7,586.24
0	06/04/2015	Risk Management	Professional Services	Samba Holdings Inc	Driver Record Monitoring	570.62
					Professional Services Total:	570.62
					Fund Total:	8,156.86
77784	06/11/2015	Sanitary Sewer	Accounts Payable	TIM & PATTY LUTZ	Refund Check	1.57
77707	06/04/2015	Sanitary Sewer	Accounts Payable	CAROL PATTON	Refund Check	0.04
					Accounts Payable Total:	1.61
77668	06/04/2015	Sanitary Sewer	Cleanup Assistance	24Restore	Water Damage Clean-Up-573 Woodh	1,584.24
					Cleanup Assistance Total:	1,584.24
0	06/11/2015	Sanitary Sewer	Construction Contracts	T. A. Schifsky & Sons, Inc.	B2 Sidewalk Construction	173.64
					Construction Contracts Total:	173.64
77691	06/04/2015	Sanitary Sewer	Contractors Payments	Insituform Technologies USA, Inc	Sewer Lining	288,765.80
					Contractors Payments Total:	288,765.80
0	06/09/2015	Sanitary Sewer	Credit Card Fees	Bluefin Payment Systems-Non Ban	UB Payments.com Charges-April	2,595.81
0	06/09/2015	Sanitary Sewer	Credit Card Fees	Bluefin Payment Systems-Non Ban	UB Payments.com Charges-May	3,927.20

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					Credit Card Fees Total:	6,523.01
0	06/09/2015	Sanitary Sewer	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.06.2015 Federal Incc	1,276.85
					Federal Income Tax Total:	1,276.85
0	06/09/2015	Sanitary Sewer	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.06.2015 FICA Empl	813.02
0	06/09/2015	Sanitary Sewer	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.06.2015 Medicare Ei	190.12
					FICA Employee Ded. Total:	1,003.14
0	06/09/2015	Sanitary Sewer	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.06.2015 Medicare Ei	190.12
0	06/09/2015	Sanitary Sewer	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.06.2015 FICA Empl	813.02
					FICA Employers Share Total:	1,003.14
77776	06/11/2015	Sanitary Sewer	HRA Employer	ING ReliaStar	PR Batch 00001.06.2015 HRA Empl	344.49
					HRA Employer Total:	344.49
77801	06/11/2015	Sanitary Sewer	HSA Employee	Premier Bank	PR Batch 00001.06.2015 HSA Empl	21.03
					HSA Employee Total:	21.03
77801	06/11/2015	Sanitary Sewer	HSA Employer	Premier Bank	PR Batch 00001.06.2015 HSA Empl	94.85
					HSA Employer Total:	94.85
0	06/11/2015	Sanitary Sewer	ICMA Def Comp	ICMA Retirement Trust 457-30022	PR Batch 00001.06.2015 ICMA Defe	35.01
					ICMA Def Comp Total:	35.01
77677	06/04/2015	Sanitary Sewer	Metro Waste Control Board	City of Lauderdale	2nd Quarter PACAL Sewer	560.70
					Metro Waste Control Board Total:	560.70
0	06/04/2015	Sanitary Sewer	Minor Equipment	Metropolitan Council	Waste Water Service	216,917.83
					Minor Equipment Total:	216,917.83

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	06/09/2015	Sanitary Sewer	MN State Retirement	MSRS-Non Bank	PR Batch 00001.06.2015 Post Emplo;	124.14
					MN State Retirement Total:	124.14
0	06/09/2015	Sanitary Sewer	MNDCP Def Comp	Great West- Non Bank	PR Batch 00001.06.2015 MNDCP De	66.89
					MNDCP Def Comp Total:	66.89
0	06/11/2015	Sanitary Sewer	Operating Supplies	Alternative Business Furniture, Inc.	File Drawer	171.59
77763	06/11/2015	Sanitary Sewer	Operating Supplies	Flexible Pipe Co.	Sewer Hose	1,830.00
0	06/11/2015	Sanitary Sewer	Operating Supplies	General Industrial Supply Co.	Sandpaper	44.01
0	06/09/2015	Sanitary Sewer	Operating Supplies	Shermco Industries-CC	Fuses, Lube Oil	135.00
					Operating Supplies Total:	2,180.60
0	06/09/2015	Sanitary Sewer	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.06.2015 Pera Emplo;	806.88
					PERA Employee Ded Total:	806.88
0	06/09/2015	Sanitary Sewer	PERA Employer Share	PERA-Non Bank	PR Batch 00001.06.2015 Pera Emplo;	806.88
0	06/09/2015	Sanitary Sewer	PERA Employer Share	PERA-Non Bank	PR Batch 00001.06.2015 Pera additio	124.14
					PERA Employer Share Total:	931.02
77735	06/11/2015	Sanitary Sewer	Professional Services	Advanced Engineering & Environm	I&C System Services	1,193.11
0	06/11/2015	Sanitary Sewer	Professional Services	Ecoenvelopes, LLC	Water Bill Printing, Mailing	292.24
0	06/11/2015	Sanitary Sewer	Professional Services	Ecoenvelopes, LLC	Water Bill Printing, Mailing	291.87
0	06/11/2015	Sanitary Sewer	Professional Services	Gopher State One Call	FTP Tickets	296.45
					Professional Services Total:	2,073.67
0	06/09/2015	Sanitary Sewer	Sales Tax Payable	MN Dept of Revenue-Non Bank	Sales/Use Tax-May	5.33
					Sales Tax Payable Total:	5.33
0	06/09/2015	Sanitary Sewer	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.06.2015 State Incom	539.04
					State Income Tax Total:	539.04
0	06/09/2015	Sanitary Sewer	Telephone	Sprint- CC	Cell Phones	50.67

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					Telephone Total:	50.67
0	06/09/2015	Sanitary Sewer	Training	Pollution Control-CC	Certification Training-Coone	55.00
					Training Total:	55.00
77782	06/11/2015	Sanitary Sewer	Union Dues Deduction	Local Union 49	PR Batch 00001.06.2015 IOUE Union	113.85
					Union Dues Deduction Total:	113.85
77684	06/04/2015	Sanitary Sewer	Wagner Lift Station	Finance and Commerce	Bid Advertisement	242.54
					Wagner Lift Station Total:	242.54
					Fund Total:	525,494.97
77757	06/11/2015	Singles Program	Operating Supplies	Shirley Detmer	Singles Supplies Reimbursement	10.00
77807	06/11/2015	Singles Program	Operating Supplies	Ron Rieschl	Singles Supplies Reimbursement	15.00
					Operating Supplies Total:	25.00
					Fund Total:	25.00
77784	06/11/2015	Solid Waste Recycle	Accounts Payable	TIM & PATTY LUTZ	Refund Check	0.24
					Accounts Payable Total:	0.24
0	06/09/2015	Solid Waste Recycle	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.06.2015 Federal Incc	95.45
					Federal Income Tax Total:	95.45
0	06/09/2015	Solid Waste Recycle	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.06.2015 FICA Empl	53.44
0	06/09/2015	Solid Waste Recycle	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.06.2015 Medicare E	12.49
					FICA Employee Ded. Total:	65.93
0	06/09/2015	Solid Waste Recycle	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.06.2015 Medicare E	12.49

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	06/09/2015	Solid Waste Recycle	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.06.2015 FICA Empl	53.44
					FICA Employers Share Total:	65.93
77801	06/11/2015	Solid Waste Recycle	HSA Employer	Premier Bank	PR Batch 00001.06.2015 HSA Empl	60.01
					HSA Employer Total:	60.01
0	06/09/2015	Solid Waste Recycle	MN State Retirement	MSRS-Non Bank	PR Batch 00001.06.2015 Post Empl	8.53
					MN State Retirement Total:	8.53
0	06/09/2015	Solid Waste Recycle	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.06.2015 Pera Empl	55.48
					PERA Employee Ded Total:	55.48
0	06/09/2015	Solid Waste Recycle	PERA Employer Share	PERA-Non Bank	PR Batch 00001.06.2015 Pera Empl	55.48
0	06/09/2015	Solid Waste Recycle	PERA Employer Share	PERA-Non Bank	PR Batch 00001.06.2015 Pera additio	8.53
					PERA Employer Share Total:	64.01
77744	06/11/2015	Solid Waste Recycle	Professional Services	Business Data Record Services	Shredding Service	112.00
0	06/11/2015	Solid Waste Recycle	Professional Services	Eureka Recycling	Curbside Recycling	34,955.42
					Professional Services Total:	35,067.42
0	06/09/2015	Solid Waste Recycle	Sales Tax	MN Dept of Revenue-Non Bank	Sales/Use Tax-May	3.92
					Sales Tax Total:	3.92
0	06/09/2015	Solid Waste Recycle	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.06.2015 State Incom	42.67
					State Income Tax Total:	42.67
					Fund Total:	35,529.59
0	06/11/2015	Special "10" Fund	Professional Service	North Suburban Community Found	Gambling Proceeds	20,000.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					Professional Service Total:	20,000.00
					Fund Total:	20,000.00
77794	06/11/2015	Storm Drainage	15-02 Victoria Street Recon	North Valley, Inc.	Victoria Street Reconstruction	91,749.07
77784	06/11/2015	Storm Drainage	Accounts Payable	TIM & PATTY LUTZ	Refund Check	0.52
					Accounts Payable Total:	0.52
77746	06/11/2015	Storm Drainage	Contract Maintenance	Century Fence, Co	Long Lake Road at Co Rd C2 Fence C	1,674.00
77798	06/11/2015	Storm Drainage	Contract Maintenance	Plaisted Co	Haul Spring Street Sweepings to Was	4,945.00
					Contract Maintenance Total:	6,619.00
0	06/09/2015	Storm Drainage	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.06.2015 Federal Incc	1,087.75
					Federal Income Tax Total:	1,087.75
0	06/09/2015	Storm Drainage	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.06.2015 FICA Empl	734.59
0	06/09/2015	Storm Drainage	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.06.2015 Medicare E	171.79
					FICA Employee Ded. Total:	906.38
0	06/09/2015	Storm Drainage	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.06.2015 FICA Empl	734.59
0	06/09/2015	Storm Drainage	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.06.2015 Medicare E	171.79
					FICA Employers Share Total:	906.38
77801	06/11/2015	Storm Drainage	HSA Employer	Premier Bank	PR Batch 00001.06.2015 HSA Emplo	293.33
					HSA Employer Total:	293.33
0	06/09/2015	Storm Drainage	MN State Retirement	MSRS-Non Bank	PR Batch 00001.06.2015 Post Emplo	111.99

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	06/09/2015	Storm Drainage	MNDCP Def Comp	Great West- Non Bank	MN State Retirement Total: PR Batch 00001.06.2015 MNDCP De	111.99 10.00
0	06/11/2015	Storm Drainage	Operating Supplies	Aggregate Industries-MWR, Inc.	MNDCP Def Comp Total: Storm Sewer Supplies	10.00
0	06/11/2015	Storm Drainage	Operating Supplies	ESS Brothers & Sons, Inc.	Catch Basin	667.20
0	06/04/2015	Storm Drainage	Operating Supplies	Fastenal Company Inc.	Wrench Set	538.00
0	06/11/2015	Storm Drainage	Operating Supplies	General Industrial Supply Co.	Sledge Hammer	423.99
77713	06/04/2015	Storm Drainage	Operating Supplies	Q3 Contracting, Inc.	Sign, Barricade Rental	33.60
0	06/11/2015	Storm Drainage	Operating Supplies	Ramy Turf Products	Various Seeds	354.15 756.78
0	06/11/2015	Storm Drainage	P&R Master Plan Sidewalk Const	T. A. Schifsky & Sons, Inc.	Operating Supplies Total: B2 Sidewalk Construction	2,773.72 39,624.00
0	06/09/2015	Storm Drainage	PERA Employee Ded	PERA-Non Bank	P&R Master Plan Sidewalk Const Total: PR Batch 00001.06.2015 Pera Emplo	39,624.00 727.77
0	06/09/2015	Storm Drainage	PERA Employer Share	PERA-Non Bank	PERA Employee Ded Total: PR Batch 00001.06.2015 Pera Emplo	727.77 727.77
0	06/09/2015	Storm Drainage	PERA Employer Share	PERA-Non Bank	PERA Employer Share Total: Water Bill Printing, Mailing	111.99 839.76
0	06/11/2015	Storm Drainage	Professional Services	Ecoenvelopes, LLC	Water Bill Printing, Mailing	292.24
0	06/11/2015	Storm Drainage	Professional Services	Ecoenvelopes, LLC	Water Bill Printing, Mailing	291.87
0	06/11/2015	Storm Drainage	Professional Services	Gopher State One Call	FTP Tickets	296.45
77815	06/11/2015	Storm Drainage	Professional Services	Sheila Stowell	PWET Meeting Minutes	225.00
77815	06/11/2015	Storm Drainage	Professional Services	Sheila Stowell	Mileage Reimbursement	5.00
77714	06/04/2015	Storm Drainage	Rental	Railroad Management Co. III, LLC	Professional Services Total: License Fees-Pipeline Crossing	1,110.56 160.78
77714	06/04/2015	Storm Drainage	Rental	Railroad Management Co. III, LLC	License Fees-Pipeline Crossing	160.78

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					Rental Total:	321.56
0	06/09/2015	Storm Drainage	Sales Tax Payable	MN Dept of Revenue-Non Bank	Sales/Use Tax-May	84.24
					Sales Tax Payable Total:	84.24
0	06/09/2015	Storm Drainage	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.06.2015 State Income	478.29
					State Income Tax Total:	478.29
0	06/09/2015	Storm Drainage	Telephone	Best Buy- CC	Cell Phone Supplies	20.35
					Telephone Total:	20.35
77782	06/11/2015	Storm Drainage	Union Dues Deduction	Local Union 49	PR Batch 00001.06.2015 IOUE Union	132.00
					Union Dues Deduction Total:	132.00
0	06/04/2015	Storm Drainage	Utilities	Xcel Energy	Traffic Signal & Street Lights	17.79
					Utilities Total:	17.79
					Fund Total:	147,814.46
77794	06/11/2015	Street Construction	15-02 Victoria Street Recon	North Valley, Inc.	Victoria Street Reconstruction	59,821.48
77719	06/04/2015	Street Construction	15-02 Victoria Street Recon	RT Vision, Inc.	OneOffice/eGram Support & Mainten	1,650.00
					15-02 Victoria Street Recon Total:	61,471.48
77700	06/04/2015	Street Construction	2014 Mill & Overlay	MN Dept of Transportation	Material Testing & Inspection	1,267.93
					2014 Mill & Overlay Total:	1,267.93
					Fund Total:	62,739.41
0	06/09/2015	Telecommunications	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.06.2015 Federal Incc	495.60

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					Federal Income Tax Total:	495.60
0	06/09/2015	Telecommunications	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.06.2015 Medicare E	96.79
0	06/09/2015	Telecommunications	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.06.2015 FICA Empl	413.87
					FICA Employee Ded. Total:	510.66
0	06/09/2015	Telecommunications	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.06.2015 FICA Empl	413.87
0	06/09/2015	Telecommunications	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.06.2015 Medicare E	96.79
					FICA Employers Share Total:	510.66
77776	06/11/2015	Telecommunications	HRA Employer	ING ReliaStar	PR Batch 00001.06.2015 HRA Empl	161.50
					HRA Employer Total:	161.50
77801	06/11/2015	Telecommunications	HSA Employee	Premier Bank	PR Batch 00001.06.2015 HSA Empl	9.14
					HSA Employee Total:	9.14
77801	06/11/2015	Telecommunications	HSA Employer	Premier Bank	PR Batch 00001.06.2015 HSA Empl	50.00
					HSA Employer Total:	50.00
0	06/09/2015	Telecommunications	MN State Retirement	MSRS-Non Bank	PR Batch 00001.06.2015 Post Emplo	67.03
					MN State Retirement Total:	67.03
0	06/09/2015	Telecommunications	MNDCP Def Comp	Great West- Non Bank	PR Batch 00001.06.2015 MNDCP De	358.76
					MNDCP Def Comp Total:	358.76
0	06/09/2015	Telecommunications	Operating Supplies	S & T Office Products-CC	Office Supplies	57.99
					Operating Supplies Total:	57.99
77740	06/11/2015	Telecommunications	Other Improvements	AVI Systems, Inc.	New Camera/Video System (Includes	6,928.77
					Other Improvements Total:	6,928.77

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	06/09/2015	Telecommunications	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.06.2015 Pera Emplo;	435.77
					PERA Employee Ded Total:	435.77
0	06/09/2015	Telecommunications	PERA Employer Share	PERA-Non Bank	PR Batch 00001.06.2015 Pera Emplo;	435.77
0	06/09/2015	Telecommunications	PERA Employer Share	PERA-Non Bank	PR Batch 00001.06.2015 Pera additio	67.03
					PERA Employer Share Total:	502.80
77711	06/04/2015	Telecommunications	Postage	Postmaster	Newsletter Postage	3,300.00
					Postage Total:	3,300.00
0	06/09/2015	Telecommunications	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.06.2015 State Incom	226.41
					State Income Tax Total:	226.41
					Fund Total:	13,615.09
77747	06/11/2015	Telephone	PSTN-PRI Access/DID Allocation	CenturyLink	Telephone	97.89
77777	06/11/2015	Telephone	PSTN-PRI Access/DID Allocation	Integra	Telephone	3,284.02
					PSTN-PRI Access/DID Allocation Total:	3,381.91
					Fund Total:	3,381.91
0	06/04/2015	TIF District #17-Twin Lakes	Professional Services	SRF Consulting Group, Inc.	35W Interchange at Cleveland Ave.	28,913.78
0	06/04/2015	TIF District #17-Twin Lakes	Professional Services	SRF Consulting Group, Inc.	Twin Lakes Parkway-Phase II	4,684.75
					Professional Services Total:	33,598.53
					Fund Total:	33,598.53
77794	06/11/2015	Water Fund	15-02 Victoria Street Recon	North Valley, Inc.	Victoria Street Reconstruction	46,169.60
					15-02 Victoria Street Recon Total:	46,169.60

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
77671	06/04/2015	Water Fund	Accounts Payable	JOE ARMSTRONG	Refund Check	78.00
77673	06/04/2015	Water Fund	Accounts Payable	ROBERT & PATRICIA BRENNAN	Refund Check	43.46
77748	06/11/2015	Water Fund	Accounts Payable	STEPHEN CERMAK	Refund Check	95.33
77678	06/04/2015	Water Fund	Accounts Payable	CLAUDE WORRELL	Refund Check	167.62
77761	06/11/2015	Water Fund	Accounts Payable	ROBERT & REBECCA FISHER	Refund Check	11.38
77762	06/11/2015	Water Fund	Accounts Payable	JOHN FITZGERALD	Refund Check	62.22
77767	06/11/2015	Water Fund	Accounts Payable	JAMES GUNELSON	Refund Check	84.98
77771	06/11/2015	Water Fund	Accounts Payable	HOM FURNITURE	Refund Check	60.45
77772	06/11/2015	Water Fund	Accounts Payable	HOM FURNITURE	Refund Check	83.51
77692	06/04/2015	Water Fund	Accounts Payable	WILLIAM JASPER	Refund Check	40.00
77778	06/11/2015	Water Fund	Accounts Payable	JAYBEDEE LLC	Refund Check	101.84
77779	06/11/2015	Water Fund	Accounts Payable	WILLIAM JOHNSON	Refund Check	191.29
77780	06/11/2015	Water Fund	Accounts Payable	TERESE KING	Refund Check	95.89
77781	06/11/2015	Water Fund	Accounts Payable	TARA KROGSTAD-LUTHER	Refund Check	121.37
77693	06/04/2015	Water Fund	Accounts Payable	RUTH KUNZE	Refund Check	30.70
77783	06/11/2015	Water Fund	Accounts Payable	BRIAN LONG	Refund Check	51.55
77784	06/11/2015	Water Fund	Accounts Payable	TIM & PATTY LUTZ	Refund Check	201.46
77785	06/11/2015	Water Fund	Accounts Payable	JUDY LYKINS	Refund Check	150.00
77703	06/04/2015	Water Fund	Accounts Payable	BLAKE NELSON	Refund Check	76.44
77792	06/11/2015	Water Fund	Accounts Payable	NEW RESIDENT	Refund Check	102.52
77793	06/11/2015	Water Fund	Accounts Payable	PAT & FRANK NITTI	Refund Check	16.99
77705	06/04/2015	Water Fund	Accounts Payable	FLORENCE OLSON	Refund Check	7.70
77796	06/11/2015	Water Fund	Accounts Payable	CAROL PATTON	Refund Check	368.42
77707	06/04/2015	Water Fund	Accounts Payable	CAROL PATTON	Refund Check	7.78
77797	06/11/2015	Water Fund	Accounts Payable	BILL PETERSON	Refund Check	30.44
77810	06/11/2015	Water Fund	Accounts Payable	LEANG SARIN	Refund Check	147.04
77811	06/11/2015	Water Fund	Accounts Payable	KRISTEN SEWELL	Refund Check	100.00
77723	06/04/2015	Water Fund	Accounts Payable	KRISTEN SEWELL	Refund Check	57.55
77725	06/04/2015	Water Fund	Accounts Payable	CAROL STEDTFELD	Refund Check	24.77
77814	06/11/2015	Water Fund	Accounts Payable	RYAN PEDERSON & STEPHANIE	Refund Check	84.23
77816	06/11/2015	Water Fund	Accounts Payable	KATHLEEN STULL	Refund Check	113.48
77822	06/11/2015	Water Fund	Accounts Payable	MEGAN TOMMET	Refund Check	8.57
77728	06/04/2015	Water Fund	Accounts Payable	ALLISON BRUHN TORI PHILLIP	Refund Check	145.68
77830	06/11/2015	Water Fund	Accounts Payable	SYDNI VANDAL	Refund Check	38.10
77831	06/11/2015	Water Fund	Accounts Payable	BEN VAUGHN	Refund Check	35.77
Accounts Payable Total:						3,036.53
77803	06/11/2015	Water Fund	Contract Maintenance	Q3 Contracting, Inc.	Barricades, Sign Rental	294.95
Contract Maintenance Total:						294.95
0	06/09/2015	Water Fund	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.06.2015 Federal Incc	1,627.59

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					Federal Income Tax Total:	1,627.59
0	06/09/2015	Water Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.06.2015 FICA Empl	1,064.02
0	06/09/2015	Water Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.06.2015 Medicare Ei	248.86
					FICA Employee Ded. Total:	1,312.88
0	06/09/2015	Water Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.06.2015 Medicare Ei	248.86
0	06/09/2015	Water Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.06.2015 FICA Empl	1,064.02
					FICA Employers Share Total:	1,312.88
77776	06/11/2015	Water Fund	HRA Employer	ING ReliaStar	PR Batch 00001.06.2015 HRA Empl	240.51
					HRA Employer Total:	240.51
77801	06/11/2015	Water Fund	HSA Employee	Premier Bank	PR Batch 00001.06.2015 HSA Empl	74.53
					HSA Employee Total:	74.53
77801	06/11/2015	Water Fund	HSA Employer	Premier Bank	PR Batch 00001.06.2015 HSA Empl	370.11
					HSA Employer Total:	370.11
77752	06/11/2015	Water Fund	Hydrant Meter Deposits	Eugene Crandall	Hydrant Meter Refund	1,100.00
77685	06/04/2015	Water Fund	Hydrant Meter Deposits	Frattalone Companies	Hydrant Meter Refund	1,100.00
77828	06/11/2015	Water Fund	Hydrant Meter Deposits	U of M	Hydrant Meter Refund	1,100.00
					Hydrant Meter Deposits Total:	3,300.00
0	06/11/2015	Water Fund	ICMA Def Comp	ICMA Retirement Trust 457-30022	PR Batch 00001.06.2015 ICMA Defe	64.99
					ICMA Def Comp Total:	64.99
77752	06/11/2015	Water Fund	Miscellaneous Revenue	Eugene Crandall	Hydrant Meter Refund	-40.00
77685	06/04/2015	Water Fund	Miscellaneous Revenue	Frattalone Companies	Hydrant Meter Refund	-40.00
					Miscellaneous Revenue Total:	-80.00
0	06/09/2015	Water Fund	MN State Retirement	MSRS-Non Bank	PR Batch 00001.06.2015 Post Emplo	163.57

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	06/09/2015	Water Fund	MNDCP Def Comp	Great West- Non Bank	MN State Retirement Total: PR Batch 00001.06.2015 MNDCP De	163.57 113.73
0	06/11/2015	Water Fund	Operating Supplies	Alternative Business Furniture, Inc.	MNDCP Def Comp Total: File Drawer	113.73
0	06/11/2015	Water Fund	Operating Supplies	Ferguson Waterworks #2516		171.59
77764	06/11/2015	Water Fund	Operating Supplies	Fra-Dor Inc.	Meter Supplies Black Dirt	1,238.58 42.00
0	06/11/2015	Water Fund	Operating Supplies	Grainger Inc	Steel Locks	119.32
77768	06/11/2015	Water Fund	Operating Supplies	Hamernick Decorating Center	Floor Scraper, Brush	67.37
0	06/09/2015	Water Fund	Operating Supplies	Menards-CC	Railroad Pick, Shovel	128.66
0	06/09/2015	Water Fund	Operating Supplies	North Hgts Hardware Hank-CC	Pruning Shears	9.62
0	06/11/2015	Water Fund	Operating Supplies	Rany Turf Products	Boulevard Mix	112.50
0	06/09/2015	Water Fund	Operating Supplies	Suburban Ace Hardware-CC	Liquid Nails	13.76
0	06/11/2015	Water Fund	Operating Supplies	Total Tool	Safety Glasses	88.68
0	06/11/2015	Water Fund	Operating Supplies	Total Tool	Safety Glasses	24.22
0	06/11/2015	Water Fund	Operating Supplies	Total Tool	Mesh Vests	99.04
0	06/04/2015	Water Fund	Operating Supplies	Total Tool	Chainfall with Lift	845.48
0	06/11/2015	Water Fund	P&R Master Plan Sidewalk Const	T. A. Schifsky & Sons, Inc.	Operating Supplies Total: B2 Sidewalk Construction	2,960.82 635.50
0	06/09/2015	Water Fund	PERA Employee Ded	PERA-Non Bank	P&R Master Plan Sidewalk Const Total: PR Batch 00001.06.2015 Pera Emplo	635.50 1,063.43
0	06/09/2015	Water Fund	PERA Employer Share	PERA-Non Bank	PERA Employee Ded Total: PR Batch 00001.06.2015 Pera Emplo	1,063.43 163.57
0	06/09/2015	Water Fund	PERA Employer Share	PERA-Non Bank	PERA Employer Share Total: Water Bill Printing, Mailing	1,227.00 292.24
0	06/11/2015	Water Fund	Professional Services	Ecoenvelopes, LLC	Water Bill Printing, Mailing	291.87
0	06/11/2015	Water Fund	Professional Services	Ecoenvelopes, LLC	FTP Tickets	296.45
0	06/04/2015	Water Fund	Professional Services	Gopher State One Call	Antenna Projects	609.68
77827	06/11/2015	Water Fund	Professional Services	SEH	Coliform Bacteria-May	480.00
77833	06/11/2015	Water Fund	Professional Services	Twin City Water Clinic, Inc.	leak Location Service	381.90

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
77803	06/11/2015	Water Fund	Rental	Q3 Contracting, Inc.	Professional Services Total: Barricades, Sign Rental	2,352.14 297.60
77812	06/11/2015	Water Fund	St. Paul Water	St. Paul Regional Water Services	Rental Total: Water	297.60 356,485.17
0	06/09/2015	Water Fund	State Income Tax	MN Dept of Revenue-Non Bank	St. Paul Water Total: PR Batch 00001.06.2015 State Incom	356,485.17 676.33
77685	06/04/2015	Water Fund	State Sales Tax Payable	Frattalone Companies	State Income Tax Total: Hydrant Meter Refund	676.33 -13.27
0	06/09/2015	Water Fund	State Sales Tax Payable	MN Dept of Revenue-Non Bank	Sales/Use Tax-May	19,237.99
77819	06/11/2015	Water Fund	Telephone	T Mobile	State Sales Tax Payable Total:	19,224.72
0	06/09/2015	Water Fund	Telephone	Vesta AT&T-CC	Cell Phones-Acct: 876644423	1,001.58
0	06/09/2015	Water Fund	Telephone	Vesta AT&T-CC	Credit	-5.44
					AT&T Pay As You Go Plan	54.43
77791	06/11/2015	Water Fund	Training	MN Pollution Control Agency	Telephone Total: Class SB Renewal Fee-Coone	1,050.57 23.00
77782	06/11/2015	Water Fund	Union Dues Deduction	Local Union 49	Training Total: PR Batch 00001.06.2015 IOUE Union	23.00 183.15
0	06/09/2015	Water Fund	Water - Roseville	City of Roseville- Non Bank	Union Dues Deduction Total:	183.15
77685	06/04/2015	Water Fund	Water - Roseville	Frattalone Companies	May Water Hydrant Meter Refund	1,908.82 -186.30
77710	06/04/2015	Water Fund	Water Meter Deposits	Pipertight Plumbing	Water - Roseville Total: Plumbing Permit Refund	1,722.52 215.00

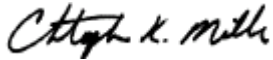
Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					Water Meter Deposits Total:	215.00
0	06/11/2015	Water Fund	Water Meters	Ferguson Waterworks #2516	Meter Supplies	44.29
0	06/11/2015	Water Fund	Water Meters	Ferguson Waterworks #2516	Meter Supplies	86.91
0	06/11/2015	Water Fund	Water Meters	Ferguson Waterworks #2516	Meter Supplies	545.36
0	06/11/2015	Water Fund	Water Meters	Ferguson Waterworks #2516	Meter Supplies	447.72
0	06/11/2015	Water Fund	Water Meters	Ferguson Waterworks #2516	Meter Supplies	720.00
0	06/11/2015	Water Fund	Water Meters	Grainger Inc	Inverter Generator	393.14
					Water Meters Total:	2,237.42
					Fund Total:	448,356.24
0	06/09/2015	Workers Compensation	Administrative Claims	SFM-Non Bank	Work Comp Claims-April	59.17
					Administrative Claims Total:	59.17
0	06/11/2015	Workers Compensation	Fire Department Claims	SFM	Work Comp Administration	1,055.00
0	06/09/2015	Workers Compensation	Fire Department Claims	SFM-Non Bank	Work Comp Claims-April	7,520.03
					Fire Department Claims Total:	8,575.03
0	06/09/2015	Workers Compensation	Police Patrol Claims	SFM-Non Bank	Work Comp Claims-April	3,763.86
					Police Patrol Claims Total:	3,763.86
0	06/09/2015	Workers Compensation	Police Services Claims	SFM-Non Bank	Work Comp Claims-April	0.18
					Police Services Claims Total:	0.18
0	06/11/2015	Workers Compensation	Professional Services	SFM	Work Comp Administration	140.00
					Professional Services Total:	140.00
0	06/09/2015	Workers Compensation	Street Department Claims	SFM-Non Bank	Work Comp Claims-April	200.47
					Street Department Claims Total:	200.47
0	06/09/2015	Workers Compensation	Water Department Claims	SFM-Non Bank	Work Comp Claims-April	3,147.35

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					Water Department Claims Total:	3,147.35
					Fund Total:	15,886.06
					Report Total:	2,104,841.43

REQUEST FOR COUNCIL ACTION

Date: 06/22/2015
Item No.: 8.b

Department Approval



City Manager Approval



Item Description: Approval of 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:

Cigarette/Tobacco Products License

Deviate, LLC
1742 Lexington Ave N
Roseville, MN 55113

Massage Therapist License

Malané Bengochea Stoll
Massage Xcape, LLC
1767 Lexington Avenue N
Roseville, MN 55113

Amele Amakoue
Massage Xcape, LLC
1767 Lexington Avenue N
Roseville, MN 55113

Sale of Consumer Fireworks License

TNT Fireworks
@ Rosedale Center Parking Lot
10 Rosedale Center
Roseville, MN 55113

TNT Fireworks
@ Walmart Parking Lot
1960 Twin Lakes Parkway
Roseville, MN 55113

Wal-Mart #3404
1960 Twin Lakes Parkway
Roseville, MN 55113

36 **Temporary On-Sale Liquor License**

37 Saint Rose of Lima School
38 2072 Hamline Avenue N
39 Roseville, MN 55113
40

41 The Saint Rose of Lima School plans to provide beer and wine during their 75th Anniversary Diamond Jubilee
42 on September 19, 2015 which will be held in the school and church parking lot.
43

44 **POLICY OBJECTIVE**

45 Required by City Code

46 **FINANCIAL IMPACTS**

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

48 **STAFF RECOMMENDATION**

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

51 **REQUESTED COUNCIL ACTION**

52 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

Cigarette/Tobacco Products License Application

Business Name Deviate, LLC
 Business Address 1742 Lexington Ave N, Roseville, MN 55113
 Business Phone 651-439-9315 cell
 Email Address collette.amor@yahoo.com

Person to Contact in Regard to Business License:

Name Collette Amor De Caballero
 Address _____
 Phone _____

I hereby apply for the following license(s) for the term of one year, beginning July 1, 2015, and ending June 30, 2016, in the City of Roseville, County of Ramsey, State of Minnesota.

<u>License Required</u>	<u>Fee</u>
Cigarette/Tobacco Products	\$200.00

The undersigned applicant makes this application pursuant to all the laws of the State of Minnesota and regulation as the Council of the City of Roseville may from time to time prescribe, including Minnesota Statue #176.182.

Signature Collette Amor De Caballero

Date June 4, 2015

If completed license should be mailed somewhere other than the business address, please advise.



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, 2016

1. Full Legal Name (Please Print) Bengochea stoll malane'
(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.

Malane Bengochea lira 11/2/75 - 11/11/14 Mexico

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

Massage Xscape - 1767 Lexington Ave N

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 Malane' Stoll

Date 6/10/15

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

- ☒ New License ☐ Renewal For the License Year Ending June 30, 2016
1. Full Legal Name (Please Print) Amal Kone Amel Natacha
(Last) (First) (Middle)
2. Home Address _____
(Street) (City) (State) (Zip)
3. Telephone ☒ Cell ☐ Home ☐ Work
4. Date of Birth (mm/dd/yyyy) _____
5. Email Address _____
6. Driver's License Number _____ State of Issuance MN
7. Ethnicity: _____
8. Sex: _____
9. Have you ever used or been known by any name other than the legal name given in number 1 above?
☐ Yes ☒ No If Yes, List each full name along with dates and places where used.
10. Name and address of the licensed Massage Therapy Establishment at which you expect to be employed:
Massage Xcape 1767 N. Lexington Roseville, MN 55113
11. Have you held any previous massage therapist licenses? If yes, in which city were you licensed?
☐ Yes ☒ No
12. If you answered Yes to number 11 above, were any previous massage therapist licenses revoked, suspended or not renewed? If yes, explain in detail on the back of this page.
☐ Yes ☐ No ☒ N/A

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

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

Signature [Signature] Date 05/21/15

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



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

Sale of Consumer Fireworks License Application

Business Name TNT Fireworks
Business Address Rosedale Center parking lot-10 Rosedale Center
Business Phone 701-400-7661

Person to Contact in Regard to Business License:

Name Christopher Jon Ulmer
Address 2109 59th Avenue South, Fargo, ND 58104
Phone 701-400-7661

I hereby apply for the following license(s) for the term of one year, beginning January 1, 2015, and ending December 31, 2015, in the City of Roseville, County of Ramsey, State of Minnesota.

<u>License Required</u>	<u>Fee</u>
Sale of Consumer Fireworks in existing retail business	\$100.00
Sale of Consumer Fireworks as a sole business	\$350.00

The undersigned applicant makes this application pursuant to all the laws of the State of Minnesota and regulation as the Council of the City of Roseville may from time to time prescribe, including Minnesota Statue #624.20.

Signature 
Date 6-2-15

If completed license should be mailed somewhere other than the business address, please advise.

**FIRE SAFETY INSPECTION IS REQUIRED PRIOR TO THE SALE
OF ANY CONSUMER FIRE WORKS ITEMS.
INSPECTION TO BE SCHEDULED WITH THE
ROSEVILLE FIRE DEPARTMENT (651 792-7341).
LICENSE TO BE PROMINENTLY DISPLAYED IN SALES AREA.**



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

Sale of Consumer Fireworks License Application

Business Name TNT Fireworks
Business Address Walmart parking lot - 1960 Twin Lakes Parkway
Business Phone 701-400-7661

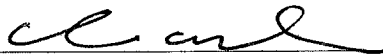
Person to Contact in Regard to Business License:

Name Christopher Jon Ulmer
Address 2109 59th Avenue South, Fargo, ND 58104
Phone 701-400-7661

I hereby apply for the following license(s) for the term of one year, beginning January 1, 2015, and ending December 31, 2015, in the City of Roseville, County of Ramsey, State of Minnesota.

<u>License Required</u>	<u>Fee</u>
Sale of Consumer Fireworks in existing retail business	\$100.00
Sale of Consumer Fireworks as a sole business	\$350.00

The undersigned applicant makes this application pursuant to all the laws of the State of Minnesota and regulation as the Council of the City of Roseville may from time to time prescribe, including Minnesota Statue #624.20.

Signature 
Date 6-2-15

If completed license should be mailed somewhere other than the business address, please advise.

**FIRE SAFETY INSPECTION IS REQUIRED PRIOR TO THE SALE
OF ANY CONSUMER FIRE WORKS ITEMS.
INSPECTION TO BE SCHEDULED WITH THE
ROSEVILLE FIRE DEPARTMENT (651 792-7341).
LICENSE TO BE PROMINENTLY DISPLAYED IN SALES AREA.**



City of Roseville
Finance Department, License Division
2660 Civic Center Drive, Roseville, MN 55113
(651) 792-7032

Sale of Consumer Fireworks License Application

Business Name WALMART #3404

Business Address 1960 TWIN LAKES PKWY
ROSEVILLE, MN 55113

Business Phone 612-788-1303

Person to Contact in Regard to Business License:

Name Kati McCoy

Address 1960 twin lakes pkwy

Phone 612-788-1303

I hereby apply for the following license(s) for the term of one year, beginning January 1, 2015, and ending December 31, 2015, in the City of Roseville, County of Ramsey, State of Minnesota.

<u>License Required</u>	<u>Fee</u>
Sale of Consumer Fireworks in existing retail business	\$100.00
Sale of Consumer Fireworks as a sole business	\$350.00

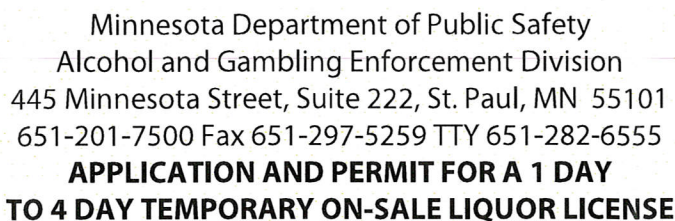
The undersigned applicant makes this application pursuant to all the laws of the State of Minnesota and regulation as the Council of the City of Roseville may from time to time prescribe, including Minnesota Statue #624.20.

Signature [Signature]

Date 6-12-15

If completed license should be mailed somewhere other than the business address, please advise.

**FIRE SAFETY INSPECTION IS REQUIRED PRIOR TO THE SALE
OF ANY CONSUMER FIRE WORKS ITEMS.
INSPECTION TO BE SCHEDULED WITH THE
ROSEVILLE FIRE DEPARTMENT (651 792-7341).
LICENSE TO BE PROMINENTLY DISPLAYED IN SALES AREA.**



Location where permit will be used. If an outdoor area, describe.
We will have beer and wine available in a large tent setup in the school and church parking lot for the school's 75th Anniversary Diamond Jubilee. We will have a Mass followed by dinner, refreshments, and music.

If the applicant will contract for intoxicating liquor service give the name and address of the liquor license providing the service.
No.

If the applicant will carry liquor liability insurance please provide the carrier's name and amount of coverage.
We have insurance coverage through our insurer, Catholic Mutual Insurance. Amount of coverage is \$1,000,000.

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

Date Approved
Permit Date
City or County E-mail Address
City or County Phone Number

Approved Director Alcohol and Gambling Enforcement

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

ONE SUBMISSION PER EMAIL, APPLICATION ONLY.

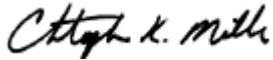
PLEASE PROVIDE A VALID E-MAIL ADDRESS FOR THE CITY/COUNTY AS ALL TEMPORARY PERMIT APPROVALS WILL BE SENT BACK VIA EMAIL. E-MAIL THE APPLICATION SIGNED BY CITY/COUNTY TO AGE.TEMPORARYAPPLICATION@STATE.MN.US

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 06/22/2015

Item No.: 8.c

Department Approval



City Manager Approval



Item Description: Approval of 2015 Business and Other License Renewals

BACKGROUND

Chapter 301 of the City Code requires all applications for business and other license renewals to be submitted to the City Council for approval. The City has received a second batch of renewal applications for the 2015-16 license year, including:

- ❖ 6 Cigarette/Tobacco Products Licenses
- ❖ 1 Gas Pump – Private License
- ❖ 3 Gas Station Licenses
- ❖ 36 Massage Therapist Licenses
- ❖ 4 Massage Therapy Establishment Licenses
- ❖ 1 Veterinary Examination Licenses

POLICY OBJECTIVE

Required by City Code

FINANCIAL IMPACTS

The correct fees were paid to the City at the time the applications were made.

STAFF RECOMMENDATION

Staff has reviewed the applications and has determined that the applicants meet all City requirements. Staff recommends approval of the licenses.

REQUESTED COUNCIL ACTION

Motion to approve the business and other license applications.

Prepared by: Chris Miller, Finance Director

Attachments: A: Requested license renewals for 2015-16.

24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44
45
46
47
48
49
50
51
52
53
54
55
56
57
58
59
60
61
62
63
64
65
66
67
68
69
70
71
72
73

Cigarette/Tobacco Products License

Kath Fuel Oil Service Co dba Glas Plus 12
3096 Rice Street
Roseville, MN 55113

Murphy Petro dba B-Dale Shell
2164 North Dale Street
Roseville, MN 55113

Sublime Corporation dba Discount 7 Store
1110 W Roselawn Ave
Roseville, MN 55113

Tower Glen Liquor
2216-R West County Road D
Roseville, MN 55112

Wal-Mart Stores, Inc dba Wal-Mart #3404
1960 Twin Lakes Parkway
Roseville, MN 55113

Yangsons, Inc dba Hamline Liquors
2825 Hamline Ave N
Roseville, MN 55113

Gas Pumps – Private License

Midland Hills Country Club
2001 Fulham Street
Roseville, MN 55113

Gasoline Station License

Kath Fuel Oil Service Co dba Glas Plus 12
3096 Rice Street
Roseville, MN 55113

Murphy Petro dba B-Dale Shell
2164 North Dale Street
Roseville, MN 55113

Tom's Mobil Service
1935 Rice Street
Roseville, MN 55113

Massage Therapist License

Jennifer Plante
Elements Therapeutic Massage
2100 Snelling Avenue N, Ste 66B
Roseville, MN 55113

74 Marlys Brovold
75 MarrBarr, Inc dba Perfect Little Spa
76 1315 Larpenteur Avenue W, Suite J
77 Roseville, MN 55113
78
79 Cale Albert
80 Massage Envy
81 2480 Fairview Avenue N, Suite 120
82 Roseville, MN 55113
83
84 Angela Boswell
85 Massage Envy
86 2480 Fairview Avenue N, Suite 120
87 Roseville, MN 55113
88
89 Mark Burns
90 Massage Envy
91 2480 Fairview Avenue N, Suite 120
92 Roseville, MN 55113
93
94 Jessica Butler
95 Massage Envy
96 2480 Fairview Avenue N, Suite 120
97 Roseville, MN 55113
98
99 Veronica Churchill
100 Massage Envy
101 2480 Fairview Avenue N, Suite 120
102 Roseville, MN 55113
103
104 Amanda Drake
105 Massage Envy
106 2480 Fairview Avenue N, Suite 120
107 Roseville, MN 55113
108
109 Gemar Duo
110 Massage Envy
111 2480 Fairview Avenue N, Suite 120
112 Roseville, MN 55113
113
114 Rebecca Hill
115 Massage Envy
116 2480 Fairview Avenue N, Suite 120
117 Roseville, MN 55113
118
119
120
121
122
123 Zach Howe

Attachment A

124 Massage Envy
125 2480 Fairview Avenue N, Suite 120
126 Roseville, MN 55113
127
128 Stephanie Lankford
129 Massage Envy
130 2480 Fairview Avenue N, Suite 120
131 Roseville, MN 55113
132
133 Chee Ly
134 Massage Envy
135 2480 Fairview Avenue N, Suite 120
136 Roseville, MN 55113
137
138 Heather Marnell
139 Massage Envy
140 2480 Fairview Avenue N, Suite 120
141 Roseville, MN 55113
142
143 Saowalak Mortenson
144 Massage Envy
145 2480 Fairview Avenue N, Suite 120
146 Roseville, MN 55113
147
148 Barbara North
149 Massage Envy
150 2480 Fairview Avenue N, Suite 120
151 Roseville, MN 55113
152
153 Jorge Padilla
154 Massage Envy
155 2480 Fairview Avenue N, Suite 120
156 Roseville, MN 55113
157
158 Matthew Silber
159 Massage Envy
160 2480 Fairview Avenue N, Suite 120
161 Roseville, MN 55113
162
163 Amber Weston
164 Massage Envy
165 2480 Fairview Avenue N, Suite 120
166 Roseville, MN 55113
167
168
169
170
171
172 Jolene Wiese
173 Massage Envy

Attachment A

174 2480 Fairview Avenue N, Suite 120
175 Roseville, MN 55113
176
177
178 Teresa Williams
179 Massage Envy
180 2480 Fairview Avenue N, Suite 120
181 Roseville, MN 55113
182
183 Virginia Brand
184 Massage Xcape, LLC
185 1767 Lexington Avenue N
186 Roseville, MN 55113
187
188 Darcey Engelke
189 Massage Xcape, LLC
190 1767 Lexington Avenue N
191 Roseville, MN 55113
192
193 Brandy McCartt
194 Massage Xcape, LLC
195 1767 Lexington Avenue N
196 Roseville, MN 55113
197
198 Jennifer Stack
199 Massage Xcape, LLC
200 1767 Lexington Avenue N
201 Roseville, MN 55113
202
203 Panou Xiong
204 Massage Xcape, LLC
205 1767 Lexington Avenue N
206 Roseville, MN 55113
207
208 Valerie Headrick
209 Mind and Body Chiropractic
210 3101 Old Highway 8, Suite 106
211 Roseville, MN 55113
212
213 Simon Chan
214 New Dragon Acupressure Massage, LLC
215 10 Rosedale Center #698
216 Roseville, MN 55113
217
218
219
220
221 Li Guo
222 New Dragon Acupressure Massage, LLC
223 10 Rosedale Center #698

Attachment A

224 Roseville, MN 55113
225
226 Song Li
227 New Dragon Acupressure Massage, LLC
228 10 Rosedale Center #698
229 Roseville, MN 55113
230
231 ChangXing Liu
232 New Dragon Acupressure Massage, LLC
233 10 Rosedale Center #698
234 Roseville, MN 55113
235
236 Chun Liu
237 New Dragon Acupressure Massage, LLC
238 10 Rosedale Center #698
239 Roseville, MN 55113
240
241 Sixiu Liu
242 New Dragon Acupressure Massage, LLC
243 10 Rosedale Center #698
244 Roseville, MN 55113
245
246 Dong Sui
247 New Dragon Acupressure Massage, LLC
248 10 Rosedale Center #698
249 Roseville, MN 55113
250
251 Sally Wu
252 New Dragon Acupressure Massage, LLC
253 10 Rosedale Center #698
254 Roseville, MN 55113
255
256 Yan Xu
257 New Dragon Acupressure Massage, LLC
258 10 Rosedale Center #698
259 Roseville, MN 55113
260
261 **Massage Therapy Establishment License**
262 MarrBarr, Inc dba Perfect Little Spa
263 1315 Larpenieur Avenue W, Suite J
264 Roseville, MN 55113
265
266 Massage Envy
267 2480 Fairview Avenue N, Suite 120
268 Roseville, MN 55113
269
270 Massage Xcape, LLC
271 1767 Lexington Avenue N
272 Roseville, MN 55113
273

Attachment A

274 New Dragon Acupressure Massage, LLC

275 10 Rosedale Center #698

276 Roseville, MN 55113

277

278 **Veterinarian Examination & Inoculation Center License**

279 A Caring Doctor (Minnesota), PA dba Banfield Pet Hospital #1971

280 2480 Fairview Ave N

281 Roseville, MN 55113

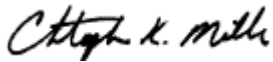
282

283

REQUEST FOR COUNCIL ACTION

Date: 6/22/2015
Item No.: 8.d

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>Budget Amount</u>	<u>P.O. Amount</u>	<u>Budget / CIP</u>
Police	Motorola Solutions	Digital Mobile Radios (4)	a	\$ 15,500.00	\$ 13,588.00	CIP
Parks & Rec	MTI Distributing	Foley blade sharpener	b	n/a	16,950.00	CIP

Comments/Description:

- a) 4 portable radios purchased off the State Bid Contract
- b) This item was originally scheduled for 2016. It is proposed to be purchased now in lieu of a vehicle to enhance employee safety. The vehicle will be purchased in 2016 instead.

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>

POLICY OBJECTIVE

Required under City Code 103.05.

FINANCIAL IMPACTS

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

26 **STAFF RECOMMENDATION**

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

29 **REQUESTED COUNCIL ACTION**

30 Motion to approve the attached list of general purchases and contracts for services and where
31 applicable; the trade-in/sale of surplus equipment.
32

33

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

34

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	Various	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	24,301	(4,301)
Vehicles	Sanitary Sewer	Vehicle #201 Jetter/Vactor	350,000	3/2/2015	-	-
Total Vehicles			\$ 1,392,000		\$ 261,527	\$ 283,473
Equipment	Central Services	Postage Machine/Copier Rental	\$ 77,840		\$ 25,559	\$ 52,281
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		1,682	4,498
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		722	7,528
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	144,002	998
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	7,599	72,401
Equipment	Information Technology	Computers, monitors printers	116,315	Various	32,145	84,170
Equipment	Information Technology	Network: servers, routers, etc.	215,325	Various	78,616	136,709
Equipment	Water	Water meters, AMR system	600,000		-	84
Equipment	Storm Drainage	Replace Flail Mower (2014 CIP)	-	3/2/2015	14,441	(14,441)
Equipment	Storm Drainage	Replace Unit #164 Turf gator	10,000	4/20/2015	-	-
Equipment	Storm Drainage	Portable generator	100,000		-	-
Equipment	Storm Drainage	Tractor/snowblower	35,000	3/2/2015	25,255	9,745
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		\$ 360,678	\$ 518,056

City of Roseville

2015 Capital Improvement Plan Summary

Updated May 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		23,833	156,167
Bldgs & Infrastructure	Information Technology	Office furniture	25,000		-	-
Bldgs & Infrastructure	License Center	Electrical improvements	4,500		670	3,830
Bldgs & Infrastructure	License Center	Kitchen improvements	5,500		-	-
Bldgs & Infrastructure	Comm Development	Office furniture	500		-	-
Bldgs & Infrastructure	Pavement Mangement	Mill & Overlay	1,000,000		859	999,141
Bldgs & Infrastructure	Pavement Mangement	MSA Street Construction / Overlay	1,000,000		53,550	946,450
Bldgs & Infrastructure	Park Improvements	Park Renewal Program	4,743,750		1,914,248	2,829,502
Bldgs & Infrastructure	Park Improvements	Park Improvement Program	40,000		1,581	38,419
Bldgs & Infrastructure	Water	Water system improvements	800,000		28,654	771,346
Bldgs & Infrastructure	Water	Booster station improvements	354,000		-	-
Bldgs & Infrastructure	Sanitary Sewer	Sanitary Sewer improvements	1,000,000		48,475	951,525
Bldgs & Infrastructure	Sanitary Sewer	I & I reduction, Lift station repairs	665,000		2,498	662,502
Bldgs & Infrastructure	Storm Drainage	Pond Improvements, sewer replacement	650,000		55,804	594,196
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		\$ 2,130,172	\$ 7,953,078
Total - All 2015 <u>Funded</u> CIP Items			\$14,403,820		\$ 2,752,378	\$ 8,754,606

REQUEST FOR COUNCIL ACTION

Date: June 22, 2015
Item No.: 8.e

Department Approval



City Manager Approval



Item Description: Resolution Approving the Cooperative Agreement with Ramsey County
for the Victoria Street Sidewalk Project

BACKGROUND

As a part of the Parks Renewal Project, the City is installing a 6 foot sidewalk along the east side of Victoria Street from County Road B to County Road B2. This is being done in conjunction with the Victoria Street Reconstruction Project which is also installing a pathway/sidewalk from Larpenteur Ave to County Road B using Municipal State Aid funds. The portion of the project north of County Road B is being funded using Park Renewal funds.

Ramsey County allows for County cost participation in the construction of trails and sidewalks, limited to the grading, base material and concrete. The County's policy is to participate at a level of 50% of the cost of the sidewalk, but only along County State Aid Highway (CSAH) designated roadways. Victoria Street is designated a State Aid Highway north of County Road B.

Based on the County's Cost Participation Policy, the County's share will include 50% of grading, aggregate base, surfacing and ADA-compliant pedestrian ramps cost as well as 25% of the cost of new concrete curb and gutter required for the construction of the sidewalk. The County will also be paying 100% for the County requested items of concrete curb and gutter on the west side of Victoria Street and pedestrian ramp improvements at Victoria St and County Road B that are not required for the construction of the sidewalk (southwest and northwest corners).

The estimated County participation on this project based on the winning low bid by North Valley, Inc., is \$76,281.46 which includes the County's cost participation on the sidewalk, the County requested items plus reimbursement for a portion of design and construction engineering and administration costs.

This agreement will be presented to the Ramsey County Board upon approval of the City Council.

FINANCIAL IMPACTS

The total estimated City cost of the sidewalk construction is \$58,000 and will be funded with Parks Renewal funds.

STAFF RECOMMENDATION

Staff recommends the Council approve the resolution approving the Cooperative Agreement with Ramsey County for the Victoria Street Sidewalk Project.

28 **REQUESTED COUNCIL ACTION**

29 Motion to approve the resolution approving the Cooperative Agreement with Ramsey County for the
30 Victoria Street Sidewalk Project.

31

Prepared by: Marc Culver, Public Works Director
Attachments: A: Resolution
B: Agreement
C: Project Location Map

**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 22nd day of June, 2015, at 6:00 p.m.

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

Councilmember introduced the following resolution and moved its adoption:

RESOLUTION No.

**RESOLUTION APPROVING THE COOPERATIVE AGREEMENT WITH
RAMSEY COUNTY FOR THE VICTORIA STREET SIDEWALK PROJECT**

WHEREAS, Victoria Street between County Road B2 and County Road B is designated as Ramsey County State Aid Highway (CSAH) 52; and,

WHEREAS, the City of Roseville and Ramsey County desire to construct a sidewalk along Victoria Street within this area; and,

WHEREAS, it is necessary to establish project cost participation for both parties and to establish authority and rights for the City of Roseville to administer and construct a project within County right-of-way; and,

WHEREAS, the City and Ramsey County have drafted an agreement to establish said terms for the project.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Roseville approve the Cooperative Agreement drafted by Ramsey County and entered into with the City of Roseville.

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

WHEREUPON said resolution was declared duly passed and adopted.

Agreement PW2015-05

**RAMSEY COUNTY
COOPERATIVE AGREEMENT
WITH THE CITY OF ROSEVILLE FOR
Sidewalk Construction of VICTORIA STREET (County State Aid Highway 52)
between COUNTY ROAD B and COUNTY ROAD B2
S.A.P. 164-251-003, S.A.P. 062-652-021**

This Agreement is between the City of Roseville, a municipal corporation ("City") and Ramsey County, a political subdivision of the State of Minnesota, ("County") for the sidewalk construction on Victoria Street between County Road B and County Road B2, ("Project").

WITNESSETH:

WHEREAS, the City and the County desire to proceed with the Project; and

WHEREAS, the Project is identified in Ramsey County's Transportation Improvement Program; and

WHEREAS, Victoria Street, in the area affected by reconstruction, is designated County State Aid Highway (CSAH) 52; and

WHEREAS, the Project been designated by the Minnesota Department of Transportation (Mn/DOT) as eligible for County State Aid Highway funds; and

WHEREAS, the Project has been designated as State Aid Project (S.A.P.) 062-652-021, and State Aid Project (S.A.P.) 164-251-003; and

WHEREAS, the subject road segment is located within the City; and

WHEREAS, the proposed Project, as part of a larger City project, includes, in addition to other items, grading, paving, concrete curb and gutter, concrete sidewalk, pedestrian curb ramps, traffic signals, accessible pedestrian signals, landscaping, turf establishment, utility adjustments and betterments, and related features; and

WHEREAS, construction of storm sewer systems will be constructed as part of the Project in accordance with local watershed rules; and

WHEREAS, plans for the Project showing proposed construction will be presented to the County and will be on file at City of Roseville Public Works Department; and

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

1. The Whereas recitals set forth in this Agreement are hereby made a part of this Agreement as set out in full.
2. Responsibility for Design Engineering
 - 2.1. The City will prepare plans, specifications, and proposals for the Project, which will include, among other things, the proposed reconstruction, alignment, profiles, grades, cross sections, paving, concrete curb and gutter, concrete sidewalk, storm sewer, pedestrian curb ramps, turf establishment, and utility replacement and adjustments.
 - 2.2. Any costs associated with Project revisions after the completion of plans and specifications will be paid for by the party requesting the revisions. Revisions must be consistent with Mn/DOT State Aid requirements and are subject to approval by the County.
3. Procurement and Award of Contract
 - 3.1. The City will take bids in accordance with state law and City rules.
 - 3.2. The City will prepare an abstract of bids and a cost participation summary based on the lowest responsible bidder's proposal, and will provide the same to the County.
 - 3.3. Prior to award of the contract, the City will receive concurrence from the County to award a contract to the lowest responsible bidder.
 - 3.4. The City will award a contract, and pay the contractor from the County State Aid Highway, Municipal State Aid Highway, and local funds identified for the Project.
4. Responsibility for Construction Engineering
 - 4.1. The City shall perform or contract the performance of the construction engineering for all elements of the Project.
5. Project Costs
 - 5.1. An estimate of the County's share of the Project costs is attached as Exhibit A, (Cost Participation Based on Engineer's Estimate). Quantities and unit prices in Exhibit A are estimates. Actual costs shall be based on the contract unit prices and the quantities constructed.
 - 5.2.
 - 5.2.1. The costs of contractor mobilization and traffic control will be allocated based upon cost participation percentages for the entire Project and based on contract unit prices and quantities at the time of contract

award. No adjustments in the allocation will be made if unit prices or quantities vary during construction.

5.2.2. The County shall pay 100% of the cost of the concrete curb and gutter, 322 feet, and restoration work needed to construct the concrete curb and gutter, as requested by the County and identified in Exhibit B.

5.2.3. The County shall pay 100% of the cost of the pedestrian curb ramps located at County Road B and Victoria Street as requested by the County and identified in Exhibit B.

5.3. Except as provided herein, the County and City will participate in the costs of construction in accordance with the Ramsey County Cost Participation Policy, attached as Exhibit C. If there is a conflict between Exhibit C and this Agreement, this Agreement will prevail.

5.4. Design Engineering Costs

5.4.1. The County shall pay the City a design engineering fee equal to 12% of the County's share of the project items identified in Exhibit A.

5.4.2. Design engineering fees shall be calculated based on the quantities and unit prices at the time of contract award.

5.5. Construction Engineering and Administration Costs

5.5.1. The County shall pay the City a construction engineering fee equal to 12% of the County's share of the items identified in Exhibit A.

5.5.2. Construction engineering and administration fees shall be calculated based on the final contract quantities and unit prices.

6. Payment Schedule

6.1. Design engineering will be invoiced at the time of contract award.

6.2. The City will invoice the County for construction costs incurred on a monthly basis or as determined by the payment schedule for the contractor.

6.3. Construction engineering will be invoiced at the time of substantial project completion, as determined by the City.

6.4. Payment will be made within 30 days of receipt of an invoice.

7. Maintenance Responsibility for Project Elements

- 7.1. The County shall own and maintain all storm sewer leads and catch basins constructed on CSAH 52 as part of the Project.
- 7.2. The City shall own and maintain all storm sewer mains constructed on CSAH 52 as part of the Project
- 7.3. The City shall be responsible for all maintenance associated with sidewalk. Maintenance includes, but not limited to, snow removal and panel replacement.
8. The County grants the City temporary construction easements over all County owned rights-of-way and property within the limits of the Project for use during construction at no cost to the City.
9. The City and County shall indemnify, defend, and hold each other harmless against any and all liability, losses, costs, damages, expenses, claims, or actions, including attorney's fees, which the indemnified party, its officials, agents, or employees may hereafter sustain, incur, or be required to pay, arising out of or by reason of any act or omission of the indemnifying party, its officials, agents, or employees, in the execution, performance, or failure to adequately perform the indemnifying party's obligation pursuant to this Agreement. Nothing in this Agreement shall constitute a waiver by the County or the City of any statutory or common law immunities, limits, or exceptions on liability.
10. This Agreement shall remain in full force and effect until terminated by mutual agreement of the parties.

CITY OF ROSEVILLE, MINNESOTA

By: _____
Mayor

Date: _____

By: _____
Director of Public Works

Date: _____

Approved as to Form:

By: _____
City Attorney

RAMSEY COUNTY, MINNESOTA

Julie Kleinschmidt, County Manager

Date: _____

Approval recommended:

James E. Tolaas, Director
Public Works Department

Approved as to form:

Assistant County Attorney

EXHIBIT A
Project: SAP 160-251-003
State Funding Report: Estimated Quantities using Bid Prices from North Valley Inc. By Funding Source

OPINION OF PROBABLE COST																
ITEM	MNDOT	QUANTITY										UNIT				
NO.	NO.	ITEM DESCRIPTION	UNIT	TOTAL ESTIMATED QUANTITY							PRICE			COST		
				SAP 160-251-003	SAP 062-652-021	Water Utility Fund 3	Local - Storm Sewer 4	Pathway 5	Local 6	Sanitary Sewer Utility Fund 7						
TOTAL																
SAP 160-251-003																
SAP 062-652-021																
Water Utility Fund 3																
Local - Storm Sewer 4																
Pathway 5																
Local 6																
Sanitary Sewer Utility Fund 7																
TOTAL																
1	2021.5	MOBILIZATION	LS	1	0.957	0.043	0	0	0	0	\$45,880.36	\$43,907.50	\$1,972.86	\$0.00	\$0.00	
2	2101.5	CLEARING	ACRE	2.5	2.5	0	0	0	0	0	\$5,869.64	\$14,674.10	\$0.00	\$0.00	\$0.00	
3	2101.51	GRUBBING	ACRE	2.5	2.5	0	0	0	0	0	\$5,869.64	\$14,674.10	\$0.00	\$0.00	\$0.00	
4	2104.5	REMOVE SEWER PIPE (STORM)	LF	105	0	0	0	105	0	0	\$11.44	\$1,201.20	\$0.00	\$1,201.20	\$0.00	
5	2104.5	REMOVE BITUMINOUS CURB	LF	5000	5000	0	0	0	0	0	\$2.13	\$10,650.00	\$0.00	\$0.00	\$0.00	
6	2104.5	REMOVE CONCRETE CURB	LF	500	500	0	0	0	0	0	\$6.24	\$3,120.00	\$0.00	\$0.00	\$0.00	
7	2104.5	REMOVE CABLE GUARDRAIL	LF	130	130	0	0	0	0	0	\$10.67	\$1,387.10	\$0.00	\$0.00	\$0.00	
8	2104.51	REMOVE CONCRETE WALK	SY	60	60	0	0	0	0	0	\$10.67	\$640.20	\$0.00	\$0.00	\$0.00	
9	2104.51	REMOVE CONCRETE DRIVEWAY PAVEMENT	SY	40	40	0	0	0	0	0	\$10.67	\$426.80	\$0.00	\$0.00	\$0.00	
10	2104.51	REMOVE CONCRETE PAVEMENT	SY	120	120	0	0	0	0	0	\$10.67	\$1,280.40	\$0.00	\$0.00	\$0.00	
11	2104.51	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	SY	830	830	0	0	0	0	0	\$4.64	\$3,851.20	\$0.00	\$0.00	\$0.00	
12	2104.51	REMOVE BITUMINOUS PATHWAY	SY	30	30	0	0	0	0	0	\$4.64	\$139.20	\$0.00	\$0.00	\$0.00	
13	2104.51	REMOVE PIPE APRON	EACH	1	0	0	0	1	0	0	\$457.79	\$457.79	\$0.00	\$457.79	\$0.00	
14	2104.51	REMOVE GUARDRAIL POST	EACH	6	6	0	0	0	0	0	\$106.72	\$640.32	\$0.00	\$0.00	\$0.00	
15	2104.51	REMOVE MANHOLE OR CATCH BASIN	EACH	14	0	0	0	14	0	0	\$615.01	\$7,210.14	\$0.00	\$7,210.14	\$0.00	
16	2104.51	REMOVE HYDRANT	EACH	6	0	0	6	0	0	0	\$629.46	\$3,776.76	\$0.00	\$3,776.76	\$0.00	
17	2104.51	REMOVE WATER MAIN TEE	EACH	4	0	0	4	0	0	0	\$286.12	\$1,144.48	\$0.00	\$1,144.48	\$0.00	
18	2104.51	REMOVE MAIL BOX SUPPORT	EACH	41	41	0	0	0	0	0	\$37.35	\$1,531.35	\$0.00	\$0.00	\$0.00	
19	2104.51	SAVING CONCRETE PAVEMENT (FULL DEPTH)	LF	225	225	0	0	0	0	0	\$7.31	\$1,644.75	\$0.00	\$0.00	\$0.00	
20	2104.51	SAVING BITUMINOUS PAVEMENT	LF	1960	1960	0	0	0	0	0	\$4.11	\$8,055.60	\$0.00	\$0.00	\$0.00	
21	2104.52	SALVAGE PIPE APRON	EACH	1	0	0	0	1	0	0	\$515.01	\$515.01	\$0.00	\$515.01	\$0.00	
22	2105.5	COMMON EXCAVATION - RETAINING WALL	CY	680	680	0	0	0	0	0	\$21.17	\$14,395.60	\$0.00	\$0.00	\$0.00	
23	2105.5	COMMON EXCAVATION (P)	CY	2800	1214	0	0	1030	566	0	\$21.17	\$59,276.00	\$25,700.38	\$21,805.10	\$11,770.52	
24	2105.5	COMMON EXCAVATION (BMP CONSTRUCTION)	CY	5160	0	0	0	5160	0	0	\$20.66	\$106,605.60	\$0.00	\$106,605.60	\$0.00	
25	2106.51	SUBGRADE EXCAVATION	CY	100	100	0	0	0	0	0	\$21.16	\$2,116.00	\$0.00	\$0.00	\$0.00	
26	2106.52	SELECT GRANULAR BORROW MOD (CV)	CY	1940	0	0	0	1940	0	0	\$16.01	\$31,059.40	\$0.00	\$0.00	\$0.00	
27	2106.61	GEOTEXTILE FABRIC TYPE I	SY	1790	190	0	0	1600	0	0	\$2.13	\$3,812.70	\$404.70	\$0.00	\$0.00	
28	2106.61	SOIL MEDIUM FOR INFILTRATION AREAS	CY	90	0	0	0	90	0	0	\$49.04	\$4,413.60	\$0.00	\$4,413.60	\$0.00	
29	2112.5	AGGREGATE GRADING AND COMPACTION	STA	60	60	0	0	0	0	0	\$352.95	\$21,177.00	\$0.00	\$0.00	\$0.00	
30	2123.61	STREET SWEEPER (WITH PICKUP BROOM)	TON	60	60	0	0	0	0	0	\$122.73	\$7,363.80	\$0.00	\$0.00	\$0.00	
31	2211.5	AGGREGATE BASE CLASS 5	TON	3770	3030	370	0	370	0	0	\$0.01	\$37.70	\$0.00	\$37.70	\$0.00	
32	2331.6	COLD IN-PLACE RECYCLE BIT MIXTURE	SY	21800	21800	0	0	0	0	0	\$3.95	\$86,110.00	\$0.00	\$0.00	\$0.00	
33	2331.61	BITUMINOUS EMULSION	GAL	39280	39280	0	0	0	0	0	\$1.84	\$72,275.20	\$0.00	\$0.00	\$0.00	
34	2355.5	BITUMINOUS MATERIAL FOR FOG SEAL	GAL	2870	2870	0	0	0	0	0	\$1.33	\$3,817.10	\$0.00	\$0.00	\$0.00	
35	2357.5	BITUMINOUS MATERIAL FOR TACK COAT	GAL	3270	3270	0	0	0	0	0	\$2.83	\$9,254.10	\$0.00	\$0.00	\$0.00	
36	2360.5	TYPE SPWE240B WEARING COURSE MIX	TON	590	590	0	0	0	0	0	\$70.29	\$41,471.10	\$0.00	\$0.00	\$0.00	
37	2360.5	TYPE SPWE230C WEARING COURSE MIX	TON	3810	3810	0	0	0	0	0	\$72.40	\$275,844.00	\$0.00	\$0.00	\$0.00	
38	2411.62	MODULAR BLOCK RETAINING WALL	SF	2730	2730	0	0	0	0	0	\$20.79	\$56,766.70	\$0.00	\$0.00	\$0.00	
39	2451.51	COARSE FILTER AGGREGATE FOR INFILTRATION TRENCH (LV)	CY	1030	0	0	0	1030	0	0	\$44.63	\$45,968.90	\$0.00	\$45,968.90	\$0.00	
40	2501.52	18" RC PIPE APRON	EACH	1	0	0	0	1	0	0	\$1,158.20	\$0.00	\$0.00	\$1,158.20	\$0.00	
41	2501.52	24" RC PIPE APRON	EACH	1	0	0	0	1	0	0	\$1,461.50	\$0.00	\$0.00	\$1,461.50	\$0.00	
42	2503.51	36" CMP PIPE SEWER CORRUGATED	LF	940	0	0	0	940	0	0	\$122.46	\$115,112.40	\$0.00	\$115,112.40	\$0.00	
43	2503.51	12" RC PIPE SEWER CLASS V	LF	340	0	0	0	340	0	0	\$42.35	\$14,399.00	\$0.00	\$14,399.00	\$0.00	
44	2503.51	18" RC PIPE SEWER CLASS V	LF	90	0	0	0	90	0	0	\$51.50	\$4,635.00	\$0.00	\$4,635.00	\$0.00	
45	2503.51	24" RC PIPE SEWER CLASS V	LF	490	0	0	0	490	0	0	\$85.84	\$42,061.60	\$0.00	\$42,061.60	\$0.00	
46	2503.51	30" RC PIPE SEWER CLASS V	LF	16	0	0	0	16	0	0	\$116.74	\$1,867.84	\$0.00	\$1,867.84	\$0.00	
47	2503.6	CONNECT TO EXISTING STRUCTURE	EACH	1	0	0	0	1	0	0	\$772.52	\$0.00	\$0.00	\$772.52	\$0.00	
48	2503.6	CONNECT TO EXISTING STORM SEWER	EACH	1	0	0	0	1	0	0	\$682.11	\$0.00	\$0.00	\$682.11	\$0.00	
49	2504.6	CONNECT TO EXISTING WATER MAIN	EACH	4	0	0	4	0	0	0	\$97.80	\$3,891.20	\$0.00	\$3,891.20	\$0.00	
50	2504.6	INSTALL HYDRANT	EACH	6	0	0	6	0	0	0	\$5,717.79	\$34,306.74	\$0.00	\$0.00	\$0.00	
51	2504.6	INSTALL GATE VALVE	EACH	6	0	0	6	0	0	0	\$1,752.19	\$10,513.14	\$0.00	\$10,513.14	\$0.00	
52	2504.6	ADJUST GATE VALVE & BOX	EACH	10	10	0	0	0	0	0	\$288.46	\$2,884.60	\$0.00	\$0.00	\$0.00	
53	2504.6	6" SLEEVE	EACH	4	0	0	4	0	0	0	\$468.09	\$1,872.36	\$0.00	\$1,872.36	\$0.00	
54	2504.6	6" PVC WATERMAIN	LF	160	0	0	160	0	0	0	\$52.65	\$8,424.00	\$0.00	\$8,424.00	\$0.00	
55	2504.6	4" POLYSTYRENE INSULATION	SY	16	0	0	16	0	0	0	\$45.78	\$732.48	\$0.00	\$732.48	\$0.00	
56	2504.61	DUCTILE IRON FITTINGS	LB	250	0	0	250	0	0	0	\$2.29	\$572.50	\$0.00	\$572.50	\$0.00	
57	2506.5	CONSTRUCT CATCH BASIN TYPE B OVER EXISTING PIPE	EACH	11	0	0	0	11	0	0	\$3,078.63	\$33,864.93	\$0.00	\$33,864.93	\$0.00	
58	2506.5	CONST DRAINAGE STRUCTURE DESIGN SPECIAL	EACH	1	0	0	0	1	0	0	\$5,607.92	\$5,607.92	\$0.00	\$5,607.92	\$0.00	
59	2506.5	CONSTRUCT MANHOLE TYPE B	EACH	2	0	0	0	2	0	0	\$3,215.97	\$6,431.94	\$0.00	\$6,431.94	\$0.00	
60	2506.5	CONSTRUCT CATCH BASIN TYPE A	EACH	5	0	0	0	5	0	0	\$1,798.82	\$8,994.10	\$0.00	\$8,994.10	\$0.00	
61	2506.5	CONSTRUCT CATCH BASIN TYPE B	EACH	7	0	0	0	7	0	0	\$2,220.28	\$15,541.96	\$0.00	\$15,541.96	\$0.00	
62	2506.5	CONSTRUCT CATCH BASIN TYPE C	EACH	7	0	0	0	7	0	0	\$3,513.53	\$24,594.71	\$0.00	\$24,594.71	\$0.00	
63	2506.5	CONSTRUCT MANHOLE TYPE B WITH 3' SUMP	EACH	4	0	0	0	4	0	0	\$4,989.90	\$19,959.60	\$0.00	\$19,959.60	\$0.00	
64	2506.5	CONSTRUCT MANHOLE TYPE C WITH 3' SUMP	EACH	2	0	0	0	2	0	0	\$5,367.58	\$10,735.16	\$0.00	\$10,735.16	\$0.00	

EXHIBIT A

Project: SAP 160-251-003

State Funding Report: Estimated Quantities using Bid Prices from North Valley Inc. By Funding Source

OPINION OF PROBABLE COST																				
ITEM	MNDOT	QUANTITY										UNIT		COST						
		TOTAL ESTIMATED QUANTITY	SAP 160-251-003	SAP 062-652-021	Water Utility Fund 3	Local - Storm Sewer 4	Pathway 5	Local 6	Sanitary Sewer Utility Fund 7	PRICE	TOTAL	SAP 160-251-003	SAP 062-652-021	Water Utility Fund 3	Local - Storm Sewer 4	Pathway 5	Local 6	Sanitary Sewer Utility Fund 7		
NO.																				
65	2506.5	CONSTRUCT MANHOLE TYPE D	EACH	1	0	0	0	0	0	\$7,141.51	\$7,141.51	\$0.00	\$0.00	\$0.00	\$7,141.51	\$0.00	\$0.00	\$0.00		
66	2506.5	RECONSTRUCT MANHOLE/CATCH BASIN	L F	8	0	0	0	0	0	\$526.46	\$4,211.68	\$0.00	\$0.00	\$0.00	\$4,211.68	\$0.00	\$0.00	\$0.00		
67	2506.52	ADJUST MANHOLE FRAME & RING	EACH	30	30	0	0	0	0	\$743.24	\$22,297.20	\$22,297.20	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
68	2506.6	ADJUST FRAME & RING CASTING	EACH	5	0	0	0	0	0	\$743.24	\$3,716.20	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
69	2511.5	RANDOM RIPRAP CLASS III - GRANITE	C Y	60	0	0	0	0	0	\$120.17	\$7,210.20	\$0.00	\$0.00	\$0.00	\$7,210.20	\$0.00	\$0.00	\$0.00		
70	2521.5	4" CONCRETE WALK	S F	33670	17580	8045	0	0	8045	\$2.99	\$100,673.30	\$52,564.20	\$24,054.55	\$0.00	\$0.00	\$24,054.55	\$0.00	\$0.00		
71	2521.5	6" CONCRETE WALK	S F	2690	960	865	0	0	855	\$8.16	\$21,996.80	\$7,996.80	\$6,976.60	\$0.00	\$0.00	\$6,976.80	\$0.00	\$0.00		
72	2531.5	CONCRETE CURB & GUTTER DESIGN B618	L F	7090	6924	42	0	0	124	\$10.94	\$77,564.60	\$75,748.56	\$459.48	\$0.00	\$0.00	\$1,356.56	\$0.00	\$0.00		
73	2531.5	CONCRETE CURB & GUTTER DESIGN B624	L F	850	60	454	0	0	336	\$21.13	\$17,960.50	\$1,267.80	\$9,593.02	\$0.00	\$0.00	\$7,099.68	\$0.00	\$0.00		
74	2531.51	6" CONCRETE DRIVEWAY PAVEMENT	S Y	50	50	0	0	0	0	\$54.05	\$2,702.50	\$2,702.50	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
75	2531.62	TRUNCATED DOMES	S F	216	92	62	0	0	62	\$38.42	\$8,288.72	\$3,534.64	\$2,382.04	\$0.00	\$0.00	\$2,382.04	\$0.00	\$0.00		
76	2540.6	MAIL BOX	EACH	41	41	0	0	0	0	\$48.02	\$1,968.82	\$1,968.82	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
77	2554.5	TRAFFIC BARRIER DESIGN B838	L F	150	150	0	0	0	0	\$25.08	\$3,762.00	\$3,762.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
78	2554.52	END TREATMENT-ENERGY ABSORBING TERMINAL-FLEAT-350	EACH	4	4	0	0	0	0	\$2,561.30	\$10,245.20	\$10,245.20	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
79	2554.6	GUARDRAIL POST	EACH	28	28	0	0	0	0	\$106.72	\$2,988.16	\$2,988.16	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
80	2563.6	TRAFFIC CONTROL	LS	1	0.957	0.043	0	0	0	\$5,229.31	\$5,229.31	\$5,004.45	\$224.86	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
81	2573.5	SILT FENCE, TYPE MACHINE SLICED	L F	2000	2000	0	0	0	0	\$2.13	\$4,260.00	\$4,260.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
82	2573.53	STORM DRAIN INLET PROTECTION	EACH	50	50	0	0	0	0	\$144.07	\$7,203.50	\$7,203.50	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
83	2573.53	SEDIMENT CONTROL LOG TYPE COMPOST	L F	3000	3000	0	0	0	0	\$4.27	\$12,810.00	\$12,810.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
84	2575.51	SODDING TYPE SALT RESISTANT	S Y	8910	8700	210	0	0	0	\$9.07	\$80,813.70	\$78,909.00	\$1,904.70	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
85	2575.53	EROSION STABILIZATION MAT HPTRM	S Y	60	0	0	0	0	0	\$14.94	\$896.40	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
86	2575.6	STEEL LANDSCAPE EDGING	L F	150	0	0	0	0	150	\$3.20	\$480.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
87	2575.6	EROSION CONTROL BLANKET C125BN	S Y	1100	0	0	0	0	1100	\$6.94	\$7,634.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
88	2575.6	HYDROSEED WITH 6" TOPSOIL	S Y	6500	5800	0	0	0	700	\$6.94	\$45,110.00	\$40,262.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,658.00	\$0.00		
89	2575.61	SEED MIXTURE BWSR U7	ACRE	0.25	0	0	0	0	0.25	\$7,470.44	\$1,867.61	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
90	2575.61	SEED MIXTURE BWSR W5	ACRE	0.25	0	0	0	0	0.25	\$6,936.84	\$1,734.21	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
91	2582.5	4" SOLID LINE WHITE-EPOXY	L F	10860	10860	0	0	0	0	\$0.33	\$3,583.80	\$3,583.80	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
92	2582.5	24" STOP LINE WHITE-EPOXY	L F	55	55	0	0	0	0	\$8.54	\$469.70	\$469.70	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
93	2582.5	4" DBLE SOLID LINE YELLOW-EPOXY (GR IN)	L F	5580	5580	0	0	0	0	\$0.66	\$3,662.80	\$3,662.80	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
94	2582.5	CROSSWALK MARKING-EPOXY	S F	468	468	0	0	0	0	\$4.80	\$2,246.40	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
TOTAL - CONSTRUCTION												\$1,809,925.93	\$1,100,780.13	\$47,572.01	\$65,233.66	\$537,838.28	\$58,501.85	\$0.00	\$0.00	

EXHIBIT A

COST PARTICIPATION - BASED ON LOW BID - NORTH VALLEY INC.					
ITEM NUMBER	ITEM	UNIT	ESTIMATE D QUANTITY	UNIT PRICE	AMOUNT
COST PARTICIPATION - RAMSEY COUNTY					
Items subject to 12 % design costs and 12 % construction costs.					
2021.501	MOBILIZATION	LUMP SUM	0.04	\$45,880.36	\$1,972.86
2211.501	AGGREGATE BASE CLASS 5	TON	370.00	\$37.70	\$13,949.00
2521.501	4" CONCRETE WALK	SQ FT	8045.00	\$2.99	\$24,054.55
2521.501	6" CONCRETE WALK	SQ FT	855.00	\$8.16	\$6,976.80
2531.501	CONCRETE CURB & GUTTER DESIGN B618	LIN FT	42.00	\$10.94	\$459.48
2531.501	CONCRETE CURB & GUTTER DESIGN B624	LIN FT	454.00	\$21.13	\$9,593.02
2531.618	TRUNCATED DOMES	SQ FT	62.00	\$38.42	\$2,382.04
2563.501	TRAFFIC CONTROL	LUMP SUM	0.04	\$5,229.31	\$224.86
2575.505	SODDING TYPE SALT RESISTANT	SQ YD	210.00	\$9.07	\$1,904.70
Subtotal =					\$61,517.31
12% Design Costs =					\$7,382.08
12% Construction Costs =					\$7,382.08
City of St Paul Subtotal =					\$76,281.46



SHEET NO. OF SHEETS	40	SHEET NO.	IMPROVEMENTS PLAN AND PROFILE FOR: VICTORIA ST. RECONSTRUCTION LARPEMTEUR AVE. TO COUNTY ROAD B
	71		
CITY PROJ. NO. 15-02		SAP NO. 160-251-003 062-652-021	

ROSEVILLE

NO.	DATE	BY	DESCRIPTION OF REVISIONS
-----	------	----	--------------------------

DESIGNED	DRAWN
DRT/MJC	DRT
CHECKED	
MJC	

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


CITY ENGINEER

DATE: DATE: LIC. NO. 42002



Department of Public Works Cost Participation Policy

Ramsey County Public Works Cost Participation Policy for the Reconstruction and Major Maintenance of County Roads and County State Aid Highways

DRAFT- May 3, 2013

EXHIBIT C

ITEM:	COUNTY SHARE:	NOTES:
Right of Way	50%	County cost participation on right of way acquisition may be reduced or eliminated where the acquisition is specifically for detached trails, aesthetics, or special design elements requested by municipalities or other project partners. County participation on right of way acquisition applies only to construction projects and shall be 0% for maintenance projects, except where additional right of way is required to accommodate improvements within the curb or shoulder line.
Removals	100%	
Travel Lanes	100%	

EXHIBIT C

ITEM:	COUNTY SHARE:	NOTES:
Parking Lanes	25%	100% in cities under 5,000 population or in White Bear Township. 100% on maintenance pavement preservation projects.
Shoulders	100%	100% of the width required to meet State Aid design standards. 100% in cities under 5,000 population or in White Bear Township. 100% on maintenance pavement preservation projects. 50% outside of the required width.
Concrete Curb & Gutter (new)	25%	
Concrete Curb & Gutter (replacement)	100%	100% if in serviceable condition, as determined by the County Engineer; otherwise negotiable. 100% of curb and gutter as part of median construction required for traffic channelization or to serve as a pedestrian refuge.
Storm Sewer	% Eligible for State Aid	
Culverts	100%	

EXHIBIT C

ITEM:	COUNTY SHARE:	NOTES:
Water Main Modification	100%	100%, if required for construction. 0% on betterments.
Sanitary Sewer Modification	100%	100%, if required for construction. . 0% on betterments
Private Utility Relocation	0%	
Traffic Signals	100% of County Legs	Traffic Signal construction is addressed in a separate policy (County Board Resolution 81-1001). Electrical power shall be paid by the municipality.
Roundabouts	100% of County Legs	
Retaining Walls	50%	50% when retaining walls are constructed in lieu of right of way acquisition or to mitigate impacts; by negotiation when necessitated by design parameters.

EXHIBIT C

ITEM:	COUNTY SHARE:	NOTES:
Grading Outside of Curb	100%	100% of area required for road construction. 50% of grading required specifically for sidewalks, trails, or other amenities.
Medians	100%	100% of a standard concrete median design, including curb and gutter; municipalities shall pay for the additional cost of any decorative or aesthetic treatments.
Sidewalks (new)	50%	Includes grading, aggregate base, surfacing, and ADA- compliant pedestrian ramps.
Sidewalks (replacement)	100%	100% if in serviceable condition, as determined by the County Engineer; otherwise negotiable.
Bituminous Trail (new)	50%	Includes grading, aggregate base, surfacing, and ADA-compliant pedestrian ramps.
Bituminous Trail (replacement)	100%	100% if in serviceable condition, as determined by the County Engineer; otherwise negotiable.

EXHIBIT C

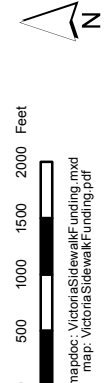
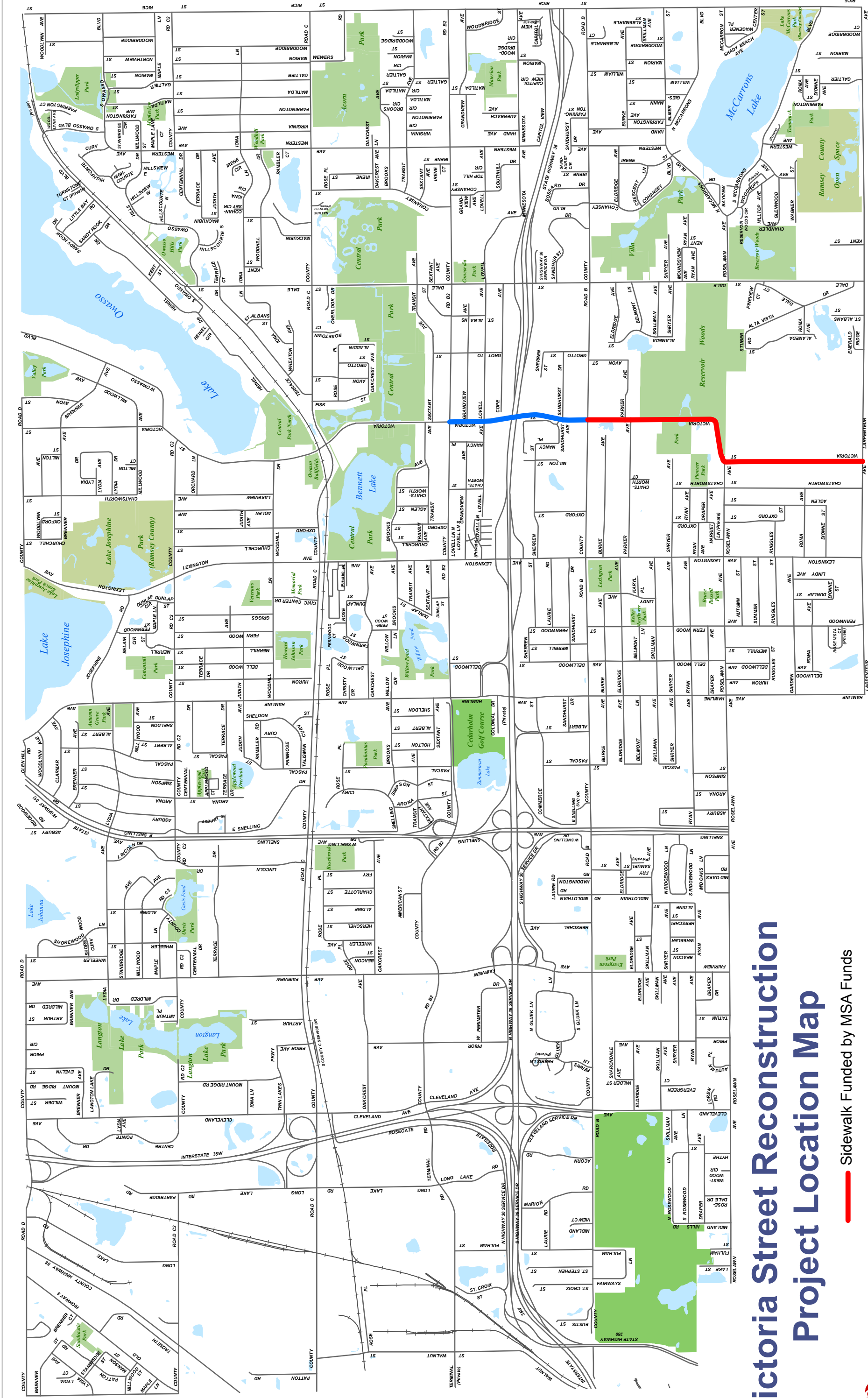
ITEM:	COUNTY SHARE:	NOTES:
Trail/Sidewalk Grade Separation	0% to 50%, by negotiation	Bridge or underpass construction.
Street Lighting	0%	Street Lighting as part of a traffic signal shall be paid 100% by County. Electrical power shall be paid by the municipality.
Replacement Trees	100%	100%, if 1:1 replacement; 50%, if greater than 1:1
Fence	100%	100% if serviceable; 0% if in County R/W
Turf Restoration	100%	
Amenities and Aesthetics	0%	Special surface treatments, ground covers, or plantings, ornamental railings, etc.

EXHIBIT C

ITEM:	COUNTY SHARE:	NOTES:
Driveway Replacement	100%	
Stormwater Treatment	% eligible for State Aid	Maintenance shall be based on contributing flows.
Preliminary/Design Engineering	% of Participation	
Construction Engineering	% of Participation	

All County participation is subject to the availability of funds.

On Federal Aid Projects, the federal funds shall be applied to all eligible items before cost participation is calculated. Federal participation is typically 50-80% of the total project cost.



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 the best of our knowledge and belief, correct. However, the City does not warrant the accuracy of the information shown on this map. This map is for informational purposes only and should not be used for any other purpose. The City does not accept any liability for any errors or omissions on this map. The City does not accept any liability for any damages, claims, or losses, including reasonable attorneys' fees, arising from the use of this map. The City does not accept any liability for any damages, claims, or losses, including reasonable attorneys' fees, arising from the use of this map.

Data Sources and Contacts:
• Ramsey County GIS Base Map (5/1/15)
• Ramsey County GIS Data (5/1/15)
For further information regarding the contents of this map contact:
City of Roseville, Engineering Department,
2660 Civic Center Drive, Roseville MN

Victoria Street Reconstruction Project Location Map

-  Sidewalk Funded by MSA Funds
-  Sidewalk Funded by Park Renewal and Ramsey County Funds

REQUEST FOR CITY COUNCIL ACTION

Agenda Date: **6/22/2015**

Agenda Item: 8.f

Department Approval



City Manager Approval



Item Description: Approval of a **Conditional Use** for a drive-through at the proposed new Spire Credit Union at 1880 Perimeter Drive (**PF15-007**)

The action deadline for this request, mandated by Minn. Stat. 15.99, is July 30, 2015.

GENERAL SITE INFORMATION

Applicant: Spire Credit Union

Location: 1880 Perimeter Drive

Property Owner: Spire Credit Union

Land Use Context

	Existing Land Use	Guiding	Zoning
Site	Vacant, developable	RB	RB
North	Willow Gate, Miniapple Montessori, and Fairdale Shoppes	RB	RB
West	Bakers Square, Applebee's and Good Earth parking lots	RB	RB
East	Fairdale Shoppes; rear of building and parking lot	RB	RB
South	Premier Bank; parking lot and public entrance	RB	RB

1 Natural Characteristics: The site has slight elevation change from northeast corner to southwest
2 corner.

3 Planning File History: PF3799; Conditional Use approved for a similar project on January 8,
4 2007, which approval has since expired.

5 **LEVEL OF CITY DISCRETION IN DECISION-MAKING:** Action taken on this request is **quasi-**
6 **judicial**; the City's role is to determine the facts associated with the request, and weigh those
7 facts against the legal standards contained in State Statute and City Code.

8 Planning Commission Action: At the duly noticed public hearing on June 3, 2015, the Roseville
9 Planning Commission voted unanimously (6-0) to recommend approval of the drive-through for
10 the new Spire Credit Union.

11 **PROPOSAL**

12 The subject property, located in Planning District 9, has a Comprehensive Plan land use
13 designation of Community Business (CB) and a corresponding Zoning District classification of
14 Community Business (CB) District. The CONDITIONAL USE (CU) proposal has been prompted by
15 plans to develop the vacant lot at 1880 Perimeter Drive into a new Roseville branch office
16 complete with a drive-through. The City Planner has worked with RSP Architects on
17 appropriate siting of the building, drive lanes, and parking, and design standards related to the
18 building and site.

19 When exercising the so-called “quasi-judicial” authority on a CU request, the role of the City is
20 to determine the facts associated with a particular request and apply those facts to the legal
21 standards contained in the ordinance and relevant state law. In general, if the facts indicate the
22 application meets the relevant legal standards and will not compromise the public health, safety
23 and general welfare, then the applicant is likely entitled to the approval. The City is, however,
24 able to add conditions to a CU approval to ensure that the likely on and around the subject
25 property are adequately addressed.

26 **PUBLIC COMMENT**

27 The public hearing for this application was held by the Planning Commission on June 3, 2015;
28 draft minutes of the public hearing are included with this report as RCA Exhibit B. No members
29 of the public spoke to this issue at the public hearing. The City Planner did indicate to the
30 Commission the he received and email letter from the Miniapple International Montessori
31 School, 1875 Perimeter Drive (directly north), regarding concerns over the site construction
32 (Exhibit D). During the hearing the City Planner suggested the project manager contact the
33 representative and that he would reply to the email letter, providing the Spire project manager
34 contact information.

35 After discussing the application and the comment received prior to the hearing, the Planning
36 Commission voted unanimously to recommend approval of the CU for Spire. At the time this
37 report was prepared, Planning Division staff has not received any additional public comments.

38 **PLANNING STAFF RECOMMENDATION**

39 Based on the comments and findings outlined in the above sections of this report, the Planning
40 Division recommends approval of the proposed CONDITIONAL USE pursuant to §1005.03 and
41 §1009.02 of the Roseville City Code.

42 **SUGGESTED PLANNING COMMISSION ACTION**

43 **Adopt a Resolution approving a drive-through as a CONDITIONAL USE** at 1880 Perimeter
44 Drive, based on the comments and findings contained in this project report dated, May 26, 2015.

45 **ALTERNATIVE ACTIONS**

46 **Pass a motion to table the item for future action.** Tabling beyond July 30, 2015, may require
47 extension of the 60-day action deadline established in Minn. Stat. §15.99

48 **By motion, recommend denial of the proposed preliminary plat.** A recommendation to deny
49 should be supported by specific findings of fact based on the Planning Commission’s review of
50 the application, applicable zoning or subdivision regulations, and the public record.

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

Attachments: A: RPCA of 060315

C: Draft resolution

B: Draft PC minutes

D: Miniapple Montessori letter



REQUEST FOR PLANNING COMMISSION ACTION

Agenda Date: **6/3/2015**Agenda Item: **5a**

Division Approval

Agenda Section

PUBLIC HEARINGS

Item Description: Request by Spire Credit Union for a **Conditional Use** approval of a drive-through at the proposed new facility at 1880 Perimeter Drive (**PF15-007**)

The action deadline for this request, mandated by Minn. Stat. 15.99, is July 30, 2015.

GENERAL SITE INFORMATION

Applicant: Spire Credit Union

Location: 1880 Perimeter Drive

Property Owner: Spire Credit Union

Land Use Context

	Existing Land Use	Guiding	Zoning
Site	Vacant, developable	RB	RB
North	Willow Gate, Miniapple Montessori, and Fairdale Shoppes	RB	RB
West	Bakers Square, Applebee's and Good Earth parking lots	RB	RB
East	Fairdale Shoppes; rear of building and parking lot	RB	RB
South	Premier Bank; parking lot and public entrance	RB	RB

1 Natural Characteristics: The site has slight elevation change from northeast corner to southwest
2 corner.

3 Planning File History: PF3799; Conditional Use approved for a similar project on January 8,
4 2007, which approval has since expired.

5 **LEVEL OF CITY DISCRETION IN DECISION-MAKING:** Action taken on a plat request is **quasi-**
6 **judicial**; the City's role is to determine the facts associated with the request, and weigh those
7 facts against the legal standards contained in State Statute and City Code

8 PROPOSAL

9 The subject property, located in Planning District 9, has a Comprehensive Plan land use
10 designation of Community Business (CB) and a corresponding Zoning District classification of
11 Community Business (CB) District. The CONDITIONAL USE (CU) proposal has been prompted by
12 plans to develop the vacant lot at 1880 Perimeter Drive into a new Roseville branch office
13 complete with a drive-through. The City Planner has worked with RSP Architects on
14 appropriate siting of the building, drive lanes, and parking, and design standards related to the
15 building and site.

When exercising the so-called “quasi-judicial” authority on a CU request, the role of the City is to determine the facts associated with a particular request and apply those facts to the legal standards contained in the ordinance and relevant state law. In general, if the facts indicate the application meets the relevant legal standards and will not compromise the public health, safety and general welfare, then the applicant is likely entitled to the approval. The City is, however, able to add conditions to a CU approval to ensure that the likely on and around the subject property are adequately addressed.

CONDITIONAL USE ANALYSIS

REVIEW OF GENERAL CONDITIONAL USE CRITERIA: Section 1009.02C of the City Code establishes general standards and criteria for all conditional uses, and the Planning Commission and City Council must find that each proposed conditional use does or can meet these requirements. The general standards are as follows:

- a. *The proposed use is not in conflict with the Comprehensive Plan.* The City Planner has reviewed the 2030 Comprehensive Plan and determined that that the proposed drive-through and office use are not in conflict with the Plan. Specifically the Planning Division believes that the proposed office building with a drive-through advances land use goals and policies within Sections 1, 2, 9 10 and 11, including the following:
 1. Policy 1.5: Promote well-planned and coordinated development.
 2. Policy 1.6: Encourage improvements to the connectivity and walkability between and within the community’s neighborhoods, gathering places and commercial areas through new development, redevelopment, and infrastructure projects.
 3. Policy 2.3: Encourage a broad mix of commercial businesses within the community to diversify and strengthen the tax base and employment opportunities.
 4. Policy 9.1: Encourage commercial areas to make efficient use of land, provide for safe vehicular and pedestrian movements, provide adequate parking areas, provide appropriate site landscaping, and create quality and enduring aesthetic character.
 5. Policy 9.2: Promote commercial development that is accessible by transit, automobile, walking, and bicycle.
 6. Policy 10.3: Support neighborhood-scale commercial areas that provide convenient access to goods and services at appropriate locations within the community.
- b. *The proposed use is not in conflict with a Regulating Map or other adopted plan.* The proposed drive-through is not in conflict with such plans because none apply to the area surrounding the property.
- c. *The proposed use is not in conflict with any City Code requirements.* The City Planner has worked with representatives of RSP Architects to confirm the proposed drive-through (site and building) will meet all applicable City Code requirements; moreover, a conditional use approval can be rescinded if the approved use fails to comply with all applicable Code requirements or conditions of the approval. Specific changes to the original plan required by the City Planer included the relocation of the drive-through behind the building (from east to south side) and improvements to the aesthetics and function of building in accordance with Zoning requirements.

- 57 **d.** *The proposed use will not create an excessive burden on parks, streets, and other public*
58 *facilities.* Planning Division staff does not expect this drive-through to create an excessive
59 burden on parks, streets, or other public facilities, since the proposed use and drive-through
60 are typical and are allowed uses within the Community Business zoning district.
- 61 **e.** *The proposed use will not be injurious to the surrounding neighborhood, will not negatively*
62 *impact traffic or property values, and will not otherwise harm the public health, safety, and*
63 *general welfare.* Planning Division staff anticipates that if the drive-through is approved, it
64 will add additional vehicle trips to the local road network each day. Additional traffic would
65 not impose an excessive burden on the public street infrastructure. It is also worth noting
66 that the Spire Credit Union proposal replaces what used to be the former Denny's restaurant
67 site, which use provided a greater vehicle impact to the adjacent roads and neighborhood.
68 Staff believes that a drive-through in this location would not have a noticeable effect on the
69 value of nearby property as the area is currently occupied by a mix of restaurants (drive-
70 through and sit-down), an bank and other commercial uses.

71 REVIEW OF SPECIFIC CONDITIONAL USE CRITERIA: Section 1009.02.D.13 of the City Code,
72 establishes additional standards and criteria that are specific to drive-throughs; the Planning
73 Commission and City Council must also find that the proposal does or can meet the additional
74 pertinent standards. This section of the ordinance includes several requirements, but the
75 applicable ones are as follows.

- 76 **a.** *Drive-through lanes and service windows shall be located to the side or rear of buildings*
77 *and shall not be located between the principal structure and a public street.* The proposed
78 drive-through, with its lanes and service window, is proposed along the south side of the
79 building and not between the principle structure and the public street.
- 80 **b.** *Points of vehicular ingress and egress shall be located at least 60 feet from the street right-*
81 *of-way lines of the nearest intersection.* The proposed drive-through does not lie near an
82 intersection street right-of-way. The City Engineer has reviewed the access alignment and
83 supports their locations.
- 84 **c.** *The applicant shall submit a circulation plan that demonstrates that the use will not interfere*
85 *with or reduce the safety of pedestrian and bicyclist movements.* The site plan does indicate a
86 pedestrian connection (could also be used for bicycles) from the sidewalk along Perimeter
87 Drive to the front of the proposed building on the north side of the site. In the case of vehicle
88 circulation within and around the parking lot, vehicles seeking banking services will
89 generally use the eastern access and park along the front of the building. Those customers
90 seeking drive-through transactions will generally access the site from the north. Drive-
91 through activities will only encounter pedestrians and/or bikers who may be traveling on
92 sidewalk. Customers seeking interior transactions may encounter pedestrians and/or
93 bicyclists utilizing the connection that traverses the northern parking lot. The Planning
94 Division believes that vehicles and pedestrians will be able to commingle without safety
95 issues.

- d. *Adequate queuing lane space shall be provided without interfering with on-site parking/circulation.* Based on the proposed plan there is queuing for 15+ vehicles given the current 4-lane configuration; the Planning Division has deemed that queuing to be more than adequate for this use. Circulation for the site is well-designed, and patrons utilizing the drive-through will have a designated exit.
- e. *Speaker box sounds from the drive-through lane shall not be loud enough to constitute a nuisance on an abutting residentially zoned property or property in residential use.* The proposed drive-through and its teller islands will lie directly adjacent a parking lot and should not be a nuisance to any residential use in the area (single family homes along Gluek Lane can be found on the other side (south) of Highway 36 approximately 650 feet from the proposed Spire drive-through).
- f. *Drive-through canopies and other structures, where present, shall be constructed from the same materials as the primary building and with a similar level of architectural quality and detailing.* The final design of the building and drive-through will include building and roofing materials that are consistent and/or similar or complementary to one another, and will have been approved by the Planning Division.
- g. *A 10-foot buffer area with screen planting and an opaque wall or fence between 6 and 8 feet in height shall be required between the drive-through lane and any property line adjoining a residentially zoned property or property in residential use.* This requirement is not applicable to the CU request because an office use and Community Business zoned property lies directly adjacent to the north of the proposed drive-through facility.

Roseville's Development Review Committee, a body comprised of staff from various City departments, met on May 7, 2015, to discuss the application. There were no concerns pertaining to the CU provided by members.

A review of the proposed drive-through based on the current CONDITIONAL USE standards and criteria leads the City Planner to conclude that the use can meet all of the applicable requirements.

Section 1009.02.E of the City Code requires the applicant to validate an approval of the CONDITIONAL USE by the time construction of the proposed improvements related to the drive-through begins. If the approval has not been validated within one year, the approval will expire and become void.

PUBLIC COMMENT

As of the date of printing of this report, the Planning Division has not received any calls or emails regarding the Conditional Use for the drive-through associated with the proposed new development.

PLANNING STAFF RECOMMENDATION

Based on the comments and findings outlined in the above sections of this report, the Planning Division recommends approval of the proposed CONDITIONAL USE pursuant to §1005.03 and §1009.02 of the Roseville City Code.

136 **SUGGESTED PLANNING COMMISSION ACTION**

137 **By motion, recommend approval of the proposed drive-through as a CONDITIONAL USE** at
138 1880 Perimeter Drive, based on the comments and findings contained in this project report dated,
139 May 26, 2015.

140 **ALTERNATIVE ACTIONS**

141 **Pass a motion to table the item for future action.** Tabling beyond July 30, 2015, may require
142 extension of the 60-day action deadline established in Minn. Stat. §15.99

143 **By motion, recommend denial of the proposed preliminary plat.** A recommendation to deny
144 should be supported by specific findings of fact based on the Planning Commission's review of
145 the application, applicable zoning or subdivision regulations, and the public record.

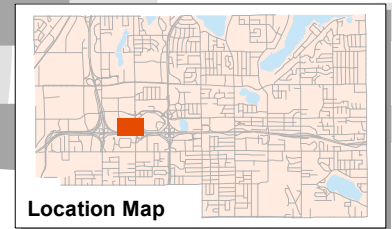
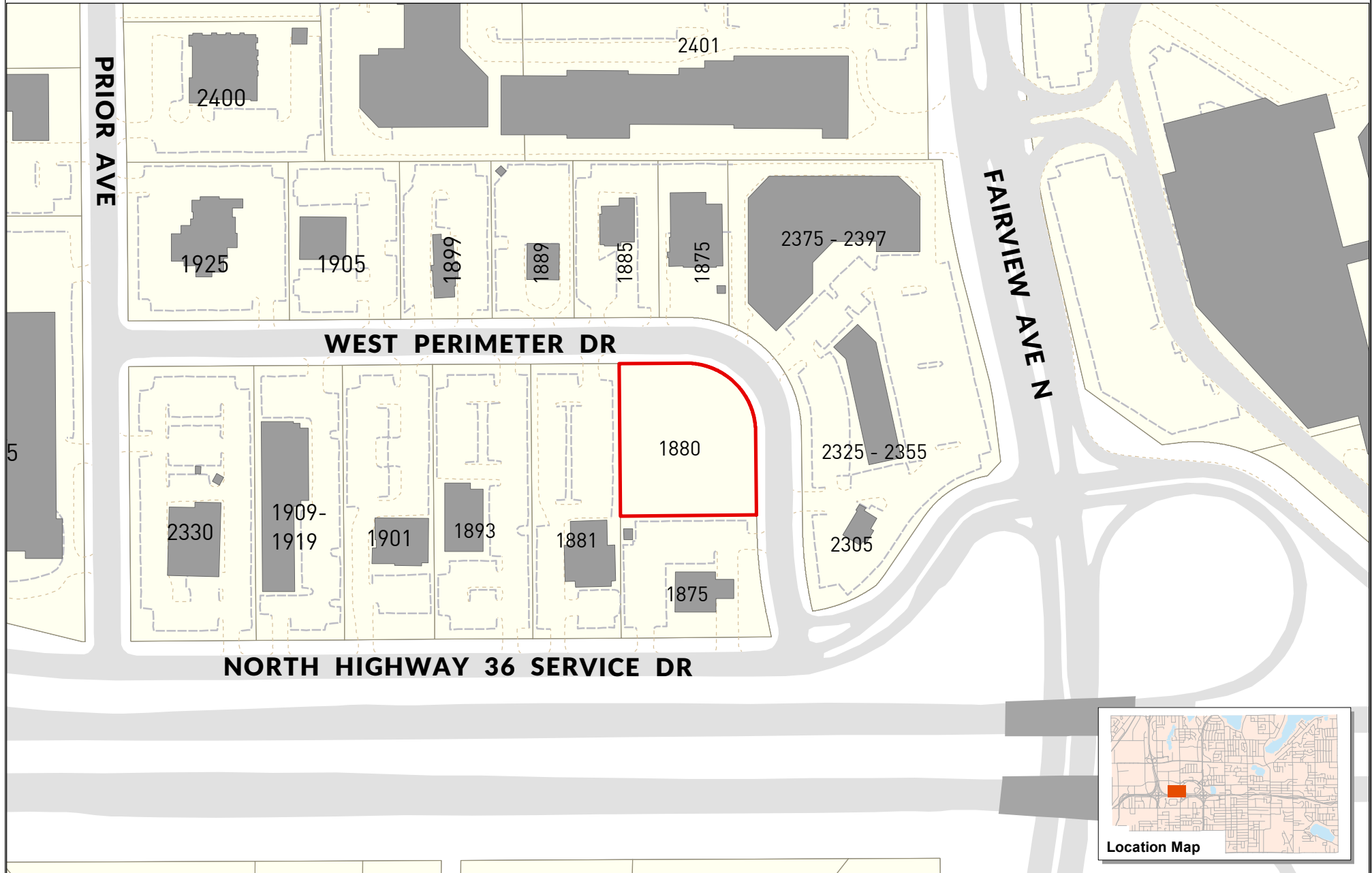
Prepared by: City Planner Thomas Paschke, 651-792-7074 | thomas.paschke@cityofroseville.com

Attachments: A: Area map

C: Proposed site development

B: Aerial photo

Attachment A for Planning File 15-007



Prepared by:
Community Development Department
Printed: May 19, 2015



Site Location

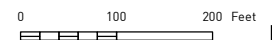
Comp Plan / Zoning
Designations
LR / LDR-1

Data Sources

* Ramsey County GIS Base Map [5/2/2015]
For further information regarding the contents of this map contact:
City of Roseville, Community Development Department,
2660 Civic Center Drive, Roseville MN

Disclaimer

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



mapdoc: planning_commission_location.mxd

Attachment B for Planning File 15-007



Prepared by:
Community Development Department
Printed: May 19, 2015



Site Location

Data Sources

- * Ramsey County GIS Base Map (5/2/2015)
- * Aerial Data: MnGeo (4/2012)

For further information regarding the contents of this map contact:
City of Roseville, Community Development Department,
2660 Civic Center Drive, Roseville MN

Disclaimer

This map is neither a legally recorded map nor a survey and is not intended to be used as one. This map is a compilation of records, information and data located in various city, county, state and federal offices and other sources regarding the area shown, and is to be used for reference purposes only. The City does not warrant that the Geographic Information System (GIS) Data used to prepare this map are error free, and the City does not represent that the GIS Data can be used for navigational, tracking or any other purpose requiring exacting measurement of distance or direction or precision in the depiction of geographic features. If errors or discrepancies are found please contact 651-792-7085. The preceding disclaimer is provided pursuant to Minnesota Statutes §466.02, 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 50 100 Feet



Grading Notes

1. LOCATIONS AND ELEVATIONS OF EXISTING TOPOGRAPHY AND UTILITIES AS SHOWN ON THIS PLAN ARE APPROXIMATE. CONTRACTOR SHALL FIELD VERIFY SITE CONDITIONS AND UTILITY LOCATIONS PRIOR TO EXCAVATION/CONSTRUCTION. THE ENGINEER SHALL BE NOTIFIED IMMEDIATELY IF ANY DISCREPANCIES ARE FOUND.
2. CONTRACTORS SHALL REFER TO ARCHITECTURAL PLANS FOR EXACT LOCATIONS AND DIMENSIONS OF EXISTING AND PROPOSED STRUCTURES, EXISTING AND PROPOSED DRIVEWAYS, EXISTING AND PROPOSED SIDEWALKS, EXISTING AND PROPOSED UTILITY ENTRANCE LOCATIONS, AND EXACT LOCATIONS AND NUMBER OF DOWNSPOUTS.
3. ALL EXCAVATION SHALL BE IN ACCORDANCE WITH THE CURRENT EDITION OF "STANDARD SPECIFICATIONS FOR TRENCH EXCAVATION AND BACKFILL/SURFACE RESTORATION" AS PREPARED BY THE CITY ENGINEERS ASSOCIATION OF MINNESOTA.
4. ALL DISTURBED UNPAVED AREAS ARE TO RECEIVE FOUR INCHES OF TOPSOIL AND SOD OR SEED. THESE AREAS SHALL BE WATERED UNTIL A HEALTHY STAND OF GRASS IS OBTAINED. SEE LANDSCAPE PLAN FOR PLANTING AND TURF ESTABLISHMENT.
5. THE CONTRACTOR SHALL BE RESPONSIBLE FOR PROVIDING AND MAINTAINING TRAFFIC CONTROL DEVICES SUCH AS BARRICADES, WARNING SIGNS, DIRECTIONAL SIGNS, FLAGMEN AND OTHER TRAFFIC CONTROL DEVICES. THESE DEVICES SHALL BE APPROVED BY THE ENGINEER PRIOR TO PLACEMENT. TRAFFIC CONTROL DEVICES SHALL CONFORM TO APPROPRIATE MNDOT STANDARDS.
6. ALL SLOPES SHALL BE GRADED TO 3:1 OR FLATTER, UNLESS OTHERWISE INDICATED ON THIS SHEET.
7. CONTRACTOR SHALL UNIFORMLY GRADE AREAS WITHIN LIMITS OF GRADING AND PROVIDE A SMOOTH FINISHED SURFACE WITH UNIFORM SLOPES BETWEEN POINTS WHERE ELEVATIONS ARE SHOWN OR BETWEEN SUCH POINTS AND EXISTING GRADES.
8. SPOT ELEVATIONS SHOWN INDICATE FINISHED PAVEMENT ELEVATIONS & GUTTER FLOW LINE UNLESS OTHERWISE NOTED. PROPOSED CONTOURS ARE TO FINISHED SURFACE GRADE.
9. SEE SOILS REPORT FOR PAVEMENT THICKNESSES, SOIL CORRECTIONS, AND HOLD DOWNS.
10. CONTRACTOR SHALL DISPOSE OF ANY EXCESS SOIL MATERIAL THAT EXISTS AFTER THE SITE GRADING AND UTILITY CONSTRUCTION IS COMPLETED. THE CONTRACTOR SHALL DISPOSE OF ALL EXCESS SOIL MATERIAL IN A MANNER ACCEPTABLE TO THE OWNER AND THE REGULATING AGENCIES.
11. ALL CONSTRUCTION SHALL CONFORM TO LOCAL, STATE AND FEDERAL RULES INCLUDING THE NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES) PERMIT REQUIREMENTS.
12. PRIOR TO PLACEMENT OF ANY STRUCTURE OR PAVEMENT, A PROOF ROLL AT MINIMUM SHALL BE REQUIRED UNDER THE SUPERVISOR'S CLOSE SUPERVISION. FULLY-LOADED TANDEN-AXLE DUMP TRUCK OR APPROVED EQUAL IN EACH OF 2 PERPENDICULAR DIRECTIONS WHILE UNDER SUPERVISION AND DIRECTION OF THE INDEPENDENT TESTING LABORATORY. AREAS OF FAILURE SHALL BE EXCAVATED AND RECOMPACTED AS SPECIFIED HEREIN.
13. EMBANKMENT MATERIAL PLACED BENEATH BUILDINGS AND STREET OR PARKING AREAS SHALL BE PLACED IN ACCORDANCE WITH THE SPECIFIED DENSITY METHOD AS OUTLINED IN MNDOT 2105.3F1 AND THE REQUIREMENTS OF THE GEOTECHNICAL ENGINEER.
14. EMBANKMENT MATERIAL NOT PLACED IN THE BUILDING PAD, STREETS OR PARKING AREA, SHALL BE COMPACTED IN ACCORDANCE WITH REQUIREMENTS OF THE ORDINARY COMPACTION METHOD AS OUTLINED IN MNDOT 2105.3F2.
15. ALL SOILS AND MATERIALS TESTING SHALL BE COMPLETED BY AN INDEPENDENT GEOTECHNICAL ENGINEER. EXCAVATION FOR THE PURPOSE OF REMOVING UNSTABLE OR UNSUITABLE SOILS SHALL BE COMPLETED AS REQUIRED BY THE GEOTECHNICAL ENGINEER. THE CONTRACTOR SHALL BE RESPONSIBLE FOR COORDINATING ALL REQUIRED SOILS TESTS AND INSPECTIONS WITH THE GEOTECHNICAL ENGINEER.

Erosion Control Notes

1. SILT FENCE WILL BE INSTALLED AROUND SITE IN ALL FILL AREAS AND LOCATIONS WHERE STORM WATER RUNOFF MAY LEAVE THE SITE. PRIOR TO ANY EXCAVATION/CONSTRUCTION ACTIVITIES.
2. ROCK CONSTRUCTION ENTRANCE WILL BE INSTALLED AT ALL CONSTRUCTION ENTRANCES.
3. SILTATION AND EROSION CONTROL: THE CONTRACTOR SHALL ASSUME COMPLETE RESPONSIBILITY FOR CONTROLLING ALL SILTATION AND EROSION OF THE PROJECT AREA. THE CONTRACTOR SHALL USE THE FOLLOWING METHODS TO PREVENT EROSION: 1. CONSTRUCTION ENTRANCES SHALL BE INSTALLED WITH SOD OR WOOD FIBER BLANKET, BASTINETS, ROCK CONSTRUCTION ENTRANCES, EROSION CONTROL BLANKET, AND SILT FENCE. CONTROL SHALL COMMENCE WITH GRADING AND CONTINUE THROUGHOUT THE PROJECT UNTIL ACCEPTANCE OF THE WORK BY THE OWNER. THE CONTRACTOR'S RESPONSIBILITY INCLUDES ALL IMPLEMENTATION AS REQUIRED TO PREVENT EROSION AND THE DEPOSITING OF SILT. THE OWNER MAY DIRECT THE CONTRACTOR'S METHODS AS DEEMED FIT TO PROTECT PROPERTY AND IMPROVEMENTS. ANY DEPOSITION OF SILT OR MUD ON NEW OR EXISTING PAVEMENT OR IN EXISTING STORM SEWERS OR SANITARY SEWERS SHALL BE REMOVED IMMEDIATELY AND AT THE EXPENSE OF THE CONTRACTOR. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE REMOVAL OF ALL DEPOSITIONS OF SILT OR MUD TO THE SATISFACTION OF THE OWNER. ALL TEMPORARY EROSION CONTROL SHALL BE REMOVED BY THE CONTRACTOR AFTER THE TURF IS ESTABLISHED.
4. CONTRACTOR SHALL INSTALL TEMPORARY INLET PROTECTION (WMCO OR EQUIVALENT) AROUND ALL CATCH BASIN GRATE INLETS, AFFECTED BY THIS CONSTRUCTION.
5. ALL DISTURBED AREAS SHALL HAVE TEMPORARY PROTECTION OR PERMANENT COVER OVER EXPOSED SOIL AREAS IF NOT BEING ACTIVELY GRADED WITHIN SEVEN (7) DAYS.
6. FOR AREAS WITH SLOPE OF 3:1 OR GREATER, RESTORATION WITH SOD OR WOOD FIBER BLANKET IS REQUIRED.
7. PUBLIC STREETS USED FOR HAULING SHALL BE KEPT FREE OF SOIL AND DEBRIS. STREET SWEEPING SHALL BE COMPLETED DAILY.

Westwood

Westwood Professional Services, Inc.
899 Annapolis Drive
East Haven, CT 06544
Phone (862) 897-6160
Fax (862) 897-5822
Tollfree (800) 897-5106
westwoodps.com

Designed: CPH
Checked: CPH
Drawn: ZRW
Record Drawing by/date:

Revisions:
0 FOR CONDITIONAL USE PERMIT 05/01/15

I hereby certify that this plan was prepared by me or under my direct supervision and that I am a duly Licensed PROFESSIONAL ENGINEER under the laws of the State of Minnesota.

Chris House
Date: 05/01/15 License No. 26751

NOT FOR
CONSTRUCTION

Prepared for:

Spire Credit
Union

2025 Larpenteur Ave W
Falcon Heights, MN 55113

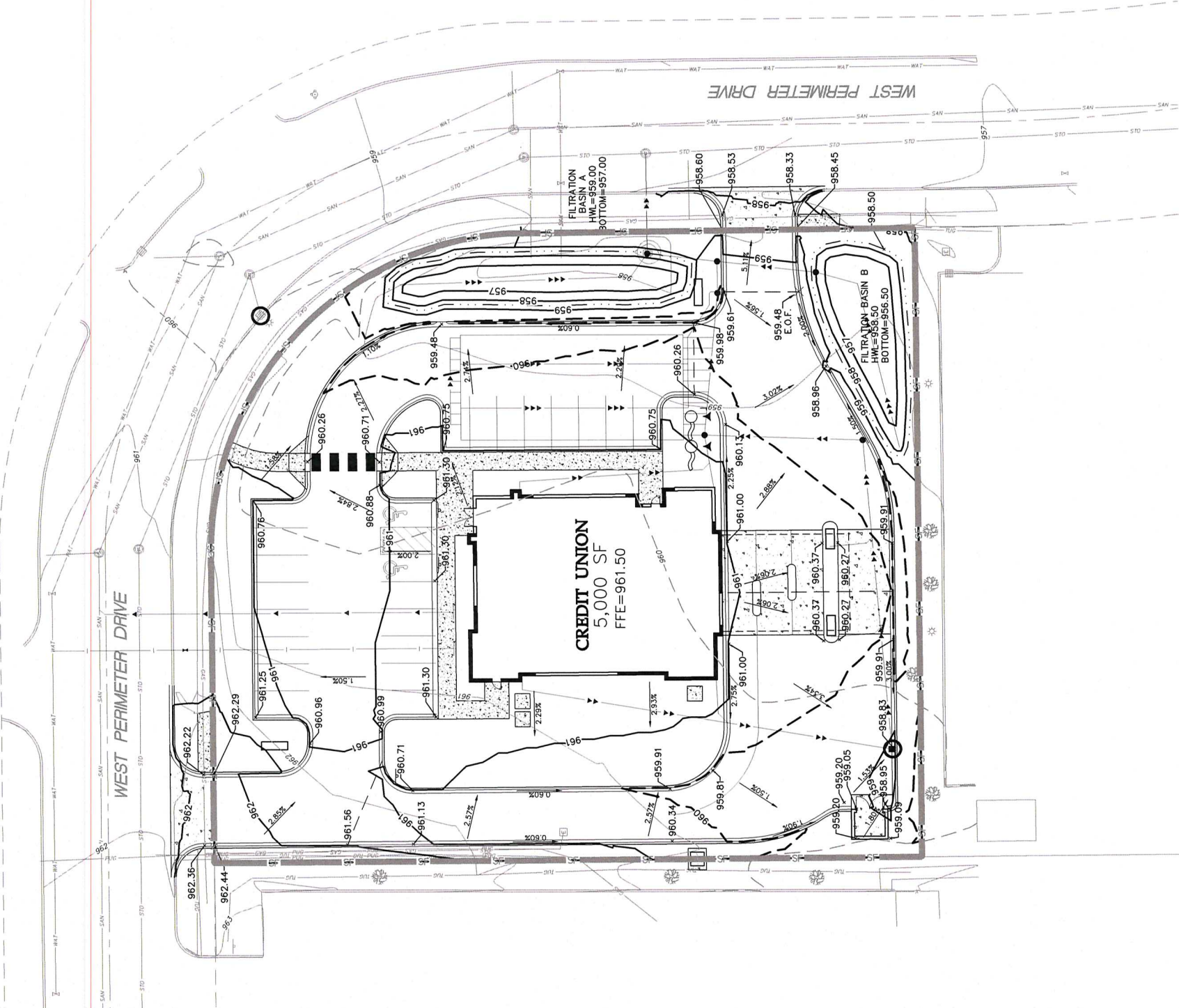
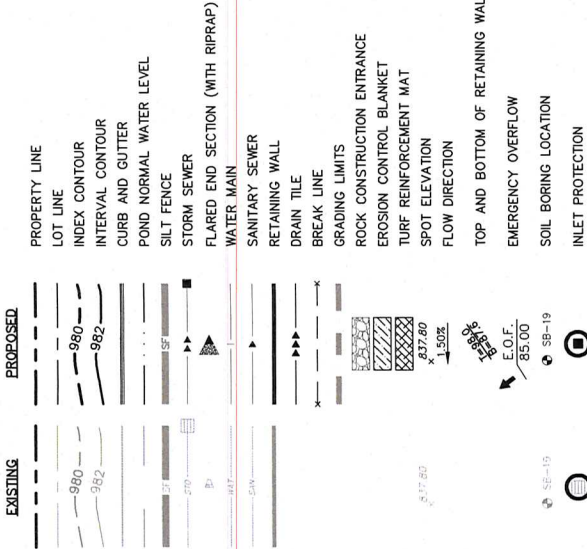
Spire Credit
Union -
Roseville
Roseville, MN

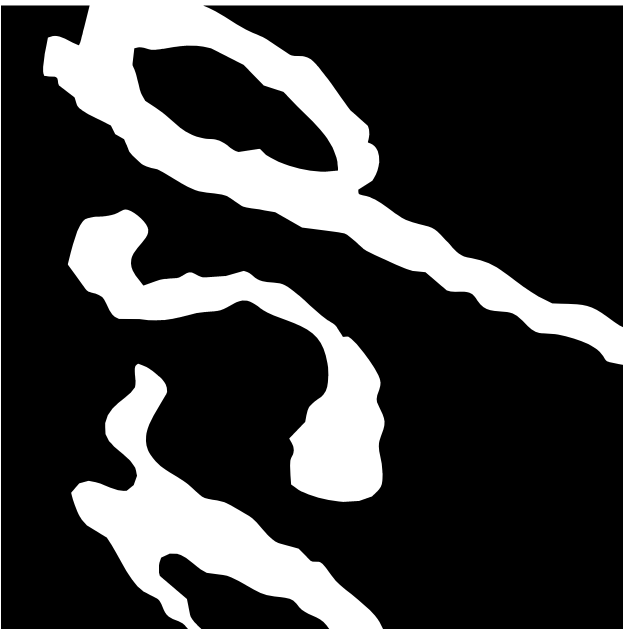
Grading, Drainage, &
Erosion Control Plan

Date: 05/01/15
Sheet: C3 OF 9

0005521GDP01.dwg

Grading Legend





RSP Architects
1220 Marshall Street NE
Minneapolis
Minnesota 55413-1036
612.677.7100
612.677.7499 fax
www.rsparch.com

Consultants

Certification

I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly licensed Architect under the laws of the State of Minnesota.

Signature _____

Registration Number

Date _____

Project For

Spir

Spire Credit Union

Roseville Branch

Project No. _____

Drawn By _____

Checked By _____

Date _____

NOTICE: The designs shown and described herein including all technical drawings

NOTICE: The designs shown and described herein including all technical drawings, graphics, and models thereof, are proprietary and cannot be copied, duplicated or commercially exploited, in whole or in part, without express written permission of RSP Architects. These are available for limited review and evaluation by clients, consultants, contractors, government agencies, vendors and office personnel only in accordance with this Notice.

© Copyright RSP Architects 2012. All rights reserved.

Revisions

[illegible]

RENDERINGS

A402



NE GROUND VIEW



SW GROUND VIEW



SE GROUND VIEW



NE AERIAL VIEW



SW AERIAL VIEW

Extract of the June 3, 2015 Roseville Planning Commission Meeting Minutes

a. PLANNING FILE No. 15-007

Request by Spire Credit Union, owner of the property at 1880 Perimeter Drive, to allow a drive-through at the new Spire branch as a CONDITIONAL USE under Roseville City Code, Section 1009.02.C (General Standards and Criteria) and Section 1009.02.D.12 (Specific Standards and Criteria – Drive-Through).

Chair Boguszewski opened the public hearing for Planning File 15-007 at approximately 7:21 p.m.

City Planner Thomas Paschke summarized this request as detailed in the project report dated June 3, 2016. Mr. Paschke noted this request for a Conditional Use (CU) had been prompted by plans to develop the vacant lot at 1880 Perimeter Drive into a new Roseville branch office for Spire Credit Union complete with a drive-through. Mr. Paschke advised that staff had been working RSP Architects on the appropriate siting of the building, drive lanes, on-site parking, and design standards related to the building and site.

Mr. Paschke advised that staff recommended approval of the request for a CU for the drive-through, as specifically conditioned in accordance with City Code criteria (Section 1009.02.D.13).

At the request of Member Murphy, Mr. Paschke advised that validation of the conditions for CU approval would be recorded with Ramsey County against the property itself.

To further clarify timelines for construction versus CU approval, Senior Planner Bryan Lloyd reviewed City Code provisions regarding each specific approval process.

Regarding the receipt of written safety concerns addressed by Mr. Paschke identified under this record's public comments from an adjacent business, Member Stellmach sought clarification as to whether or not the Commission had the ability to place conditions on the construction or only on the CU.

Mr. Paschke stated that the Commission had the authority to make reasonable conditions on anything germane and within their review parameters. However, Mr. Paschke clarified that this only related to the CU itself, and not the construction or construction site itself.

In recognizing the history of this planning file, Member Stellmach noted a similar CU approval in 2007, and questioned the outcome of that application.

Mr. Paschke responded that, while it was a similar proposal, this updated CU request required the applicant to meet heightened design standards based on current City Code. While the site plan was generally laid out the same as in 2007, Mr. Paschke advised that those higher standards needed to be met under that current code.

Member Daire noted it appeared, from the site plan that the curb cuts on Perimeter Drive were in approximately the same location and should provide evidence of any potential access conflicts as the previous use as a Denny's Restaurant.

Mr. Paschke noted this use created the need to address circulation internally to determine any conflicts and the ability to maneuver around the site and existing vehicles from the existing from drive-through, and considering pedestrians or bicycles. Mr. Paschke noted that requirements for a sidewalk and striping should provide better delineation than would have been addressed in past code.

Chair Boguszewski expressed his agreement with staff's interpretation that the requested CU is not in conflict with guidance of the Comprehensive Plan. However, Chair Boguszewski stated that he may be in disagreement with Policy 1.6 and whether a drive-through can in any way improve walkability. Otherwise, in tone, Chair Boguszewski agreed that the analysis was spot on, and since this area was one with a conglomeration of drive-through uses, there should be no major issue. Chair Boguszewski agreed with staff's explanation about the curved front yard and their rationale in locating the drive-through on the south versus the east side. Chair Boguszewski commended staff on a straightforward and well-put-together report.

Exhibit B

Member Bull also expressed his appreciation for the thorough write-up by staff, and appreciated their analysis of the access points moved as far away from the radius as possible, which he opined should help area traffic.

Applicant Representatives Alex Berger, RSP Architects; Doug Johnson, Spire Construction Manager with Oliver Real Estate Services; and Ed Angsymyhn(?), Chief Engineer with Spire Credit Union

Mr. Alex Berger expressed the applicant's excitement to develop this site and expand the character of Spire Credit Union on this long-vacant site. In working with staff on this site plan, Mr. Berger opined that it represented an elegant, simple solution to brighten the area even more.

Mr. Johnson agreed, opining it would prove a good addition to the City of Roseville, while brightening Spire Credit Union's identity and establish a strong presence for them in the community they serve.

Mr. Berger advised that the Credit Union's members had long awaited a drive-through option.

Regarding construction and in addition to the comments of Mr. Paschke, Chair Boguszewski asked the applicant's representatives to address the broader questions and concerns raised by the adjacent school regarding construction and safety assurances.

Mr. Johnson responded that, as with any site with construction activity present, there would be a number of heavy trucks involved as soil conditions were amended. Mr. Johnson advised that there was no plan for removal of soils off site, simply correcting them upfront and prior to construction, and only involving a short period of time for the bulk of that work and limited to several access points. Mr. Johnson stated his intent to try to hold that activity to the south end of the site and be sensitive to morning peak traffic to further alleviate those safety concerns. As the Project Manager for Spire Credit Union, Mr. Johnson offered his personal attention to be sensitive to those safety and traffic impact concerns in this already retail-saturated area.

Chair Boguszewski thanked Mr. Johnson for being willing to address these safety concerns, including precautions related to containment of odors and chemicals during the construction process, and encouraged his commitment moving forward.

Mr. Johnson noted that a contractor had yet to be selected; however, he reported that one of his key elements in that selection was related to safety. Mr. Johnson advised that he typically held his contractors to an even higher standard, and further noted that the reputations of those contractors and future references were impacted as well by how they addressed concerns.

Public Comment

*Since distribution of tonight's meeting materials, Mr. Paschke advised that staff had received a letter, **attached hereto and made a part hereof**, and subsequent to their review of the project report from staff. Mr. Paschke advised that this correspondence was from an adjacent business owner, the Minneapple Montessori School, expressing concerns regarding the drive-through as it related to construction and safety for their students. Mr. Paschke advised that staff would respond to the concerns raised, with the goal to do so in the very near future.*

Chair Boguszewski closed the public hearing at approximately 7:46 p.m.; with no one appearing for or against

MOTION

Member Bull moved, seconded by Member Daire to recommend to the City Council approval of the proposed drive-through as a CONDITIONAL USE at 1880 Perimeter Drive, based on the comments and findings contained the project report dated June 3, 2015.

Ayes: 6

Nays: 0

Abstentions:

Motion carried.

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 held on the 22nd day of June, 2015 at 6:00 p.m.

The following Members were present:
and were absent.

Council Member introduced the following resolution and moved its adoption:

RESOLUTION NO. _____ A RESOLUTION APPROVING A DRIVE-THROUGH AS A CONDITIONAL USE AT 1880 PERIMETER DRIVE (PF15-007)

WHEREAS, Spire Credit Union owns the property at 1880 Perimeter Drive, which is legally described as:

PIN: 09-29-23-31-0014

Lot 1, Block 3, Rosedale Center Second Addition, except the West 750 feet and except the South 186.07 feet thereof, Ramsey County, Minnesota

WHEREAS, the Roseville Planning Commission held the public hearing regarding the proposed CONDITIONAL USE on June 3, 2015, voting 6 – 0 to recommend approval of the use based on public testimony and the comments and findings of the staff report prepared for said public hearing; and

WHEREAS, the Roseville City Council has determined that approval of the proposed CONDITIONAL USE will not result in adverse impacts to the surrounding properties based on the following findings:

- a. *The proposed use is not in conflict with the Comprehensive Plan.* The proposed office building with a drive-through advances land use goals and policies within Sections 1, 2, 9 10 and 11, including the following:
 1. Policy 1.5: Promote well-planned and coordinated development.
 2. Policy 1.6: Encourage improvements to the connectivity and walkability between and within the community's neighborhoods, gathering places and commercial areas through new development, redevelopment, and infrastructure projects.
 3. Policy 2.3: Encourage a broad mix of commercial businesses within the community to diversify and strengthen the tax base and employment opportunities.
 4. Policy 9.1: Encourage commercial areas to make efficient use of land, provide for safe vehicular and pedestrian movements, provide adequate parking areas, provide appropriate site landscaping, and create quality and enduring aesthetic character.

5. Policy 9.2: Promote commercial development that is accessible by transit, automobile, walking, and bicycle.
 6. Policy 10.3: Support neighborhood-scale commercial areas that provide convenient access to goods and services at appropriate locations within the community.
- b.** *The proposed use is not in conflict with a Regulating Map or other adopted plan.* The proposed drive-through is not in conflict with such plans because none apply to the area surrounding the property.
 - c.** *The proposed use is not in conflict with any City Code requirements.* The proposed drive-through (site and building) meets all applicable City Code requirements; moreover, a conditional use approval can be rescinded if the approved use fails to comply with all applicable Code requirements or conditions of the approval.
 - d.** *The proposed use will not create an excessive burden on parks, streets, and other public facilities.* The proposed drive-through will not create an excessive burden on parks, streets, or other public facilities, since the proposed use and drive-through are typical and are allowed uses within the Community Business zoning district.
 - e.** *The proposed use will not be injurious to the surrounding neighborhood, will not negatively impact traffic or property values, and will not otherwise harm the public health, safety, and general welfare.* The drive-through will add additional vehicle trips to the local road network each day, however, this additional traffic would not impose an excessive burden on the public street infrastructure. It is also worth noting that the Spire Credit Union proposal replaces what used to be the former Denny's restaurant site, which use provided a greater vehicle impact to the adjacent roads and neighborhood. Staff believes that a drive-through in this location would not have a noticeable effect on the value of nearby property as the area is currently occupied by a mix of restaurants (drive-through and sit-down), a bank, and other commercial uses.

WHEREAS, the Roseville City Council has also determined that approval of the proposed CONDITIONAL USE will not result in adverse impacts to the surrounding properties based on the following findings of Section 1009.02.D.13 of the City Code pertaining to drive-throughs:

- a.** *Drive-through lanes and service windows shall be located to the side or rear of buildings and shall not be located between the principal structure and a public street.* The proposed drive-through, with its lanes and service window, is proposed along the south side of the building and not between the principle structure and the public street.
- b.** *Points of vehicular ingress and egress shall be located at least 60 feet from the street right-of-way lines of the nearest intersection.* The proposed drive-through does not lie near an intersection street right-of-way. The City Engineer has reviewed the access alignment and supports their locations.
- c.** *The applicant shall submit a circulation plan that demonstrates that the use will not interfere with or reduce the safety of pedestrian and bicyclist movements.* The site plan does indicate a pedestrian connection (could also be used for bicycles) from the sidewalk along Perimeter Drive to the front of the proposed building on the north side of the site. In the case of vehicle circulation within and around the parking lot, vehicles seeking banking services will

generally use the eastern access and park along the front of the building. Those customers seeking drive-through transactions will generally access the site from the north. Drive-through activities will only encounter pedestrians and/or bikers who may be traveling on the sidewalk. Customers seeking interior transactions may encounter pedestrians and/or bicyclists utilizing the connection that traverses the northern parking lot. The Planning Division believes that vehicles and pedestrians will be able to commingle without safety issues.

- d. *Adequate queuing lane space shall be provided without interfering with on-site parking/circulation.* Based on the proposed plan there is queuing for 15+ vehicles given the current 4-lane configuration; the Planning Division has deemed that queuing to be more than adequate for this use. Circulation for the site is well-designed, and patrons utilizing the drive-through will have a designated exit.
- e. *Speaker box sounds from the drive-through lane shall not be loud enough to constitute a nuisance on an abutting residentially zoned property or property in residential use.* The proposed drive-through and its teller islands will lie directly adjacent a parking lot and should not be a nuisance to any residential use in the area (single family homes along Gluek Lane can be found on the other side (south) of Highway 36 approximately 650 feet from the proposed Spire drive-through).
- f. *Drive-through canopies and other structures, where present, shall be constructed from the same materials as the primary building and with a similar level of architectural quality and detailing.* The final design of the building and drive-through will include building and roofing materials that are consistent and/or similar or complementary to one another, and will require final approval by the Planning Division.
- g. *A 10-foot buffer area with screen planting and an opaque wall or fence between 6 and 8 feet in height shall be required between the drive-through lane and any property line adjoining a residentially zoned property or property in residential use.* This requirement is not applicable to the CU request because an office use and Community Business zoned property lies directly adjacent to the north of the proposed drive-through facility.

NOW THEREFORE BE IT RESOLVED, by the Roseville City Council, to APPROVE the proposed drive-through as a CONDITIONAL USE at 1880 Perimeter Drive in accordance with Section §1009.02 and 1009.02.D.13 of the Roseville City Code.

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

WHEREUPON said resolution was declared duly passed and adopted.

[illegible]

WITNESS MY HAND officially as such Manager this 22nd day of June 2015.

(SEAL)

For Excellence in Global Learning - Children Realizing Their Full Potential



May 26th, 2015

Dear Roseville Planning Commission,

My name is Udi Perera and I am the business owner/administrator of Miniapple Int'l Montessori School located at 1875 West Perimeter Drive in Roseville.

I am writing to express my concern for the construction that will be taking place just across the street from our school and playground, of the Spire Credit Union at 1880 West Perimeter Drive. Parents have expressed concerns about the dust, chemicals and noise to which the children will be exposed during construction, and would like to know the precautions that can be put into place to limit the exposure to the children while they are out on the playground and whether construction noise can be limited while the children are sleeping (12:30-2:30).

Please contact me at 612-850-2859 at your earliest convenience.

Sincerely,

A handwritten signature in black ink that reads "Udi Perera".

Udi Perera
Owner/Administrator
Miniapple Int'l Montessori Schools
www.miniapplemontessori.com
612-850-2859
udi.miniappl@gmail.com

REQUEST FOR COUNCIL ACTION

Date: June 22, 2015
Item No.: 8.g

Department Approval



City Manager Approval



Item Description: Approve Victoria Street Property Acquisition Purchase Agreement

BACKGROUND

At their May 11, 2015, meeting, the City Council approved the acquisition of a vacant parcel located just between Pioneer Park and 1975 Victoria Street for the purposes of wetland and stormwater mitigation. The purchase also allows for the protection of the existing natural buffer adjacent to the large wetland complex in this area.

Staff and the City attorney have been working with the property owner to finalize the details of the purchase agreement and final closing. Attached is the final purchase agreement.

The purchase agreement sets the purchase price at \$96,500. On May 6th the Capitol Region Watershed District approved cost participation for this proposed acquisition up to \$38,600. Given the final purchase price, the City will use that full amount. The remaining \$57,900 will be funded from the City's Stormwater Utility Fund.

Attached to this Request for Council Action (RCA) is the RCA from the May 11th meeting which provides more background into this proposed acquisition.

STAFF RECOMMENDATION

Staff recommends Council approve the purchase of the Parcel PID 142923240029 in the amount of \$96,500 with cost participation from the Capitol Region Watershed District.

REQUESTED COUNCIL ACTION

Approve the purchase of the Parcel PID 142923240029 in the amount of \$96,500 with cost participation from the Capitol Region Watershed District.

Prepared by: Marc Culver, Public Works Director
Attachments: A: Resolution
B: Purchase Agreement
C: May 11, 2015 RCA
D: Parcel Location Figure

**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 22nd day of June, 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 AUTHORIZING THE MAYOR AND CITY MANAGER TO
EXECUTE THE PROPERTY AGREEMENT FOR THE ACQUISITION OF
PROPERTY FROM PATRICK AND CYNTHIA MCNEELY**

WHEREAS, the City of Roseville sets forth to construct a stormwater device for the mitigation of stormwater and wetland impacts related to the Victoria Street Reconstruction Project; and

WHEREAS, it is necessary to acquire land identified with the PID number 142923240029 located along Victoria Street south of Pioneer Park which is owned by Patrick and Cynthia McNeely; and

WHEREAS, the City of Roseville and the property owners have agreed upon compensation for said land.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Roseville, that the City hereby ratifies and approves the attached Agreement, and authorizes the Mayor and the City Manager to execute the Agreement, and authorizes the City Manager to perform all other actions, and execute all other documents, necessary to consummate the closing on the acquisition of the Property by the City as set forth in the Agreement.

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

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 22nd day of June, 2015, with the original thereof on file in my office.

WITNESS MY HAND officially as such Manager this 22nd day of June, 2015.

Patrick Trudgeon, City Manager

(SEAL)

PURCHASE AGREEMENT

THIS AGREEMENT is made as of _____, 2015, between Patrick S. McNeely and Cynthia A. McNeely, husband and wife ("Seller"), and the City of Roseville, a Minnesota municipal corporation ("Buyer").

In consideration of this Agreement, Seller and Buyer agree as follows:

1. Sale of Property. Seller agrees to sell to Buyer, and Buyer agrees to buy from Seller, the real property located in Ramsey County, Minnesota, described in Exhibit A attached hereto (the "Property").
2. Purchase Price and Manner of Payment. The total purchase price ("Purchase Price") to be paid by Buyer to Seller for the Property shall be NINETY-SIX THOUSAND FIVE HUNDRED AND NO/100 DOLLARS (\$96,500.00) which shall be payable as follows:
 - A. \$1,000.00 as earnest money ("Earnest Money"), which Earnest Money shall be deposited with Land Title, Inc. ("Title Company"), 2200 West County Road C, Roseville, Minnesota 55113, within three (3) business days following the Effective Date (as defined below) of this Agreement. The Earnest Money shall be applied to the Purchase Price at Closing if the parties close hereunder, or if this Agreement is terminated by either party shall be paid to the party entitled thereto in accordance with the provisions of this Agreement.
 - B. The balance of the Purchase Price shall be paid by Buyer's check, in cash or by wire transfer of U.S. federal funds upon Closing.
3. Contingencies. The obligations of Buyer under this Agreement are contingent upon each of the following:
 - A. Inspections and Testing. Buyer shall have determined, on or before the Contingency Date (as defined below), that it is satisfied with the results of all matters disclosed by physical inspections, soil tests, engineering inspections, hazardous waste and environmental reviews of the Property, and all other tests and inspections which Buyer deems necessary.
 - B. Survey. Buyer shall have determined, on or before the Contingency Date, that all matters (including but not limited to the acreage of the Property, the location of wetlands and easements and the location of the property boundaries) shown in the Survey and by boundary markers to be obtained and placed on the Property in accordance with Section 6B below, are satisfactory to the Buyer.

- C. Physical Condition of Property. The Buyer shall have determined, on or before the Contingency Date, that it is satisfied with the physical condition of the Property, and with the zoning, access, drainage, wetland areas, size and dimensions, and all other features and conditions of the Property which Buyer deems necessary for Buyer to purchase the Property.

The "Contingency Date" shall be forty-five (45) days after the Effective Date of this Agreement. If any of the foregoing contingencies have not been satisfied (which determination shall be within the Buyer's exclusive discretion) on or before the Contingency Date, then this Agreement may be terminated, at Buyer's option, by written notice from Buyer to Seller. Such notice of termination may be given at any time on or before the Contingency Date. Upon such termination, the Earnest Money shall be immediately returned to Buyer, and following such payment neither party shall thereafter have any rights against or obligations to the other hereunder, except as expressly stated otherwise herein. All the contingencies set forth in this Agreement are specifically stated and agreed to be for the sole and exclusive benefit of the Buyer and the Buyer shall have the right to unilaterally waive any contingency by written notice to Seller. The costs incurred by the Buyer to determine whether the contingencies have been satisfied shall be paid by the Buyer.

4. Closing. The closing on the purchase and sale contemplated by this Agreement (the "Closing") shall occur on that date which is ten (10) business days after the Contingency Date. The Closing shall take place at the Title Company or such other location as is mutually agreeable to the parties. The Seller agrees to deliver possession of the Property to the Buyer immediately following the Closing.

- A. Seller's Closing Documents. Upon Closing the Seller shall execute and deliver to Buyer the following (collectively the "Seller's Closing Documents"):

- i. Deed. A Warranty Deed, in form reasonably satisfactory to Buyer, conveying the Property to Buyer, free and clear of all encumbrances, except for the Permitted Encumbrances hereafter defined.
- ii. Seller's Affidavit. An Affidavit indicating that on the date of actual Closing there are no outstanding, unsatisfied judgments, tax liens or bankruptcies against or involving Seller or the Property; that there has been no skill, labor or material furnished to the Property for which payment has not been made or for which mechanics' liens could be filed; and that there are no unrecorded contracts, leases, easements, or other agreements or interests relating to the Property; together with whatever standard owner's affidavit and/or indemnity which may be required by the Title Company to issue an Owner's Policy of Title Insurance showing the condition of title required by this Agreement with the standard exceptions waived.

- iii. Non-Foreign Transferor Certificate. A non-foreign certificate, properly executed and in recordable form, containing such information as is required by IRC Section 1445 (b) (2) and its regulations.
 - iv. Other Documents. Such other documents reasonably determined by the Title Company or the Buyer to be necessary to transfer the Property to Buyer in compliance with this Agreement or which are to be entered into by, or given to, the parties upon Closing pursuant to the terms and conditions of this Agreement.
- B. Buyer's Closing Documents. Upon Closing the Buyer will deliver to the Seller the balance of the Purchase Price, by cash, by wire transfer of U.S. federal funds or by Buyer's check.
5. Prorations. Seller and Buyer agree to the following prorations and allocation of costs regarding this Agreement:
- A. Title Insurance, Survey and Closing Fee. Seller will pay all costs of providing the Title Evidence designated in Section 6A below. Buyer will pay all premiums for any Title Insurance Policy required by Buyer. Buyer will pay the cost of any closing fee charged by the Title Company. The Buyer will pay the cost of the Survey to be obtained by Buyer and boundary markers to be placed upon the Property pursuant to Section 6B below.
 - B. Deed Tax. Seller shall pay all state deed tax and the conservation fee payable to record the Warranty Deed to be delivered by Seller under this Agreement.
 - C. Real Estate Taxes and Special Assessments. Seller will pay, on or before the date of actual Closing, all special assessments outstanding, levied, pending, deferred or otherwise or record against the Property as of the date of actual Closing, including without limitation any installments of special assessments, including interest, payable with general real estate taxes due and payable in the year of Closing and prior years. General real estate taxes due and payable in the year of Closing shall be prorated by Seller and Buyer as of the date of actual Closing based upon a calendar fiscal year. Seller shall pay all deferred real estate taxes (including "Green Acres" taxes) or special assessments payment of which is required to be paid as a result of the Closing of this sale.
 - D. Recording Costs. Buyer will pay the recording fee imposed to record the Warranty Deed. Seller will provide and pay the cost of recording any other documents required by the Title Company to convey title of the Property to the Buyer as specified in Provision 4Ai above.
 - E. Operating Costs. All utilities and other operating costs of the Property not designated above shall be allocated between Seller and Buyer as of the date of actual closing, so that Seller pays that part of such utilities and other operating

costs attributable to the period on and before the date of actual Closing, and the Buyer pays that part of such operating costs attributable to the period after the date of actual Closing.

- F. Attorney's Fees. Each of the parties will pay its own attorney's fees pertaining to the negotiation, performance and enforcement of this Purchase Agreement.
6. Title Examination. The Title Examination will be conducted as follows:
- A. Sellers Title Evidence. Seller shall, within fifteen (15) days after the Effective Date of this Agreement, furnish to the Buyer a commitment ("Title Commitment") for an ALTA Owner's Policy of Title Insurance (accompanied by legible copies of all documents described therein) issued by the Title Company committing to insure title to the Property, in the amount of the Purchase Price, subject only to the exceptions stated therein.
- B. Survey. Following the delivery of the Title Commitment by the Seller to the Buyer as provided in Section 6A above, the Buyer shall, if Buyer so elects, retain a surveyor to prepare a survey of the Property (the "Survey") showing such matters as the Buyer deems necessary and to place boundary markers on the Property. The Survey shall be prepared and the boundary markers placed upon the Property at Buyer's sole expense.
- C. Buyer's Objections. Within thirty (30) days after receiving the Title Commitment, Buyer will examine the condition of title to the Property and make written objections ("Objections") to the form and/or contents of the Title Commitment and/or to any items shown on the Survey if a Survey is obtained. Any matter shown in the Title Commitment and on the Survey (if a Survey is obtained) not objected to by the Buyer within said 30-day period shall be a "Permitted Encumbrance." If Buyer delivers to Seller any Objections, Seller will use Seller's best efforts to cure or satisfy the Objections on or before the Closing Date. If the Objections are not cured on or before the Closing Date, the Buyer will have the option to do the following:
- i. Terminate this Agreement and receive a full refund of the Earnest Money;
or
 - ii. Waive the Objections and proceed to Closing.
7. Operation Prior to Closing. During the period from the date of Seller's acceptance of this Agreement to the date of actual Closing (the "Executory Period"), the Seller shall not execute any contracts, easements, leases or other agreements regarding the Property without the prior written consent of Buyer.

Seller will give Buyer written notice of any citation or other notice which Seller receives subsequent to the Effective Date of this Agreement, from any governmental authority

concerning any alleged violation of any law, ordinance, code, rule, regulation or order regulating the Property or the use thereof.

The Seller shall not take any action, or cause to be recorded against the Property any documents, which changes the condition of title to the Property from that shown in the Title Commitment without the prior written consent of the Buyer.

8. Representations and Warranties by Seller. The Seller represents and warrants to Buyer as follows (which representations and warranties shall be true and correct as of the date hereof and as of the date of actual closing):
- A. Unrecorded Documents. To the best of Seller's knowledge there are no unrecorded leases, contracts, easements, agreements or other documents affecting title to the Property.
 - B. Hazardous Substances. To the best of Seller's knowledge, no Hazardous Substances (as defined by federal and state law), asbestos, urea formaldehyde, polychlorinated biphenyls, radon gas or petroleum products (including gasoline, fuel oil, crude oil and various constituents of such products) exist in or on, have been placed or stored in or on, or have been released from, the Property by any person or entity in violation of any law.
 - C. Mechanic's Lien. To the best of Seller's knowledge there are no unpaid charges, debts, liabilities, claims or obligations arising from the construction, occupancy, ownership, use or operation of the Property which could give rise to any mechanic's or materialmen's or other statutory liens against any of the Property, or for which Buyer will be responsible.
 - D. Wells. Seller does not know of any "Wells" on the described Property within the meaning of Minnesota law, except as have been previously disclosed to the Buyer pursuant to a Well Disclosure Statement.
 - E. Storage Tanks. To the best of Seller's knowledge there are no "above ground storage tanks" or "underground tanks" (within the meaning of Minnesota law) located in or on the Property, or have been located, in or on the Property and have subsequently been removed or filled.
 - F. Individual Sewage Treatment Systems. There is no existing or abandoned "individual sewage treatment system" (within the meaning of Minnesota law) in, on or serving the Property, except as have been previously disclosed to the Buyer pursuant to a Septic System Disclosure Statement.
 - G. Methamphetamine Production. No Methamphetamine Production has occurred at or on the Property.

- H. Litigation. To the best of Seller's knowledge there is: (i) no actual or pending litigation or proceeding by any organization, person, individual or governmental agency against Seller or against the Property, and (ii) no pending or threatened condemnation proceeding that would affect the Property.
- I. Boundary Lines. To the best of Seller's knowledge there are no disputes or encroachments pertaining to the location of the boundary lines of the Property.
- J. Seller Authority. Seller has the requisite power and authority to enter into, perform and execute this Agreement and the Seller's Closing Documents.
- K. Diseased Trees. Seller has not received any notice from any governmental authority as to the existence of, nor does the Seller have any knowledge of, any Dutch elm disease, oak wilt, emerald borer infestation or other disease of any trees or vegetation on the Property.
- L. Protected Sites. Seller has no knowledge that the Property has any conditions that are protected by federal or state law (such as American Indian burial grounds, other human burial grounds, ceremonial earthworks, historical structures or materials, or archeological sites).
- M. Relocation Benefits. That the Property was vacant and unoccupied before the initiation of negotiations between the parties for the Buyer's acquisition of the Property and the Property has been continuously vacant and unoccupied since that time.

Each of the representations and warranties made herein shall survive Closing. Seller will indemnify Buyer and its successors and assigns, against, and will hold Buyer, and its successors and assigns, harmless from, any expenses or damages, including reasonable attorney's fees, that Buyer incurs because of the breach of any of the above representations and warranties.

- 9. Condemnation. If, prior to the Closing, eminent domain proceedings are commenced against all or any part of the Property, Seller will immediately give notice to Buyer of such fact, and at Buyer's option (to be exercised within 20 days after Seller's notice), this Agreement will terminate, in which event neither party will have further obligations under this Agreement except as expressly stated otherwise herein, and the Earnest Money will be refunded to Buyer. If Buyer fails to give such notice then there will be no reduction in the Purchase Price, and Seller will assign to Buyer at the Closing all of Seller's right, title and interest in and to any award made or to be made in the condemnation proceedings. Prior to the Closing, Seller will not designate counsel, appear in, or otherwise take any action with respect to the condemnation proceedings without Buyer's prior written consents.
- 10. Broker's Commission. Seller and Buyer represent to each other that they have not dealt with any brokers, real estate agents or the like in connection with this transaction, and

will indemnify each other and hold each other harmless against all claims, damages, costs or expenses for any broker and/or realtor fees or commissions resulting from the actions or agreements of the indemnitor regarding this Agreement, and will pay all costs of defending any action or lawsuit brought to recover any such fees or commissions incurred by the other party, including reasonable attorney's fees.

11. Survival. The warranties and representations contained herein shall survive Closing.
12. Notices. Any notice required or permitted to be given by any party upon the other is given in accordance with this Agreement if it is: i) delivered personally upon either Patrick S. McNeely or Cynthia A. McNeely, if such delivery is upon Seller, or delivered personally upon Patrick J. Trudgeon, Roseville City Manager, if such delivery is upon Buyer, ii) mailed in a sealed wrapper by United States registered or certified mail, return receipt requested, postage prepaid, addressed as designated below, or iii) delivered by a reputable express courier service which provides confirmation of delivery, properly addressed as follows:

If to Seller:

Patrick S. McNeely/Cynthia A. McNeely
1975 Victoria Street North
Roseville, MN 55113

If to Buyer:

City of Roseville
Roseville City Hall
2660 Civic Center Drive
Roseville, MN 55113
Attn: Patrick J. Trudgeon, City Manager

Notices shall be deemed effective on the date of receipt if delivered personally, upon the date of delivery to the reputable express courier if delivered to the courier for overnight delivery, or on the date of deposit in the U.S. Mail, if mailed; provided, however, if notice is given by deposit in the U.S. mails or by delivery to a courier for overnight delivery, 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 of the manners specified above, 10 days prior to the effective date of such change.

13. Defaults and Remedies. In the event of a default on the part of either party under this Agreement which continues for three (3) business days after receipt of written notice from the other party, the following shall apply:

- A. If the Buyer is the defaulting party the Seller may, as its sole remedy, terminate this Agreement in accordance with Minnesota Statutes §559.21, whereupon the Earnest Money shall be delivered to Seller as liquidated damages.
- B. If the Seller is the defaulting party, the Buyer may as its sole remedies either: (i) terminate this Agreement whereupon the Earnest money shall be returned to Buyer, or (ii) seek specific performance provided that such action shall be commenced within 90 days after such right of action shall arise.

Notwithstanding anything to the contrary contained herein, the parties acknowledge and agree that any liability of the parties to the other under the covenants and indemnifications contained in Sections 10 and 14 shall not be limited or affected by the foregoing provisions of this Section.

- 14. Access to Property. Following the signing of this Agreement, the Seller shall allow Buyer access to the Property, without charge, for the purpose of Buyer's surveying, placing boundary monumentation upon, testing and/or examining the Property. The Buyer shall pay all costs and expenses of such surveying, placing of boundary monumentation, examination and testing, and Buyer will, subject to the provisions and limitations of Minn. Stat. Ch. 466, indemnify the Seller from all claims, liens, costs, expenses, and attorneys fees related to such actions by Buyer. The foregoing indemnification shall survive Closing or, if no Closing occurs, the termination of this Agreement.
- 15. Conditions to Closing. The Buyer's obligation to close on this Purchase Agreement is subject to the following conditions precedent:
 - A. The representations and warranties of the Seller contained in this Agreement are true and correct as of the date the Seller signs this Agreement and at the time of actual Closing.
 - B. The Seller shall have performed and satisfied each of the Seller's obligations under this Agreement.
 - C. The Buyer is able to obtain an Owner's Policy of Title Insurance issued by the Title Company in the full amount of the Purchase Price, subject only to the Permitted Encumbrances, covering title to the Property, showing Buyer as owner of the Property and providing for full coverage over all standard title exceptions.
 - D. There has been no change in the physical condition of the Property between the date the Buyer signs this Agreement and Closing.

In the event any of the foregoing conditions are not satisfied on the Closing Date, Buyer will have no obligation to proceed to Closing and, unless Buyer delivers written notice to Seller that Buyer has waived any unsatisfied condition and will proceed to Closing, this

Agreement, upon notice from Buyer to Seller, will cease and terminate, and the Earnest Money will be returned and paid to Buyer.

16. Property Condition Disclosure. THE SELLER AND BUYER EXPRESSLY WAIVE THE WRITTEN DISCLOSURE REQUIRED UNDER MINNESOTA STATUTES SECTIONS 513.52 TO 513.60.
17. Airport Zoning Regulations. If airport zoning regulations affect the Property, a copy of those airport zoning regulations as adopted can be viewed or obtained at the office of the County recorder where the zoned area is located.
18. Predatory Offenders. Information about the predatory offender registry and persons registered with the registry may be obtained by contacting the local law enforcement agency or by contacting the Minnesota Department of Corrections at 651-367-7200 or at <http://www.doc.state.mn.us>.
19. Studies and Other Materials. Within ten (10) days after the Effective Date, the Seller shall provide the Buyer with copies of all soil reports, surveys, engineering studies and reports, environmental studies and reports and other documents that Buyer may request pertaining to the Property, if Seller has such documents in Seller's possession. If the foregoing would work an inconvenience on the Seller, the Seller shall permit the Buyer to examine and make copies of such items during normal business hours, and shall provide facilities for these purposes.
20. Miscellaneous.
 - A. Entire Agreement: Modification. This written Agreement constitutes the complete agreement between the parties regarding the purchase of the Property. There are no verbal agreements that change this Agreement and no waiver of any of its terms will be effective unless in a writing executed by the parties.
 - B. Controlling Law. This Agreement has been made under the laws of the State of Minnesota, which law will control its interpretation.
 - C. Binding Effect. This Agreement is binding upon and inures to the benefit of the parties hereto and their respective heirs, executors, administrators, legal representatives, successors and assigns.
 - D. Amendments. No amendment to this Agreement will be binding on either of the parties hereto unless such amendment is in writing and is executed by the party against whom enforcement of such amendment is sought.
 - E. Time of the Essence. Time is of the essence of this Agreement and each and every term and condition hereof.

- F. Date For Performance. If the time period by which any right, option or election provided under this Agreement must be exercised, or by which any act required hereunder must be performed, or by which the Closing must be held, expires on a Saturday, Sunday or legal or bank holiday, then such time period will be automatically extended through the close of business on the next regularly scheduled business day.
- G. Effective Date. The “Effective Date,” as that term is used in this Agreement, shall be that date on which the party who signs this Agreement last, signs this Agreement.
- H. Counterparts. This Agreement may be executed in any number of counterparts, each of which will be deemed to be an original, but all of which, when taken together, constitute the same instrument.
- I. Negotiation. This Agreement and every provision of this Agreement is the result of negotiation by and between the respective parties hereto, and it is agreed that in the event any litigation arises with respect hereto, a strict construction of the terms of this Agreement shall not be applied against any of the parties hereto because of the fact that it drafted or prepared this Agreement.

Seller and Buyer have executed this Agreement as of the date first written above.

SELLER:

By: _____
Patrick S. McNeely

By: _____
Cynthia A. McNeely

Date of Execution by Seller

_____, 2015

BUYER:
City of Roseville

By: _____
Mayor

By: _____
City Manager

Date of Execution by Buyer

_____, 2015

Exhibit A

Legal Description

That part of the SE $\frac{1}{4}$ NW $\frac{1}{4}$, Section 14, Township 29, Range 23, described as follows: Commencing at a point distant 1964.04 feet East of the centerline of Lexington Avenue and 655.96 feet South of the centerline of the NW $\frac{1}{4}$ of said Section 14; thence running East to a point on the West line of Victoria Street distant 655.70 feet South of the centerline of the NW $\frac{1}{4}$ of said Section 14; thence South along said West line 204.76 feet; thence Northwesterly at an angle of 71°15' to said West line 250.64 feet; thence due North and parallel with the West line of Victoria Street a distance of 15.16 feet; thence at an angle North 90°00' West a distance of 223 feet; thence due North to a point on the first described line, and then and there terminating.

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: May 11, 2015
Item No.: 14.a

Department Approval



City Manager Approval



Item Description: Request to Purchase Parcel PID 142923240029 for Stormwater and Wetland Mitigation Purposes

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.

Part of this project requires the installation of stormwater infrastructure to accommodate existing drainage concerns both on the roadway and on adjacent private property. The installation of this infrastructure requires the construction of a treatment feature to handle runoff prior to draining into the existing wetland on the west side of Victoria Street.

Additionally, the construction of the proposed sidewalk along the east side of Victoria Street will involve disturbing and filling a small (approximately 2000 square feet) area of wetland along Victoria Street. The City is required to mitigate this wetland fill at a 2:1 ratio.

Staff is proposing to construct a stormwater feature approximately 11,000 square-feet in size that will accommodate both the required stormwater treatment as well as the wetland mitigation. This feature is proposed to be constructed on a private parcel located just north of 1975 Victoria Street, Parcel ID Number 142923240029. Currently, this vacant land has a diverse mix of mature tree species in the upland, and has 0.65 acres of a Freshwater Forested/Shrub Wetland, which is an extremely rare type in Roseville.

City staff had an appraisal completed for the parcel. The total market value of the parcel was deemed to be \$96,500. The cost of the 11,000 square-foot easement needed for mitigation would cost \$57,900 to purchase. Acquiring the 11,000 square-feet of upland would decrease the overall value of the lot; the City would be severing the access from Victoria Street to the remaining developable upland area on the west side of the property. City staff looked at alternative areas for the mitigation, but the proximity to Victoria Street made this the least costly alternative, and also required the least amount of upland damage required to construct the wetland.

If the City were to purchase the entire property, the 1.5 acre parcel has a lot of potential: the City can protect the mitigation area and make long term maintenance more successful; add more trees species to diversify the upland; the City can add a pathway to connect Reservoir Woods open space to Pioneer Park; the City can ensure the protection of the local environmental resources and no net loss of future wetlands in the area. It should be noted that none of these proposals are currently funded but could be reviewed in future Capital Improvement Plans for future implementation.

City staff is currently looking to partner with the Capitol Region Watershed District (CRWD) on the acquisition of the parcel. The added protection to these water resources that ultimately drain to Lake McCarrons would be beneficial to both parties. The Capitol Region Watershed District will be considering our request for participation in the purchase of this parcel at their May 6th Board meeting. Information on the result of the CRWD Board meeting will be presented at the City Council meeting.

Staff has met with the property owners to discuss the purchase price. The property owners are willing to sell this parcel to the City for the intended use.

If acquired, staff is proposing that this parcel be incorporated into the existing Pioneer Park which borders this parcel to the north.

POLICY OBJECTIVE

Section 4.2 of the City's Surface Water Protection Plan, Goal 2, Policy No. 3 states "The City shall enforce the Shoreland, Wetland and Storm Water Management ordinance to regulate alterations of shorelands and wetlands and to maintain existing aquatic, vegetation and wildlife conditions to the maximum extent possible." By acquiring this parcel, the City and watershed will ensure the protection of the wetland buffer within this parcel and protect against potential development on this parcel. The construction of the wetland feature will also help enhance the water quality of the runoff currently entering this area from adjacent Victoria Street.

Also stated in the same plan, Section 4.6 Coordination and Collaboration, Goal 6 (Coordination and Collaboration), Policy No. 4, "The City shall seek opportunities to leverage limited available funding through project partnerships." The City and CRWD potentially can partner in the acquisition of this parcel for the overall benefit of the adjacent wetland features as well as the overall watershed district.

FINANCIAL DISCUSSION

An appraisal of the property determined that the cost of the necessary drainage and utility easement would be approximately \$57,900 while the total value of the parcel is \$96,500.

Staff would use funds from the City's Stormwater Utility Fund for the purchase of either the easement or the full parcel. If we are successful in obtaining a grant from the Capitol Region Watershed District, those funds would offset the use of the Stormwater Utility Fund.

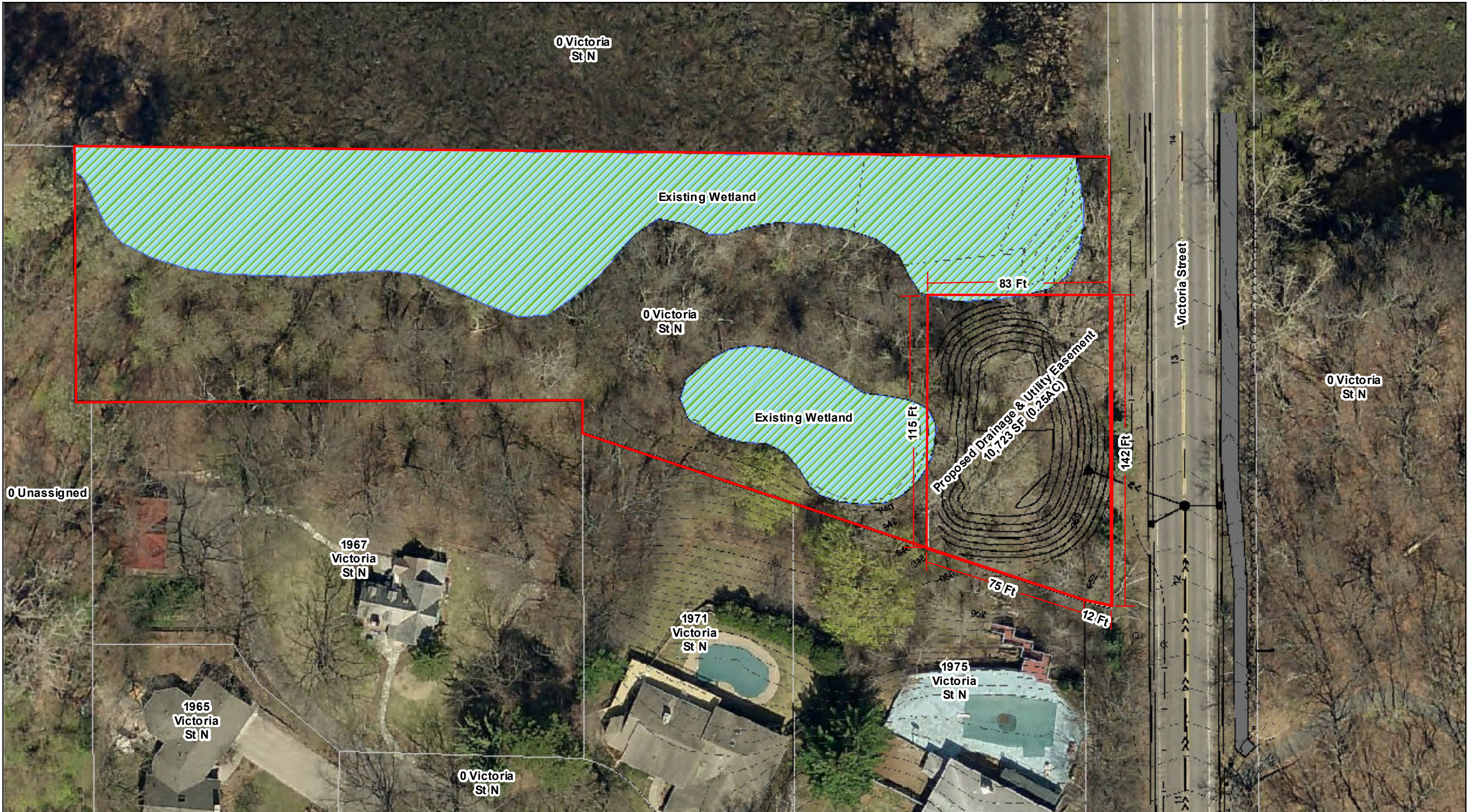
STAFF RECOMMENDATION

Staff recommends Council approve the purchase of the Parcel PID 142923240029 in the amount of \$96,500 with cost participation from the Capitol Region Watershed District.

REQUESTED COUNCIL ACTION

Approve the purchase of the Parcel PID 142923240029 in the amount of \$96,500 with cost participation from the Capitol Region Watershed District.

Prepared by: Marc Culver, Public Works Director
Attachments: A: Parcel Figure



Wetland Boundary & Easement Location



Prepared by:
Engineering Department
March 13, 2015

Parcel North of:
1975 Victoria Street
Roseville, MN 55113

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 precise location of geographic features. If errors or discrepancies are found please contact 651-792-7075. The preceding disclaimer is provided pursuant to Minnesota Statute §46.03, Subd. 2 (2000), and the user of this map acknowledges that the City shall not be liable for any damages as a result of express or implied claims, and agrees to defend, indemnify, and hold harmless the City on any and all claims or suits brought by user, its employees or agents, or third parties which arise out of the user's access or use of data provided.

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

Type
 Parcel 1.52 AC
 Wetland 0.65 AC

0 40 80 Feet

mapdoc: 1975 Victoria Street Parcel.mxd
map: 1975 Victoria Street Parcel.pdf



ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 06-22-2015

Item No.: 10.a

Department Approval



City Manager Approval



Item Description: **Community Development Department Request for an Ordinance
Amendment adjusting the 2015 Electrical Inspection Service Contract Fee
Schedule.**

BACKGROUND

- Attached is a revised service agreement fee schedule proposed by the City's electrical inspection contractor. Seven cities (Roseville, Arden Hills, Little Canada, North Oaks, North St. Paul, Shoreview and Brooklyn Center) contract with Tokle Inspections, Inc. and all are adjusting their fee schedules for services.
- There is a 6% increase in fees proposed by the contractor as of July 1, 2015. The last fee increase was in 2010. Since 2010 the CPI has increased by approximately 8.5%. The same fee structure adjustment is applicable in all seven cities.
- The City shares in the cost of doing business with the electrical contractor as part of the electrical permit charge. The City issues electrical permits while Tokle Inspections, Inc. performs inspections. The City retains 20% of the electrical permit fee, passing the remaining 80% on to Tokle Inspections, Inc.
- The service contract with Tokle Inspections, Inc. and owner Peter Tokle includes a requirement that the contractor maintains his insurance schedule, provides an annual report and carries an electrician's license.

POLICY OBJECTIVE

Adopting an annual fee schedule is consistent with governmental best practices and ensures that the City's regulatory functions are properly funded.

FINANCIAL IMPACTS

Over the past six years, the City has paid approximately \$69,000 per year to the electrical contractor with significant peaks and valleys year to year. Staff has reviewed the alternatives to the current approach, particularly jointly hiring a contractor or adding another inspector to handle both electrical and some building inspection activities. The amount being paid to contractors is not at a high enough level to justify a long term employee. There is also no guarantee that building levels will be as high as previous years. Staff recommends that this alternative is premature. This alternative should be evaluated annually.

29
30
31
32
33
34
35
36
37
38

39
40
41
42

STAFF RECOMMENDATION

Staff recommends approval of an amendment to Title 3, Section 314.05 Fee Schedule, revising the 2015 Fee Schedule.

REQUESTED COUNCIL ACTION

Motion #1: Approve the attached Ordinance amending Chapter 314.05 adopting the revised 2015 Fee Schedule.

Motion #2: Approve the attached ordinance summary.

Prepared by: Don Munson, Codes Coordinator

- Attachments: A: Ordinance amendment revising the 2015 Electrical Fee Schedule.
B: Ordinance Summary
C: Amended 2015 Fee Schedule

**CITY OF ROSEVILLE
ORDINANCE NO. ____**

**AN ORDINANCE AMENDING CHAPTER 314.05, FEE SCHEDULE
REVISING THE 2015 FEE SCHEDULE**

THE CITY OF ROSEVILLE HEREBY ORDAINS:

SECTION 1. Purpose. The City of Roseville annually adopts a Fee Schedule which establishes the fees and charges for service for the City's regulatory functions. The presence of a fee schedule allows regulatory-type fees to be easily identified in one document, as opposed to being scattered throughout City Code. In addition, a fee schedule adopted on an annual basis provides the City Council the opportunity to review fees for services in a comprehensive manner.

SECTION 2. Other Fee References

By enacting this ordinance, all fee amounts previously established and contained herein are hereby amended as submitted.

SECTION 3. Authority

The authority to enact the fees identified herein is established by City Code.

SECTION 4. Penalty

Failure to pay the fees identified herein is subject to penalties and interest as established by City Code.

SECTION 5. Fee Schedule

The 2015 Fee Schedule is as shown in *Attachment C*

SECTION 6. Effective Date. This ordinance shall be effective upon adoption and publication.

Passed this 22nd day of June, 2015.

Ordinance: Revising the 2015 Fee Schedule

CITY OF ROSEVILLE

BY:

Daniel J. Roe, Mayor

ATTEST:

Patrick Trudgeon, City Manager

Seal

City of Roseville

ORDINANCE SUMMARY NO. ____

**AMENDING CHAPTER 314.05, FEE SCHEDULE
REVISING THE 2015 FEE SCHEDULE**

The following is the official summary of Ordinance NO. _____ approved by the City Council of Roseville on June 22nd, 2015:

An Ordinance amending Chapter 314.05 of the Roseville City Code revising the 2015 Fee Schedule which establishes the fees and charges for service for the City's regulatory functions.

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

Attest: _____
Patrick Trudgeon, City Manager



2015 Fee Schedule

Effective July 1, 2015

Prepared by the Department of Finance

City of Roseville 2015 Fee Schedule

Table of Contents

	Page
General Business Licenses and Permit Fees.....	2-5
Administrative Fines.....	6
Building Permit & Plan Review Fees	7-16
Electrical Permits	17-19

City of Roseville 2015 Fee Schedule

General Business Licenses and Permit Fees

Item / Description	City Code	2014 Amount	2015 Amount
Amusement device – per machine	303	\$ 15.00	\$ 15.00
Benches in right-of-way	703	50.00	50.00
Assessment searches			
• Deferred / Pending	N/A	0.00	0.00
• Historical	N/A	100.00	100.00
Bowling alley			
• First alley	303	70.00	70.00
• Each additional alley	303	20.00	20.00
Burial Permit	401	100.00	100.00
Cigarettes, sale of	306	200.00	200.00
Compost and Woodchip Delivery from Compost Site	N/A	40.00	40.00
Construction noise variance	405.03	300.00	450.00
Conversation parlors	308	10,000.00	10,000.00
Copy charges per page	N/A	0.25	0.25
CPR Training charge per student	N/A	80.00	80.00
Daycare facility inspection fee	N/A	40.00	40.00
Dog and cat license			
• 2 Year; sterilized	501	10.00	10.00
• 2 Year; sterilized and micro chipped	501	5.00	5.00
• 2 Year; non-sterilized	501	35.00	35.00
• 2 Year; non-sterilized and micro chipped	501	25.00	25.00
• Lifetime; sterilized	501	30.00	30.00
• Lifetime; sterilized and micro chipped	501	5.00	5.00
• Lifetime; non-sterilized	501	150.00	150.00
• Lifetime; non-sterilized, but micro chipped	501	100.00	100.00
• Duplicate / address change	501	5.00	5.00
• Special multiple; 2 Year	501	40.00	40.00
Dog kennels	501	75.00	75.00
DVD / VHS Copy	N/A	5.00	5.00
Encroachment Agreement Application fee	N/A	300.00	300.00
Erosion control inspection permit			
Less than 1 acre	1017	600.00	600.00
1 to 5 acres	1017	880.00	880.00
More than 5 acres	1017	1,320.00	1,320.00
Erosion control permit <i>renewal</i>			
Less than 1 acre	1017	220.00	220.00
1 to 5 acres	1017	320.00	320.00
More than 5 acres	1017	480.00	480.00
Erosion control escrow fee	1017	3,000/acre	3,000/acre
Excavation, grading, and surfacing	705	See below	See below

City of Roseville 2015 Fee Schedule

General Business Licenses and Permit Fees - continued

Item / Description	City Code	2014 Amount	2015 Amount
False alarm fees – Police			
• Third false alarm	506	100.00	100.00
• Fourth	506	200.00	200.00
• Fifth	506	300.00	300.00
• Sixth	506	400.00	400.00
• Seventh and all subsequent alarms	506	500.00	500.00
False alarm fees – Fire			
• Third false alarm	506	300.00	300.00
• Fourth	506	400.00	400.00
• Fifth and all subsequent alarms	506	500.00	500.00
• Construction-related	N/A	150.00	150.00
Fertilizer, sale of	408	30.00	30.00
Fertilizer, applicator	408	100.00	100.00
Firearms, sale of	310	30.00	30.00
Fireworks, sale of consumer (existing retail)	N/A	100.00	100.00
Fireworks, sale of consumer (stand-alone, temporary)	N/A	350.00	350.00
Fire rescue and extrication fee	N/A	400.00	400.00
Fire safety training	N/A	80.00 / hr	80.00 / hr
Fuel storage tank inspection	N/A	100.00	100.00
Game room	303	175.00	175.00
Gas pumps – private business	310	60.00	60.00
Gasoline stations	310	130.00	130.00
Horse	501	5.00	5.00
Hospitals-veterinary	310	80.00	80.00
Lawful gambling	304	25.00	25.00
	304	3% of gross receipts	3% of gross receipts
	304	10% of net profits	10% of net profits
Leaf Pickup fee		55.00	55.00

City of Roseville 2015 Fee Schedule

General Business Licenses and Permit Fees - continued

Item / Description	City Code	2014 Amount	2015 Amount
Liquor licenses:			
• On sale intoxicating liquor license	302	7,000.00	7,000.00
• On sale wine license (75 seats or less)	302	750.00	750.00
• On sale wine license (75+ seats)	302	1,500.00	1,500.00
• Temporary on sale (3 days)	302	50.00	50.00
• Temporary on sale in Central Park	302	20.00	20.00
• Sunday on sale license	302	200.00	200.00
• Special club license	302		
51-200 members	302	300.00	300.00
201-500	302	500.00	500.00
501-1,000	302	650.00	650.00
1,001-2,000	302	800.00	800.00
4,001-6,000	302	1,000.00	1,000.00
More than 6,000	302	2,000.00	2,000.00
• On sale brewery taproom	302	3,000.00	3,000.00
• On sale microdistillery cocktail room	302	750.00	750.00
• Off sale intoxicating liquor license	302	n/a	750.00
• Off sale intoxicating liquor (if conditions of MN Statute 340A.408 (Sub. 3c) are met	302	300.00	300.00
		200.00	200.00
Liquor License – investigation fee	302	300.00	300.00
Liquor License – sale outside of premises	302	25.00	25.00
Massage therapist	309	100.00	100.00
Massage therapy business establishment	309	150.00 / 300.00	150.00 / 300.00
Meter Deposits	N/A	See below	See below
Open burning permit	N/A	90.00	90.00
Park Dedication – residential	1103	3,500.00/unit	3,500.00/unit
Park Dedication – other (b)	1103	7.0 % of fmv	7.0% of fmv
Pawn Shop license	311	10,000.00	10,000.00
Pathway patching fee			
Concrete sidewalk – 2 panels		675.00	675.00
Bituminous (12' x 8')		500.00	500.00
Pawn shop and precious metal dealer license	311	13,000.00	13,000.00
Pawn shop fee (per transaction)	N/A	2.90	2.90
Pool and billiards			
First table	303	70.00	70.00
Each additional table	303	20.00	20.00
Precious metal dealer	311	10,000.00	10,000.00
Public improvement contract application fee (a)	N/A	525.00	550.00
Recycling contractor	403	125.00	125.00
Rental Registration (Housing)	907	25.00	25.00
Rental Registration – Mid Year (Jan 1-June 30)	907	12.50	12.50

City of Roseville 2015 Fee Schedule

General Business Licenses and Permit Fees - continued

Item / Description	City Code	2014 Amount	2015 Amount
Rental Registration – Administrative Fine	907	100.00 per unit	100.00 per unit
Right-of-way permits	703, 707	325.00	325.00
Sewer connection fees	802	see below	see below
Sewer usage fees	802	separate resolution	separate resolution
Soil contamination	406	\$1/cu.yd. up to \$300	\$1/cu.yd. up to \$300
Solid waste hauler	402	125.00	125.00
Stormwater drainage fees	803	separate resolution	separate resolution
Stormwater residential permit	n/a	250.00	250.00
Stormwater residential permit renewal (5-years)		100.00	100.00
Street patching fee (c)	n/a	650 / 1,300	650 / 1,300
Theaters – per viewing screen	310	70.00	70.00
Tree planting and removal	706	separate ordinance	separate ordinance
Utility service location fee	N/A	100.00	100.00
Vehicle forfeiture impound fee (per day)	N/A	20.00	20.00
Water connection fees	801	see below	see below
Water usage fees	801	separate resolution	separate resolution
Water tower permit – private use	801	separate resolution	separate resolution
Well permit	801	separate resolution	separate resolution
Wireless permit fee	1205	Negotiated	Negotiated

- (a) In addition to the \$550 base fee, a charge of 4% (increased from 3%) of the total improvement cost is also collected. This fee is an escrow and is estimated only. Actual costs will be collected when the improvements are completed.
- (b) Calculation is made on 7% of the estimated fair market value of unimproved land, as determined by the Ramsey County Assessor's office on the date of approval of the plat or subdivision.
- (c) Street patching fee is \$650 without a curb, and \$1,300 with a curb.

Meter Deposit Fees

Meter	2014	2015
Res. 5/8" Meter	\$190.00	\$190.00
3/4" Meter	215.00	215.00
1" Meter	240.00	240.00
1.5" Meter	440.00	440.00
2" Meter Disc	535.00	535.00
2" Meter Compound	1,340.00	1,340.00
3" Meter Compound	1,910.00	1,910.00
6" Meter Compound	5,430.00	5,430.00

City of Roseville 2015 Fee Schedule

Administrative Fines

Item / Description	City Code	2014 Amount	2015 Amount
Alcohol and Tobacco Sales:			
Purchase, possession - underage		\$ 150.00	\$ 150.00
Lending ID to underage person		100.00	100.00
Selling tobacco – underage		200.00	200.00
Selling alcohol – underage		250.00	250.00
License holder	N / A	300.00	300.00
Other violation		100.00	100.00
Parking:			
Snowbird	N / A	25.00	25.00
Fires: No open fires		25.00	25.00
Fire Code	N / A	100.00	100.00
Animals:			
Vicious animal		50.00	50.00
Barking dog		50.00	50.00
Animal at large		50.00	50.00
Other animal violation	N / A	50.00	50.00
Miscellaneous:			
Building code		100.00	100.00
Fill permits		100.00	100.00
Failure to apply for license		50.00	50.00
Fireworks – use, possession, sale		250.00	250.00
Land use		100.00	100.00
Licenses (not occurring elsewhere)		50.00	50.00
Illegal dumping		150.00	150.00
Consuming alcohol-unauthorized places		250.00	250.00
Tampering with Civil Defense System		250.00	250.00
Seat belts		25.00	25.00
Expired license plates		35.00	35.00
Missing plate/tab		35.00	35.00
Trespassing		150.00	150.00
Golf cart / ATV violation		50.00	50.00
Noise complaint		250.00	250.00
Park ordinance violation		25.00	25.00
Peddling		75.00	75.00
Property nuisance starting with 3 rd call(a)	511	75.00	75.00
Public nuisance		100.00	100.00
Regulated businesses		100.00	100.00
Signs		50.00	50.00
Snowmobiles		50.00	50.00
Discharge, display of weapon	N / A	250.00	250.00
Wetland / Shore land		100.00	100.00

(a) Beginning with the 3rd call, the cost is \$250 plus the costs related to the call up to \$2,000.

City of Roseville 2015 Fee Schedule

Building Permit and Plan Review Fees

City Code Sections; 307, 801, 802, 901, 1014

Building Permit Fee – Zoning and Inspections:

Permit fee to be based on job cost valuation. The determination of value or valuation shall be made by the building official. The value to be used in computing the building permit and building plan review fees shall be the total of all construction work for which the permit is issued, as well as all finish work, painting, roofing, electrical, plumbing, heating, air conditioning, elevators, fire-extinguishing systems and any other permanent equipment.

Total Valuation	2014 Amount	2015 Amount
\$1 - \$500	\$31.00	\$31.00
\$501 - \$2,000	\$31.00 for the first \$500 value, plus \$4 for each additional \$100 value or fraction thereof	\$31.00 for the first \$500 value, plus \$4.00 for each additional \$100 value or fraction thereof
\$2,001 - \$25,000	\$83.50 for the first \$2,000 value, plus \$16.55 for each additional \$1,000 value or fraction thereof	\$83.50 for the first \$2,000 value, plus \$16.55 for each additional \$1,000 value or fraction thereof
\$25,001 - \$50,000	\$464.15 for the first \$25,000 value, plus \$12.00 for each additional \$1,000 value or fraction thereof	\$464.15 for the first \$25,000 value, plus \$12.00 for each additional \$1,000 value or fraction thereof
\$50,001 - \$100,000	\$764.15 for the first \$50,000 value, plus \$8.45 for each additional \$1,000 value or fraction thereof	\$764.15 for the first \$50,000 value, plus \$8.45 for each additional \$1,000 value or fraction thereof
\$100,001 - \$500,000	\$1,186.65 for the first \$100,000 value, plus \$6.75 for each additional \$1,000 value or fraction thereof	\$1,186.65 for the first \$100,000 value, plus \$6.75 for each additional \$1,000 value or fraction thereof
\$500,001 - \$1,000,000	\$3,886.65 for the first \$500,000 value, plus \$5.50 for each additional \$1,000 value or fraction thereof	\$3,886.65 for the first \$500,000 value, plus \$5.50 for each additional \$1,000 value or fraction thereof
In excess of \$1,000,000	\$6,636.65 for the first \$1,000,000 value, plus \$4.50 for each additional \$1,000 value or fraction thereof	\$6,636.65 for the first \$1,000,000 value, plus \$4.50 for each additional \$1,000 value or fraction thereof
Inspections outside of normal business hours	\$66.00	\$67.25
Re-inspection fees (per State Building code)	\$66.00	\$67.25
Misc. inspection fees	\$66.00	\$67.25
Add'l plan review fee required by revisions	\$66.00	\$67.25

City of Roseville 2015 Fee Schedule

Building Permit and Plan Review Fees - continued

Building Permit Fee – Engineering:

Total Valuation	2014 Amount	2015 Amount
\$1 - \$500	\$ 5	\$ 5
\$501 - \$2,000	5	5
\$2,001 - \$25,000	25	25
\$25,001 - \$50,000	50	50
\$50,001 - \$100,000	75	75
\$100,001 - \$500,000	100	100
\$500,001 - \$1,000,000	200	200
In excess of \$1,000,000	300	300

Demolition Permit Fee:

Description	2014 Amount	2015 Amount
Tenant improvement/remodeling prior to building permit	\$71.00	\$73.00
Structures not connected to utilities	92.00	94.00
Residential structures connected to city utilities	158.00	160.00
Commercial structures connected to city utilities	\$406.00	\$415.00

Electrical Permit Fee:

Set through yearly contract with Contract Electrical Inspector

Fire Safety Inspection Fee:

An amount equal to eight percent (8%) of the amount determined by the Building Permit Fee (except for single-family dwellings) to be charged and used to defray the cost of fire safety inspections (Ord. 1237, 3-13-2000, eff. 5-1-2000)

Grading Plan Review Fee – Planning & Zoning:

Description	2014 Amount	2015 Amount
50 cubic yards or less	\$77	\$79
51 – 10,000 cubic yards	\$153.00 for the first 1,000 cubic yards, plus \$10.00 for each additional 1,000 yards or fraction thereof	\$156.00 for the first 1,000 cubic yards, plus \$10.00 for each additional 1,000 yards or fraction thereof
10,001 – 100,000 cubic yards	\$306.00 for the first 10,000 cubic yards, plus \$5.00 for each additional 10,000 yards or fraction thereof	\$312.00 for the first 10,000 cubic yards, plus \$5.00 for each additional 10,000 yards or fraction thereof
In excess of 100,000 cubic yards	\$816.00 for the first 100,000 cubic yards, plus \$10.00 for each additional 10,000 yards	\$832.00 for the first 100,000 cubic yards, plus \$10.00 for each additional 10,000 yards

City of Roseville 2015 Fee Schedule

	or fraction thereof	or fraction thereof
--	---------------------	---------------------

Building Permit and Plan Review Fees - continued

Grading Plan Review Fee – Engineering:

Description	2014 Amount	2015 Amount
50 cubic yards or less	\$ 25.00	\$ 25.00
51 – 10,000 cubic yards	25.00	25.00
10,001 – 100,000 cubic yards	50.00	50.00
In excess of 100,000 cubic yards	75.00	75.00

Grading Permit Fee – Planning & Zoning:

Description	2014 Amount	2015 Amount
50 cubic yards or less	\$77	\$79
1 – 1,000 cubic yards	\$102.00 for the first 100 cubic yards, plus \$20.00 for each additional 100 yards or fraction thereof	\$104.00 for the first 100 cubic yards, plus \$20.00 for each additional 100 yards or fraction thereof
1,001 – 10,000 cubic yards	\$306.00 for the first 1,000 cubic yards, plus \$31.00 for each additional 1,000 yards or fraction thereof	\$312.00 for the first 1,000 cubic yards, plus \$31.00 for each additional 1,000 yards or fraction thereof
10,001 – 100,000 cubic yards	\$612.00 for the first 10,000 cubic yards, plus \$102.00 for each additional 10,000 yards or fraction thereof	\$624.00 for the first 10,000 cubic yards, plus \$102.00 for each additional 10,000 yards or fraction thereof
In excess of 100,000 cubic yards	\$1,530.00 for the first 100,000 cubic yards, plus \$82.00 for each additional 10,000 yards or fraction thereof	\$1,560.00 for the first 100,000 cubic yards, plus \$82.00 for each additional 10,000 yards or fraction thereof

Grading Permit Fee – Engineering:

Description	2014 Amount	2015 Amount
50 cubic yards or less	\$ 25.00	\$ 25.00
1 – 1,000 cubic yards	25.00	25.00
1,001 – 10,000 cubic yards	50.00	50.00
10,001 – 100,000 cubic yards	75.00	75.00
In excess of 100,000 cubic yards	100.00	100.00

City of Roseville 2015 Fee Schedule

Building Permit and Plan Review Fees - continued

Investigation Fee: Work without a Permit

Whenever any work for which a permit is required from the city has been commenced without first obtaining said permit, a special investigation shall be made before a permit may be issued for such work. An investigation fee, in addition to the permit fee, shall be collected whether or not a permit is then or subsequently issued. The investigation fee shall be equal to the amount of the permit fee required by this code. The payment of such investigation fee shall not exempt any person from compliance with all other provisions of this code nor from any penalty prescribed by law.

Manufactured Home Permit Fee:

Description	2014 Amount	2015 Amount
New installation	\$ 265.00	\$ 270.00

Mechanical Permit Fee - Residential:

Description	2014 Amount	2015 Amount
Air conditioning – new	\$ 47.00	\$ 48.00
Air conditioning – replacement	59.00	60.00
Warm air furnace – new	99.00	100.00
Warm air furnace - replacement	59.00	60.00
Hot water boilers – new	99.00	100.00
Hot water boilers – replacement	59.00	60.00
Unit heaters	59.00	60.00
Swimming pool heaters	59.00	60.00
Misc. work & gas piping	1.28% of job cost	1.28% of job cost
Minimum fee	59.00	60.00
Gas fireplace	59.00	60.00
In floor heat	82.00	84.00
Solar panel installation	\$1.28 % of job cost / \$153.00 min fee	\$1.28 % of job cost / \$156.00 min fee

Mechanical Permit Fee - Commercial:

Description	2014 Amount	2015 Amount
All commercial work	1.28% of job cost / \$59.00 min fee	1.28% of job cost / \$60.00 min fee

House Moving Permit Fee:

Description	2014 Amount	2015 Amount
Over private property only	\$91.00	\$93.00
Over public streets	133.00	135.00
Investigation fee per hour	\$66.00	\$67.00

City of Roseville 2015 Fee Schedule

Building Permit and Plan Review Fees - continued

Plumbing Permit Fee:

Description	2014 Amount	2015 Amount
Administrative/minimum fee	\$ 59.00	\$ 60.00
Additional for each fixture opening	10.00	10.00
Miscellaneous work	1.28% of job cost	1.28% of job cost
Backflow prevention verification	\$ 26.00	\$ 27.00

Plan Review Fee:

When a building permit is required and a plan is required to be submitted, a plan checking fee shall be paid. Plan checking fees for all buildings, except for construction costs in R-1 and R-2 zones which do not involve new single family structures and are of less than seven thousand dollars (\$15,000.00), shall be sixty five percent (65%) of the building permit fee as set forth in Section 901.06 of this chapter, except as modified in M.S.B.C. Section 1300. (Ord. 1110, 4-13-1992)

The plan review fees specified are separate fees from the permit fees and are in addition to the permit fees.

When submittal documents are incomplete or changed so as to require additional plan review or when the project involves deferred submittal items an additional plan review fee shall be charged.

Expiration of plan review:

Applications for which no permit is issued within 180 days following the date of application shall expire by limitation, and plans and other data submitted for review may thereafter be returned to the applicant or destroyed by the building official. The building official may extend the time for action by the applicant for a period not exceeding 180 days on request by the applicant showing that circumstances beyond the control of the applicant have prevented action from being taken. No application shall be extended more than once. In order to renew action on an application after expiration, the applicant shall resubmit plans and pay a new plan review fee.

Refund Fee:

The building official may authorize refunding of any fee paid hereunder which was erroneously paid or collected.

The building official may authorize a refunding of permit fees paid when no work has been done under a permit issued in accordance with this code.

The building official may authorize a refunding of plan review fees paid when an application for a permit for which a plan review fee has paid is withdrawn or canceled before any plan reviewing is done.

The building official shall not authorize refunding of any fee paid except on written application filed by the original permittee not later than 180 days after the date of fee payment.

City of Roseville 2015 Fee Schedule

Building Permit and Plan Review Fees - continued

Multi-Family Rental Licensing:

Description	2014 Amount	2015 Amount
Multi-Family Rental License annual fee	\$ 20.00/unit + \$100.00/building	\$ 20.00/unit + \$100.00/building
Reinstatement fee	\$100.00	\$100.00
Per Unit Re-inspection fee (after 1 st re inspection)	\$65.00	\$65.00
Failure to renew license within 30 days of expiration: Penalty Fee	\$500 (penalty will double every two weeks until license is paid)	\$500 (penalty will double every two weeks until license is paid)

Sewer Connection Permit Fee – Planning & Zoning:

Description	2014 Amount	2015 Amount
Residential	\$ 92.00	\$ 94.00
Commercial	291.00	297.00
Repair	59.00	60.00
Disconnect – residential	82.00	84.00
Disconnect – commercial	\$ 163.00	\$ 166.00

Sewer Connection Permit Fee – Engineering:

Description	2014 Amount	2015 Amount
Residential	\$ 5.00	\$ 5.00
Commercial	25.00	25.00
Repair	5.00	5.00
Disconnect – residential	25.00	25.00
Disconnect – commercial	75.00	75.00

Sign Permit Fee:

Utilize building permit fee schedule. No plan review fee

Description	2014 Amount	2015 Amount
Permanent Sign – minimum fee	\$ 55.00	\$ 55.00
Annual Sign	100.00	100.00
Temporary Sign	25.00	25.00
Attention-Getting Device	25.00	25.00

City of Roseville 2015 Fee Schedule

Building Permit and Plan Review Fees - continued

Swimming Pool Permit Fee – Planning & Zoning:

Description	2014 Amount	2015 Amount
Residential In-ground pool	\$ 204.00	\$ 208.00
Residential Seasonal pool	26.00	24.00
Commercial pool	Utilize building Permit fee Schedule	Utilize building Permit fee Schedule

Swimming Pool Permit Fee – Engineering:

Description	2014 Amount	2015 Amount
Residential pool	\$ 15.00	\$ 15.00
Commercial pool	-	-

Water Connection Permit Fee – Planning & Zoning:

Description	2014 Amount	2015 Amount
Residential	\$ 92.00	\$ 94.00
Commercial	291.00	297.00
Repair	59.00	60.00
Disconnect – residential	82.00	84.00
Disconnect – commercial	\$ 163.00	\$ 166.00

Water Connection Permit Fee – Engineering:

Description	2014 Amount	2015 Amount
Residential	\$ 5.00	\$ 5.00
Commercial	25.00	25.00
Repair	5.00	5.00
Disconnect – residential	25.00	25.00
Disconnect – commercial	75.00	75.00
Water main tapping fee	325.00	325.00

City of Roseville 2015 Fee Schedule

Building Permit and Plan Review Fees - continued

Residential Property Improvement Permit Fee (Fences, Walls, Sheds, Driveways, Drain tile System) – Planning & Zoning:

Description	2014 Amount	2015 Amount
Driveway permits	\$ 49.00	\$ 50.00
Fence permits – residential	66.00	67.00
Fence permits - commercial	Use Permit Fee Schedule	Use Permit Fee Schedule
Shed permits	56.00	57.00
Drain tile	112.00	115.00
Other – utilize building permit fee schedule		

Miscellaneous Fees:

Description	2014 Amount	2015 Amount
Minimum roofing fee	\$ 100.00	\$ 100.00
Garage only re-roofing fee	55.00	55.00
Minimum window replacement fee	89.00	90.00
Minimum siding replacement fee	89.00	90.00
Administrative fee for abatement per hour	66.00	67.25
Wood burning fireplace	89.00	90.00
Verification of state contracting license	5.00	5.00
Replacement inspection card	20.00	20.00
Re-stamping job site plan sets	30.00	30.00
Certificate of Occupancy – conditional	100.00	100.00
Certificate of Occupancy – full	0.00	0.00
Certificate of Occupancy – copy	0.00	0.00
City contractor license fee	91.00	92.00
Administrative fee – R1 or R2 zones	66.00	67.25
Administrative fee – other zones	66.00	67.25
Footing/foundation permits – residential	99.00	100.00
Footing/foundation permits – commercial	459.00	468.00
Construction deposit – residential	800.00	800.00
Construction deposit – commercial	4,000.00	4,000.00
SAC Admin Fee	20.00	35.00
Lead Abatement License Fee	5.00	5.00
Property Age Verification Fee	5.00	5.00
Outdoor storage/display permit: 1 occurrence	40.00	50.00
Outdoor storage/display permit: multiple	n/a	75.00
Outdoor sales/display permit: 1 occurrence	100.00	50.00
Outdoor sales/display permit: multiple	n/a	75.00
Outdoor temporary event: 1 occurrence	50.00	50.00
Outdoor temporary event: multiple	n/a	75.00

City of Roseville 2015 Fee Schedule

Community Development Department Permit and Miscellaneous Fees

Item/Permit	2014 Amount	2015 Amount
City Consultant and/or City Attorney Review/Research - Comm./Industrial/Multi-family land use, subdivision, economic development, utility, building permit review, traffic, or development or redevelopment projects or proposals payable as escrow or at building permit	100% of direct cost billed to applicant	100% of direct cost billed to applicant
Planned Unit Development – Amendment	400	400
Planned Unit Development – Escrow (Amendment)*****	\$2,000 minimum	\$2,000 minimum
PUD Escrow (historical data collection & analysis; site plan & survey review & analysis; city approval analysis; letter creation)	Staff hourly rate/1.9 times per hour. \$50.00 per hour minimum	Staff hourly rate/1.9 times per hour. \$50.00 per hour minimum
Rezoning of Project Site or Parcel**	650	650
Zoning Code Text Amendment**	600	600
Comprehensive Plan – Amendment**	900	900
Conditional Use - Residential**	350	500
Conditional Use - Commercial**	650	750
Subdivision – Escrow*****	2,500 minimum	2,500 minimum
Minor Subdivision	500 minimum	650 minimum
Subdivision Escrow (historical data collection & analysis; site plan & survey review & analysis; city approval analysis; letter creation)	Staff hourly rate/1.9 times per hour. \$50.00 per hour minimum	Staff hourly rate/1.9 times per hour. \$50.00 per hour minimum
Subdivision – Preliminary Plat	550	550
Subdivision - Final Plat	500	500
Variance - Residential**	350	350
Variance – Non Residential**	450	450
Interim Use**	650	650
Interim Use extension**	200	200
Administrative Deviation	100	100
Zoning Compliance Letter (historical data collection & analysis; site plan & survey review & analysis; city approval analysis; letter creation)	Staff hourly rate/1.9 times per hour. \$50.00 per hour minimum	Staff hourly rate/1.9 times per hour. \$50.00 per hour minimum
Residential Variance Appeal Fee	250	150
Commercial Variance Appeal Fee	275	300
Master Sign Plan – residential/institutional	150	250
Master Sign Plan – commercial	350	350
Accessory Dwelling Unit Permit	100	100
Tax Increment Finance (establishment of district or review of proposal, including city consultants)	\$15,000 deposit – minimum fee plus consultants fee plus consultants fees	\$15,000 deposit – minimum fee plus consultants fees
Planning Commission Agendas/Year (mailed)	10.00*	10.00*
Planning Commission Minutes/Year (mailed)	15.00*	15.00*
Comprehensive Plan CD	20.00*	20.00*
Zoning Code CD	20.00*	20.00*
Research Staff Time	Staff hourly rate/1.9 times per hour. \$50.00 per hour minimum	Staff hourly rate/1.9 times per hour. \$50.00 per hour minimum
Copying	\$.25/sheet	\$.25/sheet

City of Roseville 2015 Fee Schedule

Maps*** – 8 ½ x 11 (black and white) – existing PDF maps	No Charge*	No Charge*
Maps – 8 ½ x 11 (color) – existing PDF maps	1.00*	1.00*
Maps – 11 x 17 (color) – existing PDF maps	2.00*	2.00*
Maps – 17 x 22 (color) – existing PDF maps	10.00*	10.00*
Maps – 22 x 34 (color) – existing PDF maps	20.00*	20.00*
Maps – 34 x 44 (color) – existing PDF maps	40.00*	40.00*
City Address Book (11x17)* – existing PDF maps	100.00 per book*	100.00 per book*

* Free/no charge on internet city home page and available for review at library and city hall

** If multiple requests (such as a subdivision, a variance, and a conditional use permit) are part of one application, City charges only for most expensive permit application

*** Maps/data that are to be created as custom requests are to be charged at a time and materials rate. (GIS Coordinator hourly rate times 1.9 multiplier)

**** The amount listed under the PUD and Subdivision Escrow is the minimum amount required for the application. A higher amount, as determined by the City, may be required for projects that will take a significant amount of time. City Attorney costs shall be paid as part of this escrow.

City of Roseville 2015 Fee Schedule

Electrical Permit Fees

- ~~A. Minimum fee for each separate inspection of an installation, replacement, alteration or repair is limited to one inspection only:~~

2015 Amount	2015 Amount
\$ 35.00	\$ 40.00

- ~~B. Services, changes of service, temporary services, additions, alterations or repairs on either primary or secondary services shall be computed separately:~~

Description	2015 Amount	2015 Amount
0 to 300 amp	\$50.00	\$ 50.00
301 to 400 amp	58.00	58.00
401 to 500 amp	72.00	72.00
501 to 600 amp	86.00	86.00
601 to 800 amp	114.00	114.00
801 to 1,000 amp	142.00	142.00
1,001 to 1,100 amp	156.00	156.00
1,101 to 1,200 amp	170.00	170.00
Add \$14 for each add'l 100 amps		

- ~~C. Circuits, installation of additions, alterations, or repairs of each circuit or sub-feeder shall be computed separately, including circuits fed from sub-feeders and including the equipment served, except as provided for in (D) through (K):~~

Description	2015 Amount	2015 Amount
0 to 30 amp	\$ 8.00	\$ 8.00
31 to 100 amp	10.00	10.00
101 to 200 amp	15.00	15.00
201 to 300 amp	20.00	20.00
301 to 400 amp	25.00	25.00
401 to 500 amp	30.00	30.00
501 to 600 amp	35.00	35.00
601 to 700 amp	40.00	40.00
Add \$5 for each add'l 100 amps		

- ~~D. Maximum fee for single family dwelling shall not exceed \$150.00 if not over 200-ampere capacity. This includes service, feeders, circuits, fixtures and equipment. The maximum fee provides for not more than two rough-in inspections and the final inspection per dwelling. Additional inspections are at the re-inspection rate.~~

- ~~E. Maximum fee on an apartment building shall not exceed \$70.00 per dwelling unit. A two-unit dwelling (duplex) maximum fee per unit as per single-family dwelling.~~

City of Roseville 2015 Fee Schedule

~~F. The fee for remote control/signal circuits is \$0.75 per device.~~

~~G. In addition to the above fees:~~

- ~~1) A charge of \$4.00 will be made for each street lighting standard.~~
- ~~2) A charge of \$7.00 will be made for each traffic signal standard. Circuits originating within the standard will not be used when computing fees.~~

~~H. In addition to the above fees, all transformers and generators for light, heat and power shall be computed separately at \$8.00 plus \$.40 per KVA up to and including 100 KVA. 101 KVA and over at \$.30 per KVA. The maximum fee for any transformer or generator in this category is \$80.00.~~

~~I. In addition to the above fees, all transformers for signs and outline lighting shall be computed at \$8.00.~~

~~J. The fee for retro fit lighting is \$0.65 per light fixture.~~

~~K. In addition to the above fees, the inspection fee for each separate inspection of a swimming pool shall be computed at \$35.00. Reinforcing steel for swimming pools requires a rough in inspection.~~

~~L. For the review of plans and specifications of proposed installations, there shall be a minimum fee of \$150.00 up to and including \$30,000 of electrical estimate, plus 1/10 of 1% on any amount in excess of \$30,000 to be paid by permit applicant.~~

~~M. When re-inspection is necessary to determine whether unsafe conditions have been corrected and such conditions are not subject to an appeal pending before any Court, a re-inspection fee of \$35.00 may be assessed in writing by the Inspector.~~

~~N. For inspections not covered herein, or for requested special inspections or services, the fee shall be established separately.~~

~~O. For inspection of transient projects, including but not limited to, carnivals and circuses, the inspection fees shall be computed as follows:~~

~~—— Power supply units according to Item “B” of fee schedule. A like fee will be required on power supply units at each engagement during the season, except that a fee of \$35.00 per hour will be charged for additional time spent by the Inspector if the power supply is not ready for inspections as required by law.~~

~~—— Rides, Devices or Concessions: Shall be inspected at their first appearance of the season and the inspection fee shall be \$35.00 per unit.~~

City of Roseville 2015 Fee Schedule

~~P. — The fee is doubled if the work starts before the permit is issued.~~

Residential panel replacement: \$100.00

Residential sub panel: \$40.00.

Minimum Fee: Minimum permit fee is \$40.00 plus \$1.00 State surcharge. This is for one inspection only. Minimum fee for rough-in inspection and final is \$80.00 plus \$1.00 State surcharge.

Maximum Fee: Maximum fee for single family dwelling or townhouse not over 200 amps is \$175.00 plus \$1.00 State surcharge. Maximum of 3 inspections.

Apartment Buildings: Fee per unit of an apartment or condominium complex is \$70.00. This does not cover service, unit feeders or house panels

Swimming Pool: \$80.00 plus circuits. This includes 2 inspections

Additions, Remodels or Basements Finishes: \$80.00 this includes up to 10 circuits and 2 inspections

Accessory Structures: \$50.00 for panel plus \$8 per circuit or \$80 for 2 inspections.

Traffic Signals: \$7.00 per each standard

Street and Parking Lot Lights: \$4.00 per each standard

Transformers and Generators: \$10 up to 10KVA, \$40 11 to 75KVA, \$60 75KVA to 299 KVA, over 299 KVA is \$150.

Retro Fit Lighting: \$.65 cents per fixture

Sign Transformer: \$8.00 per transformer

Remote Control and Signal Circuits: \$.75 cents per device

Re-Inspection Fee in addition to all other fees: \$40.00

Permit fee is doubled if the work is started before the permit is issued.

REQUEST FOR COUNCIL ACTION

Date: June 22, 2015
Item No.: 11.a

Department Approval



City Manager Approval



Item Description: Public Works, Environment, and Transportation Commission Joint Meeting with the City Council

BACKGROUND

Each year, the Public Works, Environment, and Transportation Commission meets with the City Council to review activities and accomplishments and to discuss the upcoming year's work plan and issues that may be considered. The following are activities of the past year and issues the Commission would like to take up in the next year:

Activities and accomplishments:

- o Introduced solar power discussions
- o Recommended termination of leaf pickup program
- o Annual MS4 Stormwater meeting
- o Review of Pavement Management Program status and issues
- o Review of Snelling Ave BRT project
- o Discussion of recommended code changes for sump pump inspections

Work Plan items for the upcoming year:

- o Railroad transportation issues
- o Pathway and sidewalk additional review around schools
- o Continued review and discussion of delamination pavement distress and suspension of seal coat program
- o Continued solar power discussions
- o Sanitary and water services
- o Communication plan, outreach and education discussing options in lieu of the leaf pickup program
- o Evaluation of risk management based on weather related incidents

Question or Concerns for the City Council:

- o Pathway Master Plan implementation
- o Role of PWETC for equipment replacement
- o Transportation disparity: access to transit and expanding/optimizing options within Roseville
- o Insurance options for sanitary and/or water service lines for homeowners
- o Neighborhood Organized Trash Collection Guide

Prepared by: Marc Culver, Public Works Director
Attachments: A: Proposed Neighborhood Organized Trash Collection Guide

The City of Roseville allows residents to use any garbage haulers service that is licensed within the City. However, this “open” system can result in several haulers servicing a neighborhood at the same time.

Residents who live on the same street, cul-de-sac or neighborhood have always had the option of using one hauler to collect their trash. This “organized” collection would result from efforts by neighborhood residents, not the City, and might result in a lower cost per resident and additional services.

The City of Roseville requires haulers to collect trash on certain days of the week based on five zones so if your neighborhood does agree to organize, your group’s collection day would remain the same, if all neighbors are in the same zone. A map showing the zones and which day your trash must be collected is available on the City’s website (<http://www.cityofroseville.com/DocumentCenter/Home/View/1061>).

Below are some steps and guides that a resident can use to organize trash collection in their neighborhood. Feel free to modify these to meet your needs. Please note that this is a guide and this is not a formal program of the City nor will City staff contact the haulers on your behalf or enforce any agreement between you and the hauler.

1. Start by contacting neighbors to see if they want to have a single hauler collect trash in the neighborhood, and find out if they have any questions or concerns about trash collection. A Resident Garbage Survey is attached that has some sample questions; please feel free to modify it to meet your needs.
2. Record the results of your survey.
3. Contact the licensed haulers (see attached list) to see if they are interested in providing trash service to your group. You can do this by phone, email, or by mail. Use the attached draft proposal letter/email as a guide to get the information you want from the hauler. Be prepared to tell the hauler how many neighbors are interested in participating, describe what services your group wants (e.g., trash collection, yard waste pickup), and ask for quotes for volume-based pricing (e.g., cost for 20-, 30-, 60-, and 90-gallon) trash service, as well as costs for extra bag pickup, any fees (e.g., fuel surcharge, etc.), other services (e.g., yard waste pickup, etc.) and any other questions that a neighbor may have asked about.
4. If you decide to present a proposal to one or more haulers, draft a proposal letter or email and share it with each participating neighbor, or neighbors, interested in helping, for feedback. Be sure to include the name of your neighborhood’s representative in the letter in case the trash hauler has questions about the proposal. A Sample Proposal Letter/Email is included.
5. Mail or email a proposal letter to each garbage hauler requesting one.
6. Once you receive the proposal(s), or your deadline has passed, record a summary of the proposals in the attached Summary of Proposals Form.
7. Meet with neighbors to review the proposals.
8. Negotiate terms and services with garbage haulers if interested in their services.
9. Meet with neighbors to choose the winning hauler and determine a start date. Notify the hauler and set up service.
10. Work with neighbors as needed to have them cancel their current service (if they are switching haulers).

RESIDENTS ORGANIZED TRASH COLLECTION SURVEY

[Here is a suggested introduction and survey to send to your neighbors.]

Greetings, I am interested in finding out if you and other neighbors would like to choose one hauler to collect trash in our neighborhood. Below is a survey that should take you no more than 10 minutes to complete.

This survey, and any organized collection that may result, is optional; no one is required to participate. To see if there is any interest, I ask you to complete the attached survey. I will compile the survey results and contact haulers licensed to collect trash in Roseville to ask if they are willing to provide the services you have asked for, and ask them to propose costs for those services. I will compile the results of the hauler proposals and meet with neighbors to discuss choosing a hauler. Again, filling out the survey and participating in any organized collection are optional. Thank you for taking the time to complete this survey. Please feel free to contact me if you have any questions or comments about the survey. Thank you for your interest, (insert name here with phone number and email address).

SURVEY

1. Are you interested in being part of a group to have trash collected from our neighborhood by one hauler? YES _____ NO _____ NOT SURE _____

2. Who is your current trash hauler? _____

3. What size trash cart do you have, and how much do you pay each month for service?

20-gallon 36-gallon 60-gallon 96-gallon Not sure \$ _____/month

4. Do you have a contract with your current garbage provider _____ YES _____ NO

If so what are your term lengths or cancellation requirements and do you pre-pay months in advance for your service? (This may affect your decision about if or when you would switch over to neighborhood organized collection.)

5. What size trash container do you prefer?

20-gallon 36-gallon 60-gallon 96-gallon Not sure

6. Do you want yard waste collection service (at an added cost)? _____ YES _____ NO

7. Is there any other service you would like (e.g., bulky waste – couches, mattresses, etc. collection)?
_____ YES _____ NO

8. Other Comments: _____

9. Are you interested in helping compile survey data, or contacting haulers about service and pricing?
_____ YES _____ NO

Your Name: _____ Your Address: _____

Phone Number: _____ Email: _____

2. RESIDENTS ORGANIZED GARBAGE COLLECTION SURVEY RESULTS

[illegible]

3. SURVEY RESULTS TABLE

Question	Response			
1. Interested in organized collection?	Yes	No	Not Sure	
2. Who is current hauler?	Ace	Advanced	Aspen	Garbage Man
	Gene's Disposal	Republic	Walter's	Waste Mgmt
3. Size of current cart	36-gal	60-gal	90-gal	Other/Don't Know
4. Do you have a contract?	Yes	No	Not Sure	
(If Yes, describe contract length)				
5. What size trash container?	20-gal	36-gal	60-gal	90-gal
	Other/Don't Know			
6. Do you want yard waste collection?	Yes	No	Not Sure	
7. Any other service?	Bulky waste	Organics	Other (specify):	
8. Other comments?				
9. Interested in helping?	Yes	No	Not Sure	

3. 2015 Licensed Garbage Haulers

Ace Solid Waste 763-427-3110 http://acesolidwaste.com/
Advanced Disposal 651-459-3029 http://advanceddisposal.com/
Aspen Waste Systems* 612-884-8008 http://www.aspenwaste.com/twincities/index.html
Garbage Man 763-269-8182 http://www.garbagemanco.com/
Gene's Disposal Service* 651-426-1224 http://genesdisposalservice.com/
Republic Services 651-455-8634 http://www.republicservices.com/
Walter's Recycling & Refuse 763-780-8464 https://waltersrecycling.com/
Waste Management 952-890-1100 http://www.wm.com/location/minnesota/twin-cities/areas.jsp

* These haulers have agreed to take all the solid waste it collects in Roseville to a Resource Recovery Facility where it is processed into fuel for electricity generating plants

4. CONTACT LIST

Keep track of each company's name, representative phone number, and email address and if they want to receive a proposal letter or email.

[illegible]

5. PROPOSAL LETTER/EMAIL

Please use this as a guide to write your letter or email.

The proposal letter/email should:

- identify the location of your neighborhood
- indicate that (x) number of households in your neighborhood that are interested in having one hauler collect their trash and provide other related services
- provide an estimate of the size of trash containers and a count of each in current use
- provide an estimate of the additional services requested and a count of those interested
- request a competitive proposal from the hauler for trash and related collection services, to include:
 - the hauler's name
 - specific trash container sizes and unit pricing
 - pricing for additional services
 - any additional fees (e.g., fuel surcharge, etc.) charged for trash and/or other services
 - any incentives for customers to reduce their service cost
 - billing frequency (e.g., quarterly, monthly, etc.)
 - if the hauler requires a contract or minimum service period
 - where the hauler disposes of the trash (waste disclosure statement)
 - a contact name, phone number and email address
- identify a deadline for the hauler's response
- identify a neighborhood contact person (name, address, phone number, email, etc.) for receiving the proposal and for any questions about the proposal.

HOUSEHOLD GARBAGE

20 Gallon Cart with Lid-Total Monthly Price \$ _____

36 Gallon Cart with Lid- Total Monthly Price \$ _____

60 Gallon Cart with Lid- Total Monthly Price \$ _____

90 Gallon Cart with Lid- Total Monthly Price \$ _____

Other sizes offered _____ with Lid- Total Monthly Price \$ _____

Extra Bag Price \$ _____

YARD WASTE

The Yard Waste services will be optional at the sole discretion of each individual homeowner.

Container sizes offered _____ with Lid- Total weekly Price \$ _____

Container sizes offered _____ with Lid- Total Monthly Price \$ _____

YARD WASTE BAGS

Weekly pick up price \$ _____

Monthly pick up price \$ _____

Number of bags allowed per week? _____

Additional charge for extra bags over allotted amount of bags each week: _____

Do you provide bags, if so, please provide size, cost and quantity: _____

ADDITIONAL SERVICES

Additional Services will be at the sole discretion of each individual homeowner.

Please list and explain additional services that you provide such as appliance pick up, furniture pick up, roll-off containers or shredding services. Note any charges, restrictions, or exemptions.

INCENTIVES

Please list any special incentives or programs you offer your customers:

BILLING

Please indicate what your billing terms are: monthly, quarterly or other: _____

What is the minimum number of accounts needed for our neighborhood to receive a discounted rate? _____

Do you offer any discounts for certain billing terms or if payments are made in advance?

Do the rates included taxes, surcharges and other fees? If not, what are those fees? _____

DISCLOSURES

Any information provided from this process is for the purposes of determining a group price and terms and conditions Individual homeowners will need to complete service contracts; the City of Roseville has no part in and is not acting as an agent for an individual or group of homeowners as part of this process.

It is the responsibility of each homeowner to successfully execute an individual residential service contract with a trash collection company. No homeowner can obligate other homeowners to contract with a specific trash collection company or specific trash collection companies. Contract cancellation will be in accordance with the service contract executed with each home owner.

Offered pricing and terms and conditions must be applied with prejudice to any homeowner who participates in this process and agrees to enter into a contract as a result of the information provided.

Your name _____

Your address _____

Your Phone Number _____

Your Email Address _____

6. Summary of Proposals

	Hauler 1	Hauler 2	Hauler 3	Hauler 4	Hauler 5	Hauler 6	Hauler 7
Term of Proposal							
Length of Price Guarantee							
% Increase to extend Guarantee							
Household Garbage							
20 Gallon Monthly Price							
36 Gallon Monthly Price							
60 Gallon Monthly Price							
90 Gallon Monthly Price							
Other size ____ monthly Price							
Other size ____ monthly Price							
Bags							
Weekly Pick up price							
Monthly Pick up price							
No. of bags allowed per week							
Additional bag charge							
Cost of bags							
Additional Services							
Incentives							
Billing Terms							
Discounts							

REQUEST FOR COUNCIL ACTION

Date: June 22, 2015
Item No.: 14.a

Department Approval

City Manager Approval



Item Description: Consider Policy Priority Planning Document

BACKGROUND

As part of the work done in February, the City Council and Department Heads identified five strategic goals to focus on during the next two years. They were:

- Civic Engagement
- Housing and Redevelopment
- Effective Governance
- Organizational Effectiveness
- Infrastructure Sustainability

City Council and Department Heads also identified key outcome indicators and measurable targets for each strategic priority. Leadership team staff worked on identifying strategic initiatives. The draft report and presentation about the strategic initiatives were presented to the City Council on May 11. (See Summary Sheet dated May 11 - Attachment A). At this point the summary sheet has not been modified but will be based on discussion and direction at the June 8th meeting.

During the discussion, there was a lot of feedback on the key outcome indicators (KOIs), targets and the strategic initiatives. The full discussions are contained in the draft May 11th meeting minutes included as Attachment B.

Staff has summarized the major points of conversation during the May 11th meeting to help guide the City Council on further discussion. There are of course, other items that may need to be included to take into account public comments and additional thoughts from the City. Below are some points for the City Council to consider and decide.

Civic Engagement

- Volunteer Opportunities
 - Should target be changed to focus more on number of new volunteers attracted versus the stated target of increasing volunteer opportunities by 5%?
- Community Satisfaction
 - Should the community survey remain in Civic Engagement or be moved to the strategic priority of Organizational Effectiveness or Effective Governance?

- Should the community survey instead remain in Civic Engagement but the KOI and target be changed to reflect and measure community engagement?

- Participation of under-represented population

- What is the role of the on-going and future work of the Community Engagement Commission in implementing this priority?

Housing and Redevelopment

- Are the metrics identified in the targets for all the KOI's acceptable (living wage jobs/value increases?)
- What role should the HRA play in the Housing and Redevelopment Strategic Initiatives?
- Move-up Housing
 - How does High Density and Medium Density factor into any move-up housing programs.

Effective Governance

- Respectful Interaction
 - Should this remain as a KOI?
- Process Transparency
 - Should Process Transparency be moved to Civic Engagement?

Organizational Effectiveness

- Employee Satisfaction
 - Should this KOI and the resulting employee survey be in the document at all?
- Suggested New KOI – Building Organizational Strength
 - Should a new KOI be included and Employee Satisfaction be removed?
 - Targets to be considered under this KOI could include succession planning and building depth of staff skillsets
- Resource Allocation
 - Should target be changed to more clearly measure whether the City's resource allocation meets citizen's priorities?

Infrastructure Sustainability

- No changes identified

The list above is meant to be representative of the conversation on May 11th. If there are items/issued that were brought forward during the discussion, please bring them up in the conversation. Also as previously mentioned, if there are other thoughts or ideas that have come up since the last meeting, also bring them forward.

As part of the public comment received at the May 11th meeting, it was noted that there were several errors in the document. These have been corrected and the revised Policy Priority Planning Document is included as Attachment C. Members of the public also brought forward objections to be characterized as a “customer” versus a “citizen” and asked that the City's advisory Commissions review the draft document.

66 After the meeting on May 11th, staff sent out the draft document out to all Commissioners and posted
67 the document on the City website asking for comment. Comments from Commissioners and the public
68 received to date have been included as Attachment D. Additional public comment was received as part
69 of the discussion at the June 8th meeting in Attachment E.

70 **POLICY OBJECTIVE**

71 Adopting strategic priorities will provide the City Council and staff direction in providing City services
72 and programs in a planned and targeted way. Moving forward, the strategic priorities will be part of
73 department work plans and operations.

74 **FINANCIAL IMPACTS**

75 There are no further costs as part of finalizing the final report. As these goals will be implemented over
76 the next two years, there will be costs that will need to be budgeted for and staff time taken into
77 account.

78 **STAFF RECOMMENDATION**

79 Staff requests discussion and feedback on the draft report from the City Council and the public.

80 **REQUESTED COUNCIL ACTION**

81 The City Council should provide comments and direction on the final report.

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

Attachments: A: Summary document of Strategic Priorities
B: Minutes from the May 11, 2015 City Council Meeting
C: Draft Policy Priority Planning Document
D: Public Comments received
E: Draft Minutes for June 8, 2015 City Council Meeting

City of Roseville- Strategic Plan Summary 2015-17

Strategic Priority	Key Outcome Indicator (KOI)	Target	Strategic Initiatives
Civic Engagement	Community satisfaction	90% satisfied w/ city services	Conduct Regular Community Surveys
	Volunteer opportunities	Increase volunteer opportunities by 5%	Create Strategy for use of Volunteers
	Participation by under-represented population	Engage three new segments of community	Establish Community-oriented Outreach Program
Housing and Redevelopment	SE Roseville	Increase in comm. MV Increase in resid. MV	Create Southeast Roseville Redevelopment Plan Formalize Southeast Roseville Working Group
	Twin Lakes	50 Increase in living wage jobs	Establish Twin Lakes Economic Development Program
	Move-up housing	20 Increase units \$350k/>	Establish Move-Up Housing Program
	Residential hsg value	10% chng. Owner-occupied value-2015-20 10% chng. Rental value-2015-20	Establish Housing Value Support Program
Effective Governance	Council actions	All Items resolved at mtg. they are introduced	Improve Meeting Management
	Process transparency	All items include indication of place in decision process	Improve Clarity in Decision Making Process
	Respectful interaction-leadership team	100% judged respectful	Establish framework for respectful dialogue and exchange of ideas
Organizational Effectiveness	Employee satisfaction	Measureable improvement in subsequent surveys	Conduct Annual Employee Satisfaction Survey Review Organizational Needs/Changes
	Resource allocation	Resource allocation reflects citizen's priorities	Conduct Annual Review of Organizational Interdependencies & Collaboration Opportunities
Infrastructure Sustainability	Capital improvement funding	Adopted comprehensive infrastructure plan & funding strategy	Establish enterprise-wide consistency for asset management plan implementation
	Infrastructure Condition	Adopted standards for each asset category	Establish measure of effectiveness for each infrastructure asset

DRAFT Regular City Council Meeting**Monday, May 11, 2015****Page 11**

Mr. Culver responded that, as part of the City's normal erosion control permitting process, the developer had to maintain construction entrances to prevent that material getting into the streets, addressed via sweeping requirements. Mr. Culver advised that staff made periodic inspections, and developers were required to "sweep on demand," and if they did not comply, the City held an escrow account on demand allowing reimbursement if the City was required to perform that sweeping.

Etten moved, McGehee seconded, accepted the HR LLC (TPI Hospitality) Environmental Review Worksheet (ERW) requirements established by City of Roseville Resolution No. 11198; and directed staff to approve permits when such necessary information and project details comply with City and State Code.

In general, Councilmember McGehee stated that she appreciated this document and developer responses, and the way staff reviewed it. However, Councilmember McGehee stated that her only caution is to have the form's future format not indicate a developer didn't have to answer a question without a further explanation of rationale in not requiring them to do so (e.g. traffic study).

Mayor Roe suggested stating, as an example in this case, that the traffic study existed elsewhere to address the rationale in not requiring a response from the developer.

Councilmember McGehee suggested, whenever something was referenced by the RERW, it become part of the document or at a minimum a summary of the referenced material.

Roll Call

Ayes: Willmus, Etten, McGehee and Roe.

Nays: None.

15. Business Items – Presentations/Discussions**a. Review Draft Policy Priority Planning Document**

City Manager Patrick Trudgeon provided an overview of this first look by the City Council of staff's attempt to identify strategic initiatives as part of the City Council Retreat held in February and five strategic priorities, key outcome indicators (KOI), and targets it had established, along with Department Heads, at that time. A Summary Document (Attachment A) and Retreat Facilitator Craig Rapp's Summary Report (Attachment B) were referenced by Mr. Trudgeon, as outlined in the RCA.

Mr. Trudgeon noted that this first look at strategic initiatives developed by staff was intended to provide talking points for further discussion and a general overview of those initiatives. Mr. Trudgeon advised that the intent was to provide check-in and reporting opportunities by staff to the City Council on those efforts

DRAFT Regular City Council Meeting**Monday, May 11, 2015****Page 12**

1 over the next two years. As noted on Attachment A entitled "City of Roseville –
2 Strategic Plan Summary 2016 – 18," Mr. Trudgeon noted the KOI and Targets
3 were broken into different subgroups, with Department and Assistant Department
4 Heads in attendance tonight to speak to each of the areas they'd worked on, even
5 though the entire group had addressed all of the initiatives from an organizational
6 standpoint to determine if they were feasible. While this is only a summary, Mr.
7 Trudgeon expressed staff's excitement in working with the City Council on their
8 direction over the next two years.

9
10 Mr. Trudgeon suggested, after the City Council had time to provide feedback and
11 further consider the documents and staff's presentation tonight, the draft plan be
12 brought forward at the June 8, 2015 City Council meeting for final consideration
13 and approval. However, Mr. Trudgeon recommended that the City Council re-
14 ceive public input on the draft document at tonight's meeting as well as at the
15 June 8, 2015 meeting.

16 **Strategic Priorities**

17 **Effective Governance**

18 **Staff assigned: City Manager Pat Trudgeon and Fire Chief Tim O'Neill**

19 City Manager Trudgeon briefly reviewed the strategic initiatives outlined on At-
20 tachment A for City Council consideration and feedback.

21
22 Councilmember McGehee expressed appreciation for the template idea, recogniz-
23 ing that it would require a lot of work but also provided an automatic guide inter-
24 nally and externally as staff guided changes, or for new people coming into the
25 process. However, Councilmember McGehee questioned how and at what point
26 additional information was provided to the City Council, or how moving from
27 presentation to action was anticipated and in what format it would come forward.
28 Councilmember McGehee expressed her interest in receiving more information
29 sooner rather than later and in advance of a meeting.

30
31 City Manager Trudgeon responded that the format would depend on the specific
32 topic, whether bringing information forward for a first look as a preliminary
33 presentation and then subsequently for action at a future meeting, either on the
34 Consent Agenda or Business/Action Item, depending on the topic. Mr. Trudgeon
35 noted some initiatives would be more straightforward and require less review,
36 while others would be more involved and not as routine in nature. Mr. Trudgeon
37 noted the need for the City Council to make that determination and provide staff
38 with sufficient feedback as to what information they were seeking to be included
39 on future RCA's depending on the particular topic.

40
41 Councilmember Willmus expressed appreciation for City Manager Trudgeon's
42 comments, opining that often staff looked at issues differently than the City
43 Council, but at the end of the day the elected body was accountable to the voters.
44 Councilmember Willmus noted that this often created a messy, sloppy process
45 needing to be muddled through. However, Councilmember Willmus opined that

DRAFT Regular City Council Meeting**Monday, May 11, 2015****Page 13**

1 this City Council had been effective in working through a myriad of complex is-
2 sues, and while not always pretty or on the proscribed schedule they remained ac-
3 countable to their constituents. Under that scenario, Councilmember Willmus
4 noted that often things may come up during a City Council meeting that staff had
5 not previously thought about and therefore additional information and time was
6 required to resolve a particular issue.

7
8 Regarding the strategic initiative identified as “establish framework for respectful
9 dialogue and exchange of ideas,” Councilmember Willmus opined that there
10 would always be Councilmembers who were passionate about a particular issue
11 and who may disagree. However, Councilmember Willmus questioned the bene-
12 fit for staff to spend too much time attempting to address that concern.

13
14 Recognizing how much additional preliminary work may be required of staff to
15 get information to the City Council ahead of time and how that may dramatically
16 change the current operating procedures, Councilmember Etten cautioned creating
17 additional work for staff that may not prove useful to the City Council. Regard-
18 ing timeframes, Councilmember Etten expressed appreciation for those times staff
19 clearly laid out in the RCA the “next steps” and a proposed timeframe (e.g. Dale
20 Street Project). Using the Dale Street Project as an example, Councilmember Et-
21 ten suggested pulling some of the pieces from the Development Agreement for
22 that timeline to provide a direct target or window for presentations or action by a
23 Commission or the City Council, since staff often has that information available
24 without causing them too much additional work.

25
26 While recognizing that the strategic initiative identified as “establish framework
27 for respectful dialogue and exchange of ideas,” may be tough to maintain a con-
28 tinuum for respectful meetings, Councilmember Etten suggested each new City
29 Councilmember packet include a refresher from the League of Minnesota Cities
30 (LMC) materials for discussion. Councilmember Etten agreed that, while the
31 body could agree to disagree, there should always be a reminder to remain re-
32 spectful with no need to go for blood.

33
34 Regarding that referenced initiative, Mayor Roe opined that respect went beyond
35 the City Council, but also the City Council’s respect of staff, and also to everyone
36 participating in a meeting. Mayor Roe further opined that it was the City Coun-
37 cil’s role to set a good example for everyone else, otherwise it became easy for a
38 member of the community to follow their lead.

39
40 As part of that respect initiative, Mayor Roe suggested a trial period providing an
41 opportunity for anyone participating in a meeting to turn in a response at the end
42 of that meeting as to whether they found the meeting respectful or not, with a tally
43 of those responses to see if it matched the impressions of the City Council.
44 Mayor Roe suggested this would provide a chance for feedback, whether at the
45 end of the meeting, or reported at the next meeting, and if tracked for awhile, it

DRAFT Regular City Council Meeting**Monday, May 11, 2015****Page 14**

1 may provide enlightening. Mayor Roe recognized that there would always be is-
2 sues where someone was passionate, and regardless of how the discussion went, if
3 the decision didn't go their way, they may feel it wasn't a respectful meeting.
4 However, overall, Mayor Roe noted the desire was to do public business in a re-
5 spectful manner.
6

7 Regarding getting preliminary information earlier under the strategic initiative to
8 "improve meeting management," Mayor Roe noted this was of benefit to the pub-
9 lic as well as the City Council by involving them earlier in the process. Mayor
10 Roe noted there would be obvious exceptions when negotiations were underway
11 or developments not yet ready to make a formal application. However, Mayor
12 Roe opined it would be beneficial to have mechanisms available if they didn't be-
13 come overly cumbersome or burdensome to staff and as things were ready to be
14 moved to a public forum.
15

16 Councilmember McGehee opined that to here there seemed to be two points to
17 consider under that initiative: that of the City Council as addressed, but also from
18 staff's perspective. Councilmember McGehee noted there were times when staff
19 brings things forward and the City Council didn't respond in a timely fashion, or
20 the City Council didn't provide the information staff needed. Councilmember
21 McGehee stated that this seemed, from her perspective, to be part of being re-
22 spectful of each other and how the groups reacted to one another; but also opined
23 that they were all adults and vigorous discussions should be available without
24 showing any disrespect.
25

26 City Manager Trudgeon admitted there were often challenges, especially when
27 things were on a meeting agenda for discussion or action, but due to longer-than-
28 anticipated discussion or time constraints, the item may be deferred to a future
29 meeting, even though staff made themselves available at that time. Mr. Trudgeon
30 recognized the improvements of the City Council in bringing questions or con-
31 cerns to staff's attention prior to a meeting allowing them to address those ques-
32 tions or remove or deferring an item if information was not immediately availa-
33 ble. However, Mr. Trudgeon stated that the more that could be emphasized, the
34 better, allowing staff to respond and the City Council to be better informed to
35 make a decision. If the City Council could alert him or identify any problem are-
36 as earlier in the meeting, Mr. Trudgeon noted he could release staff rather than
37 having them sit through an entire meeting without their agenda items being ad-
38 dressed. Mr. Trudgeon noted that this also involved managing agendas to make
39 sure there was not too much business anticipated for a meeting, while allowing
40 sufficient time to take care of business as needed.
41

42 Councilmember McGehee opined that she had noticed an improvement in staff
43 RCA's allowing for topics being more fleshed out, as well as allowing sufficient
44 time on the agenda for discussion and to complete the agenda.
45

DRAFT Regular City Council Meeting**Monday, May 11, 2015****Page 15**

1 Mayor Roe clarified that all of the strategic priorities, KOI's and targets had been
2 developed from joint discussions by the City Council and staff at the Retreat and
3 were not just staff observations, but involved all participants in that conversation.
4

5 City Manager Trudgeon sought to clarify that staff was not intending to com-
6 municate that they were making any attempt to force decisions, but for those ac-
7 tions needing more discourse and discussion, staff recognized delays were neces-
8 sary versus those that allowed for immediate decision-making by the City Council
9 without the need for further consideration.
10

11 As an example, Councilmember Etten noted the Twin Lakes Redevelopment Area
12 discussion that involved complex and important decisions, but got delayed by a
13 variety of issues. Councilmember Etten opined that this, in part, also involved the
14 need for maintaining respectful dialogue rather than people using their positions
15 to make personal points, whether to each other, staff or commission members.
16 Councilmember Etten opined that this was the part for him that came off poorly as
17 a result of such dialogue that put people in poor positions.
18

19 Councilmember McGehee noted the positive steps staff has been taking with
20 those complex issues in breaking them into more manageable chunks versus the
21 City Council attempting to address the broader picture involving too many mov-
22 ing parts; opining that was a big improvement.
23

24 With a municipal election held every two years that may influence how a position
25 or issue is approached, Mayor Roe noted some things are entirely out of staff or
26 the public's control, a reality that needed to be acknowledged as part of this dis-
27 cussion. However, Mayor Roe agreed that it was up to each Councilmember and
28 the corporate body to manage things to get the business of the city accomplished.
29

30 Mayor Roe reiterated the comments of City Manager Trudgeon that this was the
31 first look at this draft summary, and would include public feedback prior to ap-
32 proval.
33

Civic Engagement

34 **Staff assigned: Police Chief Rick Mathwig, Assistant Parks Director Jill An-**
35 **fang, City Planner Thomas Paschke**
36

37 Chief Mathwig provided an overview of the proposed strategic initiatives.
38

39 Specific to the initiative to "establish community-oriented outreach program,"
40 City Manager Trudgeon identified an awareness of three new segments of the
41 community, with others were yet to be determined. Mr. Trudgeon noted that fur-
42 ther work would involve plugging this initiative with the Community Engagement
43 Commission's (CEC) Neighborhood Group Task Force and Renter's Notification
44 Task Force. Since this was still a work-in-progress, Mr. Trudgeon advised that
45 this was only a portion of segments needing focus and identifying other groups

DRAFT Regular City Council Meeting**Monday, May 11, 2015****Page 16**

1 and how to further plug them into the process would require additional review for
2 implementation.
3

4 Specific to the initiative to “create a strategy for use of volunteers,” City Manage
5 Trudgeon noted staff’s initial review of the “Service Enterprise Program” certifi-
6 cation for improving strategies for using volunteers and coordinate ideas, even
7 above and beyond those initiatives already implemented by Volunteer Coordina-
8 tor Kelly O’Brien. Mr. Trudgeon noted the improved ways staff was pursuing a
9 more organizational approach and way of thinking about volunteers, and antici-
10 pated ability through using this program to cast a wider net and more effectively
11 engage volunteers and manage them. Mr. Trudgeon noted that this “Points of
12 Life” initiative was well-known within non-profit agencies and was just starting
13 to become incorporated in the government sector; with the next level for volunteer
14 engagement made more feasible through this certification program. Mr. Trudg-
15 eon reported that the City’s management team and Department Heads were com-
16 mitted to and all actively engaged in performing a strategic look at how to use
17 volunteers through a more systematic approach.
18

19 Specific to the initiative to “conduct regular community surveys,” Councilmem-
20 ber Etten referred to a question he’d received from a member of the CEC about
21 whether the community survey was actually related to community engagement or
22 simply a tool to measure organizational effectiveness. As related to him by the
23 CEC member, Councilmember Etten suggested the goal was actually to increase
24 the target for the number of volunteers involved in the community, seeking another
25 potential target for involving more people, not just for events and/or activities.
26

27 Specific to the decision-making process, Councilmember Etten opined that the
28 under-reported population and CEC task force addressing renters was an excellent
29 example for him in addressing new segments. However, Councilmember Etten
30 suggested changing that target some to address what was being done by other
31 communities as well for comparison purposes to improve efforts in Roseville.
32

33 At the request of Councilmember McGehee, Councilmember Etten clarified his
34 remarks about measuring or engaging through the community survey, suggesting
35 further discussion may be prudent in defining whether the survey’s goal was a
36 measurement of organizational effectiveness or how it was involving people.
37

38 Mayor Roe suggested is may be both, including a way to measure engagement as
39 well.
40

41 Councilmember McGehee expressed her appreciation for the community survey
42 and its usefulness to her, depending on what questions were asked and how they
43 were asked. While agreeing with the need for clarification, Councilmember
44 McGehee suggested the need to determine whether or not the City had been
45 communicating effectively and providing the opportunities people were seeking.

DRAFT Regular City Council Meeting**Monday, May 11, 2015****Page 17**

Councilmember Etten opined that the initiative also went to the priority of “effective governance” as well.

Mayor Roe opined that it helped inform the engagement process.

Councilmember Willmus agreed with Councilmember Etten, that the community survey tool provided a metric for various issues, which could then be used as a basis to see how the organization was doing versus the organization’s effectiveness. While he could see an engagement component of the community survey, Councilmember Willmus opined that it was probably not the best tool available to facilitate what was needed in that regard.

Mayor Roe recalled previous discussions at the Retreat that the survey was intended to measure satisfaction with engagement.

City Manager Trudgeon concurred with Mayor Roe’s recollection of those discussions, noting the KOI identified at the Retreat served as a driver for that satisfaction and could be moved down to the other priority.

Mayor Roe clarified “measuring satisfaction with our engagement in the community.”

Councilmember Willmus stated that he may have additional questions and/or need clarification on some of the proposed strategic initiatives, since the City Council had yet to be involved in that portion of the summary. Even though the City Council had helped develop the KOI and Targets at the Retreat, Councilmember Willmus noted that this is their first look at the draft Strategic Initiatives.

City Manager Trudgeon duly noted that this was the first look for the City Council and intended for their feedback as well as that of the City Council.

Councilmember Etten noted the changes already being implemented to engage the community more deeply in the City Council’s decision-making, as noted in the “Effective Governance” priority. While questions remained in how to do it, Councilmember Etten questioned if it needed to be included in this priority as well or something continually looked at and systematically included in the process early on. Councilmember Etten noted this included continuing to maintain and improve the city website, printing communication in a timelier manner and getting information out in a more timely fashion by using other media options (e.g. NextDoor.com) to target specific neighborhoods. Councilmember Etten opined this involved continually looking for new ways to improve those communication and engagement efforts.

DRAFT Regular City Council Meeting**Monday, May 11, 2015****Page 18**

Specific to “Civic Engagement,” Mayor Roe expressed appreciation for staff’s comments regarding involving advisory commissions, recognizing that their feedback would be helpful as they had insights to offer beyond those of the City Council and/or staff.

Councilmember McGehee suggested incorporating various templates for decision-making (e.g. next steps and timelines) to enhance communication efforts and ways to memorialize communication in the decision-making process providing fewer concerns for residents.

Housing & Redevelopment

Staff assigned: Community Development Director Paul Bilotta, Battalion Fire Chief of Operations David Brosnahan, and Deputy Fire Chief Chris Snyder

Community Development Director Bilotta summarized the strategic initiatives drafted for this priority.

Specific to the initiative to “establish a move-up housing program, Councilmember Willmus referenced the many discussion held at the Retreat regarding this KOI and Target, and questioned how to facilitate this and how it related to high density residential (HDR) and/or medium density residential (MDR) zoning designations. Councilmember Willmus questioned if MDR was the buffer between single-family residential and HDR or what specific things needed to be looked at, since he didn’t see that addressed in the strategic initiative.

As a first step, Mr. Bilotta advised that staff would be presenting this first look of the summary document to the HRA at their meeting next week, along with a list of target properties for them to consider as MDR sites as a preliminary for their consideration and discussion to address at the upcoming joint meeting of the HRA and City Council.

Councilmember Willmus questioned if the intent was to lump rezoning with move-up housing as one and the same thing.

Mr. Bilotta clarified that the main question was how to facilitate either or both beyond simply setting a goal. Mr. Bilotta opined that a first step would involve identifying MDR as an untapped need in the community and potential sites and whether they may need rezoned or other ideas on how to achieve that priority and target. Mr. Bilotta noted this may include determining the HRA’s role and that of the City Council: whether acquisition, marketing, incentives or other means and all part of the programming process.

Specific to other metrics listed under the Target category, Councilmember Willmus opined that he didn’t recall discussion at the Retreat about putting out specific numbers on the number of living-wage jobs, owner-occupied, housing

DRAFT Regular City Council Meeting**Monday, May 11, 2015****Page 19**

1 value rentals and other targets identified and questioned whether those numbers
2 had come from.

3
4 Mr. Bilotta stated that staff had simply attempted to predicted what a reasonable
5 number of living-wage jobs may be in the two-year time frame for discussion
6 purposes only.

7
8 Regarding owner-occupied housing and rental value changes, Mr. Bilotta noted
9 that these estimates were for five years, through 2020, with considerable fluctua-
10 tion being seen at this time across the City, and staff's attempts to compare it with
11 inflation over that same five year period, again hard to predict and depending on
12 the numbers impacted by all units for that type of housing stock.

13
14 For clarification, Mayor Roe noted that the targets would become part of the dis-
15 cussion for anything the Council eventually adopted, making staff's suggestions
16 make more sense.

17
18 Specific to the KOI for "SE Roseville, Councilmember McGehee congratulated
19 staff and the working group on their efforts to-date in starting from the bottom-up
20 to achieve a good plan for that area rather than trying to force it in one direction
21 or another, which she found to be a new approach for Roseville. However, Coun-
22 cilmember McGehee cautioned that the efforts of the working group not become
23 so formalized as to become a rigid extension of City government.

24
25 While supporting all of the strategic targets proposed by staff, regarding the initia-
26 tive to "establish a Twin Lakes economic development program," Councilmember
27 McGehee expressed her anticipation of what was projected.

28
29 Councilmember Etten echoed the comments of Councilmember McGehee specific
30 to the SE Roseville working group, as well as questioning long-term economic
31 development plans for the Twin Lakes area. Councilmember Etten stated that his
32 questions regarding move-up housing and rezoning had been addressed by Mr.
33 Bilotta's response to Councilmember Willmus's similar concerns.

34
35 Specific to the SE Roseville working group, Mayor Roe clarified that those efforts
36 were and should remain open to general public participation as well as that of the
37 neighborhood. Mayor Roe stated that he envisioned involving feedback from
38 people living and/or doing business there as well to make sure they were part of
39 the process. Mayor Roe also noted the need to look at a long-term redevelopment
40 plan for the area as a more formalized process as well as short-term efforts.

41
42 Specific to move-up housing, Mayor Roe stated he was leery of tying that to
43 MDR zoning, since he wasn't sure the values would be \$350,000 or more; and
44 opined that multiple strategies were needed, with the MDR serving as only one
45 tool. Mayor Roe noted that single-family homes, similar to those having gone up

DRAFT Regular City Council Meeting**Monday, May 11, 2015****Page 20**

1 over the last few years, could also help to accomplish that goal, such as facilitat-
2 ing that type of development in single-family designated zoning areas or pockets
3 throughout the community as long as they were not out-of-character with the rest
4 of the neighborhood.

5
6 Councilmember Willmus agreed with Mayor Roe's comments, opining they were
7 valid and well-taken, as long as the target thrown out was understood to be casu-
8 ally estimated at 50 units at \$350,000 or above.

9
10 Mr. Bilotta expressed appreciation for Mayor Roe and Councilmembers touching
11 on the "bottom up" aspect as a continuing consideration by the CEC and Neigh-
12 borhood Association endeavors in deferring some items until seeing what comes
13 out of the SE Roseville working group and then plug it in to various subgroups as
14 specific topics came forward. Mr. Bilotta noted that it was anticipated that addi-
15 tional members may come and go, but also that it was anticipated that a core
16 group would remain long-term to address this target and various initiative.

17
18 Mayor Roe suggested an inter-jurisdictional role as well to involve the communi-
19 ties of Maplewood and St. Paul.

20
21 Mr. Bilotta advised that to-date the working group had not brought those cities in,
22 but the Police Department was approaching them, and the little seed continued to
23 grow into other areas as efforts progressed.

24
25 Mayor Roe advised that he had planted some seeds with the Mayor of Maplewood
26 several months ago.

27
28 **Organizational Effectiveness**

29 **Staff assigned: Assistant to City Manager/City Clerk Kari Collins, Infor-**
30 **mation Technology Network Manager Terre Heiser, former Public Works**
31 **Director Dwayne Schwartz**

32 City Clerk Kari Collins provided an overview of the efforts for this priority.

33
34 Specific to the survey topic, Mayor Roe stated that the more he considered re-
35 source allocation, the more he found it as a tool providing a metric as to whether
36 citizens felt their priorities were being met versus how those resources were being
37 allocated.

38
39 As part of the initiative to "conduct annual review of organizational interdepend-
40 encies and collaboration opportunities," Councilmember McGehee suggested in-
41 cluding external opportunities in surrounding communities as well.

42
43 Ms. Collins assured Councilmember McGehee that would be a part of the discus-
44 sion, noting the work already underway by Volunteer Coordinator Kelly O'Brien
45 in pursuing public/private partnerships.

DRAFT Regular City Council Meeting**Monday, May 11, 2015****Page 21**

Councilmember McGehee expressed appreciation for this part of the presentation, opining that she was unaware of any opportunities in the past for employees to conduct a satisfaction survey, which she found to be a good idea and providing an opportunity for employees to see if their job descriptions resemble the job they were actually doing.

Regarding collaboration opportunities, Councilmember Willmus noted in the past discussion had been held regarding looking to other local government units (e.g. Ramsey County, MnDOT, and others) on a broader basis. Councilmember Willmus expressed his concern also that, initially starting from Retreat discussions as what was desired over the next few years, had now expanded to 5-6 years, and suggested being cognizant of how to bring that all together and tie it up.

Regarding an employee satisfaction survey, Councilmember Willmus admitted he wasn't quite sold on how that tied to other items being proposed as initiatives, opining that it could take him a while to get to that.

Councilmember Etten suggested a different KOI for this priority entitled "Building Organizational Strength," and several targets, one of which could be "employee satisfaction." Councilmember Etten noted the value and importance of the City Council listening to those performing the City's work day-to-day, but not necessarily as a separate KOI, but in order to develop and nurture succession planning and develop staff skills. As an example, Councilmember Etten noted there should be more than one staff person skilled to serve as a liaison to an advisory commission, addressing development of more depth and strength for employee skills moving forward. Councilmember Etten stated that he could support including another KOI for staff development in a different format, or remove "employee satisfaction" and add his suggestion, allowing initiatives to flow from that and include additions.

Mayor Roe opined that sounded familiar to him from Retreat discussions as well.

Councilmember McGehee disagreed, opining that she found it important to have an employee satisfaction survey to find out if they had sufficient training for the jobs they were performing and if they felt they were in a safe environment to work, and there was enough flexibility for them to grow within based on the strength of the organization from their perspective. Councilmember McGehee opined that, in many ways, the City's employees were customers, and if they felt they had no advancement opportunities or no succession planning was in place, or not enough depth was available in their jobs, or if they felt unable to respond to certain situations, she thought those were important things for the City Council to be aware of. As the City Manager became aware of those issues as well, Coun-

DRAFT Regular City Council Meeting**Monday, May 11, 2015****Page 22**

1 councilmember McGehee opined that it would provide a pool of information to build a
2 more effective organization.

3
4 Councilmember Etten clarified that he felt an employee survey was important, but
5 not as a KOI, but as one of the targets from building organizational strength.

6
7 Mayor Roe noted that clarification provided a level of agreement between Coun-
8 cilmembers Etten and McGehee.

9
10 Mayor Roe suggested referencing the meeting notes from the Retreat to determine
11 the discussion on this KOI and how it had evolved to this, and whether employee
12 satisfaction was originally part of organizational strength. Mayor Roe opined that
13 having a handle on the needs of the organization was a key part as well as em-
14 ployee satisfaction, and suggested moving the “employee satisfaction” KOI fur-
15 ther right on the summary.

16
17 Councilmember Willmus concurred, opining that it was currently weighted too
18 heavily.

19
20 **Infrastructure Sustainability**

21 **Staff assigned: Public Works Director Marc Culver, Public Works Director**
22 **Lonnie Brokke**

23 Public Works Director Culver provided an overview of this priority.

24
25 Councilmember McGehee questioned the status city-wide of the asset manage-
26 ment software program. Councilmember McGehee opined that when the City
27 Council agreed to initiate the program some time ago, it was her understanding
28 that all departments would be on it; however, after another two years, it was her
29 understanding that was not the case, and she questioned why it seemed to be so
30 difficult to get all city assets catalogued onto this software program.

31
32 Mr. Culver responded that the Public Works Department had embraced the pro-
33 gram and catalogued its assets and was also documenting time and maintenance
34 on spent on those assets. While the program was really borne out of the Public
35 Works Department, Mr. Culver advised that discussion was ongoing for imple-
36 mentation with other departments, with the Parks & Recreation beginning to use
37 it, and another review being done city-wide to see if there were ways for their de-
38 partments to make use of the software program.

39
40 Councilmember McGehee asked City Manager Trudgeon for clarification if it had
41 been the intent, when the City Council supported the software, that every depart-
42 ment become engaged, at least at a minimum to catalogue assets.

43
44 City Manager Trudgeon confirmed that intent, advising that it was still in process,
45 but was not there yet, and would continue to be a continual process for some time,

DRAFT Regular City Council Meeting**Monday, May 11, 2015****Page 23**

1 recognizing that the Parks & Recreation Department had recently made substan-
2 tial progress, and other departments were still coming. With reorganization ef-
3 forts recently implemented, Mr. Trudgeon advised that staff was now in a better
4 position with time and resources to get everyone on board eventually.
5

6 At the request of Councilmember McGehee, City Manager Trudgeon responded
7 that it was the goal to have everyone on board and organized by the end of 2016.
8

9 Mayor Roe clarified that it was a goal, while recognizing work efforts would and
10 could shift as well.
11

12 In his previous discussions with Finance Director Miller, Mayor Roe noted one
13 challenge may be to link the Capital Improvement Program (CIP) document to the
14 infrastructure management and financial tracking documents, as well as getting
15 the park program into that CIP system allowing them to show on the same report.
16 While understanding it was just a spreadsheet that needed to be managed through
17 some expertise, Mayor Roe expressed his desire to be able to track infrastructure
18 with CIP dollars to make sure the money set aside in Enterprise Fund areas was
19 the right amount and being spent in a timely fashioned, or if it needed reallocated
20 elsewhere. If tracked well and dollars clearly identified, Mayor Roe opined that
21 the City Council may be able to look at rates and only address inflationary pieces
22 for a few years without continuing to adjust those rates. However, until known
23 for sure, Mayor Roe noted the difficulty in tracking that information.
24

Conclusion

25 City Manager Trudgeon, in conclusion noted that this was the point where staff
26 exited the process and this draft became a City Council working document. Mr.
27 Trudgeon stated the reason for tonight's presentation was to populate ideas on
28 how to achieve priorities and KOI, and various targets. While appreciating feed-
29 back so far, Mr. Trudgeon suggested the need for the City Council to determine
30 its comfort level and how to express their various components. Mr. Trudgeon
31 clarified that staff was reliant on the City Council saying what they wanted to do
32 and how to do so; and suggested if something didn't make sense or a change was
33 needed to a previously-stated KOI, they provide that additional feedback. Mr.
34 Trudgeon further clarified that the strategic initiatives on the summary plan were
35 only intended as suggestions from staff to begin discussions, and in the meantime,
36 he sought additional feedback from the City Council before bringing the docu-
37 ment back on June 8, 2015.
38

39
40 Councilmember Willmus noted several areas that would benefit from feedback
41 from the CEC or HRC; and questioned how City Manager Trudgeon saw that fit-
42 ting into the timeline for City Council action proposed for June 8, 2015.
43

44 City Manager Trudgeon stated that was entirely up to the City Council, whether
45 they wanted additional time for vetting or discussion, even though staff was eager

DRAFT Regular City Council Meeting**Monday, May 11, 2015****Page 24**

1 to begin work on some of the initiatives if directed to do so. If the plan changes,
2 Mr. Trudgeon stated that staff was comfortable deferring action or taking action
3 on June 8, at the discretion of the City Council and at their lead.
4

5 Discussion ensued regarding upcoming advisory commission meeting schedules
6 and how that aligned with proposed action on June 8, 2015.
7

8 In general, Councilmember Etten suggested shrinking the timeline to only cover
9 2015-17, depending on the outcome of the next election and potential new Coun-
10 cilmembers, but to cap it at 2017. Even though some goals may be longer than
11 those two years, Councilmember Etten suggesting keeping that limit, and project
12 those necessary for a longer-term, with a review every January of each new year
13 to see progress to-date. Also, Councilmember Etten suggested staff report back
14 periodically (e.g. every six months) on these items, and expressed his preference
15 if possible that it run parallel with the annual budget calendar to determine after
16 one year whether or not this has proven helpful, whether it was working or not,
17 and providing check-ins on its overall effectiveness.
18

19 Along those lines, Mayor Roe suggested similar reports or updates on a quarterly
20 basis or even more frequently as currently done for other staff reports provided as
21 part of the Consent Agenda. Mayor Roe opined that a six month period for re-
22 porting seemed a little too long to him, but agreed that regular updates were es-
23 sential.
24

25 Councilmember Etten expressed his willingness for shorter timeframes as appli-
26 cable, as long as an overall look was provided for those items listed.
27

28 While this is a City Council document, Councilmember McGehee noted the last
29 column for “strategic initiatives” at this point was only staff input. To the extent
30 those have been discussed and additional tweaking and wording revised, Coun-
31 cilmember McGehee questioned City Manager Trudgeon’s intended schedule if
32 planning to bring this back on June 8, and how and when public and advisory
33 commission input would be heard. Councilmember McGehee expressed her in-
34 terest in a list of actual items after tonight’s discussion and a timeframe with im-
35 plementation dates, not only for 2015-2016, but also sustainable beyond that.
36

37 In response, City Manager Trudgeon explained his thought process was that at
38 some point the City Council would approve the document, and then loop the advi-
39 sory commissions in. Mr. Trudgeon cautioned doing so before the City Council
40 had provided a clear context and direction. However, if the City Council deter-
41 mined it was important to communicate this draft with advisory commissions and
42 bring them into the loop now that could be accommodated, even though Mr.
43 Trudgeon recognized that several of those commissions had already met this
44 month and may further delay the process. Mr. Trudgeon noted that a lot of work
45 was intended for the first two years, with half of this first year already gone,

DRAFT Regular City Council Meeting**Monday, May 11, 2015****Page 25**

1 prompting the need to look at dates again. Mr. Trudgeon clarified that staff was
2 open to the process dictated by the City Council, but also cautioned that by bring-
3 ing more people into the loop at this point, it would create a much larger area of
4 context.

5
6 While recognizing the benefit of tonight's discussion, Councilmember Willmus
7 questioned how to bring Councilmember Laliberte into that discussion prior to
8 taking formal action.

9
10 In fairness to that desire, City Manager Trudgeon suggested perhaps another dis-
11 cussion on June 8, perhaps a summary plan not fully ratified would suffice for the
12 HRA's joint meeting with the City Council on June 15, provided the City Council
13 was comfortable with the housing and redevelopment aspect and any other priori-
14 ties involving the HRA directly that would serve to facilitate that conversation.

15
16 Councilmember Etten agreed with City Manager Trudgeon that this document in-
17 volved a lot of work for the City Council, and there would be many additional op-
18 portunities for staff to involve the community and/or advisory commissions.
19 Councilmember Etten also recognized that 2015 was half over before this docu-
20 ment was going to be adopted, and therefore, he expressed his support for a final
21 touch on June 8, followed by formal action at the next meeting to move it for-
22 ward. Councilmember Etten also noted that this was a living document and
23 should be flexible enough to allow revisions based on the six month updates – or
24 quarterly if applicable – but would still allow those changes and the process to
25 move forward sooner rather than later.

26
27 Based on his perception of discussions to-date, Mayor Roe stated he considered
28 these strategic priorities as the focus indicated by the City Council for the next
29 few years, in addition to other items that are standard operating or special circum-
30 stance issues.

31
32 Therefore, Mayor Roe opined he didn't see a need at this time to seek agreement
33 from advisory commissions with the Strategic Plan Summary, but instead to make
34 sure they have an opportunity to engage and provide additional suggestions to the
35 mix, with this document serving as a starting point. Based on that general under-
36 standing apparently shared by the body, Mayor Roe suggested coming back to the
37 June 8 meeting to incorporate Councilmember Laliberte's feedback with staff
38 providing this original draft document, and a revised red-lined copy as well incor-
39 porating tonight's discussion; with final adoption slated for adoption on June 15.

40
41 Mayor Roe further clarified that future joint meetings of advisory commissions
42 and through their feedback to staff liaisons, they would be plugged into the pro-
43 cess, starting with the first joint meeting with the HRA, and provide additional in-
44 put to the revised strategic initiatives. However, Mayor Roe supported going
45 ahead with further discussion on June 8 and adoption on June 15.

DRAFT Regular City Council Meeting**Monday, May 11, 2015****Page 26**

Councilmember Willmus agreed with Mayor Roe's proposal, recognizing that the City Council was under the time constraints due to their own doing. While valuing the opinions and thoughts by advisory commissions on the issues, whether he agreed with them or not, Councilmember Willmus suggested beginning the process by June 15.

Councilmember McGehee agreed with Councilmember Etten and Mayor Roe that this was a living document, but it was important to get it going. Toward those efforts, Councilmember McGehee noted that this discussion was available to Councilmember Laliberte via various means and providing her with the ability to respond to the discussion for the benefit of the City Council and staff, not delaying the process any further.

Mayor Roe thanked staff for their participation throughout this process and for their presentations tonight, expressing appreciation from the City Council for this team effort between the body and staff.

Mayor Roe opened the meeting for public comment at this time for those in attendance at tonight's meeting.

Public Comment**Lisa McCormick, Wheeler Street**

Ms. McCormick apologized for her comments at the last meeting if she had come across as being harsh with the City Council, stating that was not her intent. Ms. McCormick opined that the City Council and her neighborhood were closer in their thinking than being farther apart. Ms. McCormick noted her frustration was in part with the process. Ms. McCormick stated that, seeing this report was a good example of that frustration.

Ms. McCormick stated her initial excitement about this Retreat and what the City Council might come up with for their community priorities moving forward. Ms. McCormick stated she was further heartened when attending the Retreat and hearing the City Council's earnestness in engaging the community, and therefore, she was eager for those results. Ms. McCormick, in watching the Retreat afterwards and reading the meeting notes and hearing City Manager Trudgeon's summary in his closing comments, stated that she found them moving, in addition to Councilmember Laliberte's comments about community building community and working together in partnership. In that way, Ms. McCormick noted she had first heard about customer intimacy; and clarified that she did not view herself as a customer, but wanted to feel she offered a contribution and wanted to participate in her community.

However, in reading this report, Ms. McCormick noted her concerns, since she had paid attention to the other aspects, and the results portrayed by staff. Initially, Ms. McCormick stated she thought this was a mistake, especially when the sum-

DRAFT Regular City Council Meeting**Monday, May 11, 2015****Page 27**

1 mary says staff's desire is to move toward operational excellence, which she
2 found in direct conflict with her notes and recollection. Ms. McCormick opined
3 that clearly the move was for staff and the City Council to move toward customer
4 intimacy, not operational excellence, as was being portrayed in this report. Based
5 on the ranking in Mr. Rapp's report, and in her watching the video again to make
6 sure his summary was accurate, Ms. McCormick noted his verbal summary was
7 for the City to move toward a culture of collaboration and customer intimacy,
8 with no one contradicting him then, and obviously therefore, not in error.

9
10 Ms. McCormick noted her frustration stemmed from residents attending and lis-
11 tening because they cared, and then even though things may be delayed, when
12 they come out, such as this report, they are in direct opposition to what was heard
13 previously. Ms. McCormick expressed appreciation for the City Council's will-
14 ingness to make public information available, and thanked City Manager Trudg-
15 eon for his commitment toward those efforts and the City Council for their efforts
16 towards transparency. However, Ms. McCormick questioned if everyone was ac-
17 tually on the same page in this matter.

18
19 In his review tonight of the summary report, Mayor Roe concurred with Ms.
20 McCormick that it appeared incorrect.

21
22 City Manager Trudgeon apologized and advised he would check it out.

23
24 If it is in error, Ms. McCormick questioned how the results affected the credibility
25 of the report.

26
27 Mayor Roe expressed his hope that by fixing it, it would serve to establish that
28 credibility.

29
30 **Diane Hilgren (SP?), Bayview Drive**

31 Ms. Hilgren agreed that she was a citizen, not a customer, and having reviewed
32 the meeting notes from the Retreat, expressed her trouble in being called a cus-
33 tomer.

34
35 Along with the efforts of the CEC and HRC, Ms. Hilgren noted that everyone was
36 trying to change culture, and it could often take a long time. In the City Council
37 using verbiage to describe things, Ms. Hilgren opined that it often came across
38 that residents were customers and the City was a business, which she did not find
39 true. Ms. Hilgren opined that the City was an entity, and the CEC was trying to
40 be a proponent of having people look at becoming better and more involved citi-
41 zens, even though the road may be bumpy and some things difficult to achieve.

42
43 Ms. Hilgren encouraged the City Council to give this more time, and send this
44 document to its advisory commissions and the public, since their input also had
45 value. Ms. Hilgren opined that this was an amazing document, and she gave cred-

DRAFT Regular City Council Meeting**Monday, May 11, 2015****Page 28**

1 it to the City Council for producing it, but also noted it may have many unfore-
2 seen consequences and needed the extra time. Ms. Hilgren questioned if one
3 more month would seriously impeded the document, while noting it would pro-
4 vide advisory commissions and citizens time for review, comment, and grant
5 them validity in providing that input.
6

7 Ms. Hilgren opined that taking the extra time was worth it, and expressed her en-
8 thusiastic interest in moving forward with this culture change. However, Ms.
9 Hilgren underscored that she was a citizen and found it offensive to be called a
10 customer.
11

Gary Grefenberg, 91 Mid Oaks Lane

12 Mr. Grefenberg stated he was speaking personally, but basing his comments on
13 his six years in developing civic engagement in the community. Mr. Grefenberg
14 stated dialogue needed to begin, and opined that instead of continuing to have
15 staff involved the next meeting to discuss this should include advisory commis-
16 sions. Mr. Grefenberg further opined that no staff, with the exception of Mr. Bi-
17 lotta understood the goal and perpetuated the “top down” approach to these priori-
18 ties through their proposed strategic initiatives. Mr. Grefenberg stated he too was
19 offended to be called a customer, opining that the City Council was not a Board of
20 Directors for a business; and had no desire for them to be intimate with him, but
21 wanted instead their respect and to provide him with an opportunity to participate.
22 Since the CEC was set up by the City Council for just this purpose, Mr. Grefen-
23 berg opined it seemed an end-run to adopt the strategic plan without receiving any
24 input from them.
25
26

27 Mr. Grefenberg asked two specific questions: 1) A description of what was actu-
28 ally meant in establishing a community-oriented outreach program; and 2) How
29 will this strategic plan be used and how flexible will it be?
30

31 Mayor Roe responded, as previously noted in staff’s presentation earlier in this
32 meeting, there remained a lot to flesh out in the plan at this point, and the City
33 Council still needed to figure out what that was going to be. Mayor Roe clarified
34 that the involvement of the CEC would play a key role in the future in figuring
35 that out.
36

37 Mr. Grefenberg responded that staff concentrated or focused on in-reach versus
38 outreach, opining that this caused him to see the old culture based only on those
39 staff-identified strategic initiatives versus the actual work of advisory commis-
40 sions. Since no one as yet was aware of this 2016-2018 strategic plan, Mr. Gre-
41 fenberg questioned why communication efforts could not be undertaken to pro-
42 mote that understanding before adoption.
43

44 Regarding how flexible this document would be and how it would be used, Mr.
45 Grefenberg opined that it was very disrespectful of the City Council to take action

DRAFT Regular City Council Meeting**Monday, May 11, 2015****Page 29**

without first talking to the CEC, noting the commissions and general public were part of the process, not only staff.

Using Councilmember McGehee's recent issue related to garbage collection, in order to come up with ways to engage the community from the ground up versus from the top down, Mr. Grefenberg opined that the community outreach aspect needed more fleshing out and determine what was meant. Mr. Grefenberg expressed his unwillingness to be part of a commission that came in after the fact and rubber stamped what staff had put together. While it was within the City Council's authority to proceed, Mr. Grefenberg encouraged them to not only talk the talk but walk the path of civic engagement and seek more input from commissions and the public. Mr. Grefenberg further opined that another format was needed beyond that provided by this type of public comment opportunity. Mr. Grefenberg suggested that the City Council meet with advisory commissions as they had already done with staff 3-4 times; and asked that the Mayor and City Manager meet with the CEC rather than have the staff liaison to the CEC serve in that role, since he hadn't been present for any of these discussions.

Sharon Sanders, S McCarron's Blvd.

Ms. Sanders also noted her status as a citizen not a customer; and agreed with previous speakers and Councilmember Willmus on the need to push the time back and seek public feedback as well as have six month reviews moving forward.

Ms. Sanders noted her attendance at the Planning Retreat and hearing the City Council and staff state their desire for community engagement. However, Ms. Sanders opined there appeared to be confusion city-wide about the definition of civic and community engagement. Ms. Sanders advised that she had joined the CEC because she wanted to help, and thought at least they would be reviewing this strategic plan. Ms. Sanders asked for that time to allow the CEC to review the plan and offer their suggestions before adoption. Since the draft notes are public, Ms. Sanders agreed with the suggestion of Mr. Grefenberg, that citizens be given time to become aware of the discussions and in the interest of community engagement, see what feedback was forthcoming toward that cultural change.

Donna Spencer, 2267 Laurie Road

As a recent, three-year resident of Roseville, formerly living in St. Paul and Minneapolis, Ms. Spencer admitted she had not read this report in full yet, but sought the opportunity to do so. In agreement with previous speakers, Ms. Spencer opined it would be ideal to provide the CEC and Task Forces serving under the commission to review this document and provide their feedback and comments, further opining that there was already work underway in those groups that could serve to improve the document.

Ms. Spencer also agreed with the sentiment for giving the public a chance to review the strategic plan and have advisory commissions meet with the City Coun-

DRAFT Regular City Council Meeting**Monday, May 11, 2015****Page 30**

1 cil as they had provided for staff to do. Ms. Spencer opined that the CEC's
2 Neighborhood Engagement Task Force would have relevant comments for this
3 document, specifically related to civic engagement and ideas for strategic initia-
4 tives, since the task force would not be concluded until mid-summer.
5

6 In response to concerns raised about being considered customers versus citizens,
7 Mayor Roe assured that this term had come up as part of Mr. Rapp's work involv-
8 ing a goal of becoming "customer intimate," and the City Council certainly didn't
9 think of its citizens as customers. Mayor Roe clarified that the point was to make
10 sure the organization was paying attention to those participation in what was hap-
11 pening and being provided an opportunity for feedback to that process, not only
12 upfront, but also afterwards, to ensure things were continuing to improve.
13

14 Mayor Roe clarified that the process had always involved advisory commissions
15 participate as well as seeking public involvement. Mayor Roe further clarified
16 that the five strategic priorities and KOI's were mostly the City Council's part in
17 the process and intended to reflect what the City Council had already heard from
18 its constituents through the election processes, the *Imagine Roseville 2025* com-
19 munity visioning process, and ongoing and constant contact with residents; and
20 was certainly intended to be reflective of the community. Mayor Roe noted that
21 the feedback from the public would serve to support whether or not the City
22 Council heard those five community priorities correctly, while recognizing they
23 were not all-inclusive; and the KOI's, when adopted, would provide direction in
24 achieving those priorities, and further feedback and adjustments would be ongo-
25 ing.
26

27 Mayor Roe reiterated that this was a living document, and agreed that, now that
28 the draft plan had been established, the idea of a Town Hall meeting made sense
29 going forward with the process. Mayor Roe noted that part of the role for the
30 CEC would be to provide that type of feedback, and therefore, opined that the
31 process was in good shape from his perspective.
32

33 Mayor Roe thanked the public for the corrections brought to the City Council's
34 attention as well, and expressed appreciation for the community support and
35 hoped it would be reflected in the feedback received going forward.
36

37 Mayor Roe encouraged this draft plan get to residents by whatever means were
38 available; and also encouraged public participation at the June 8 and June 15
39 meetings. At that time, if the City Council determined more time was needed, or
40 if it was found that the five strategic priorities were inaccurate, Mayor Roe ad-
41 vised additional time would be taken. If the five priorities were deemed accurate
42 by the community, Mayor Roe then noted that the KOI's could be fixed and/or
43 adjusted with the targets and strategic initiatives.
44

DRAFT Regular City Council Meeting**Monday, May 11, 2015****Page 31**

1 From her perspective, Councilmember McGehee stated it was her understanding
2 of the process was that the City Council set up the strategic priorities and then
3 handed them off to staff, and now the next phase was to get feedback from the
4 public, providing an entirely additional column. Councilmember McGehee fur-
5 ther clarified that staff's involvement was not to change the City Council's five
6 priorities, but to look at their role in how they would address those priorities from
7 their perspective, and how they would parse out those details. Councilmember
8 McGehee stated that, now the next role was for the public and advisory commis-
9 sions to state their responses, ideas and feedback for those priorities, continuing
10 the evolution of this living document and allow their voices to be heard.

11
12 Mayor Roe concurred with that synopsis by Councilmember McGehee, agreeing
13 with the ongoing need for input. Mayor Roe noted that the strategic initiatives
14 were simply ideas proposed to achieve those priorities, and would continue to
15 change going forward, reiterating that this is only the first stab with the draft plan.

16
17 If this is ultimately identified as what was needed by the community, as it
18 evolved, Mayor Roe noted this would then go forward. However, Mayor Roe
19 noted that the City Council needed to remain true to the mission they'd estab-
20 lished for themselves, and realize that as a body of five, the majority ruled and
21 they would need to accept those consequences as well.

22
23 Councilmember Willmus expressed his agreement with much of what had been
24 stated by his colleagues. However, Councilmember Willmus also noted the value
25 in having other sets of eyes weigh in and review the draft plan, since it was also
26 their document and their feedback was important.

27
28 Mayor Roe clarified, that from his understanding that was also the consensus of
29 the body.

30
31 Councilmember Etten questioned if more time should be allowed before adopting
32 the document, suggesting additional discussion on June 15, and allowing all advi-
33 sory commissions a review.

34
35 City Manager Trudgeon cautioned that the June 15 meeting already had a full
36 agenda, including time allotted for the joint meeting with the HRA.

37
38 City Manager Trudgeon asked for specific direction from the City Council on
39 how to proceed, and the timing for getting the draft document to advisory com-
40 missions for feedback.

41
42 Councilmember Etten clarified that this was a City Council document, and he had
43 originally pushed to have the Retreat based on his meeting with representatives of
44 the Village of St. Anthony, and their retreat model to go off to a hotel by them-
45 selves with staff and create similar documents, and subsequently publishing them

DRAFT Regular City Council Meeting**Monday, May 11, 2015****Page 32**

1 at a future meeting of the body and allowing for zero public input. Councilmember
2 Etten noted the lack of desire by the Roseville City Council in following that
3 model, and allowing public input. Councilmember Etten noted the question at
4 this point appeared to be how the process would now unfold. Councilmember Et-
5 ten recognized the need for feedback from staff, advisory commissions and the
6 public; and in response to concerns expressed during public comment, noted the
7 first strategic priority listed was “civic engagement,” that should serve to alleviate
8 those concerns, and had been addressed with various ideas during the Retreat it-
9 self.

10
11 Regarding “customer intimacy,” Councilmember Etten noted that this was a term
12 brought up by Mr. Rapp in his framing discussions and desired goals, and clari-
13 fied that the City Council hadn’t spoken that term at all, and certainly were not
14 looking at anyone as a widget or customer; and stated that her personally certainly
15 didn’t feel that way, and it only represented the framing of terms used by Mr.
16 Rapp at the Retreat, and subsequently in his report. Mr. Etten apologized to Ms.
17 Hilgren if this was not clear on his part, and reiterated that this was Mr. Rapp’s
18 framing, and not that of the City Council or their intent.

19
20 Councilmember McGehee agreed on the strategic initiatives proposed, and agreed
21 with the bottom up approach to reorganize and solve problems in SE Roseville.
22 But when it comes to the sustainability of the community and its infrastructure,
23 resting on the City’s finances and CIP, Councilmember McGehee opined that this
24 was part of the local government mission individual Councilmembers were as-
25 signed as elected officials. However, Councilmember McGehee agreed that there
26 was room for many lenses in reviewing whether or not the City Council had been
27 accurate in designating the five strategic priorities for the community, welcomed
28 scrutiny of those priorities going forward and as part of the process. However,
29 Councilmember McGehee opined that the City Council at a minimum needed to
30 approve its own document before having it further critiqued.

31
32 Mayor Roe observed that there appeared to be at least three voices for not seeking
33 advisory commission feedback prior to June 8 or June 15; but indicating participa-
34 tion by those advisory commissions was intended going forward.

35
36 Councilmember Willmus stated his preference for having the CEC, HRC and
37 HRA provide feedback on those areas falling under their roles and providing va-
38 lidity for proposed targets and strategic initiatives.

39
40 Mayor Roe suggested then looking at discussion on June 8 and June 22 to allow
41 for that process and in light of other agenda items.

42
43 City Manager Trudgeon sought further clarification on the actual direction being
44 given to staff from the City Council, opining that he was hearing mixed messages
45 as to involvement at this time by advisory commissions and prior to City Council

DRAFT Regular City Council Meeting**Monday, May 11, 2015****Page 33**

1 adoption of the strategic plan. City Manager Trudgeon noted previous discus-
2 sions for involvement of advisory commissions at some point in the future, but
3 not for adopting the underlying strategic priorities developed by the City Council
4 at their Retreat.

5
6 Mayor Roe clarified that the intent was for involvement of advisory commissions
7 as things proceeded, but focus discussion and approval on the Strategic Priorities
8 and KOI's themselves; and revise the draft document to identify staff's proposed
9 strategic initiatives as "Preliminary Strategic Initiatives." Mayor Roe opined that
10 this should make it easy to receive feedback from anyone on those first two col-
11 umns for Strategic Priorities and Key Outcome Indicators (KOI's).

12
13 Councilmember McGehee suggested that tomorrow, every advisory commission
14 chairperson send a link with this document and any other applicable information
15 provided in tonight's agenda packet, for circulation to their members, but not nec-
16 cessarily for feedback. Councilmember McGehee further suggested providing the
17 information on the City's front page website.

18
19 Mayor Roe concurred; however, corrected the process for disseminating that in-
20 formation to advisory commissions through staff, not by chairpersons; and sug-
21 gested instructions for them to provide their feedback on or before June 8 and an-
22 ticipated adoption by the City Council. Mayor Roe noted this would allow them
23 to determine if they wanted to provide any feedback.

24
25 City Manager Trudgeon opined that a lot of context needed to be given beyond
26 just the document itself; opining that it would lead to discussion at those advisory
27 commission meetings that staff would need to address.

28
29 Mayor Roe opined that the context could be provided.

30
31 City Manager Trudgeon responded that it could be provided with substantial staff
32 time. City Manager Trudgeon apologized for his continued attempts to get clear
33 direction. However, Mr. Trudgeon noted that, while the strategic plan summary
34 was in writing, it still needed some context, and if the intent and direction was for
35 staff to be responsive to advisory commissions, the strategic plan should be an
36 agenda item for their meetings.

37
38 Mayor Roe clarified that the intent was for advisory commissions, just like for
39 any other member of the public, have this information and be given the opportuni-
40 ty as individuals to respond with their feedback, and provided the dates for those
41 opportunities. Mayor Roe further clarified that it was not intended as an advisory
42 commission agenda item, but intended for the awareness of commissions and the
43 opportunities available for their personal feedback.

44

DRAFT Regular City Council Meeting**Monday, May 11, 2015****Page 34**

Councilmember McGehee concurred, opining that she did not think staff should have to spend a lot of time, since the February Retreat meetings were archived and available for advisory commissioners to review, as long as staff provided them with the links to do so. Councilmember McGehee opined that she was not asking staff to provide a summary at each advisory commission meeting.

Mayor Roe directed staff to provide those links to meeting minutes and the Retreat, the same as the public would receive, not as a commission, but as individual commissioners and residents.

Willmus moved to bring this item back to the City Council at the June 22, 2015 meeting, and in the meantime to disseminate via links and applicable electronic documents to advisory commission members or via the City's website. Councilmember Willmus opined this would provide those advisory commissions over a month to provide desired input.

The Chair declared the motion failed for lack of a second.

By consensus, the direction to staff as concluded by Mayor Roe was approved.

16. City Manager Future Agenda Review

City Manager Trudgeon briefly preliminarily reviewed future meeting agendas.

17. Councilmember-Initiated Items for Future Meetings**18. Adjourn**

Etten moved, McGehee seconded, adjournment of the meeting at approximately 9:27 p.m.

Roll Call

Ayes: Willmus, Etten, McGehee and Roe.

Nays: None.

Daniel J. Roe, Mayor

ATTEST:

Patrick J. Trudgeon, City Manager

2015-2017 Strategic Plan Summary Report

June 2015



CRAIGRAPP, LLC

IMPROVING ORGANIZATIONS AND THE PEOPLE WHO LEAD THEM

CRAIGRAPP, LLC

IMPROVING ORGANIZATIONS & THE PEOPLE WHO LEAD THEM

RE: FY 2016-2018 Strategic Plan- City of Roseville

Dear Mayor Roe,

I am pleased to present this FY 2015-2017 Strategic Plan and Summary Report to the City of Roseville. The plan reflects the organization's commitment to strategic thinking, measurable results and the delivery of quality services.

Thank you for the opportunity to assist the City with this project. You, the City Council and senior staff are to be commended for your dedication and effort.

I also want to thank Pat Trudgeon and the staff for the help and support provided during the process.

Yours truly,

A handwritten signature in black ink, appearing to read 'Craig R. Rapp', with a stylized, cursive script.

Craig R. Rapp
President

CRAIGRAPP, LLC

CHICAGO: 40 East Chicago Avenue #340, Chicago, IL 60611 • MINNEAPOLIS: 3208 West Lake Street #142, Minneapolis, MN 55416
TWITTER: CraigRappLLC • FACEBOOK: CraigRappLLC • TOLL FREE: 800-550-0692 • CraigRapp.com, CompassPeerGroup.com

Table of Contents

Executive Summary	2
Strategic Plan Summary 2016-2018	3
City of Roseville Strategic Planning Process	4
Effective Governance, Culture and Value Proposition.....	4
Reviewing the Environment, Setting Strategic Priorities	6
Defining Strategic Priorities	8
Key Outcome Indicators By Priority	9
Implementing the Vision: Developing Strategic Initiatives and Action Plans	9
Strategic Planning Participants.....	11
Appendices: SWOT Analysis Data.....	i
Appendix 1: SWOT Results – Strengths.....	ii
Appendix 2: SWOT Results – Weaknesses	v
Appendix 3: SWOT Results – Opportunities	viii
Appendix 4: SWOT Results – Threats.....	xiv
Appendix 5: SWOT Results – Highest Priorities	xviii

Executive Summary

On February 17 and 18, and March 20, 2015, the City of Roseville's leadership team engaged in a teambuilding and strategic planning process. The three meetings yielded a draft strategic plan for the three-year period 2015-2017.

The strategic plan consists of a set of five *strategic priorities*, which are the highest priority issues for the next three years; a series of *key outcome indicators and targets*, which describe desired outcomes and success measures; and a list of *strategic initiatives*, which define the actions that will be taken to ensure successful effort.

At the initial planning meeting on February 17, the group discussed their operating philosophy, culture, and value proposition. In addition, they reviewed their operating environment and identified a list of challenges facing the community. Based upon those challenges, on February 18, the group identified a set of strategic priorities for the performance period. This was followed by the development of a set of key outcome indicators (KOI's) for each priority, which defined desired outcomes and measurable targets. On March 20, the senior staff created a set of strategic initiatives and action plans to address the priorities and achieve the key outcomes.

The strategic priorities and key outcome indicators are summarized on the following page:

City of Roseville- Strategic Plan Summary 2015-17

Strategic Priority	Key Outcome Indicator (KOI)	Target	Strategic Initiatives
Civic Engagement	Community satisfaction	90% satisfied w/ city services	a) Conduct Regular Community Surveys
	Volunteer opportunities	Volunteer opportunities increased by 5%	b) Create Strategy for use of Volunteers
	Participation by under-represented population	Three new segments of community engaged	c) Establish Community-oriented Outreach Program
Housing and Redevelopment	SE Roseville	Increase in comm. MV Increase in resid. MV	a) Create Southeast Roseville Redevelopment Plan
	Twin Lakes	50 new living wage jobs	b) Formalize Southeast Roseville Working Group
	Move-up housing	20 additional units \$350k/>	c) Establish Twin Lakes Economic Development Program
	Residential hsg value	10% chng. Owner-occupied value-2015-20 10% chng. Rental value-2015-20	d) Establish Move-Up Housing Program e) Establish Housing Value Support Program
Effective Governance	Council actions	All Items resolved at mtg. they are introduced	a) Improve Meeting Management
	Process transparency	All items include indication of place in decision process	b) Improve Clarity in Decision Making Process
	Respectful interaction-leadership team	100% judged respectful	c) Establish framework for respectful dialogue and exchange of ideas
Organizational Effectiveness	Employee satisfaction	Measureable improvement in subsequent surveys	a) Conduct Annual Employee Satisfaction Survey b) Review Organizational Needs/Changes
	Resource allocation	Resource allocation reflects citizen's priorities	c) Conduct Annual Review of Organizational Interdependencies & Collaboration Opportunities
Infrastructure Sustainability	Capital improvement funding	Adopted comprehensive infrastructure plan & funding strategy	a) Establish enterprise-wide consistency for asset management plan implementation
	Infrastructure Condition	Adopted standards for each asset category	b) Establish measure of effectiveness for each infrastructure asset

City of Roseville Strategic Planning Process

Strategic planning is a process that helps leaders examine the current state of the organization, determine a desired future state, establish priorities, and define a set of actions to achieve specific outcomes. The process followed by the City was designed to answer four key questions: (1) Where are we now? (2) Where are we going? (3) How will we get there? (4) What will we do?

Effective Governance, Culture and Value Proposition

On Tuesday, February 17, the leadership team reviewed and discussed the role of governance—briefly discussing best practices, and the need for a compelling vision, or “Why?” The group discussed their current community aspiration statements, and concluded that they fairly represented their “Why”.

The group then turned to a discussion of the organization’s culture and the value proposition. The culture and value proposition provide the foundation for the way in which services are delivered and strategic direction is set.

Four core cultures and three value propositions (including strengths and weaknesses) were presented and summarized:

Four Core Cultures

Control Culture (Military - command and control)

Strengths: Systematic, clear, conservative

Weaknesses: Inflexible, compliance more important than innovation

Competence Culture (Research Lab – best and brightest)

Strengths: Results oriented, efficient, systematic

Weaknesses: Values can be ignored, human element missing, over planning

Collaboration Culture (Family-teams)

Strengths: Manages diversity well, versatile, talented

Weaknesses: Decisions take longer, group think, short-term oriented

Cultivation Culture (Non-profit/religious group-mission/values)

Strengths: Creative, socially responsible, consensus oriented

Weaknesses: Lacks focus, judgmental, lack of control

Three Value Propositions

Operational Excellence (Wal-Mart, Southwest Airlines)

❑ They adjust to us (command and control)

Product/Service Leadership (Apple, Google)

❑ They ‘ooh and ‘ah’ over our products/services (competence)

Customer Intimacy (Nordstrom, Ritz-Carlton)

- ☐ We get to know them and solve their problems/satisfy their needs (collaborative)

The answers to a brief questionnaire on both culture and value proposition provided a starting point for a facilitated discussion of the current and desired states. Summarized below are the responses, sorted by Council and staff:

Core Organizational Culture (current state)

City Council

- ☐ Control **19**
- ☐ Collaboration 9
- ☐ Competence 6
- ☐ Cultivation 6

Staff

- ☐ Control **27**
- ☐ Collaboration 17
- ☐ Competence 13
- ☐ Cultivation 23

Value Proposition

City Council

	Current state	Desired state
Operational Excellence	29	5
Product/Service Leadership	2	7
Customer Intimacy	6	24
All things to everyone	5	10

Staff

	Current state	Desired state
Operational Excellence	46	4
Product/Service Leadership	2	7
Customer Intimacy	10	31
All things to everyone	12	24

The Council and staff engaged in a discussion regarding the organization's value proposition—noting the solid agreement on the current state, and a general agreement about the primary and secondary focus for the future desired state.

The group came to a general consensus that **customer intimacy** is the primary value proposition. The group agreed to continue this discussion in order to determine the changes necessary to achieve the desired state.

Reviewing the Environment, Setting Strategic Priorities

Following the culture and value proposition discussion, the leadership team began the process of developing the strategic plan. The first step taken in the process was an assessment of the environment within which the City operates. This was done via a SWOT (Strengths, Weaknesses, Opportunities, and Threats) analysis: a process that examines the organization's internal strengths and weaknesses, as well as the opportunities and threats in the external environment. To facilitate this, a SWOT questionnaire was distributed to the City Council and senior staff in advance of the planning session. The SWOT process revealed the most frequently mentioned characteristics in each area:

STRENGTHS

- Financial health-City and broader community
- City Staff
- Caring and engaged citizens
- City services provided
- Location

WEAKNESSES

- Looking backwards instead of forward
- Top-down public engagement; pushing instead of listening (development)
- Council deliberation process (personal attacks, indecision)
- Lean budgeting vs. unwillingness to cut or reduce programs
- Changing demographics and workforce
- Lack of move-up housing options
- Silos; lack of inter-departmental collaboration

OPPORTUNITIES

- Redevelopment sites
- Engagement/collaboration
- Situational advantages
- Organizational evolution

THREATS

- Politics
- Development
- Crime
- Demographics
- Housing
- Location
- Resources

The group then engaged in an exercise using the summarized SWOT data. They compared strengths with opportunities and weaknesses with threats, to determine which opportunities would maximize strengths, and which weaknesses would be exacerbated by the threats. This

effort helped to crystalize the current challenges and opportunities facing the community. The results of this analysis are listed below:

STRENGTHS-OPPORTUNITIES (Make good things happen)

- Engagement/collaboration
- Redevelopment sites: \$ health/citizens, location
- New employees/new ideas
- Workforce renewal
-

WEAKNESSES-THREATS (Keep bad things from happening)

- Minimize ineffective allocation of available resources
- Consider public safety impacts in day-to-day decisions
- Ineffective decision-making- politics
- Housing diversity/quality
- Ineffective public engagement

This led to the identification of a broad set of issues and/or challenges facing the community:

ISSUES/CHALLENGES

- Civic engagement
- Housing and redevelopment
- Ineffective decision-making
- Public safety implications
- Aging infrastructure
- Determining priorities/greatness
- Organizational value proposition/service delivery promise
- Service levels/quality

Once the current challenges were identified, the group discussed the issues that were most important over the next three years. From that discussion, a set of five Strategic Priorities emerged. They are:

STRATEGIC PRIORITIES

1. Civic Engagement
2. Housing and Redevelopment
3. Effective Governance
4. Organizational Effectiveness
5. Infrastructure Sustainability

Defining the Strategic Priorities

In order to clarify the meaning of each priority in the context of Roseville, the group identified key concepts for each. The concepts are listed below, and will be used by the group to establish the final definitions.

1. Civic Engagement

- Connection, transparency, authenticity, communication, proactive, early/timely, process, broad/inclusive, valued

2. Housing and Redevelopment

- Variety/diversity-housing, redevelopment, commercial; prepared for change, reinvestment, growth of tax base, proactive, job creation, living wage jobs, meets community needs, public safety considerations, cost/benefits

3. Effective Governance

- Process-consistent, transparent, constructive, clear decision-making
- Timely decision making, decisive decision-making, respectful, forward-looking, thorough/informed analysis, acceptance of decisions

4. Organizational Effectiveness

- Customer intimacy, interdepartmental cooperation, adapting to change, performance measurement, prioritizing resources, adequate funding, efficient and effective structures and resource use, leadership/workforce

5. Infrastructure Sustainability

- Funding, long-term planning, equipment, facilities, all in-ground, parks, trails, accommodates change without extreme fluctuations, innovation, reliable, long-life cycle, matching community needs and values, addresses current deficits

Determining Success: Defining the Key Outcome Indicators

After identifying strategic priorities, the group focused on developing a set of Key Outcome Indicators (KOI's). KOI's define what success looks like and includes a description of successful outcomes, expressed with measures and targets.

The KOI's provide organizational focus by establishing a limited set of desired outcomes and performance targets for achievement for each strategic priority. The alignment created between KOI's and Strategic Priorities is important, not only for clarity, but for maintaining a disciplined focus on the desired results.

Key Outcome Indicators, by priority are:

1. Civic Engagement

- a. KOI: Community satisfaction; Target: 90% satisfied with city services
- b. KOI: Volunteer opportunities; Target: Volunteer opportunities increased by 5%
- c. KOI: Participation by under represented population; Target: three new segments of the community engaged

2. Housing and Redevelopment

- a. KOI: SE Roseville; Target: increase in commercial market value; increase in residential market value
- b. KOI: Twin Lakes; Target: 50 new living wage jobs
- c. KOI: Move-up housing; Target: 20 additional units at or above \$350,000
- d. KOI: Residential housing value; Target: 10% change in owner-occupied value 2015-20, 10% change in rental value 2015-20

3. Effective Governance

- a. KOI: Council actions; Target: All items resolved at the meeting where introduced
- b. KOI: Process transparency; Target: All items include indication of place in decision process
- c. KOI: Respectful interaction-leadership team; Target: 100% judged respectful

4. Organizational Effectiveness

- a. KOI: Employee satisfaction; Target: Measurable improvement in subsequent surveys
- b. KOI: Resource allocation; Target: Resource allocation reflects citizen's priorities

5. Infrastructure Sustainability

- a. KOI: Capital improvement funding; Target: Adopted comprehensive infrastructure plan and funding strategy
- b. KOI: Infrastructure condition; Target: Adopted standards for each asset category

Implementing the Vision: Developing Strategic Initiatives and Action Plans

To successfully address the strategic priorities and achieve the intended outcomes expressed in the KOI's, it is necessary to have a focused set of actions, including detailed implementation steps to guide organizational effort. The City of Roseville will accomplish this through development of strategic initiatives for each priority. Strategic initiatives are broadly described, but narrowly focused activities that are aligned with the priorities, and targeted to the achievement of outcomes expressed in the KOI's.

The senior staff, during a strategic planning session on March 20, developed a set of strategic initiatives, along with detailed action steps:

1. **Civic Engagement**
 - a. Establish regular community surveys
 - b. Create a volunteer strategy
 - c. Establish a community outreach program
2. **Housing and Redevelopment**
 - a. Create SE Roseville redevelopment plan
 - b. Formalize SE Roseville working group
 - c. Establish Twin Lakes economic development program
 - d. Establish move-up housing program
 - e. Establish housing value support program
3. **Effective Governance**
 - a. Improve meeting management
 - b. Improve clarity in decision making process
 - c. Establish a framework for respectful dialogue and exchange of ideas
4. **Organizational Effectiveness**
 - a. Conduct annual employee satisfaction survey
 - b. Review organizational needs/changes
 - c. Conduct annual review of organizational interdependencies and collaboration opportunities
5. **Infrastructure Sustainability**
 - a. Establish enterprise-wide consistency for asset management plan implementation
 - b. Establish measures of effectiveness for each infrastructure asset

Strategic Planning Participants

The strategic plan was developed with the hard work and dedication of many individuals. The City Council, with its foresight and dedication led the way, taking time out their schedules to commit to long-term thinking. They defined a direction and a set of outcomes that are important to the community. The senior staff supported the City Council and also engaged in new ways of thinking.

Elected Officials

Dan Roe, *Mayor*
Jason Etten, *Councilmember*
Lisa Laliberte, *Councilmember*

Tammy McGehee, *Councilmember*
Robert Willmus *Councilmember*

City Administration-Department Staff

Patrick Trudgeon, *City Manager*
Paul Bilotta *Community Development
Director*
Chris Miller, *Finance Director*
Rick Mathwig, *Police Chief*
Tim O'Neill, *Fire Chief*

Duane Schwartz, *Public Works Director*
Lonnie Brokke, *Parks & Recreation
Director*

APPENDICES

SWOT Analysis Data

In order to clarify the strategic challenges confronting the community, the City Council and senior staff conducted a review of the current operating environment using a SWOT analysis methodology.

SWOT stands for Strengths, Weaknesses, Opportunities and Threats. The internal strengths and weaknesses and the external opportunities and threats were assessed. This was done in two parts: (1) in advance of the retreat, all participants completed a SWOT questionnaire; and (2) the group participated in a facilitated process that used the questionnaire results as the basis for analysis and decision-making.

The following Appendices contain the complete information contained in the questionnaire responses.

APPENDIX I

SWOT Results – Strengths

Council

- Tremendous people who care deeply
- Staff and elected leaders who are putting in extraordinary effort to improve the city every day
- Citizens who are engaged and caring and willing to put in time to improve the world around them.
- A solid plan for many future capital expenses.
- Solid levels of reserve funds to prevent a need for major cutting if we hit another recession.
- Individual members of our community and the service of volunteer groups
- Hard working, knowledgeable and dedicated staff providing high-level service to our community, as well as to support JPAs with other communities
- Excellent bond ratings
- Diverse tax base
- Well positioned geographically; convenient to major freeways and both metro cities
- Engaged HRA and Commissions to help with advising the Council
- Council commitment to increased engagement with and within the community
- Majority of residents support the city and its leadership
- Council's prioritization for maintaining/replacing city infrastructure
- Parks spaces and places; recent investments
- Investments in Fire – new station and transition to new staffing structure
- Rosedale; one of the strongest retail destinations in the Twin Cities
- Location with respect to either downtown metropolitan area
- Solid fiscal position
- Abundant reserves
- Good distribution of amenities: shopping, open space, parks, residential areas
- Well educated residents
- High voter turnout
- Public eager to be engaged and willing to volunteer
- Expanding transit options
- Good schools
- Well maintained streets and homes

- Bonding authority
- Commitment of council to performance improvement and accomplishment of city goals.
- Engaged department heads.
- Generally good staff-council working relationship.
- Very solid city finances.
- Geographic location within the Twin City metropolitan area.
- The organization's employees.
- Transparent and open government.
- Excellent interaction / shared services with other LGUs.
- Numerous citizen advisory commissions.
- Diversified tax base.
- Reinvestment in municipal infrastructure.
- Forward-looking Council majority.
- Healthy local business economy.
- Support for existing and creation of new neighborhood associations.
- Excellent levels of service provided the community by Police, Fire, Public Works and Parks and Recreation.
- Very supportive public, most in the community feel the city is headed in the right direction.
- Strong fiscal position as indicated by our AAA bond rating

Staff

- Strong reputation of service to the public and providing opportunities
 - Others look to Roseville as a positive example
- History of positive community engagement
- Efficient delivery of programs and services with small staff
- Dedicated, committed and high performing employees
- Talented, active and involved residents
- High expectations
- Addresses issues in a timely fashion
- An depth of resources available city wide
- Nationally Accredited and recognized Parks and Recreation System
- Strong business climate

- Location
- Innovative and progressive
- Upgraded facilities
- Willingness to collaborate with others, i.e. schools, other cities...
- Ability to use volunteers effectively
- Location (easy access to both Downtowns)
- In a biosciences corridor
- Large parks system
- Dedicated staff
- Caring Council
- Active community
- Desire to be innovative
- Code Enforcement/Rental Licensing/Abatement process
- Still a desirable retail location (but losing regional strength/stature)
- “Can do” and helpful working culture between departments and with Council
- Strong institutional knowledge
- Commitment to industry-recommended practices
- Inter and Intra-organizational collaborative approach to service delivery
- Location
- People who care
- Tax base
- Infrastructure
- Knowledgeable staff
- Effective City Manager
- Committed Department Heads
- Committed City Departments
- Excellent reputation with citizens-see recent survey
- It’s staff resources, their experience and good reputation in the eyes of their peers in other cities
- Location in the metro area
- Good financial health

APPENDIX II

SWOT Results – Weaknesses

Council

- One councilmember’s response to opposition or disagreement is viewed as a personal attack, and responds in-kind often outside of council chambers leading to public cynicism and polarization.
- Some city staff advocate rather than analyze and provide options for counsel direction.
This is improving but still occurs from time to time.
- External city communication is often focused on City Hall rather than neighborhood and community issues.
- The power of the status quo.
- Lean staffing can limit ability to change or adapt easily.
- Still a lot of silos in organization.
- Improving at public engagement, but can do better.
- Too much political focus on past disagreements, concerns, issues. Inability of some political leaders and members of the community to move on once decisions are made.
- Heavy reliance on retail and health care employment opportunities
- Lack of “living wage” jobs
- Lack of some housing options:
 - Medium to upscale senior housing
 - Upscale apartments
 - Upscale housing
- Lack of neighborhood recognition and support
- Lack of adequate contact about changes
- Lack of requests for ideas
- Lack of small, local service providers—coffee shop, bakery, dry cleaner, hardware...
- Lack of vision
- Piecemeal approach to planning
- Lack of thorough and transparent policies that are consistently and strongly supported
- Lack of engagement of the public at the “front end” of project or development planning
- Lack of transparency in planning and development
- Continued reliance on ideas from the past
- Lack of Class A office buildings

- Traffic
- Pollution
- Lack of medium-density, owner-occupied housing stock
- Lack of clear direction/vision about what we want in Roseville and then a lack of structure/process to actively market the city for those (re) development opportunities (i.e., reactive not proactive)
- Continual increases in taxes, fees and debt service
- Reluctance by leadership and staff to really look at opportunities for expense reduction
- Tendency by staff to chase trends of what other cities do
- Old history being dredged up over and over again; not propelling us forward
- A “tough guy” reputation of our police department; less known for neighborhood presence
- In the area of development we lack firm direction and solid decision-making. This has been a problem for decades so is not new but that does not reduce the negative impact.
- Some loss of a willingness to look down the road 5-10 years and favoring short-term solutions from budgeting to development to making key investments.

Staff

- Failure to think big picture
- Acceptance of status quo versus pushing for innovation
- Too many silos between departments
- City Council’s lack of faith in staff
- Micro-management of day to day activities
- Our geographic locations
- Lean staffing levels limit accomplishments and innovation
- Inter departmental cooperation
- Aging workforce with anticipated turnover- employees do not fully represent demographics of city
- City employees underpaid compared to peer cities
- Lack of organized training among all city departments
- Increased reliance on city reserve funds to pay for daily expenses
- Location
- Inability to look and plan long term
- Inability to plan for the next generation. It will be different.

- Lack of clear prioritization of programs and services
- Limited ability to respond to changes or opportunities due to lean approach
- Inability or unwillingness to discontinue under-performing or lower-valued programs or services
- Indecisive City Council
- Community distrust/conspiracy theories
- Some departments understaffed for Council's current desires
- Regulations/processes that are missing or inadequate
- Very little community identity besides the parks system/Rosedale
- HRA is historically staffed/funded for housing initiatives while HRA Board/Council appear to be more interested in Economic Development
- Reactive, not proactive
- Community tends to look backwards at perceived mistakes rather than forwards towards new opportunities
- Departmental coordination, cooperation – not having or being able to take the time to understand what others are doing
- Depth of staff is non – existent - very lean – limited by small staff
- Forced in many ways to be reactive more than proactive
- High volume of traffic Feeling amongst some female employees that the work place is not inclusive

APPENDIX III

SWOT Results – Opportunities

Council

- Many staff leaders are nearing retirement. A transition over time to strong new leadership could keep our generally positive direction going plus add new ideas.
- There are tremendous opportunities with redevelopment of sections of Roseville that, if planned well with all stakeholders, could bring a great rebirth to the entire city.
- Continued enhancements of key services to citizens can create a desirable community that more and more people are interested in living. Quality improvements to the Parks system, city events and positive growth in local school districts hold great potential.
- Two old fire station properties
- Low interest rates (but they won't last forever)
- Ability to pursue a more proactive and focused approach to redevelopment work, for commercial as well as housing
- Increased public discussion can help our residents and businesses to be more knowledgeable and engaged with city issues
- Consider changes to promotion and policies to help generate more revenue through license center, new park buildings, golf course, banquet center and other sites/services
- Police desire to be part of problem solving in the community
- No recent change in council members offers consistency and the opportunity to continue work and discussions from the previous two years
- Increased collaboration with neighboring cities, the county and other units of government (i.e., Southeast Roseville, arterial roads in Twin Lakes, metro transit, MNDOT, etc.)
- New development/redevelopment options provided by:
 - TCAP development
 - New transit options
 - Shared resources with surrounding communities
 - Movement back to central city
 - Appreciation of smaller homes/retro
 - Housing appropriate for changing demographic
 - Smaller families
 - Older and/or single owners
 - Improved economy

- Generally, low cost of entry into our housing market.
- Location advantages of close-in suburb.
- Community interest in innovation such as solar, etc.
- Great potential volunteer base.
- Improve upon both written and electronic communications, what we do as a city, how we do it, and why we do it.
- Focus our economic redevelopment efforts on a few areas and projects. Specifically commercial redevelopment (Twin Lakes, Har-Mar).
- Encouraging authentic outreach to foster public discussion.
- Redevelopment of twin Lakes
- Stabilizing Southeast Roseville neighborhoods

Staff

- To further engage the entire community through Renewal Program improvements and the Parks and Recreation System, i.e. Natural Resources education and engagement, Southwest Roseville Park and Recreation improvements...
- More volunteer involvement in all areas
- Work with and better support organizations and citizens (volunteers) to provide quality offerings to the community as an extension of the city
- Park and Recreation System Master Plan phased implementation
- Understanding and meeting needs of varying community demographics including age, culture...
- Alternative modes of transportation, i.e. trail system extensions, mass transit...
- Public Art - cultural amenities
- Redevelopment
- Twin Lakes development
- Snelling BRT
- Demographic shifts to center cities/first ring suburbs
- Embracing diversity to provide more unique cultural identity
- Har Mar redevelopment
- Rosedale makeover/expansion like the other market major malls have completed to remain competitive

- Engaging active community to foster positive government relations
- Capitalizing on new technologies to increase efficiency and service levels
- Capturing different perspectives and skillsets from a more diverse City Council and employee applicant pool
- Access to intelligent information regarding people's future needs, demands, desires, and expectations
- Taking advantage of a community that wants to be special
- Timing- take an act now approach to future opportunities, not allow the future to drive the city.
- Take advantage of the location, make Roseville the designation of choice
- Look at what other cities have done as examples of success
- Location- first ring suburb, close to everything * Continued improvement of economy
- Diversified tax base= consistent levy distribution among homes/businesses
- Strong MN workforce, attitudes of workers
- Location
- Cooperation with our neighbors
- Capitalize on our location to position ourselves as premiere city
- Shifting demographics (age and ethnicity)
- Redevelopment of brownfield and under-utilized properties
- To be an example of how diversity can be embraced and used to strengthen communities and by extension greater society.

APPENDIX IV

SWOT Results – Threats

Council

- Interjecting political partisanship into local elections.
- Individual councilmembers that are unable to move forward and often dwell upon past council actions.
- Balancing the community’s expectations with regard to providing high levels of service, infrastructure needs and low tax rates.
- Potential deterioration of large retail sector due to marketplace changes (e-commerce, etc.).
- Aging (and subsequent potential deterioration) of housing and commercial properties and public infrastructure.
- Lingering perception of Roseville government as difficult to work with among development community.
- TCAP Development competition
 - Met Council demands
 - Declining support for northern suburbs
 - Rising crime in metropolitan areas
 - Metropolitan area competition
 - Jobs
 - Housing
 - Amenities: theater, music, nightlife
 - Changing demographics
 - Worsening economy
 - Traffic
 - Air pollution
 - Water shortages and regulation
- Roseville’s reputation with developers of being “difficult to work with – constantly changing direction from City and the various Councils
- Partisan politics becoming a bigger presence in the elections for city offices
- External pressures to have more population density
- Increasing labor and materials costs to maintain city facilities and infrastructure

- Rising personnel costs (is our current model and HR policies sustainable?)
- Difficulty in sorting out the true intent and desires of the community, due to:
 - Vocal minority of residents trying to force their opinions on the rest of the community through policy change and regulation
 - Council members who try to lobby and shift the direction of community input to support their own positions
- Commercial / business changes
 - Growing presence of discount retailers moving in to our commercial spaces
 - We need to be more aware of a changing retail marketplace and threats to brick and mortar businesses that occupy so much of our city
 - Consolidation among national chains; our retail base does not consist of small, independent, entrepreneurs
- Backyard and border issues with multiple jurisdictional interests (or lack of interest)
- Real Estate value concerns – Fear that we are on a slippery slope to become like other older communities with increased rental properties and declining real estate values, etc.
- Police & rising crime concerns
- The possibility of increased need for services due to too much (?) retail, rental properties, transit changes, etc.
- Criminal element in some of our hotels
- The negative political process in Roseville leaves many great minds and talents on the sidelines of leadership. Many who would contribute more do not get involved in city politics because of the destructive actions of a handful.
- Many staff leaders are nearing retirement. Unplanned loss of leadership or changes to weaker leaders could leave holes in the effectiveness of key departments and reduce the quality of services to our citizens.
- Leaders and citizens could end up at odds over redevelopment and change in the city. This would weaken the connection between the city and its citizens and reduce potential positive growth.
- A neglect of key assets, neighborhoods and development zones could result in a lower quality of life and a less desirable city. The neglect could result in reduced interest in the city as a place to live and lower home values.

Staff

- Lack of proper funding
- Shifting demographics (age and ethnicity)
- Overcoming politics to make sound policy decisions

- Maintaining economic viability
- Decline of housing stock
- Crime and other urban issues
- Location- proximity to both inner cities and challenges that follow
- Consistent scrutiny of government employees- media, social media
- Turnover of state legislators= decrease in commitments to long-term solutions
- Topics of the day= shiny objects of elected officials which distract local governments
- First ring suburb impacts
- Losing our identity
- The changing demographics
- Older residents who care about the community are leaving
- Younger residents who don't care about "community" are moving in.
- Failing to attract young families with school-aged children.
- Resting on our laurels or reputation
- Frequent alterations of the City's vision or strategic plan
- Catastrophic retail collapse/retail disinvestment/increased competition
- Aging population limits household income/local economic impact/choices
- Original privately owned buildings are nearing the end of their useful life without substantial or ongoing reinvestment
- Traffic impacts from new St. Croix River bridge may be substantially more than currently anticipated
- Growing blight/crime from adjacent communities where we have limited influence
- Failure to adequately engage more challenging populations (i.e. recent immigrants with limited English skills)
- Hotel criminal activity
- Preventing crime from coming into Roseville
- Limiting and not encouraging innovation and calculated risk taking, non-visionary
- Surrounding community competition
- Not being ready when community change is occurring
- Not keeping up with society changes, i.e. technology, culture,
- Not listening or responding to residents who get involved

- High number of rental property
- Traffic issues
- Natural disasters

APPENDIX V

SWOT Results – Highest Priorities

Council

- Redevelopment of housing and commercial properties to enhance the city and expand the tax base.
- Engaging more citizens in positive ways to have more contributions to the city and how we serve.
- Solidifying budget and tax levy to rebalance and remove the use of reserves to pay for ongoing expenses in the budget.
- Maintenance and continued funding for aging city infrastructure such as streets, sewer, water / as well as reviewing future needs for other city facilities and structures (parks, etc).
- Redevelopment of Twin Lakes area
- Strengthen the Southeast Roseville area
- Create opportunities to add medium-density, owner-occupied housing
- Be proactive in protecting real estate values and minimizing impact of crime
- Work to keep taxes lower and maintain the mix within our tax base
- Development and enactment of policies of development (including zoning, initial funding and maintenance strategies) that include broad, thorough, and initial community engagement
- Building on Priority 1 to establish/reaffirm a broad vision (detailed) for the city, designed to specifically to improve the tax base, broaden housing options with additions of upscale housing (rental, owner-occupied, general, and senior), provide “living wage jobs,” and encourage multimodal transportation with more specific plans for individual areas of the city based on the visions and aspirations of the Comp Plan, previous citizen engagement documents, and citizen surveys.
- Utilize this process outlined in Priority 1 and goals outlined in Priority 2, to develop specific plans for the redevelopment of Southeast Roseville, Twin Lakes, and Har Mar Mall and surrounding commercial area.
- Economic development, generally – Twin Lakes, specifically
- Revitalize SE Roseville area – housing, businesses, amenities, crime, etc.
- Unmet infrastructure funding needs (streets, pathways)
- Redevelopment of twin Lakes
- Maintaining streets sewer and water infrastructure
- Continued implementation of the park and recreation master plan

- Continue to maintain our diversified tax base
- Maintain programs and services that support our great quality of life
- Stabilizing Southeast Roseville neighborhoods

Staff

- Successfully complete and implement the Parks and Recreation Renewal Program
- Identification of resources for current and future operations
- Retaining and attracting residents in Roseville
- Meeting citizen needs, interests and getting and keeping people involved
- Being ready to adapt and change as needed
- Achieve consensus between Council, property owners and the general community around a market viable strategy in Twin Lakes
- Match Council aspirations/priorities with resources to complete them
- Build community understanding and trust in local government
- Comprehensive assessment of citizen expectations
- Establishing citywide priorities for programs and services
- Discover and explore future trends of which aspects of suburban living are in demand, and which are not
- Understanding what Roseville is today.
 - Looking back at the changes in the last ten years
- Look long term/big picture
 - It takes time to mold a new direction
- Determine what the future Roseville will look like given the changing culture, demographics, and generational changes, and strive to position the city to embrace these changes, and not react to them as they come.
- Decreased use of reserve funds to pay for daily activities- effective levy each year
- Retention and Recruitment of quality employees in order to maintain high quality of services
- Careful consideration of how easily Roseville, because of its proximity to both inner cities, aging infrastructure, housing, etc., could become another St. Paul or Minneapolis
- Staff retention and development
- Economic development
- Investment in infrastructure
- Targeted redevelopment led by city, not private market.

- Transparency of decisions and information
- Properly funding needed capital improvements without short-changing funding for city operations.
- Continued public safety improvements

APPENDIX VI

Strategic Initiatives-Action Plans

[illegible]

Pat Trudgeon

From: pz@petezeller.com
Sent: Thursday, May 28, 2015 7:38 AM
To: *RVCouncil
Subject: Strategic Plan comments

To Roseville City Council:

As a citizen of Roseville, I appreciate the work which is going into the strategic plan. As a resident of Southeast Roseville, I am especially happy to see that redevelopment of our area is high on the priority list. It feels like the Southeast section of Roseville is often neglected. The gas station on the corner of Larpenteur and Rice street has been vacant for many years. Trash is strewn about, the weeds are waist high and the building is, quite frankly, an eyesore. There was a shooting death in the apartment two blocks from our home and loud vehicles roam up and down the main streets in this area.

These are just a few examples of problems which deter new, quality residents from moving to this part of Roseville. Hopefully the City can coordinate redevelopment efforts with St. Paul and Maplewood to clean up this section of town.

The intersection of Dale and University is an encouraging example of what can be done when a city decides enough is enough.

Thank you for helping make Roseville better.

Pete Zeller

Pat Trudgeon

From: Christine Welch <christineiverna@gmail.com>
Sent: Tuesday, June 02, 2015 4:32 PM
To: *RVCouncil; Susan Elkins; Vicki Lee; William Masche; Dean Maschka; Dan Wall; Paul Bilotta; Jeanne Kelsey; Pat Trudgeon
Cc: Brian Buck
Subject: Strategic Plan Document/City Council Meeting
Attachments: Strategic Plan_Old Hwy 8 Redevelopment 6-2-15.pdf

In connection with the City Council meeting scheduled for June 8th and the opportunity to provide feedback on the 2016-2018 Strategic Plan document, please see the attached letter regarding the redevelopment opportunity at 3253 and 3261 Old Highway 8.

HRA members – we would appreciate it if one of you could see that Bill Majerus receives a copy of this letter as his email address was not available on the City's website.

Thank you for your consideration.

Christine Welch
3205 Old Highway 8
Roseville, MN 55418

651-336-1690



christineiverna@gmail.com

June 2, 2015

Re: Roseville's 2016-2018 Strategic Plan / Properties at 3253 and 3261 Old Highway 8

Dear Roseville City Council, Staff and Housing Redevelopment Authority,

We have reviewed the draft Strategic Plan and respectfully request that you consider taking both of the following actions as it relates to the redevelopment opportunity on the single family residential properties (zoned high density residential) located at 3253 and 3261 Old Highway 8 (see attachment for map):

- 1) Add redevelopment of these properties to medium density housing as a priority for the Housing Redevelopment Authority ("HRA") in the 2016-2018 Strategic Plan; and
- 2) Initiate a review to consider changing the Zoning and Comprehensive Plan Land Use Designation from High Density Residential ("HDR") to Medium Density Residential ("MDR")

The properties in question (~2.7 acres) are a "classic" redevelopment opportunity as discussed in the HRA meetings on 4/21/15 and 5/19/15 and the surrounding community is generally supportive of redevelopment. However, the neighborhood has serious concerns about the potential for both parcels to independently and privately be developed HDR for numerous reasons, including the following:

- Traffic, Safety, and Access Issues. The properties are adjacent to a unique 5-way intersection that has regular school bus (borders multiple districts), bike, and pedestrian traffic, including kids traveling to the local parks and three St. Anthony schools that are located within a half mile. The intersection is already heavily congested at certain times of day and high density development in the immediate vicinity would have public safety implications.
- Size and Density / Proximity to Single-Family Residential and Townhomes. Permitting 24 units/acre, building height of 65 feet, and 85% surface coverage in the immediate proximity to single family residential housing and 2-story townhomes does not fit the community.
- Wetland and Drainage Issues. The property at 3253 abuts an identified and documented wetland on its eastern border. This property and the townhomes to the south also have shared drainage issues. High density development would negatively impact the wetland, increase storm water runoff, and create flooding/drainage issues for neighboring residents.
- Wildlife Habitat. Portions of the properties are heavily wooded and home to many wildlife species. We recognize that any development would likely have an impact but feel that protecting more "green space" or natural habitat than what would likely occur under high density development is important for the community.
- Noise and Light Pollution. The addition of ~65 units (assuming ~24 units/acre), parking spaces, and lighting could be disruptive to the community. This includes the potential for parking lot lights to be at the same level as bedrooms for the townhomes to the south of 3253. While these issues could be relevant for any development, we believe a planned or medium density development would likely have less impact.

The concerns were well-documented during the 2010 and early 2011 City Council and Planning Commission meetings when the zoning for the parcels was changed from single-family residential/LDR to HDR to align with the Comprehensive Plan. More than 50 residents were involved in efforts to oppose the zoning change to HDR. Please note that the Planning Commission at the time had recommended Medium Density Residential but the City Council ultimately did not take action prior to adopting the new zoning map, citing the long-standing Comprehensive Plan Land Use Designation and "protections" in the new City Code as key factors. The inability to move to a compromise at that time was extremely disappointing given the underlying facts and circumstances, level of civic engagement, and support for MDR from the Planning Commission along with several incoming/outgoing City Council members.

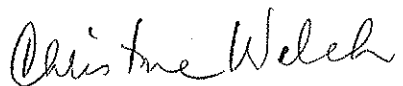
The concerns about high density development remain relevant today. Recent efforts to educate the neighborhood on a potential development project at 3253 Old Highway 8 validated that the overwhelming majority of the residents (more than 150) share the concerns about traffic, safety, environmental impacts, and/or the overall fit of high density development relative to the surrounding community (proximity to 5-way stop, the townhomes to the south, and single-family housing to the north and northeast).

The properties have not been sold (to our knowledge) or developed (yet) so there is still an opportunity for the City of Roseville to help move this to a solution that balances the economic interests of the long-standing property owners (acquired when zoned single family residential) with the broader interests of the community. At a minimum, we believe it's critical that a zoning and land use change to MDR be considered in the near future so that any proposed development at a higher density would be subject to a more thorough review than the standard permit process.

The recommended actions would foster key priorities discussed in the Strategic Plan, including: a.) paving the way for successful redevelopment, b.) addition of medium density housing stock, c.) fostering civic engagement, and d.) demonstrating sensitivity to public safety implications.

Thank you for your consideration of this request.

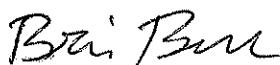
Old Highway 8 Neighborhood Group Core Committee



Christine Welch
3205 Old Highway 8, Roseville
651-336-1690



Mike and Susan McCloskey
2525 County Rd C2, Roseville
651-638-3993



Brian Buck
3609 33rd Ave NE, St. Anthony
651-587-2912

Site Map

Attachment D



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.

SOURCES: City of Roseville and Ramsey County, The Lawrence Group; August 2, 2010 for City of Roseville data and Ramsey County property records data, August 2010 for commercial and residential data, April 2009

Pat Trudgeon

From: noreply@civicplus.com
Sent: Wednesday, June 03, 2015 11:04 AM
To: *RVCouncil; Kari Collins; Pat Trudgeon
Subject: Online Form Submittal: Contact City Council

If you are having problems viewing this HTML email, click to view a [Text version](#).

Contact City Council

Please complete this online form and submit.

Subject*

priorities planning

Contact Information

Name:*

roger hess jr

Address:*

1911 rice street

City:

Roseville

State:

MN

Zip:

55113

This form goes to the Mayor, all Councilmembers and certain City Staff. Due to the volume of emails submitted, a personal reply is not always possible.

How would you prefer to be contacted? Remember to fill in the corresponding contact information.

☐ Phone

☐ Email

☐ Letter

☒ No Reply Necessary

Email Address:

rogerhessjr@aol.com

Phone Number:

651-270-6910

Please Share Your Comment, Question or Concern*

councilmember, thoughts on the priority process: 1) develop a comprehensive plan concerning building/space needs of the city. stop doing piecemeal construction. for example, the recent construction of the fire station and the new parks buildings could have also including space for other departments - you could have placed the license center in the fire station or the parks building at lexington and city rd B. before doing any other construction see if one project could solve the needs of more than one department. think outside of the box - if you build a license center, you could also provide space for the roseville visitor's association, and instead of them paying rent to a building owner, they could be paying rent to the city, and be placed in an area where

people would actually notice them, rather than hidden in an office tower. why not extend city hall to the east and place the license/passport center there, along with the visitors association, and any other office space needs the city has. there is plenty of room there, even for more parking, though i never see the east side of the parking lot full. 2) community center - this has been talked about for years, but you have never actually tried to find out what the citizens would want in a community center. set up a citizen's task force to explore this topic and then decide if something needs to move forward or not. maybe some of the desires of residents could be met with current facilities, or with a very small new facility. 3) start thinking outside of the box - it always seems like "business as usual" with the council and staff - i never see any imagination to figure out new ways to provide current services. e.g. could ramsey county handle the administration of the police dept. for a lower cost, but the same or better service, through economies of scale, the same if st. paul took over our water system? why can't the fire dept. answer 911 calls so the city doesn't need to send hundreds of thousands of dollars to ramsey county each year? 4) sit down with the police dept. administration and infuse community standards into the broad guidelines under which the department operates. the council should also be involved in the priority decisions of the police dept. right now it seems like traffic control is a much higher priority than the patrolling of neighborhoods. i understand that the police dept. makes a lot of money off of forfeited vehicles but should their priority really be generating cash or preventing crime? is stopping someone for a broken taillight really more important than possibly stopping a home burglary? the police department is one of the most expensive departments, yet you give it the least amount of oversight! many city councils develop guidelines in coordination with their police administration. a few years ago the fridley city council banned their police dept. from engaging in high speed chases. if roseville had such a ban, one of our squads would not have killed an innocent bystander a few years ago. back in the 1970's a roseville police sergeant said there was no reason to engage in high speed chases because no one could out run a radio - i assume 40 years later our squads have even better methods of communication. 5) create a task force that would develop strategies for departments and commissions to seek donations, grants, and sponsorships. i'm sure there are citizens with expertise in this area who would be a great help to parks and rec, human rights commission, etc. when they are looking for money. this task force could create a handbook that would be invaluable to the city. 6) figure out a way to remind yourselves and city staff that the "city of roseville" is not a separate entity by itself. the "city of roseville" is an extension of its residents. it is how landowners have pooled their resources in order to get things done collectively rather than individually. sure, i could do as my great grandfather did and build a road myself, but it works better if a bunch of us get together and build the road. sometimes it seems like the council and staff consider the citizens to be a nuisance rather than remembering that the residents are the reason this city exists. thanks for listening! roger roger hess jr

Unless restricted by law, all correspondence to and from Roseville City government offices, including information submitted through electronic forms such as this one, may be public data subject to the Minnesota Data Practices Act and/or may be disclosed to third parties.

The following form was submitted via your website: Contact City Council

Please complete this online form and submit.

:

Subject: priorities planning

Contact Information:

Name: roger hess jr

Address: 1911 rice street

City: Roseville

State: : MN

Zip: 55113

This form goes to the Mayor, all Councilmembers and certain City Staff. Due to the volume of emails submitted, a personal reply is not always possible.:

How would you prefer to be contacted? Remember to fill in the corresponding contact information.: No Reply Necessary

Email Address: rogerhessjr@aol.com

Phone Number: 651-270-6910

Please Share Your Comment, Question or Concern: councilmember,

thoughts on the priority process:

1) develop a comprehensive plan concerning building/space needs of the city. stop doing piecemeal construction. for example, the recent construction of the fire station and the new parks buildings could have also including space for other departments - you could have placed the license center in the fire station or the parks building at lexington and cty rd B. before doing any other construction see if one project could solve the needs of more than one department. think outside of the box - if you build a license center, you could also provide space for the roseville visitor's association, and instead of them paying rent to a building owner, they could be paying rent to the city, and be placed in an area where people would actually notice them, rather than hidden in an office tower.

why not extend city hall to the east and place the license/passport center there, along with the visitors association, and any other office space needs the city has. there is plenty of room there, even for more parking, though i never see the east side of the parking lot full.

2) community center - this has been talked about for years, but you have never actually tried to find out what the citizens would want in a community center. set up a citizen's task force to explore this topic and then decide if something needs to move forward or not. maybe some of the desires of residents could be met with current

facilities, or with a very small new facility.

3) start thinking outside of the box - it always seems like "business as usual" with the council and staff - i never see any imagination to figure out new ways to provide current services. e.g. could ramsey county handle the administration of the police dept. for a lower cost, but the same or better service, through economies of scale, the same if st. paul took over our water system? why can't the fire dept. answer 911 calls so the city doesn't need to send hundreds of thousands of dollars to ramsey county each year?

4) sit down with the police dept. administration and infuse community standards into the broad guidelines under which the department operates. the council should also be involved in the priority decisions of the police dept. right now it seems like traffic control is a much higher priority than the patrolling of neighborhoods. i understand that the police dept. makes a lot of money off of forfeited vehicles but should their priority really be generating cash or preventing crime? is stopping someone for a broken taillight really more important than possibly stopping a home burglary?

the police department is one of the most expensive departments, yet you give it the least amount of oversight!

many city councils develop guidelines in coordination with their police administration. a few years ago the fridley city council banned their police dept. from engaging in high speed chases. if roseville had such a ban, one of our squads would not have killed an innocent bystander a few year ago. back in the 1970's a roseville police sergeant said there was no reason to engage in high speed chases because no one could out run a radio - i assume 40 years later our squads have even better methods of communication.

5) create a task force that would develop strategies for departments and commissions to seek donations, grants, and sponsorships. i'm sure there are citizens with expertise in this area who would be a great help to parks and rec, human rights commission, etc. when they are looking for money. this task force could create a handbook that would be invaluable to the city.

6) figure out a way to remind yourselves and city staff that the "city of roseville" is not a separate entity by itself. the "city of roseville" is an extension of its residents. it is how landowners have pooled their resources in order to get things done collectively rather than individually. sure, i could do as my great grandfather did and build a road myself, but it works better if a bunch of us get together and build the road. sometimes it seems like the council and staff consider the citizens to be a nuisance rather than remembering that the residents are the reason this city exists.

thanks for listening!

roger

roger hess jr

Unless restricted by law, all correspondence to and from Roseville City government offices, including information submitted through electronic forms such as this one, may be public data subject to the Minnesota Data Practices Act and/or may be disclosed to third parties. :

Additional Information:

Form Submitted on: 6/3/2015 11:03:53 AM

Submitted from IP Address: 75.146.181.106

Referrer Page: <http://www.cityofroseville.com/FormCenter/Administration-5-5/Contact-City-Council-52-52>
Form Address: <http://www.cityofroseville.com/FormCenter/Administration-5/Contact-City-Council-52>

Pat Trudgeon

From: Scot Becker <sbecker@scotbecker.com>
Sent: Monday, June 08, 2015 9:43 AM
To: *RVCouncil
Subject: Public Comment - Draft Policy Priority Planning Document

Dear Mr. Mayor and Members of the Council:

Thank you for providing the opportunity for public comment on the draft policy priority planning document. I regret that I am unable to attend tonight's meeting due to a family commitment, but please consider this to be my "public comment" on the matter and feel free to include this in the minutes/packet as per policy/precedent/your desire. As a final note to this preamble, please note that I offer my comments below as a citizen of Roseville and not as any sort of spokesperson for the Community Engagement Commission, which has yet to have any significant group discussion on the draft document.

I want to start by saying that I am delighted to find Civic Engagement to be among the five selected strategic priorities. In my view, it underscores the importance you place on civic and community engagement and demonstrates follow-through on the commitment this council made to civic and community engagement upon the formation of the Community Engagement Commission.

As I had indicated previously, I have reservations with many of the specifics of this document, which I will touch upon again in the text that follows. However, upon further reflection, I think my concern is more fundamentally rooted in the implied hierarchy, reading left-to-right, of "Strategic Priority", "Key Outcome Indicator", "Target", and "Strategic Initiative".

It is with this in mind that I recommend that at this time the council take action only on the "Strategic Priority" column of this document and further refine the rest (specific initiatives, indicators, and targets) at a later date.

In my view, a Strategic Priority (what you want to achieve) should drive strategic initiatives (how you intend to achieve it) and then, and only then, can you competently define how you intend to measure success (e.g. via defining "Key Outcome Indicator" and "Target").

Perhaps this left-to-right ordering was entirely arbitrary and I'm reading too much into the implied hierarchy, but I'm skeptical when I see things such as Civic Engagement being measured by "Community Satisfaction" with a success target of "90% satisfied w/ city services". I've no issues with my sewer, I think that my road is

plowed in a timely fashion, and I have found that the police are responding to my needs. Am I engaged? Assuming the author(s) didn't intend "90% satisfied with civic engagement efforts", this is clearly a measure of operational effectiveness or something similar. To be clear, my concern here isn't the use of a survey as a measurement tool, but rather the specifics of how that tool will be used to measure the outcome.

Also, speaking as someone who forms metrics like this for much of his livelihood, I find the definitions lacking. An "Increase volunteer opportunities by 5%" is not a measure of (volunteer) engagement. It's a measure of how many volunteer opportunities can be created by the volunteer coordinator. A better measure is the number of volunteer opportunities that have actually been filled. And an even better measure is the number of volunteer opportunities that have actually been filled by different people. That, to me, better shows engagement in the community (via volunteering).

As a final example, I find it helpful to think about civic engagement separately from community engagement but such concepts appear muddled in this list. Civic engagement, in my mind, is more focused on the mechanics of the administration of government itself. So I'm curious why I then see measures of *civic* transparency included elsewhere while more *community* engagement efforts, which is how I read "Establish Community-oriented Outreach Program", is included under "civic engagement" – as is, for that matter, "Volunteer opportunities" which I also view to be community, rather than civic, engagement.

I recognize that this is a draft, but it lacks a certain level of completeness, in my view. Having participated in similar "visioning" sessions at multiple points in my professional career, I am fully aware of the genesis of such ideas via 30-minutes of brainstorming by subgroups recorded on hastily written post-it notes. This document appears to be little more than a transcription of the brainstorming activities and needs to be further refined before it can become actionable. It is certainly a decent start, but when one wants to establish policy it needs to be further vetted and detailed, and in my opinion this has clearly not been done, or at least not documented enough for the council to take action on as is.

I am not trying to be pedantic with my criticisms of the measures. The fundamental limitation of adopting key operating indicators is that you "*get what you measure*" and thus completely and thoughtfully defining those indicators is of utmost importance. You need to ensure you are *measuring what you want*. Further, you will typically want to define "counter-balancing" metrics to make sure that while optimizing a given set of programs and processes to meet specific measurement criteria is not done to the adverse effect of some other program or process that is equally important.

I had hoped that this document would be one additional campaign within a broader vision for engaging Roseville residents with other initiatives including the work of the Community Engagement Commission, the volunteer coordinator, the police department, other department projects, other city manager priorities, and, last but certainly not least, other emerging council priorities.

However, based on the discussion at the previous council meeting, I am somewhat concerned that once adopted this list will be the defacto and/or exclusive focus for the council when it comes to civic engagement over the next 2-3 years.

As you know, the council has reviewed (and subsequently added to) a handful of priority projects for the Community Engagement Commission; where do they fall into this list? Neighborhood associations or zoning notification, both being worked on by task forces as I type this, are not obviously represented in this list. Neither is the creation of learning events (one of which is in the works, incidentally, that may include outreach to under-represented groups), the civic engagement module, or ongoing input into the revised Roseville U. I would think that efforts currently underway deserve some mention and at this point I'm not even certain that even the staff liaison to the Community Engagement Commission was consulted about the Commission's activities during the formation of this list.

How will other Community Engagement Commission recommendations be received by the council should this list be adopted as written? Will any new idea be put "on hold" until 2017 and/or face a tougher criteria for council adoption prior to 2017?

Finally, I can't help but wonder who is driving this document – council or staff. Looking only at the civic engagement priority, it appears to define initiatives already underway. We have an established survey process ("Community satisfaction"), we have an active volunteer coordinator ("Volunteer opportunities"), and the Chief of Police, in my view, is making extraordinary inroads in his department's community outreach ("Engage three new segments of community"). Are we measuring the successful completion of in-flight initiatives or are we trying to drive further (culture) change? I'm hoping for the latter.

(Hopefully constructive) criticisms aside, I remain hopeful that this will bear real fruit, especially as it pertains to increasing (real) civic and community engagement of underrepresented groups. I hope that the Community Engagement Commission can take an active role in forming the strategic initiatives, key outcome indicators, and targets for the Civic Engagement Strategic Priority.

I appreciate your time and consideration.

Sincerely,

Scot Becker

1301 Willow Circle

a. Discuss Draft Policy Priority Planning Document

Due to time constraints, Mayor Roe opened this item up for public comment of those in tonight's audience wishing to address it.

Public Comment

Gary Grefenberg, 91 Mid Oaks Lane

Mr. Grefenberg referenced an e-mail from Scot Becker dated June 8, 2015 and asked that the City Council carefully review and consider it.

Speaking for himself, Mr. Grefenberg expressed concern that the City Council established the Community Engagement Commission (CEC), and had reviewed their priorities in December and added to their charge, but now was moving toward the strategic initiatives developed by staff rather than allowing the CEC to have time to review and comment on the priorities outlined by the City Council in their strategic planning exercise. Mr. Grefenberg questioned who and what was driving this document, the City Council or their staff.

Mr. Grefenberg stated that community outreach was not the same as civic engagement, but a part that follows it.

If the City Council was not interested in the CEC's participation and assistance, Mr. Grefenberg strongly urged them to stop wasting time if they had no intention of listening to the CEC, creating a situation where civic engagement meant nothing. Mr. Grefenberg asked that, if that was the case, the City Council stop using the term "civic engagement" as an empty means to show how progressive or transparent they were.

Sherry Sanders, 363 South McCarrons Blvd.

"Amen!"

Rita Mix, 3207, Old Highway 8, St. Anthony Village

Ms. Mix referenced a letter sent to the City Council earlier this week from the Old Highway 8 neighborhood and their association being established. Ms. Mix highlighted issues brought forward in that letter, and goals to involve the HRA and City Council to include their subject properties in their strategic plans going forward. Ms. Mix advised that she had made a similar presentation to the HRA at a previous meeting, and they seemed interested in this property as a potential development project.

Ms. Mix noted the controversy surrounding this property for some time, and previous proposals that would have been detrimental to the properties and adjacent townhomes, but would have been allowed under past and current code. Ms. Mix advised it was the neighborhood association's intent to prevent such occurrences in the future; and thus were requesting that it be placed within the parameters of the strategic plan. Ms. Mix asked that part of that consideration be reducing density on the two available properties, initially designated single-family land use; and both

having abatement issues. Ms. Mix noted most developers have approached the properties seeking to develop them with as much density as possible, negatively impacting adjacent properties and wetland areas, creating flowing hazards as well as additional traffic for this already-congested five-corner intersection. Ms. Mix opined it would be much better for the neighborhood if the density was reduced to MDR, and if any higher density was considered the community and neighborhood be involved in any future plan or use of those two parcels.

Brian Buck, 3609 33rd Avenue N.E., St. Anthony Village

Ms. Buck concurred with the comments of Ms. Mix and asked that the City consider the written comments referenced. As the owner of a home near the five-intersection triangle, Mr. Buck noted the importance to him in future strategic plans of the HRA and City Council and future use of these parcels. Mr. Buck opined this was a broader community issue, not just one affecting the neighborhood, and those concerns remained relevant and had been frequently reinforced over the years as high density development proposals had come forward and fortunately failed for one reason or another.

Motion to Extend Curfew

At approximately 10:03 p.m., Laliberte moved, Etten seconded extending the meeting curfew to address any public comment from those present related to the Draft Policy Priority Planning Document (Item 15.a); and the additional Item 15.c relating to including budget information in the next edition of the City newsletter.

Roll Call

Ayes: Willmus, Etten, McGehee, Laliberte and Roe.

Nays: None.

Lisa McCormick

Ms. McCormick noted that during her last public comment on this PPP issue, she had identified a mistake on the value proposition and wondered how that translated throughout the document. Ms. McCormick expressed her concern that the strategic initiatives developed by staff don't accurately reflect what she observed during attendance at or viewing tapes of the Retreat or through reading through City Council objectives at that time.

As an example, Ms. McCormick referenced page 8 of the document (concepts) and concerns raised that it lacked definition and was not cohesive or consistent in the understanding of terms. Ms. McCormick opined that she had actually heard more about engagement at that point when listening to the meeting, whether community or civic, and suggested that it had been the facilitator that had actually coined it more governance than culture.

In comparing that with the highest priorities identified in Appendix 5 for the SWOT analysis, Ms. McCormick opined that a majority of those were not included in strategic initiatives. Ms. McCormick stated that she had expected consistency for staff and City Council priorities; and wondered if that lack of definition was the

intent or City Council vision but not accurately carried through in the initiatives. Ms. McCormick opined that with culture, where was the accountability, and it should have been addressed since it goes to the heart of the matter alluded to in a lot of the initiatives.

Ms. McCormick also sought more cost analysis performed, as addressed in LMC models, since she saw the City Council as fiscal, social capital and environmental stewards of taxpayer resources. Since the City Council apparently based their priorities on public input, community surveys, the Imagine Roseville 2025 community visioning, and other documents, Ms. McCormick referenced the ongoing comments during the 2015 budget process from taxpayers talking about the strain of taxes, and potential of being taxed out of their homes. Ms. McCormick noted the information provided by Finance Director Miller in his presentations and identifying that the reinvestment period for Roseville would involve the next decade. Ms. McCormick opined that was a missing piece in the strategic planning process; further opining that there were many better initiatives than those staff had developed. As elected leaders of the community, Ms. McCormick opined something more was needed to spur everyone to be better. As an extension of Roseville resident, Ms. McCormick opined that the City Council and staff needed to represent and listen to its constituents in their stewardship role.

Ms. McCormick stated she wanted the City to be the best they could be; and while appreciating the process, thought things had gone aright; even though when observing the City Council interaction during the Retreat, found the most inspiration at the final summation and statements on the desire to be great across the board and build community with community.

**Community Engagement Commission
Partial Meeting Summary
June 11, 2015**

Commissioner Present: Scot Becker, Theresa Gardella, Jonathan Miller, Michelle Manke, Sherry Sanders and Gary Grefenberg.

Commissioners Absent: None.

Staff Present: Garry Bowman

New Business

a. Strategic Initiatives from 2/17 and 2/18 Council/Staff Workshops

Chair Becker opened the discussion by reviewing the City of Roseville Strategic Plan Summary disseminated by City Manager Trudgeon to all Commission members, noting the five strategic priorities, including the prominent position given to civic engagement. Becker went on to point out the key outcome indicators or metric and targets for measuring success. Becker also noted that a further hearing on the topic would be held at the June 22 City Council meeting.

Commission member Grefenberg reported on his public comment during the previous priority planning discussion held by the City Council. He said that he, Sherry Sanders, Diane Hilden, Lisa McCormack and Donna Spencer testified in a general way at the first priority planning discussion on May 11 in opposition to the report using business terms to describe citizens, specifically referring to them as “customers”. Grefenberg added that during the most recent priority planning discussion on June 8 he had testified that the Community Engagement Commission had gone to the City Council in December of 2014 with a list of four initiatives, with the Council adding two more. Grefenberg relayed to the Council that the commission was doing a lot of work with each of the initiatives and wanted to know if the Council was interested in hearing the Commission’s reactions. Grefenberg said that his concern was that the Commission would be wasting its time if, considering the priority planning document, it was not going to have the opportunity to follow through on the commitment the Council made in December of 2014 to work on the initiatives.

Commission member Sanders said that Grefenberg’s comments before the City Council resonated with a lot of people who felt similarly and that she wholly supported them.

Grefenberg said the entire reason for the commission’s existence was to advise the Council on civic engagement and community engagement, and that in his opinion the Commission should recommend to the Council that it only take action on the strategic priority column of the priority planning document and that the Council should further refine the rest of the indicators and targets at a later date during which the Commission could offer its advice pursuant to statute establishing the Community Engagement Commission.

Grefenberg said that it was commendable that civic engagement was clearly a priority item, but that the three initiatives are not civic engagement. He also said that the third initiative dealing with engagement had little to do with what the commission's priorities were, which is to engage people on a two-way level and that since it was the commission's role to give advice on these types of issues it should do so.

Sanders stated that during the workshop sessions she noticed that civic engagement and community engagement were being used interchangeably and thought it was important to clear up the difference between the two for those that may not have an understanding.

Commission member Manke asked if the priority planning document at this stage was still a rough draft and was still being fine-tuned.

Grefenberg said that the way it was presented by staff was that staff wanted Council action. He said that he did not believe that the Council was prepared to agree to the document in its entirety at the stage and that the Council had not yet taken a position. Regardless, it was his belief that it was staff's intent to get approval for this plan through the year 2018. Grefenberg added that he did not know what that means for the Commission's initiatives.

To clarify, Staff Liaison Bowman asked Grefenberg whether it was his concern that the document would limit the Commission's scope and that it would not be permitted to work on initiatives outside of the document that it may bring forward.

Grefenberg said that was one concern, but that he had others, including that no one on city staff understands civic engagement, much less community engagement. He added the need to clarify that at least two of the initiatives in the priority planning document don't even approach community or civic engagement. Grefenberg then referred to Chair Becker's written comments to the City Council of June 8 regarding the priority planning document, noting that one was primarily a measure of success – the community survey – and that the second was to strategize on volunteer strategies. He said that the opportunity to be included in developing strategies was the same thing the Commission was asking for.

Commission member Miller then asked if the priority planning document was to be the guiding document for City staff.

Becker said that it was his understanding that it was to be determined whether or not it gets approved and to what extent if approved it would become the guiding documents for staff.

Miller said that his concern was that the document seemed more like the initial thoughts of a strategy session rather than a final plan and that he did not believe the plan was finished enough to become the guiding document for the City for the next three years.

Vice Chair Gardella said that if staff was interested in coming up with priorities that have to do with civic engagement or community engagement that it would behoove the process to involve the Commission. She added that there was a level of expertise in reference to these issues on the Commission and that it had something valuable to offer.

Gardella went on to clarify her concerns that if decision on these topic were made outside of consultation and if strategic priorities would be created for a year, or three years, the topics the Commission was created to discuss then she would have to question what the role and purpose of the Commission is.

Grefenberg then discussed making a motion recommending that the City Council consider the Community Engagement Commission's desire to take part in the discussion and provide advice on the decision of the specific civic engagement initiatives (right hand column of the document) included in the City of Roseville Strategic Plan Summary.

Chair Becker then discussed his written comment submitted to the City Council for the June 8 meeting regarding the priority planning document proposal. In sum his recommendation is that Council take action only on the strategic priority column of the (priority planning) document and further refine the rest of it – the specific initiatives, indicators and targets – at a later date. He also said that he was disappointed with the specifics of the document's targets and indicators and was concerned that if they become the guiding document that what new ideas the Commission brings forward in the future may be disadvantaged due to the fact that an existing work plan already exists.

Gardella **moved** and Grefenberg **seconded a motion** stating whereas we appreciate and are thankful to find civic engagement among the five selected strategic priorities we request that the Council and or staff involve the Community Engagement Commission in the formation of the strategic initiatives, key outcome indicators and targets related to the strategic priority of civic engagement. The Commission also requests clarification of the relationship between its current strategic priorities, approved by the Council in December 2014, and how they relate to the priorities laid out in the priority planning document.

There being no further discussion, the motion was called to a vote. **Motion passed unanimously.**

Respectfully submitted,

Garry Bowman

Communications Manager/Community Engagement Commission Staff Liaison

REQUEST FOR COUNCIL ACTION

Date: June 22, 2015
Item No.: 14.b

Department Approval



City Manager Approval



Item Description: Interfund Transfer – Dale Street Development

BACKGROUND

On April 6, 2015, the City of Roseville entered into a purchase agreement with the Roseville Housing and Redevelopment Authority in order to purchase the HRA's land that is contained in the Dale Street redevelopment project area. The City's closing on the property will be occurring before the contractual deadline of June 30, 2015.

On May 11, 2015, the City of Roseville entered into a predevelopment agreement with the Greater Metropolitan Housing Corporation (GMHC) so that GMHC can purchase and develop the property as depicted on Attachment A.

The City of Roseville contracted with an environmental firm to perform a Phase 1 environmental analysis and the report has been reviewed by GMHC, Western Bank, City Staff and the City Attorney and been deemed to be sufficient for waiving the City's environmental contingency in the purchase agreement with the HRA.

The City of Roseville has obtained updated title for the property that the City Attorney has deemed to be sufficient to waive the City's title contingency in the purchase agreement with the HRA.

GMHC has passed its first key deadline in the predevelopment agreement and was able to meet the submittal obligations, including receiving a written commitment from Western Bank for project financing. The pro forma and commitment are currently being reviewed by the City's housing finance consulting firm, Ehlers and Associates. GMHC has also submitted a preliminary plat application for the development that is scheduled for the Planning Commission on July 1.

Based on the direction of the City's TIF Attorney, Mary Ippel from Briggs and Morgan, when the TIF Development Agreement is executed and the details of how that will be structured is fully known, there will need to be a public hearing and formal TIF amendment to formally utilize TIF as intended in that future agreement. Because the City of Roseville would like to close on the HRA property at this earlier time in order to maintain our contractual obligations with the HRA, Briggs and Morgan has prepared the attached Interfund Loan Resolution (Attachment B). This resolution will, in effect, have the City borrow the funds at this time from the same TIF districts that will eventually be funding this project in order to allow this earlier closing.

The Interfund Loan amount is listed as "up to \$750,000" but that figure is intentionally set higher than what is anticipated as a very conservative estimate to ensure something unanticipated doesn't surface at closing that would result in the City being unable to fulfill its obligations. The actual loan will be for the costs of the purchase and other qualified costs.

34 **POLICY OBJECTIVE**

35 The Dale Street redevelopment project is a priority redevelopment area for the City of Roseville.

36 **BUDGET IMPLICATIONS**

37 This interfund loan will result in the borrowing of TIF funds which will reduce those TIF fund
38 balances and it will result in replenishing HRA fund balances that have been utilized for the
39 purchase and holding costs of the property.

40 **STAFF RECOMMENDATION**

41 Staff recommends the approval of the attached resolution approving the interfund loan.

42 **REQUESTED COUNCIL ACTION**

Offer a motion to approve the attached Resolution authorizing an interfund loan for the purchase of property from the Roseville Housing and Redevelopment Authority and performance of the actions necessary to meet the City's obligations identified in the Resolution.

Prepared by: Paul Bilotta, Community Development Director
Attachments: A: Proposed Preliminary Plat
B: Resolution

GARDEN STATION ADDITION

PREINHIBITORY ADDITION

COPE'S SUBDIVISION OF LOT 1 OF
COPE'S SUBDIVISION OF THE
S.E. 1/4 OF SECTION 11,
TOWNSHIP 29, RANGE 23

- CAST IRON MONUMENT
 EAST QUARTER CORNER
 SECTION 11, TOWNSHIP 29, RANGE 23
 RAMSEY COUNTY, MINNESOTA
 N 181142.752
 E 566493.505

CONCORDIA
MEADOWS

O'NEILL'S ADDITION

COPE'S SUBDIVISION OF LOT 1 OF COPE'S

AREA=5735 sq. ft. 102.67' S00°55'34"W

1

AREA=4226 sq. ft. 102.66' S00°55'34"W

2

AREA=5308 sq. ft. 102.67' S00°55'34"W

3

AREA=5308 sq. ft. 102.66' S00°55'34"W

4

AREA=4226 sq. ft. 102.66' S00°55'34"W

5

AREA=4795 sq. ft. 102.66' S00°55'34"W

6

SUBDIVISION OF THE S.E. 1/4 OF

SECTION 11, TOWNSHIP 29, RANGE 23
-SOUTH 3.0 FEET

OUTLOT A
DRAINAGE AND UTILITY
EASEMENT THROUGHOUT

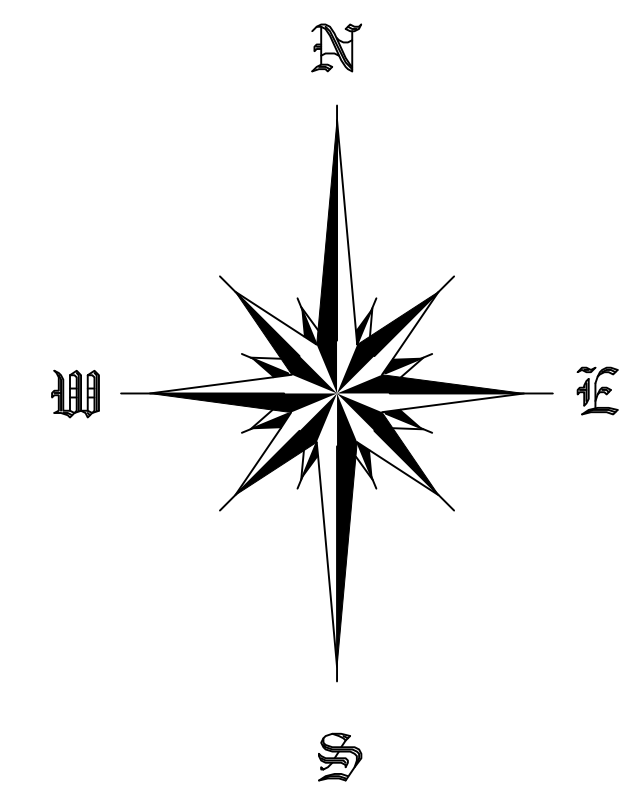
VICINITY MAP

SECTION 11, T. 29N, R. 23W

SECTION 11, T. 29N, R. 23W

Map showing the location of the 'SITE' (indicated by a black rectangle) within Section 11, T. 29N, R. 23W. The map includes the following features:

- Streets:** LEONARD AVENUE (west), NORTH GORTO STREET (north), HWY 36 (south), and DALE STREET (east).
- Quadrants:** NW 1/4, NE 1/4, SW 1/4, and SE 1/4.
- Other Labels:** LOVELL AVENUE, NORTH GORTO STREET, and COPE AVENUE.
- Site Location:** The 'SITE' is located in the SE 1/4 quadrant, bounded by COPE AVENUE to the north and DALE STREET to the east.
- Scale:** A north arrow is shown on the left, labeled (NO SCALE).



SCALE IN FEET

30 0 15 30 60 120

SCALE: 1 INCH = 30 FEET

Legend

- Denotes 12 inch long Common Spike with washer stamped R.L.S. 16464 Monument set.
- ⊙ Denotes PK Nail, with stainless steel marker, Monument set, and stamped R.L.S. 16464.
- Denotes Iron found, size, type, and R.L.S. as noted.
- ⊕ Denotes Ramsey County Cast Iron Monument.

C
NORTH WITNESS MONUMENT TO THE SOUTHEAST CORNER
SECTION 11, TOWNSHIP 29, RANGE 23
RAMSEY COUNTY, MINNESOTA

N 178545.381
E 566521.277

BASIS OF BEARINGS: RAMSEY COUNTY COORDINATE SYSTEM, NAD83,
1986 ADJUSTMENT.

COORDINATES SHOWN ARE RAMSEY COUNTY COORDINATES, NAD83,
1986 ADJUSTMENT.

Any required monument location on this plat with no monument symbol shown, indicates a plat monument that will be set, and which shall be in place within one year after the recording of this plat. These monuments will be 12 inch long Common Spike Monuments set & capped R.L.S. 14664.

LAKE & LAND SURVEYING, INC.
1200 CENTRE POINTE CURVE, SUITE 275
MENDOTA HEIGHTS, MINNESOTA, 55120
PHONE: 651-776-6211

RESOLUTION NO. ____

RESOLUTION APPROVING THE TERMS OF UP TO A
\$750,000 INTERFUND LOAN IN CONNECTION WITH
TAX INCREMENT FINANCING DISTRICT NO. 10 AND
TAX INCREMENT FINANCING DISTRICT NO. 12

BE IT RESOLVED by the City Council (the "Council") of the City of Roseville, Minnesota (the "City"), as follows:

Section 1. Background.

(a) The City has heretofore approved the establishment of Tax Increment Financing Districts No. 10 and Tax Increment Financing District No.12 (together, the "TIF Districts") within Municipal Development District No. 1, and has adopted tax increment financing plans for Tax Increment Financing District No. 10 and Tax Increment Financing District No. 12 (together, the "TIF Plans").

(b) The City has determined to pay for certain costs identified in the TIF Plans consisting of certain administrative expenses (the "Qualified Costs"), which costs may be financed on a temporary basis from City funds available for such purposes.

(c) Under Minnesota Statutes, Section 469.178, Subd. 7, the City is authorized to advance or loan money from the City's general fund or any other fund from which such advances may be legally made, including tax increments from tax increment financing districts (collectively, the "Fund"), in order to finance the Qualified Costs.

(d) The City intends to reimburse itself for the payment of the Qualified Costs, plus interest thereon, from tax increments derived from either or both of the TIF Districts in accordance with the terms of this resolution (which terms are referred to collectively as the "Interfund Loan").

Section 2. Terms of Interfund Loan.

(a) The City hereby authorizes the advance of up to \$750,000 from the Fund or so much thereof as may be paid as Qualified Costs. The City shall reimburse itself for such advances together with interest at the rate stated below. Interest accrues on the principal amount from the date of each advance. The maximum rate of interest permitted to be charged is limited to the greater of the rates specified under Minnesota Statutes, Section 270C.40 or Section 549.09 as of the date the loan or advance is authorized, unless the written agreement states that the maximum interest rate will fluctuate as the interest rates specified under Minnesota Statutes, Section 270C.40 or Section 549.09 are from time to time adjusted. The interest rate shall be 4.00% and will not fluctuate.

(b) Principal and interest on the Interfund Loan shall be paid semi-annually on each February 1 and August 1 (each a "Payment Date") commencing with the Payment Date on which the City has Available Tax Increments (defined below), or on any other dates determined by the City Manager, through the last receipt of tax increment from the TIF Districts.

(c) Payments on the Interfund Loan are payable solely from "Available Tax Increments" which shall mean, on each Payment Date, all of the tax increment available after other obligations have been paid, generated in the preceding six (6) months with respect to the property within each respective TIF District and remitted to the City by Ramsey County, all in accordance with Minnesota Statutes, Sections 469.174 to 469.1794, as amended. Payments on the Interfund Loan are subordinate to any outstanding or future bonds, notes or contracts secured in whole or in part with Available Tax Increments, and are on parity with any other outstanding or future interfund loans secured in whole or in part with Available Tax Increments.

(d) The principal sum and all accrued interest payable under the Interfund Loan are pre-payable in whole or in part at any time by the City without premium or penalty. No partial prepayment shall affect the amount or timing of any other regular payment otherwise required to be made under this Interfund Loan.

(e) The Interfund Loan is evidence of an internal borrowing by the City in accordance with Minnesota Statutes, Section 469.178, Subd. 7, and is a limited obligation payable solely from Available Tax Increments pledged to the payment hereof under this resolution. The Interfund Loan and the interest hereon shall not be deemed to constitute a general obligation of the State of Minnesota or any political subdivision thereof, including, without limitation, the City. Neither the State of Minnesota, nor any political subdivision thereof shall be obligated to pay the principal of or interest on the Interfund Loan or other costs incident hereto except out of Available Tax Increments, and neither the full faith and credit nor the taxing power of the State of Minnesota or any political subdivision thereof is pledged to the payment of the principal of or interest on the Interfund Loan or other costs incident hereto. The City shall have no obligation to pay any principal amount of the Interfund Loan or accrued interest thereon, which may remain unpaid after the termination of either of the TIF Districts.

(f) The City may amend the terms of the Interfund Loan at any time by resolution of the City Council, including a determination to forgive the outstanding principal amount and accrued interest to the extent permissible under law.

Section 3. Effective Date. This resolution is effective upon the date of its approval.

Adopted this 22nd day of June, 2015.

Mayor

ATTEST:

City Manager

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 06-22-15
Item No.: 14.c

Department Approval

V. Paul Butler

City Manager Approval

Sam J. Trueman

Item Description: **Community Development Department Request to Perform an Abatement for Unresolved Violations of City Code at 959 Brenner Avenue**

BACKGROUND

- The subject property is a single-family detached home which is owner-occupied.
 - o The current owner is Bernard Robichaud.
- Current violations include:
 - Inoperable and unlicensed vehicle in the driveway (violation of City Code Section 407.02.O).
 - Dilapidated and collapsed shed in rear yard with junk/debris inside (violation of City Code Sections 407.02.J 407.03.H and 906.05.C).
 - Broken garage door in the open position (violation of City Code Section 407.02.J and 906.05.C).
- 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:

• Abate the vehicle	\$300.00
• Remove and dispose of shed	\$750.00
• Remove junk and debris	\$300.00
• Repair and close garage door	<u>\$550.00</u>
<u>Total:</u>	\$1,900.00

32 In the short term, costs of the abatement would be paid out of the HRA budget, which has allocated
33 \$100,000 for abatement activities. The property owner would then be billed for actual and
34 administrative costs. If charges were not paid, staff would recover costs as specified in Section
35 407.07B. Costs would be reported to Council following the abatement.

36 **STAFF RECOMMENDATION**

37 Staff recommends that the Council direct Community Development staff to abate the above referenced
38 the public nuisance violations at 959 Brenner Avenue.

39 **REQUESTED COUNCIL ACTION**

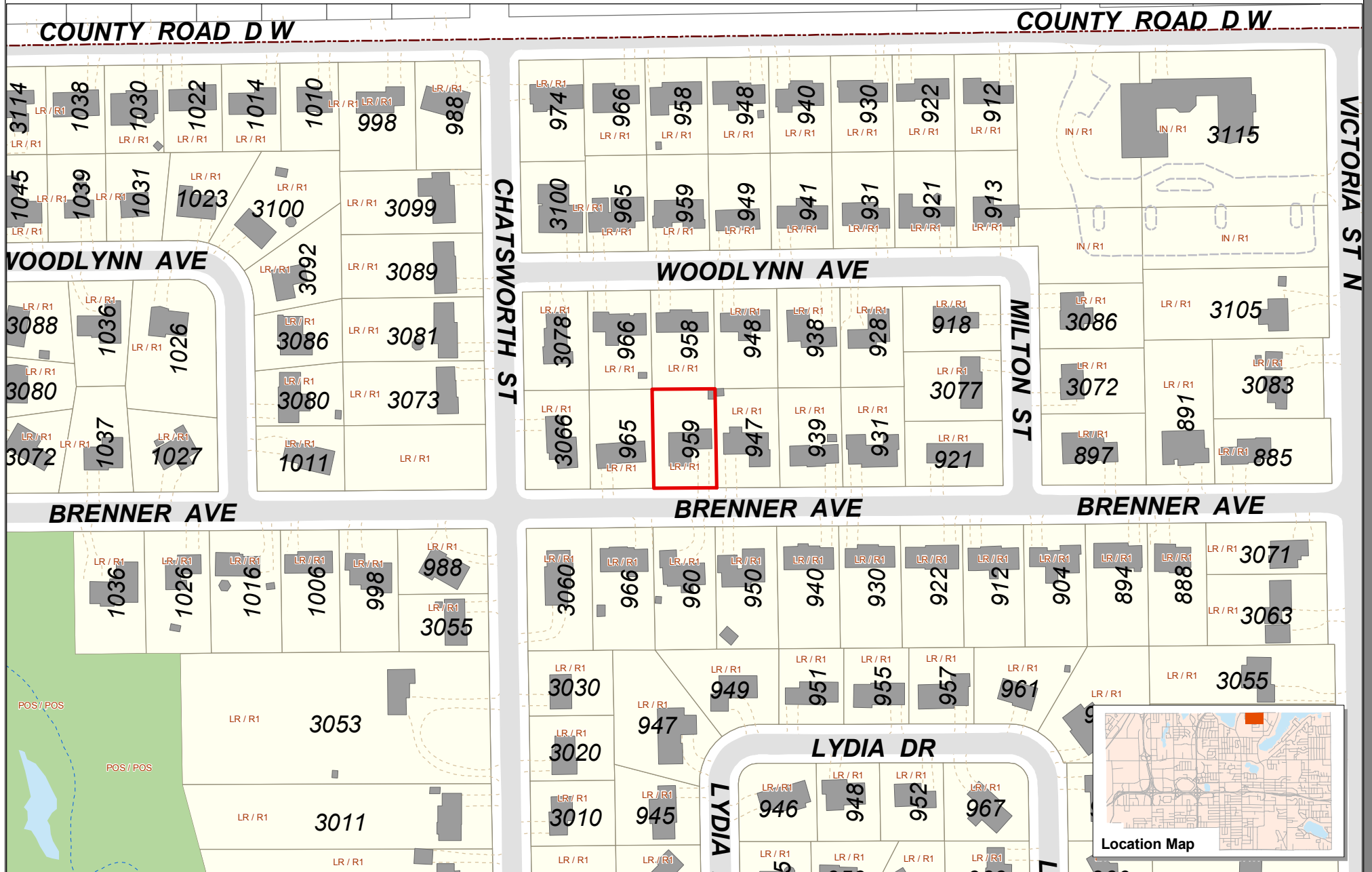
40 Direct Community Development staff to abate the public nuisance violations at 959 Brenner Avenue by
41 hiring a general contractor to abate the vehicle, remove and dispose of the shed, remove and dispose of
42 the junk and debris, and repair and close the garage door.

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

45

Prepared by: Don Munson, Permit Coordinator

Attachments: A: Map of 959 Brenner Ave
B: Photo



Prepared by:
Community Development Department
Printed: July 12, 2010



Site Location

LR / R1 Comp Plan / Zoning Designations

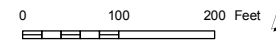
Data Sources

* Ramsey County GIS Base Map (7/1/2010)

For further information regarding the contents of this map contact:
City of Roseville, Community Development Department,
2660 Civic Center Drive, Roseville MN

Disclaimer

This map is neither a legally recorded map nor a survey and is not intended to be used as one. This map is a compilation of records, information and data located in various city, county, state and federal offices and other sources regarding the area shown, and is to be used for reference purposes only. The City does not warrant that the Geographic Information System (GIS) Data used to prepare this map are error free, and the City does not represent that the GIS Data can be used for navigational, tracking or any other purpose requiring exacting degree of accuracy or direction or precision in the depiction of geographic features. If errors or discrepancies are found please call 651-782-7000. The preceding disclaimer is provided pursuant to Minnesota Statutes, § 303, Subd. 21 (2007). By using this map, you acknowledge that you are not liable for any damages, and expressly waives all claims, and agrees to defend, indemnify, and hold harmless the City from any and all claims brought by user, its employees or agents, or third parties which arise out of the user's access or use of data provided.



mapdoc: planning_commission_location.mxd



REQUEST FOR COUNCIL ACTION

Date: 6-22-15
Item No.: 14.d

Department Approval

City Manager Approval



Item Description: **Community Development Department's Request to Issue a Ramsey County Court Citation for Unresolved Violations of Roseville's City Code and Minnesota State Statutes at 397 Brooks Avenue**

BACKGROUND

397 Brooks Avenue is a vacant single-family home located in a residential neighborhood. Records indicate the property is owned by Mr. William Acree, 1145 Glendon Street N, Maplewood, MN 55119.

The ongoing violations include:

- Outside storage or keeping of household furnishings or inoperable/unusable equipment in the backyard (violation of City Code Section 407.03.H).
- Outside storage of furniture and vehicles is not a permitted use in the LDR-1 District (violation of City Zoning Ordinance 1004.07, Table of Allowed Uses).
- Storing of vehicles at unoccupied property – blight on landscape (violation of City Code Section 407.03.H).
- The property owner, through failure to perform the above-mentioned local code obligations, has maintained or permitted a condition which unreasonable annoys the safety, health, morals, comfort, or repose of a considerable number of members of the public (violation of Minnesota Statute 609.74 (1) Public Nuisance).

Staff contacted Mr. Acree and informed him an Interim Use Permit, limiting the outside storage, was a possible option to resolve the violations. However, Mr. Acree did not follow-up and pursue this option.

Staff is requesting authority from Council to issue a Ramsey County Court Citation to the property owner for a violation of City Codes and Zoning Ordinances, and, Minnesota State Statutes. A Ramsey County court hearing would allow Mr. Acree due process to respond to the City's request.

POLICY OBJECTIVE

City Code enforcement is a key tool to preserving high-quality residential neighborhoods. Both Imagine Roseville 2025 and the City's 2030 Comprehensive Plan support code enforcement 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

30 specific policies related to property maintenance and code compliance. Policy 6.1 of Chapter 3 states
31 that the City should promote maintenance and reinvestment in housing and Policy 2.6 of Chapter 6
32 guides the City to use code-compliance activities as one method to prevent neighborhood decline.

33 **FINANCIAL IMPACTS**

34 The issuance of a Ramsey County Court Citation would involve no monetary outlays by the City as the
35 prosecuting attorney handles these cases as part of their contract.

36 **STAFF RECOMMENDATION**

37 Staff recommends that the Council direct Community Development staff to issue a Ramsey County
38 Court Citation to the property owner in order to allow for due process regarding the ongoing violations
39 of outside storage on the property.

40 **REQUESTED COUNCIL ACTION**

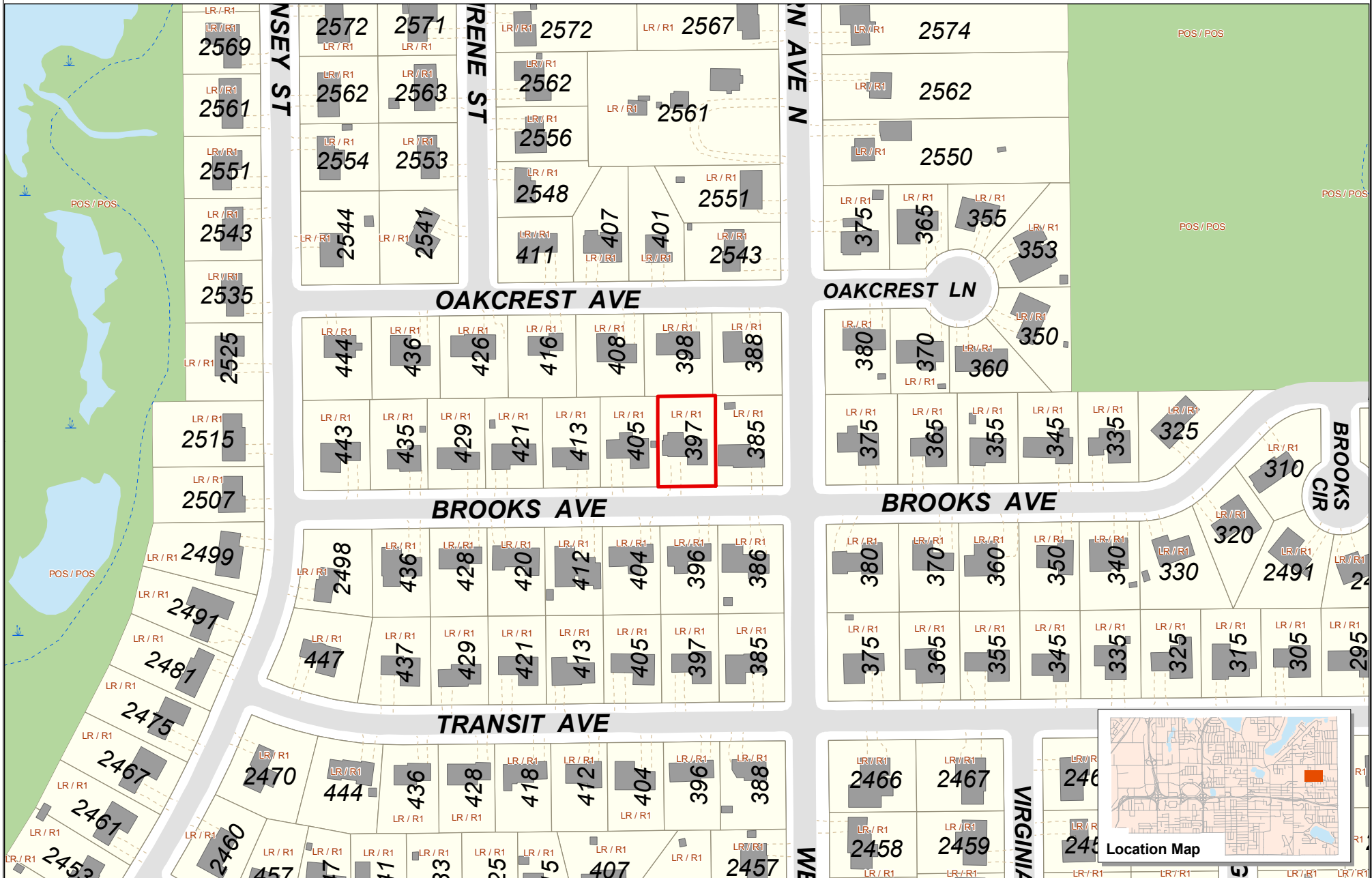
41 Direct Community Development staff to issue a Ramsey County Court Citation to the property owner in
42 order to allow for due process regarding the ongoing violations of outside storage on the property.
43

Prepared by: Don Munson, Permit Coordinator

Attachments: A: Map of 397 Brooks
B: Photo
C: Photo

397 Brooks Ave W

ATTACHMENT A



Prepared by:
Community Development Department
Printed: July 26, 2010



Site Location

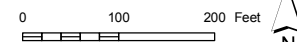
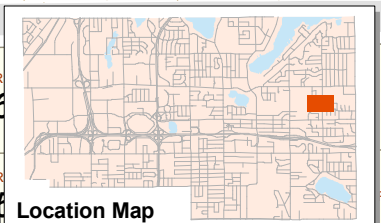
Comp Plan / Zoning
Designations

Data Sources

* Ramsey County GIS Base Map (7/1/2010)
For further information regarding the contents of this map contact:
City of Roseville, Community Development Department,
2660 Civic Center Drive, Roseville MN

Disclaimer

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



mapdoc: planning_commission_location.mxd



ATTACHMENT C



REQUEST FOR COUNCIL ACTION

Date: June 22, 2015
Item No.: Add On,14.e

Department Approval

City Manager Approval



Item Description: Appoint Member to the Community Engagement Commission

BACKGROUND

Because of a resignation, the City has a vacancy on the Community Engagement Commission for a term that expires March 31, 2017. The City advertised for applicants and received two applications.

On June 15, the Council interviewed Ebony Adedayo and John Eichenlaub.

REQUESTED COUNCIL ACTION

- Appoint _____ to the Community Engagement Commission for a term ending March 31, 2017.

Prepared by: Patrick J. Trudgeon, City Manager
Attachments: A: Applications

Full Name: Ebony Adedayo
Last Name: Adedayo
First Name: Ebony
Company: Community Engagement

Home Address:
Roseville, MN 55113

Mobile:

E-mail: m
E-mail Display As:

The following form was submitted via your website: Board or Commission Member Application

: This application is for Roseville residents interested in volunteering with a City of Roseville Advisory Board or Commission.

In order to complete this application, you will need a valid email address. All items marked with a star (*) are required fields.

Contact Information: Under state statute, Commissioner's names, addresses and either a phone number or an electronic address where you can be reached are public information. All other personal information is private data and cannot be released to the public unless the Commissioner gives permission for the City to release it. Information relating to a student representative is private data and will not be released.

First Name: Ebony
Last Name: Adedayo
Address 1:
City: Roseville
State: MN
Zip Code: 55113

Home or Cell Phone Number:
Email Address:

How many years have you been a Roseville resident?: I have lived in Roseville for 5 years over the last 10 years, I have living at my current residence for 2 years.

Boards and Commissions: Community Engagement
Board or commission preference: Community Engagement

: Planning

This application is for: New Term

Note: There is no character limit for the fields below.

Why do you want to serve on this Board or Commission?: I want to serve on the community engagement commission because I believe that the involvement of community members is crucial to creating and sustaining healthy communities. I also believe that community members know best the solutions to the everyday issues that they face and so, going to them for their perspective as it pertains to infrastructure development, policy, education, etc, will help make the outcomes that the city of Roseville is striving for more salient.

What is your view of the role of this Board or Commission?: I see this role as one that ensures that robust community engagement is taking place around the city's planning processes. I also see this role as one that helps shapes and informs what that process of engagement looks like.

Civic and Volunteer Activities: CHURCH OF ALL NATIONS - Columbia Heights, MN
Pastoral Staff (volunteer), 2015
Intern, 2014

CHRIST CHURCH INTERNATIONAL – Minneapolis, MN
Missions Director, 2009 – 2012

- Spearheaded church's outreach efforts in the Powderhorn and Phillips Neighborhood
- Restructured ministry's focus by encouraging members to not only give to support the work of missionaries but also get involved themselves
- Maintained monthly financial support goals
- Influenced members in congregation to get involved with social justice and advocacy

Work Experience: ALLIANCE FOR METROPOLITAN STABILITY
Communications and capacity building coordinator, 2011 to Present

Assisted and lead various aspects of organizations communications and programming functions, contributing to the following results:

- ♣ Advancement of Regional Equity: Elevated need for racial and economic equity in the region by organizing events which bring together a variety of partners working on this very issue. Have also led and facilitated the EquityNow Twin Cities Communications table, which has produced a working definition of equity in the region, prompted further conversations in the community about what equity means, and produced a book outlining how people of color and low income people are disconnected from transit opportunities in the region. Currently leading community engagement around the proposed North Minneapolis Greenway to ensure that all residents, including people of color, immigrants, renters, youth, and seniors, are educated and engaged around the concept, implementation and design of the greenway.
- ♣ Awareness of Organization's Mission and Issues: Amplified awareness of organization's mission through rebranding and project managing bi-weekly e-communications. These e-communications provide readers with the latest information connected to regional equity, development and diversity.
- ♣ Capacity of Organization's Coalition Partners Enhancement: Improved capacity of organization's coalition partners by elevating and supporting their issues through interviews,

creating written resources which demonstrate their campaign successes, and highlighting work in communications.

♣ Increased organizational capacity: Improved the effectiveness of the organization by leading large projects including interviewing community members for Race and Regionalism paper series, meeting with individual member organizations (faith based, community, place based, and immigrant-led organizations) in order to complete 3-year strategic plan, writing and development of Annual Reports for 2010 - 2014, and planning communications and videography for Give to the Max Day 2011 - 2013

Education: Bethel Seminary — St. Paul, MN
Master of Arts in Global and Contextual Studies, 2010

Course Highlights:

Cross Cultural Communications, Change Agency, Folk Religions, Missions in Urban Settings, Introduction to Reconciliation Studies, Transformational Leadership, Christianity in Culture

North Central University – Minneapolis, MN
Bachelor of Arts in Pastoral Studies, Cross Cultural Minor, 2006

Course Highlights:

Public Speaking, Research and Rhetoric, Cultural Anthropology, Global Perspectives, Cross Cultural Communication, World Religions, Language Acquisition

Is there additional information you would like the City Council to consider regarding your application?: In my current work at the Alliance for Metropolitan Stability, I have developed a keen sense of development and land use issues pertaining to the Twin Cities region. I have experience with transit, housing, bike/ped infrastructure as well as community engagement as this is one of the values that we do our work from.

Additional Information if you become Board or Commission Member: Additional information may be emailed to info@ci.roseville.mn.us or delivered to Administration Department, City of Roseville, 2660 Civic Center Drive, Roseville, MN 55113 or faxed to 651-792-7020.

Minnesota Government Data Practices Act: Yes
Minnesota Statute §13.601. subd. 3(b): Home/Cell Phone, Email Address
Acknowledgement: Yes

Additional Information:
Form Submitted on: 6/3/2015 11:20:32 AM

Full Name: John Eichenlaub
Last Name: Eichenlaub
First Name: John
Company: Community Engage

Home Address:
Roseville, MN 55113

Mobile:

E-mail:
E-mail Display As: John Eichenlaub

This application is for Roseville residents interested in volunteering with a City of Roseville Advisory Board or Commission.

In order to complete this application, you will need a valid email address. All items marked with a star (*) are required fields.

Contact Information: Under state statute, Commissioner's names, addresses and either a phone number or an electronic address where you can be reached are public information. All other personal information is private data and cannot be released to the public unless the Commissioner gives permission for the City to release it. Information relating to a student representative is private data and will not be released.

First Name: John
Last Name: Eichenlaub
Address 1:
City: Roseville
State: MN
Zip Code: 55113

Home or Cell Phone Number:
Email Address:

How many years have you been a Roseville resident?: 5
Boards and Commissions: Community Engagement
Board or commission preference: Community Engagement

: Community Engagement

This application is for: New Term

Note: There is no character limit for the fields below.

Why do you want to serve on this Board or Commission?: I think it's important for the City to have a full commission. I think more involvement from more people is always important, and

this commission serves an important function in making sure the City Council hears from the greatest number of people. I also think it's past time for me to get involved in city government and being a volunteer.

What is your view of the role of this Board or Commission?: This commission ensures all residents who wish a voice get a voice in City Council functions and decisions. It spurs community involvement, and makes Roseville a still-better place to live.

Work Experience: I am currently an accounting assistant at Identifix, located on County C and 88.

Education: I have a Bachelor of Arts in History from Clarke University, 1998

Is there additional information you would like the City Council to consider regarding your application?: I was asked to join this commission by Scot Becker and Gary Grefenberg.

Additional Information if you become Board or Commission Member: Additional information may be emailed to info@ci.roseville.mn.us or delivered to Administration Department, City of Roseville, 2660 Civic Center Drive, Roseville, MN 55113 or faxed to 651-792-7020.

Minnesota Government Data Practices Act: Yes
Minnesota Statute §13.601. subd. 3(b): Home/Cell Phone, Email Address

Acknowledgement: Yes

Additional Information:
Form Submitted on: 6/7/2015 10:17:51 PM

REQUEST FOR COUNCIL ACTION

Date: June 22, 2015
Item No.: 15.a

Department Approval



City Manager Approval



Item Description: Tax Increment Financing (TIF) District Overview

BACKGROUND

Last Fall, the City Council asked for an update on the status of the City's TIF districts as part of the budget discussion which staff provided on November 17. In compiling the background data for the RCA, it was identified by staff that it was likely time for the City's financial advisor to prepare a comprehensive review of all of the City's TIF districts.

Since a number of the City's TIF districts were approaching key deadlines as well as the recent expiration of some of the TIF legislative changes that occurred in response to the recession, the Community Development Director requested that Springsted perform a comprehensive review of all the TIF districts (Attachment A).

The goal of this review is so that the City Council and the public would be aware of available assets, outstanding liabilities, legislative changes and any other key issues that impact the various TIF districts to assist in future decision making. Since this type of deeper review has not been done in a while, Springsted was also asked to insert an overview of how TIF works in Minnesota to help the public better understand the discussion in the remainder of the report as well as how TIF legislation has changed over the years. The overview can be found starting on page 26 with a map of all of the City's districts on page 39.

The TIF district review identified some areas where the City Council may want to take actions to maximize the effectiveness and public benefit of the City's TIF districts.

Mikaela Huot of Springsted will be in attendance to provide an overview of the report, offer recommendations and answer any questions the City Council may have.

POLICY OBJECTIVE

This item is to assist the City Council to effectively manage the City's financial resources for redevelopment and also to assist with the City Council's efforts to increase the transparency of City operations for the public.

BUDGET IMPLICATIONS

The review was completed as part of the portion of TIF proceeds collected for administrative purposes and therefore no general levy funds were used.

If the City Council chooses to make any changes to the TIF districts as part of the recommendations, there could be budget implications which will be outlined in future RCAs asking for those future actions.

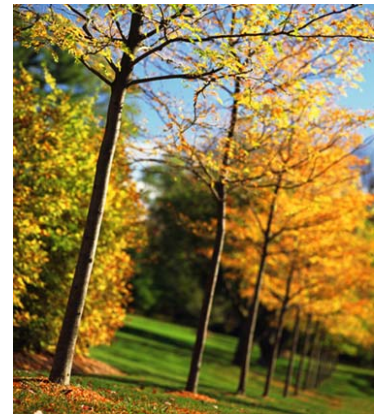
31 **STAFF RECOMMENDATION**

32 This item is for information and discussion purposes only.

33 **REQUESTED COUNCIL ACTION**

34 This item is for information and discussion purposes and therefore no formal action is being
35 requested.

Prepared by: Paul Bilotta, Community Development Director, Paul.Bilotta@CityofRoseville.com
Attachments: A: TIF District Review Report



Analysis

City of Roseville, Minnesota

TIF District Analysis

JUNE 2015

Table of Contents

LETTER OF TRANSMITTAL

TAX INCREMENT FINANCING REVIEW AND SUMMARY

INTRODUCTION

EXECUTIVE SUMMARY

1. OBLIGATIONS.....

 Pay as You Go Notes.....

 Bonds or Interfund Loans

2. TAX INCREMENT FINANCING DISTRICT SUMMARIES

 Tax Increment Financing (Redevelopment) District No. 10

 Tax Increment Financing (Redevelopment) District No. 11

 Tax Increment Financing (Redevelopment) District No. 13

 Tax Increment Financing (Redevelopment) District No. 17

 Tax Increment Financing (Redevelopment) District No. 18

 Tax Increment Financing (Redevelopment) District No. 19.....

3. RESTRICTIONS

 Use of Increment.....

 Administrative Expenditures.....

 Excess Increment.....

4. TAX INCREMENT FINANCING OVERVIEW

 Project Area

 Types of Tax Increment Financing Districts

 Examples of TIF Eligible Project Costs

 The Increment

 Financing of Project Costs.....

 Pooling

 Time Restrictions

5. DOCUMENTS

 Development District Program

 Tax Increment Financing Plan

 Development Agreement.....

Table of Contents (con't)

6. POLICY QUESTIONS.....

 "But For" Test

 Project Area

 Level of Assistance

 Fiscal Disparities

 City Security Guarantees

 City Administrative Costs

7. FUTURE CONSIDERATIONS

MAP OF TAX INCREMENT FINANCING DISTRICTS

Springsted provides high quality, independent financial and management advisory services to public and non-profit organizations, and works with them in the long-term process of building their communities on a fiscally sound and well-managed basis.



Springsted Incorporated
380 Jackson Street, Suite 300
Saint Paul, MN 55101-2887

Tel: 651-223-3000
Fax: 651-223-3002
www.springsted.com

LETTER OF TRANSMITTAL

June 22, 2015

Mr. Chris Miller
Mr. Paul Bilotta
City of Roseville
2660 Civic Center Drive
Roseville, Minnesota 55113

Re: City of Roseville – Tax Increment District Review

Dear Chris and Paul:

The following is a draft report on each of your tax increment districts which provides you an overview of the issues governing such districts. Each district is administered differently depending upon the year in which the district was created. The report examines historical information, and tax increment revenues and uses for each district.

We relied on historical accounting records, tax increment plans and other information provided by City staff in our analysis of each of the tax increment districts.

We hope this provides you the necessary assistance to enable you to most effectively utilize the tax increment tool.

Sincerely,

SPRINGSTED INCORPORATED

Introduction

The City of Roseville requested that Springsted Incorporated perform an analysis of the tax increment districts of the City and provide a comprehensive summary of current status of each district. A primary purpose of the review is also to determine what flexibility there may be in each district to deal with excess increments, deficits, pooling, administrative payments, additional expenditures, and timing for closing of each fund. The analysis also included a determination that all of the City's Districts are in compliance with original and amended TIF plans and that the TIF records, including internal and external reports, are accurate, reliable and auditable.

Springsted relied upon information provided by the City for review and preparation of the analysis. The process includes a review of the City's original and amended TIF Plans, Development Agreements, current year OSA TIF Reports and current financial information.

For the purpose of this report we have evaluated the City's active districts and placed them into separate categories dependent upon the type of district and the date of approval and certification.

- Pre-1990 Redevelopment District
- Post-1990 Redevelopment District
- Hazardous Substance Subdistrict
- Housing District
- Economic Development District

Statutory powers relate directly to the type and certification dates of a TIF district. For each respective category we have provided an overview of the regulations regarding the following issues:

- Term of district
- Pooling
- The applicable 4 and 5 year rule provisions
- Excess increment
- Administrative expenses
- Qualified tax increment expenditures
- Other restrictions

The City of Roseville has a Tax Increment Financing policy that establishes criteria and guidelines for how the tool is utilized in the city. Generally, the policy states that TIF be considered on a case by case basis for projects that accomplish the City's goals and assistance will be provided on a pay-as-you-go basis.

Executive Summary

The City of Roseville currently has seven active tax increment districts and two hazardous subdistricts. All current obligations of the districts are either 1) pay-as-you-go notes in which the City entered into an agreement with a developer for the reimbursement of eligible project costs or 2) payment of capital expenditures for certain redevelopment projects. One of the active districts will be decertified with all obligations having been fulfilled.

- **Tax Increment Financing District No. 10**
 - Capital expenditures through pooling
- **Tax Increment Financing District No. 11**
 - Capital expenditures through pooling
- **Tax Increment Financing District No. 12**
 - Capital expenditures through pooling
- **Tax Increment Financing District No. 13**
 - None outstanding
 - *District to be decertified*
- **Tax Increment Financing District No. 17**
 - None outstanding
- **Tax Increment Financing District No. 18**
 - PayGO Note with a developer
- **Tax Increment Financing District No. 19**
 - PayGO Note with a developer
- **Tax Increment Financing District No. 11A**
 - None outstanding
- **Tax Increment Financing District No. 17A**
 - None outstanding

Summary Action Items/Recommendations

TIF District No. 10

Decertified as of December 31, 2014.

Administrative Amendment was passed in 2014 to authorize transferring of available fund balance for eligible redevelopment activities associated with the Dale Street Redevelopment Project. There is not anticipated to be any additional funds after that project has been financed and the City will be limited to future activities because it was previously decertified.

Finance remaining project costs pursuant to the administrative amendment.

Return excess increment (if applicable).

Close district and remit final OSA reports (as of December 31, 2015).

TIF District No. 11

Decertification required as of December 31, 2016.

All available fund balance to be transferred to TIF District No. 17 to finance remaining eligible redevelopment activities associated with the Twin Lakes Redevelopment Project. There is not anticipated to be any additional funds

after that project has been financed as there are future anticipated project costs.

Finance remaining project costs pursuant to the administrative amendment.

Return excess increment (if applicable).

Close district and remit final OSA reports (as of December 31, 2016).

TIF District No. 12

Decertification required as of December 31, 2016.

Administrative Amendment was passed in 2014 to authorize transferring of available fund balance for eligible redevelopment activities associated with the Dale Street Redevelopment Project. There is not anticipated to be any additional funds after that project has been financed. The City has until December 31, 2016 to consider any future modifications that may alter the existing budget authority.

Finance remaining project costs pursuant to the administrative amendment.

Return excess increment (if applicable).

Close district and remit final OSA reports (as of December 31, 2016).

TIF District No. 13

Decertified required as of December 31, 2015.

No additional obligations and district will be decertified.

All remaining fund balance will be returned to the County for redistribution.

Return excess increment.

Close district and remit final OSA reports (as of December 31, 2015).

TIF District No. 17

Decertification required as of December 31, 2031.

There are no current obligations of the District. The 4 and 5 year timing restrictions apply to this district which may limit the City's ability to finance future project costs.

TIF District No. 18

Decertification required as of December 31, 2038.

The District is supporting one pay-as-you-go note. There is not anticipated to be any additional funds available to finance future project costs.

Finance remaining project costs pursuant to Development Agreement.

Return excess increment (if applicable) upon obligation fulfillment.

Close district and remit final OSA reports (as of December 31, 2038).

TIF District No. 19

Decertification required as of December 31, 2020.

The District is supporting one pay-as-you-go note. There is not anticipated to be any additional funds available to finance future project costs.

Return excess increment (if applicable) upon obligation fulfillment.

Close district and remit final OSA reports (as of December 31, 2020).

1 Obligations

The City has the following outstanding obligations payable from the existing Tax Increment Financing Districts.

Tax Increment Financing District No. 10

- Pooling of available increment for other eligible redevelopment project
- *Dale St Redevelopment*

Tax Increment Financing District No. 11

- Pooling of available increment for other eligible redevelopment project
- *Twin Lakes (TIF District No. 17)*

Tax Increment Financing District No. 12

- Pooling of available increment for other eligible redevelopment project
- *Dale St Redevelopment*

Tax Increment Financing District No. 13

- None outstanding
- *District to be decertified – all qualifying activities have occurred*

Tax Increment Financing District No. 17

- None outstanding
- *Financing of infrastructure improvements and further incent redevelopment activities*
- *Pooling of available increment from TIF 11*

Tax Increment Financing District No. 18

- PayGO Note with AEON
- *Final payment date is December 31, 2038*
 - *(or sooner if revenues exceed projections)*

Tax Increment Financing District No. 19

- PayGO Note with United Properties
- *Final payment date is February 1, 2021*
 - *(or sooner if revenues exceed projections)*

2 Tax Increment Financing District Summaries

Tax Increment Financing District No. 10

TIF District No. 10 is a redevelopment district with a required decertification date of December 31, 2014 based on the statutory maximum duration. The District has been decertified as of the time of this review and as a result, the City is limited to the use of available fund balance based on existing TIF Plan and budget authority. Modifications are not authorized activities of a decertified TIF District.

TIF Plan Approval Date	07/07/1988
Certification Request Date	11/03/1988
Certification Date	11/03/1988
Decertification Date	12/31/2014
Modification Date	06/20/2005

ESTIMATED TAX INCREMENT REVENUES	OSA Budget	Actual Activities	Projected thru District term
TIF Revenues	39,857,569	26,881,096	27,564,678
Interest & Investment Earnings	5,776,046	986,268	986,268
Market Value Homestead Credit		3,054	3,054
Total	48,047,684	27,870,418	28,554,018

ESTIMATED PROJECT/FINANCING COSTS	OSA Budget	Actual Activities	Projected thru District term
Land/building acquisition	13,117,721	643,458	643,458
Site improvements/preparation costs	0	0	
Utilities	6,739,847	958,702	958,702
Other qualifying improvements	4,638,023	5,644,534	6,825,954
Construction of affordable housing	0	0	
Administrative costs	0	3,679	3,679
Total	24,495,591	6,172,787	7,354,207
Principal		14,508,262	14,508,262
Interest expense	23,552,093	14,372,835	14,372,835
Total estimated project/financing costs	48,047,684	35,053,884	36,235,304
Estimated bond financing	14,000,000	16,567,240	16,567,240

The original TIF Plan budget authorized expenditures for land acquisition, utilities and public improvements, and interest expenses in the amount of \$48,047,684. Tax increment and investment earnings were anticipated to be the primary source of repayment of the budgeted expenditures.

As of December 31, 2013, the estimated available fund balance is \$497,838 and is projected to be approximately \$452,706 upon decertification as of December 31, 2014. Final payment was paid on the outstanding PayGO note on December 31, 2014. All existing obligations of the District have been fulfilled. The District has not exceeded total authorized budget authority.

Allowable Uses

MN Statutes 469.176 subd. 4j specifies the activities in which tax increment from a redevelopment TIF District can be used. Effective for districts with a request for certification after October 2, 1989 and does not apply to this TIF District.

Obligations

- PayGO Note with George Reiling with maturity date of 12/31/14
- Bonds issued previously that have been paid in full

Pooling

Any future expenditures of tax increment are not restricted to any pooling restrictions regarding percentage or timing but must be authorized by approved TIF Plan budget.

4 and 5-year rule provisions

The 5 year rule does not apply to this district. Future expenditures eligible for reimbursement through pooled increment subject to budget authority.

Excess increments

There is not projected to be excess increment from TIF District No. 11 as all increment will be spent according to the authorized budget.

Administrative expenses

Can be retained by the City equal to 10% of the total tax increment expenditures authorized by the TIF plan or the total tax increment expenditures for the project, whichever is less.

Fiscal Disparities Option

Option B: from commercial-industrial properties within TIF District

Other restrictions

Minimal

Tax Increment Financing District No. 11

TIF District No. 11 is a redevelopment district with a required decertification date of December 31, 2016 based on the statutory maximum duration.

TIF Plan Approval Date	03/26/1990
Certification Request Date	04/02/1990
Certification Date	10/01/1992
Decertification Date	12/31/2016
Modification Date	06/20/2005

ESTIMATED TAX INCREMENT REVENUES	OSA Budget	Actual Activities	Projected thru District term
TIF Revenues	17,000,000	8,722,044	9,573,055
Interest & Investment Earnings		1,046,852	1,046,852
Market Value Homestead Credit		450,000	450,000
Total	17,000,000	10,218,898	11,069,907

ESTIMATED PROJECT/FINANCING COSTS	OSA Budget	Actual Activities	Projected thru District term
Land/building acquisition	7,800,000	7,277,395	7,277,395
Site improvements/preparation costs	0	104,637	104,637
Utilities	2,900,000	2,644,911*	2,644,911
Other qualifying improvements	100,000	423,229	2,049,742
Construction of affordable housing	0		
Administrative costs	0	331,732	331,732
Total	10,800,000	10,781,071	12,407,584
Principal		1,738,100	1,738,100
Interest expense	4,100,000	202,877	202,877
Total estimated project/financing costs	14,900,000	12,722,881	14,348,561
Estimated bond financing	2,100,000		

* reduced by costs paid with public funds other than tax increment

The original TIF Plan budget authorized expenditures for land acquisition, public improvements, and interest expenses in the amount of \$14,900,000. Tax increment was anticipated to be the primary source of repayment of the budgeted expenditures.

As of December 31, 2013, the estimated available fund balance is \$(28,247). With an authorized transfer of \$1,544,481 in 2013 to TIF District No. 17 for eligible activities, the balance is \$(1,150,810) as of December 31, 2014. The remaining years of increment collected will reduce the negative balance with

a projected surplus by December 31, 2016. The District is not projected to exceed total authorized budget authority.

All other obligations of the District have been fulfilled. Based on future cash flow projections, the future collections of increment in 2015 and 2016 are expected to be sufficient to repay the interfund loan and provide additional funds for transfer to TIF 17 for future anticipated public improvement expenditures.

Allowable Uses

MN Statutes 469.176 subd. 4j specifies the activities in which tax increment from a redevelopment TIF District can be used. Effective for districts with a request for certification after October 2, 1989 and does not apply to this TIF District.

Obligations

Pooling for eligible public improvements within TIF 17

Pooling

Any future expenditures of tax increment are not restricted to any pooling restrictions regarding percentage or timing but must be authorized by approved TIF Plan budget.

4 and 5-year rule provisions

The 5 year rule does not apply to this district. Future expenditures eligible for reimbursement through pooled increment subject to budget authority.

Excess increments

There is not projected to be excess increment from TIF District No. 11 as all increment will be spent according to the authorized budget.

Administrative expenses

The City has retained some increment for payment of authorized administrative costs. Amounts to date are well below the maximum allowed percentage amount.

Fiscal Disparities Option

Option B: from commercial-industrial properties within TIF District

Other restrictions

Minimal

Tax Increment Financing District No. 12

TIF District No. 12 is a redevelopment district with a required decertification date of December 31, 2016 based on the statutory maximum duration.

TIF Plan Approval Date	03/26/1990
Certification Request Date	04/02/1990
Certification Date	04/20/1990
Decertification Date	12/31/2016
Modification Date	06/20/2005

ESTIMATED TAX INCREMENT REVENUES	OSA Budget	Actual Activities	Projected thru District term
TIF Revenues	3,700,000	1,144,763	1,532,154
Interest & Investment Earnings	370,000	3,136	3,136
Market Value Homestead Credit		162,969	162,969
Total	\$4,070,000	1,310,868	1,698,259

ESTIMATED PROJECT/FINANCING COSTS	OSA Budget	Actual Activities	Projected thru District term
Land/building acquisition	1,200,000	1,303,072	1,303,072
Site improvements/preparation costs	200,000	587,897	587,897
Utilities	600,000	327,576	327,576
Other qualifying improvements	200,000		1,109,203
Construction of affordable housing	0		
Administrative costs	370,000	66,381	66,381
Total	2,570,000	2,284,926	3,394,129
Principal			
Interest expense	770,000	0	0
Total estimated project/financing costs	3,340,000	2,284,926	3,394,129
Estimated bond financing	2,750,000	0	0

The original TIF Plan budget authorized expenditures for land acquisition, public improvements, and interest expenses in the amount of \$3,340,000. Tax increment and investment earnings were anticipated to be the primary source of repayment of the budgeted expenditures.

As of December 31, 2013, the estimated available fund balance is \$622,900 and is projected to be \$721,812 as of December 31, 2014. Based on future cash flow projections, through 2016 that balance is projected to grow to just over \$1.1M if no additional expenditures are made. The City approved an administrative amendment in 2014 to allow available revenues and fund balance of this district be used to support eligible pooling project costs for a

City redevelopment project. All available revenues are anticipated to be used for this purpose. The District is not projected to exceed total authorized budget authority.

Allowable Uses

MN Statutes 469.176 subd. 4j specifies the activities in which tax increment from a redevelopment TIF District can be used. Effective for districts with a request for certification after October 2, 1989 and applies to this TIF District.

Obligations

Pool for eligible redevelopment projects

Pooling

Any future expenditures of tax increment are not restricted to any pooling restrictions regarding percentage or timing but must be authorized by approved TIF Plan budget. An administrative amendment was approved in 2014 to allow for the pooling of available fund balance on eligible redevelopment activities.

4 and 5-year rule provisions

The 5 year rule does not apply to this district. Future expenditures eligible for reimbursement through pooled increment subject to budget authority.

Excess increments

There is not projected to be excess increment from TIF District No. 12 as all increment will be spent according to the authorized budget.

Administrative expenses

The City has retained some increment for payment of authorized administrative costs. Amounts to date are well below the maximum allowed percentage amount.

Fiscal Disparities Option

Option B: from commercial-industrial properties within TIF District

Other restrictions

Minimal

Tax Increment Financing District No. 13

TIF District No. 13 is a redevelopment district with a required decertification date of December 31, 2018 based on the statutory maximum duration.

TIF Plan Approval Date	04/26/1993
Certification Request Date	07/26/1993
Certification Date	10/24/1994
Decertification Date	12/31/2018
Modification Date	06/20/2005

ESTIMATED TAX INCREMENT REVENUES	OSA Budget	Actual Activities	Projected thru District term
TIF Revenues	6,450,000	6,353,609	7,296,587
Interest & Investment Earnings		116,656	116,656
Market Value Homestead Credit			
Total	\$6,450,000	6,470,265	7,413,243

ESTIMATED PROJECT/FINANCING COSTS	OSA Budget	Actual Activities	Projected thru District term
Land/building acquisition	2,690,000	4,318,861	4,318,861
Site improvements/preparation costs	0		
Utilities	965,000		
Other qualifying improvements			
Construction of affordable housing			
Administrative costs	230,000	4,171	4,171
Total	3,875,000	4,323,032	4,323,032
Principal			
Interest expense	0	0	
Total estimated project/financing costs	3,875,000	4,323,032	4,323,032
Estimated bond financing	2,575,000		

The original TIF Plan budget authorized expenditures for land acquisition, public improvements, and interest expenses in the amount of \$3,875,000. Tax increment revenues were anticipated to be the primary source of repayment of the budgeted expenditures.

The City held a Paygo Note with Presbyterian Homes/College Properties on July 24, 1996. The contract amount was \$3,752,810 with 8% interest and had a final maturity date of December 10, 2010. The Note was paid in full prior to or upon the maturity date. There are no outstanding obligations and due to establishment date, the District is limited to future activities. As a result, the

District will be decertified and existing fund balance will be returned as excess increment to the County and redistributed to the taxing jurisdictions.

As of December 31, 2013, the estimated available fund balance is \$1,513,847 and is projected to be \$3,745,353 based on annual increment collections of 437,921 through December 31, 2018. Current estimates indicate the district will exceed authorized budget authority.

Allowable Uses

MN Statutes 469.176 subd. 4j specifies the activities in which tax increment from a redevelopment TIF District can be used. Effective for districts with a request for certification after October 2, 1989 and applies to this TIF District.

Obligations

PayGO Note with Presbyterian Homes with maturity date of 12/31/10

Obligation paid in full and no additional obligations

Pooling

Any future expenditures of tax increment are restricted to pooling restrictions regarding percentage or timing and as a result the TIF District will be decertified.

4 and 5-year rule provisions

The 4 and 5 year rules apply to this district. Future expenditures eligible for reimbursement through pooled increment subject to budget authority.

Excess increments

There is currently projected to be excess increment from TIF District No. 13 as included in the 2013 OSA TIF Reports. Verification of amount is recommended prior to remitting to County.

Administrative expenses

The City has retained some increment for payment of authorized administrative costs. Amounts to date are well below the maximum allowed percentage amount.

Fiscal Disparities Option

Option B: from commercial-industrial properties within TIF District

Other restrictions

Tax Increment Financing District No. 17

TIF District No. 17 is a redevelopment district with a required decertification date of December 31, 2031 based on the statutory maximum duration.

TIF Plan Approval Date	06/20/2005
Certification Request Date	06/29/2005
Certification Date	09/03/2005
Decertification Date	12/31/2031

ESTIMATED TAX INCREMENT REVENUES	OSA Budget	Actual Activities	Projected thru District term
TIF Revenues	82,200,000	2,543,474	5,544,669
Interest & Investment Earnings	822,000	120	120
Market Value Homestead Credit			
Total	83,022,000	2,543,594	5,544,789

ESTIMATED PROJECT/FINANCING COSTS	OSA Budget	Actual Activities	Projected thru District term
Land/building acquisition	13,100,000	3,925,926	3,925,926
Site improvements/preparation costs	12,022,000	81,585	81,585
Utilities	2,000,000	159,327 *	159,327
Other qualifying improvements	3,600,000	3,271,431	3,271,431
Construction of affordable housing	0		
Administrative costs	4,110,000	361,428	361,428
Total	34,832,000	7,799,697	7,799,697
Principal			
Interest expense	48,190,000	0	0
Total estimated project/financing costs	83,022,000	7,799,697	7,799,697
Estimated bond financing	29,900,000		

** reduced by costs paid with public funds other than tax increment*

The original TIF Plan budget authorized expenditures for land acquisition, site improvements/preparation costs, utilities, other qualifying public improvements, administrative and interest expenses in the amount of \$83,022,000. Tax increment and investment earnings were anticipated to be the primary source of repayment of the budgeted expenditures.

There are no outstanding obligations related to this TIF District. The City established an interfund loan between TIF District No. 11 and No. 17 before making it a permanent transfer in from TIF 11. The transfer of funds from TIF 11 has been made permanently to assist with financing public improvements within the boundaries of TIF District No. 17.

The primary purpose of the TIF District has been to finance significant infrastructure improvements necessary for redevelopment of properties within the District. The estimated fund balance as of December 31, 2013 was \$1,538,652 and is projected to be \$377,319 as of December 31, 2014. The district carried a negative balance in 2013 until the transfer in from TIF 11 occurred, which accounted for the large (temporary) fund balance. The decrease in fund balance in 2014 is the result of capital projects expenditures.

Allowable Uses

MN Statutes 469.176 subd. 4j specifies the activities in which tax increment from a redevelopment TIF District can be used. Effective for districts with a request for certification after October 2, 1989 and applies to this TIF District.

Obligations

- No bonds or PayGO Notes
- Significant infrastructure improvements

Pooling

Described as dollars spent outside the boundaries of the TIF district, but within the defined geographic area of the project area and also included as pooling are additional expenditures incurred beyond the 5 year limit of the district (for post-90 redevelopment and economic development districts).

Future expenditures made after the 5-year period (extended to 10 years pursuant to Legislative changes) of tax increment are restricted to pooling restrictions (at least 75% of the revenues must be spent within the District) and at 90% of the revenues must be for a purpose regarding percentage or timing but must be authorized by approved TIF Plan budget. The 5-year (extended to 10 years) date for this district is September 3, 2015.

4 and 5-year rule provisions

The 4 and 5 year rules apply to this district. Information was previously submitted to the County regarding the parcels that met the 4-year rule, and the ones that were ‘knocked’ out of the District but can be brought back in once an eligible improvement occurs.

MN Statute 469.1763 subdivision 3 requires that, within five years from certification date, funds must have been spent and obligated for projects within the TIF district. The date in which this requirement must be met is September 3, 2015.

Excess increments

After paying priority obligations detailed above, any excess increments received by the City may be used for one or more of the following:

- Prepay any outstanding bonds;
- Discharge pledge of tax increment for any outstanding bonds;
- Pay into escrow account dedicated to payment of any outstanding bonds; or
- Return excess amount to county auditor who shall distribute to city, county and school district in direct proportion to their local tax rate.

At this time there is not projected to be excess increment from TIF District No. 17 as all increment will be spent according to the authorized budget.

Administrative expenses

The City has retained some increment for payment of authorized administrative costs. Amounts to date are well below the maximum allowed percentage amount.

Fiscal Disparities Option

Option B: from commercial-industrial properties within TIF District

Other restrictions

4 and 5 Year Rules as described above.

Limitations on future boundary and budget adjustments

Tax Increment Financing District No. 18

TIF District No. 18 is a housing district with a required decertification date of December 31, 2038 based on the statutory maximum duration.

TIF Plan Approval Date	07/13/2009
Certification Request Date	09/18/2009
Certification Date	12/22/2009
Decertification Date	12/31/2038
Modification Date	06/13/2011

ESTIMATED TAX INCREMENT REVENUES	OSA Budget	Actual Activities	Projected thru District term
TIF Revenues	2,602,233	38,599	505,479
Interest & Investment Earnings	25,000	0	0
Market Value Homestead Credit			
Total	2,627,233	38,599	505,479

ESTIMATED PROJECT/FINANCING COSTS	OSA Budget	Actual Activities	Projected thru District term
Land/building acquisition			
Site improvements/preparation costs			
Utilities			
Other qualifying improvements			
Construction of affordable housing	1,339,798		
Administrative costs	260,223	2,356	
Total	1,600,021		
Principal			
Interest expense	1,027,207	18,401	
Total estimated project/financing costs	2,627,233	20,757	
Estimated bond financing	0		

The original TIF Plan budget authorized expenditures for eligible affordable housing projects, administrative costs, and interest expenses in the amount of \$2,627,233. Tax increment and investment earnings were anticipated to be the primary source of repayment of the budgeted expenditures.

The City entered into a Development Agreement with Aeon to provide tax increment financing for assistance with a portion of the affordable housing costs associated with the rehabilitation of an existing apartment building and construction of additional units in separate buildings. The principal amount of the Note is \$935,005 with interest of 4.25% and a final maturity date of December 31, 2038.

Payments began on the obligation in 2013, for interest only, and will continue as annual increments are collected. The estimated fund balance as of December 31, 2013 was \$17,842 and is projected to be \$18,697 as of December 31, 2014. The outstanding balance on the obligation is estimated to remain at \$935,005.

Allowable Uses

MN Statutes 469.176 subd. 4d specifies the activities in which tax increment from a housing TIF District can be used. Revenue derived from tax increment from a housing district must be used solely to finance the cost of housing projects as defined in MN Statutes, Sections 469.174, subdivision 11, and 469.1761. The cost of public improvements directly related to the housing projects and the allocated administrative expenses of the authority may be included in the cost of a housing project.

Obligations

PayGO Note with AEON for \$935,005

Final payment scheduled for December 31, 2038 (or sooner if revenues exceed projections)

Pooling

Described as dollars spent outside the boundaries of the TIF district, but within the defined geographic area of the project area and also included as pooling are additional expenditures incurred beyond the 5 year limit of the district (not applicable for housing districts). As permitted under Minnesota Statutes, Section 469.1763, subdivision 2(b) and subdivision 3(a)(5), any expenditures of increment from the TIF District to pay the cost of a “housing project” as defined in Minnesota Statutes, Section 469.174, subd. 11 will be treated as an expenditure within the district for the purposes of the “pooling rules” and the “five year rule”.

4 and 5-year rule provisions

The 4 and 5 year rules apply to this district. Information was previously submitted to the County regarding the parcels that met the 4-year rule, and all of the properties within the District qualified. MN Statute 469.1763 subdivision 3 requires that, within five years from certification date, funds must have been spent and obligated for projects within the TIF district. Housing projects are treated as an expenditure within the district.

Excess increments

At this time there is not projected to be excess increment from TIF District No. 18 as all increment will be spent according to the authorized budget.

Administrative expenses

The City has retained some increment for payment of authorized administrative costs. Amounts to date are well below the maximum allowed percentage amount.

Fiscal Disparities Option

Not applicable for residential properties within TIF District

Other restrictions

Limitations on use of tax increment from a housing district (MN Statutes 469.176, subd. 4d)

- Revenue derived from tax increment from a housing district must be used solely to finance the cost of housing projects as defined in sections 469.174, subdivision 11, and 469.1761. The cost of public improvements directly related to the housing projects and the allocated administrative expenses of the authority may be included in the cost of a housing project.
- Housing project means a project, or a portion of a project, that meets all of the qualifications of a housing project established as a housing district. In the case of a housing district, a housing project, is an activity in the district

4 and 5 Year Rules as described above.

Limitations on future boundary and budget adjustments

Tax Increment Financing District No. 19

TIF District No. 19 is an economic development district with a required decertification date of December 31, 2020 based on the statutory maximum duration.

TIF Plan Approval Date	09/13/2010
Certification Request Date	02/15/2011
Certification Date	05/20/2011
Decertification Date	12/31/2020

ESTIMATED TAX INCREMENT REVENUES	OSA Budget	Actual Activities	Projected thru District term
TIF Revenues	2,450,551	34,756	1,493,902
Interest & Investment Earnings	0		
Market Value Homestead Credit			
Total	2,450,551	34,756	1,493,902

ESTIMATED PROJECT/FINANCING COSTS	OSA Budget	Actual Activities	Projected thru District term
Land/building acquisition	500,000		
Site improvements/preparation costs	585,962		
Utilities	250,000		
Other qualifying improvements	745,056		
Construction of affordable housing	0		
Administrative costs	245,056	18,129	
Total	2,326,074		
Principal			
Interest expense	124,477	15,008	
Total estimated project/financing costs	2,450,551	33,137	
Estimated bond financing	330,000		

The original TIF Plan budget authorized expenditures for land acquisition, public improvements, and interest expenses in the amount of \$2,450,551. Tax increment revenues were anticipated to be the primary source of repayment of the budgeted expenditures.

The City entered into a Development Agreement with United Properties Residential LLC to provide tax increment financing for financing a portion of the senior cooperative project. The principal amount of the Note was \$659,000 plus interest at 7% with a final maturity date of February 1, 2021.

TIF District No. 19 is an economic development district established in 2010 and certified in 2011 under the special provisions of the ‘JOBS’ bill.

Allowable Uses

MN Statutes 469.176 subd. 4j specifies the activities in which tax increment from a redevelopment TIF District can be used. Effective for districts with a request for certification after October 2, 1989 and applies to this TIF District.

Obligations

PayGO Note with United Properties for \$659,000

Final payment scheduled for February 1, 2021 (or sooner if revenues exceed projections)

Pooling

Described as dollars spent outside the boundaries of the TIF district, but within the defined geographic area of the project area and also included as pooling are additional expenditures incurred beyond the 5 year limit of the district (for post-90 redevelopment and economic development districts).

Future expenditures made after the 5-year period of tax increment are restricted to pooling restrictions (at least 80% of the revenues must be spent within the District). The 5-year date for this district is May 20, 2016.

4 and 5-year rule provisions

The 4 and 5 year rules apply to this district. Information was previously submitted to the County regarding the parcels that met the 4-year rule, and all of the properties within the District qualified. MN Statute 469.1763 subdivision 3 requires that, within five years from certification date, funds must have been spent and obligated for projects within the TIF district.

Excess increments

We do not anticipate there will be excess increment from TIF District No. 19 as the District will be decertified once the existing in-district obligation has been fulfilled.

Administrative expenses

The City has retained some increment for payment of authorized administrative costs. Amounts to date are well below the maximum allowed percentage amount.

Other restrictions

4 and 5 Year Rules as described above.

Limitations on future boundary and budget adjustments

3. Restrictions

Use of Increment

Each year the County Treasurer shall deduct 0.36% of the annual tax increment generated by the TIF District and pay such amount to the State's General Fund. Such amounts will be appropriated to the State Auditor for the cost of financial reporting and auditing of tax increment financing information throughout the state. The City is restricted to using 100% of the tax increment generated by TIF Districts for any of the following purposes:

- (1) pay for the estimated public costs of the TIF District and County administrative costs associated with the TIF District;
- (2) pay principal and interest on tax increment bonds or other bonds issued to finance the estimated public costs of the TIF District;
- (3) accumulate a reserve securing the payment of tax increment bonds or other bonds issued to finance the estimated public costs of the TIF District;
- (4) pay all or a portion of the county road costs as may be required by the County Board under M.S. Section 469.175, Subdivision 1a; or
- (5) return excess tax increments to the County Auditor for redistribution to the City, County and School District.

Tax increment shall not be used to finance the acquisition, construction, renovation, operation, or maintenance of a building to be used primarily and regularly for conducting the business of a municipality, county, school district, or any other local unit of government or the State or federal government, or for a commons area used as a public park, or a facility used for social, recreational, or conference purposes. This prohibition does not apply to the construction or renovation of a parking structure or of a privately owned facility for conference purposes.

If there exists any type of agreement or arrangement providing for the developer, or other beneficiary of assistance, to repay all or a portion of the assistance that was paid or financed with tax increments, such payments shall be subject to all of the restrictions imposed on the use of tax increments. Assistance includes sale of property at less than the cost of acquisition or fair market value, grants, ground or other leases at less than fair market rent, interest rate subsidies, utility service connections, roads, or other similar assistance that would otherwise be paid for by the developer or beneficiary.

Tax increment may be used for several TIF eligible project costs. Examples of those costs include public improvements for street, sewer, water, etc, land acquisition, soil correction, site preparation/demolition, relocation, financing fees and capitalized interest.

City Administrative Costs

Administrative expenses are defined as all costs of the City other than:

- (1) amounts paid for the purchase of land;
- (2) amounts paid for materials and services, including architectural and engineering services directly connected with the physical development of the real property in the project;
- (3) relocation benefits paid to, or services provided for, persons residing or businesses located in the project;
- (4) amounts used to pay principal or interest on, fund a reserve for, or sell at a discount bonds issued pursuant to section 469.178; or
- (5) amounts used to pay other financial obligations to the extent those obligations were used to finance costs described in clause (1) to (3).

For districts for which certification was requested before August 1, 2001, administrative expenses are limited to 10% of the total estimated tax increment expenditures authorized by the TIF Plan or 10% of the total tax increment expenditures for the project, whichever is less. For districts for which certification was requested after July 31, 2001, administrative expenses are limited to 10% of total estimated tax increment expenditures authorized by the TIF Plan or the total tax increments, as defined, from the district, whichever is less.

Administrative expenses include amounts paid for services provided by bond counsel, fiscal consultants, planning or economic development consultants, and city staff time. The City may allocate administrative expenses on a district-by-district basis.

Excess Increment

Excess increment equals the excess of total increments collected from the district, reduced by any excess increments returned to the county for redistribution, over the total costs authorized by the TIF plan to be paid from the district. That amount is reduced by the sum of the authorized costs that have been paid from sources other than tax increments from the district; revenues, other than tax increments from the district, that are required to be used to pay the authorized costs and that the city has received; and the amount of principal and interest obligations due on outstanding bonds after December 31 of the year. Excess increment may only be used to prepay outstanding bonds, discharge the pledge of tax increment for outstanding bonds, pay into an escrow account dedicated to payment of outstanding bonds, or returned to the county auditor for redistribution to the city or town, county, and school district in which the TIF district is located in direct proportion to their respective tax rates.

In any year in which the tax increments from the TIF District exceed the amount necessary to pay the estimated public costs authorized by the TIF Plan, the City shall use the excess tax increments to:

- (1) prepay any outstanding tax increment bonds;
- (2) discharge the pledge of tax increments thereof;
- (3) pay amounts into an escrow account dedicated to the payment of the tax increment bonds; or
- (4) return excess tax increments to the County Auditor for redistribution to the City, County and School District. The County Auditor must report to the Commissioner of Education the amount of any excess tax increment redistributed to the School District within 30 days of such redistribution.

Pooling

- Tax increment revenues may be spent outside of the TIF District but within the boundaries of the Project Area, subject to certain restrictions.
- For redevelopment TIF districts (certified after June 30, 1995) the minimum in-district percentage is 75%. The maximum pooling percentage is 25%.
- For all other TIF districts (certified after June 30, 1995) the minimum in-district percentage is 80%. The maximum pooling percentage is 20%.
- All administrative costs are considered expended outside of the TIF district.
- Pooled increment revenue must still be spent on TIF eligible project costs.
- An additional 10% can be pooled for low-income housing (must meet statutory guidelines).

Time Restrictions

Four-Year Knock-Down Rule

- Increment will not be collected from a particular parcel unless, within four years of certification, demolition, rehabilitation or renovation of property or other site improvements, including qualified improvement of a street adjacent to a parcel but not installation of utility service including sewer or water systems has occurred in accordance with a TIF plan.

- If a parcel is “knocked down” and later improved, it can be reinstated in the district, but at the market value at the time of reinstatement.

Five-Year Rule

- For increment to be considered a spent expenditure within the TIF District, one of the following must occur within five years after certification of the district:
 - ◆ Increment is paid to a third party for a TIF eligible expenditure
 - ◆ Bonds are issued to a third party and proceeds are expected to be spent within five years.
 - ◆ Binding contracts are entered into with a third party for performance of an activity and increment is spent under the contract, or
 - ◆ Costs are incurred by a “party” and revenues are spent to reimburse that party.

Sixth-Year Rule

- In each year beginning with the sixth year following certification of the district, if the applicable in-district percent of the revenues derived from tax increments paid by properties in the district exceeds the amount of expenditures that have been made for costs permitted under subdivision 3, an amount equal to the difference between the in-district percent of the revenues derived from tax increments paid by properties in the district and the amount of expenditures that have been made for costs permitted under subdivision 3 must be used and only used to pay or defease the following or be set aside to pay the following:
 - ◆ outstanding bonds, as defined;
 - ◆ contracts, as defined;
 - ◆ credit enhanced bonds to which the revenues derived from tax increments are pledged, but only to the extent that revenues of the district for which the credit enhanced bonds were issued are insufficient to pay the bonds and to the extent that the increments from the applicable pooling percent share for the district are insufficient; or
 - ◆ the amount provided by the tax increment financing plan to be paid for pooled housing projects.
- The district must be decertified and the pledge of tax increment discharged when the outstanding bonds have been defeased and when sufficient money has been set aside to pay, based on the increment to be collected

through the end of the calendar year, the following amounts:

- ♦ contractual obligations as defined;
- ♦ the amount specified in the tax increment financing plan for activities qualifying as housing projects; and
- ♦ the additional expenditures permitted by the tax increment financing plan for housing activities under an election that have not been funded with the proceeds of certain bonds.

Decertification

Once all obligations of a TIF District have been fulfilled, a TIF District should be decertified and all remaining fund balance returned to the County as redistribution of excess increment. Excess increment will be redistributed to each taxing entity based on their share of the current year's tax capacity rate.

The county auditor shall decertify a tax increment financing district when the earliest of the following times is reached:

- (1) the applicable maximum duration limit;
- (2) the maximum duration limit, if any, provided by the municipality;
- (3) the time of decertification specified if the commissioner of revenue issues an order of noncompliance and the maximum duration limit for economic development districts has been exceeded;
- (4) upon completion of the required actions to allow decertification as defined; or
- (5) upon the later of receipt by the county auditor of a written request for decertification from the authority that requested certification of the original net tax capacity of the district or its successor or the decertification date specified in the request.

4. Tax Increment Financing District Overview

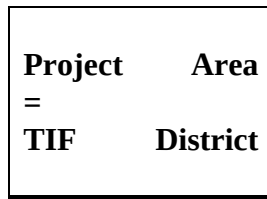
Project Area (i.e., Development District) and Tax Increment Financing (TIF) District

A. Financial difference between the two

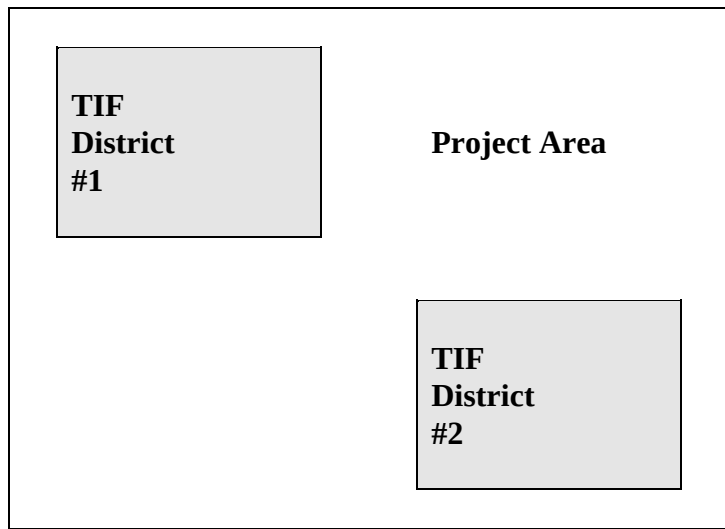
- Project Area: Area in which TIF funds can be spent (with certain restrictions).
- TIF District: Area from which TIF funds are generated.

B. Geographical difference between the two

- Project Area and TIF District can be the same, or



- Project Area can be larger than the TIF District



The City of Roseville established Development District No. 1, which is coterminous with the corporate boundaries of the City. All TIF Districts created by the City are the authority of the City and within the defined project area. The defined boundaries of the project area dictate where ‘pooled’ increment can be spent, and will be described further in the report.

Types of Tax Increment Financing Districts

- A. Redevelopment District
 - Generally a blighted area containing substandard buildings, sometimes having inadequate streets and incompatible land uses.
 - Requires documentation to evaluate occupied land area and estimated costs of rehabilitation versus new construction.
 - Additional conditions include railroad uses or tank facilities or a qualified disaster area.
 - Maximum duration of TIF district is 25 years from receipt of the first tax increment.
- B. Renewal and Renovation District
 - Blight and obsolescence tests must be met, which are slightly less restrictive than for redevelopment TIF districts.
 - Maximum duration of TIF district is 15 years from receipt of the first tax increment.
- C. Housing District
 - Provides housing opportunities for persons and families of low to moderate income.
 - Maximum duration of TIF district is 25 years from receipt of the first tax increment.
- D. Soils Condition District
 - Where there exists the presence of hazardous substances, pollution or contaminants requiring removal or remedial action. Such costs must exceed the fair market value of the land.
 - Maximum duration of the TIF district is 20 years from receipt of the first tax increment.
- E. Economic Development District
 - May be used only for manufacturing, production, processing, warehousing, storage, distribution (excluding retail sales), research and development, telemarketing, tourism facilities (in certain cases), qualified border retail facilities, and small city commercial facilities.
 - Prohibits establishment if more than 15% of the square footage of such facilities are used for other purposes. The allowable percentage of non-qualifying square footage can be increased when such uses are directly related to or in support of the qualifying activity.

- Must demonstrate retention of local business, increased employment and enhancement of the state tax base.
- Maximum duration of TIF district is 8 years from receipt of the first tax increment.

F. Other TIF Districts

- Includes hazardous substance subdistrict.

Examples of TIF Eligible Project Costs

- Public improvements for street, sewer, water, etc.
- Streets and sidewalks
- Land acquisition
- Soil correction
- Site preparation/demolition
- Relocation
- Financing fees and capitalized interest
- Administrative costs up to 10% of the tax increment

The Increment

Prior to forming the TIF district

- “Estimated Market Value” of properties in the proposed TIF district

**Estimated
Market
Value**

- Translated into “Net Tax Capacity” through statutory classifications

**Estimated
Market
Value**



**Net
Tax
Capacity**

- “Net Tax Capacity” times “Tax Capacity Rate” equals property taxes

**Net
Tax
Capacity**

**Tax
X
Capacity =**

**Property
Taxes**

- City
- County
- School
- District
- Other

When a TIF district is established

- The “Net Tax Capacity” is given the term “Original Net Tax Capacity (ONTC)”, and is certified for the previous assessment year, provided that the request for certification was made by June 30. The ONTC of a district for which requests are filed after June 30 is based on the current assessment year.
- Property taxes generated by the ONTC of the TIF district continue to provide revenue to each individual taxing jurisdiction.
- The local tax capacity rate is called “Original Local Tax Rate,” and is certified for the previous assessment year, provided that the request for certification was made by June 30. The Original Local Tax Rate of a district for which requests are filed after June 30 is based on the current assessment year.
- The Original Local Tax Rate is the sum of all local tax rates that apply to a property in a district or subdistrict.
- The lesser of the Original Local Tax Rate or current local tax rate is used to calculate the annual tax increment.

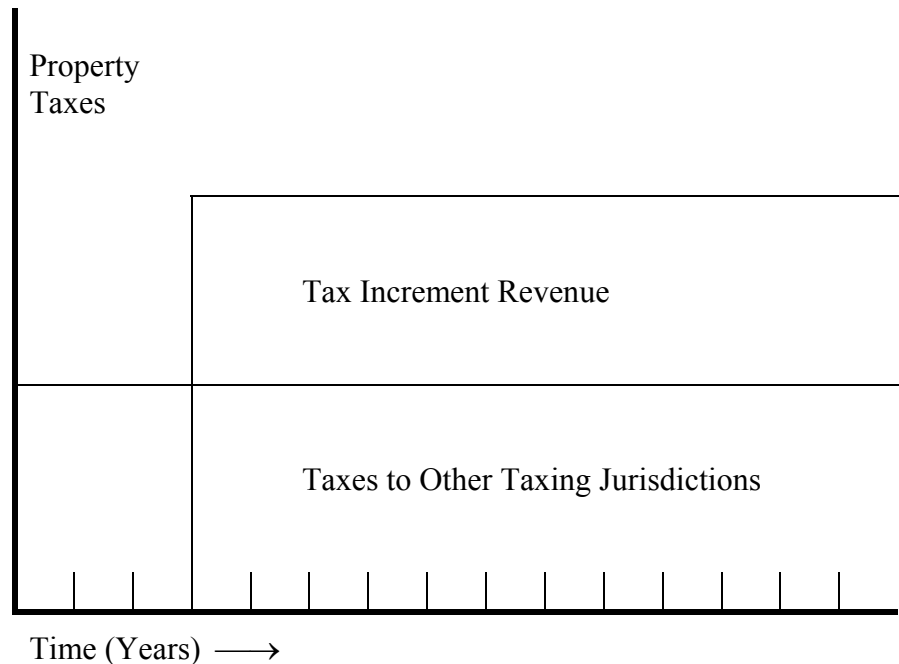
New development occurs within the TIF district

- New market value is added to the existing estimated market value.

Total Estimated Market Value	Total Net Tax Capacity		Total Property Taxes
Increase in Estimated Market Value	Increase in (Captured) Net Tax Capacity	Tax	Tax Increment Revenue
Original Estimated Market Value (OMV)	Original Net Tax Capacity (ONTC)	X Capacity = Rate	Taxes to Other Taxing Jurisdiction

Tax increment revenue generated by the increase in Net Tax Capacity.

- Increment received over the duration of the TIF district.



Financing of Project Costs

- In some cases, the City is required to fund project costs prior to development occurring.
- City issues general obligation tax increment bonds to finance the project costs. The possibility exists for non-general obligation revenue bonds to be issued.

Taxable Bonds If Two Federally Imposed Tests Are Met

A. **“Private Business Use Test”** - Are more than 10% of the expenditures made for a private purpose?

- Types of expenditures for improvements available to every resident:

- ◆ Streets, sewer, water, etc.,

- Types of expenditures benefiting private parties, such as landowners/developers;

- ◆ Land acquisition, soil corrections, site preparation, etc.

B. **“Private Security Interest Test”** - Are more than 10% of the payments of taxes and/or debt service guaranteed by the landowner/developer?

- A contract or guarantee requiring the landowner/developer to make tax payments and/or fund a debt service shortfall triggers the private security interest test.
- Assessment agreements trigger the private security interest test.
- City receives tax increment revenues over a period of years and uses them to pay debt service on the bonds.
- Tax increment bonds may be repaid with:
 - ◆ Tax increment revenues.
 - ◆ Other pledged revenues.
 - ◆ General obligations: potential City-wide property tax levy. This situation can be dealt with through security guarantees by the landowner.
- Financial limits on the City's ability to fund project costs dictated by the amount and duration of the tax increment revenues available.
- In some cases the developer will pay all costs upfront and be reimbursed for eligible project costs over a period of time. This is generally referred to as “pay-as-you-go” financing.
 - ◆ Reimbursements are made from tax increment revenues.
 - ◆ This financing approach significantly reduces City liability and risk.
 - ◆ If development does not occur or does not reach the levels forecasted, increment is reduced and less funds are available for reimbursement.

5. Documents

Development District Program

- This document (or equivalent document, i.e. Redevelopment Plan) establishes overall guidelines for the project area boundaries and the type and level of improvements to be constructed or acquired.
- This document does not establish the TIF district.

Tax Increment Financing Plan

- This document establishes the boundaries of the TIF district, the expenditures and financing limitations, elects year to first receive tax increments (with limitation) and starts the process for collection of tax increment revenue by the City.
- The Development District Program and the Tax Increment Financing Plan can be drafted either concurrently or the Development District Program can be drafted first and the TIF Plan later on.

Development Agreement

- A. This document is a contract between the City and the landowner, stipulating the obligations of each party. The Development Agreement usually requires the landowner to:
 - Construct a development within a certain time frame with a specified minimum size and market value.
 - Provide guarantees ensuring the timely completion of the development, and may require prompt payment of property taxes and debt service shortfalls.
 - May require the City to construct public improvements and/or purchase land associated with the new development according to an agreed upon schedule using the expected tax increment revenue.
- B. Terms of this agreement may well dictate whether bonds are tax-exempt or taxable.
- C. Many cities currently require a Development Agreement on all new developments.

6. Policy Questions

“But For” Test

- In order for the City to create a TIF district it must make a finding that the new development/redevelopment would not occur “But For” the use of tax increment financing.
- The critics of TIF state that the development would occur anyway and the City is simply giving funds to a private party.
- Counties and school districts are particularly interested in this finding because they will not realize any enhancement to their general tax base until after the TIF district is terminated (up to 26 years depending on type of district).

Project Area

The project area, the parcels upon which TIF funds can be spent, can be the same as or greater than the TIF district.

- Does the City intend to use TIF funds beyond the parcels from which TIF revenue will be generated?
- Does the City envision numerous TIF districts created over time within a single project area?
- Does the City have other improvement projects in other adjoining areas for which funding can be augmented with TIF?
- Does the scope of the improvement project benefit two or more TIF districts?

Level of Assistance

- A. How much funding does the City wish to commit to the project?
 - Demonstration by private parties of need for level of TIF assistance requested.
- B. Mandatory imposed limitations
 - Statutory duration of the TIF district
 - Tax capacity rate ceilings
- C. Discretionary imposed limitations
 - Term of TIF district shorter than maximum permitted
 - Nature of expenditures

- ◆ Do they lead to taxability and therefore higher interest rates yielding lower net bond proceeds?
- Pace of development
 - ◆ How soon will development occur?
- Fiscal disparities option on commercial-industrial developments in the Twin Cities Metropolitan Area and Taconite Tax Relief Area.

Fiscal Disparities

- State law requires new commercial-industrial properties in the Twin Cities Metropolitan Area and Taconite Tax Relief Area to contribute up to 40% of their valuation to an area wide pool for distribution back to all local taxing jurisdictions.
- For TIF districts with new commercial-industrial development, the City must decide whether the fiscal disparities contribution will be made from valuation within the TIF district or from commercial-industrial properties located within the City but outside of the TIF district.
- How does this affect the TIF district and related increment revenue?

TIF District	Net Tax Capacity
Without/With Fiscal Disparities Contribution	

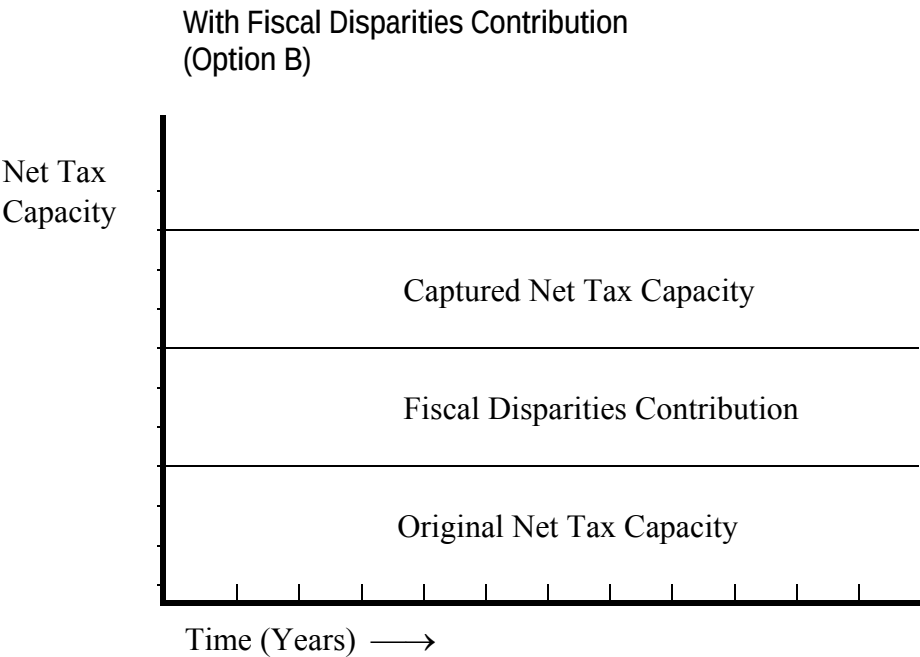
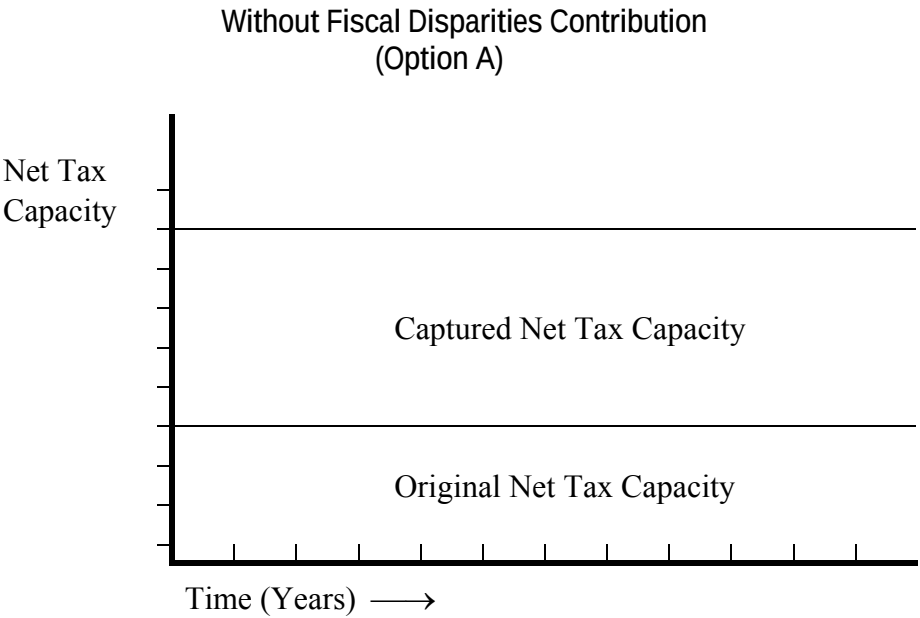
Without
(Option A)

Captured Net Tax Capacity
(ONTC)

With
(Option B)

Captured Net Tax Capacity (≥ 60%)
Fiscal Disparities Contribution (≤ 40%)
(ONTC)

➤ Over the life of the TIF district.



Primary Impacts

If the fiscal disparities contribution comes from the TIF district, less increment revenue results, which restricts the level of funding for the project. If the fiscal disparities contribution comes from outside the TIF district, the converse is true, that being an increase in the level of funding.

Secondary Impacts

With the fiscal disparities contribution being made from outside the TIF district, the amount of the contribution must come from other commercial-industrial properties within the City.

- The potential exists for City tax rate increases dependent on the relative magnitude of the new development to the City's total tax capacity. With the fiscal disparities contribution coming from outside of the TIF district, the City's total gross tax capacity is reduced by both the TIF captured tax capacity and the fiscal disparities contribution. This can lead to a potentially higher City tax rate.

City Security Guarantees

- A. Usually when TIF bonds are sold they are general obligation bonds. General obligation TIF bonds require that if increment revenue is not sufficient to pay debt service at any time over the life of the bonds, then the City is ultimately required to levy City-wide property taxes to repay the bonds.
- B. How can this occur?
 - New development is constructed over a longer time frame and/or to a lesser market value than was represented to the City at the time of approval;
 - Property owners don't pay their taxes on time;
 - Property owners pay taxes on time, but with decreases in tax capacity rates caused by changes in the funding of local governments or tax structure changes, actual property tax payments are less than scheduled debt service.
- C. How does the City protect itself?
 - Assessment agreement stipulating the market value of new development and schedule of completion.
 - Withholding bond proceeds or delaying construction of public improvement until all or a portion of new development is completed.
 - Liquidity guarantees (letters of credit) provided by property owners ensuring timely payment of property taxes.

- Liquidity guarantees (letters of credit) provided by property owners covering debt service shortfalls regardless if taxes are paid on time.
 - Pay-as-you-go: No debt is issued. The landowner finances his own improvements and is reimbursed over time by the City from the actual collection of increment revenue.
- D. The type of guarantees depends on the level of risk the City perceives itself to be exposed to.

City Administrative Costs

The establishment of a TIF district and the negotiation of a thorough Development Agreement require substantial time commitments by City staff and its consultants. A large portion of that time is expended prior to the signing of the Development Agreement and before actual construction of the new development. Furthermore, additional City staff time is needed to monitor and report on the performance of the TIF district over its life. The legislature has anticipated these City costs by providing for a reimbursement for administrative costs (interfund resolution required). This reimbursement is limited to the lesser of 10% of project costs or 10% of increment revenue, and is intended to cover all staff and consultant costs other than engineering.

The City should consider two relevant policy questions.

- Does the City wish to receive a guarantee of its costs from the landowner for the period from inception of the TIF process until signing of the Development Agreement? This guarantee covers the situation whereby the project terminates during the negotiation phase.
- What is the appropriate level of administrative cost reimbursement?

7. Future Considerations

The City has determined that its primary objectives regarding the future use of tax increment financing is to maximize pooling for redevelopment qualifying activities specifically related to Twin Lakes and Dale Street Project Area. The City has undergone the necessary steps to provide authority for the spending of available increment for those identified projects. TIF was created as a tool for development or redevelopment of specific project sites and defined areas. A TIF District is required to be decertified once all obligations have been paid and the objectives of the TIF Plan have been met.

Continuing to receive tax increment from the Districts through the maximum term enables the City to retain the captured tax capacity to finance additional TIF eligible projects, as allowed by the individual TIF Plans and TIF District establishment dates. However, decertifying the TIF districts once obligations have been met will allow the captured tax capacity to be added to the city's total tax capacity thereby helping to reduce property owners' overall tax burden.

Depending on the establishing dates, in most cases the City will be required to decertify individual districts upon fulfillment of individual obligations, especially those newer districts established as post-1990.

Minnesota State Law sites specific restrictions regarding the use of tax increment based on the various types of districts.

Pre-1990 Redevelopment TIF District

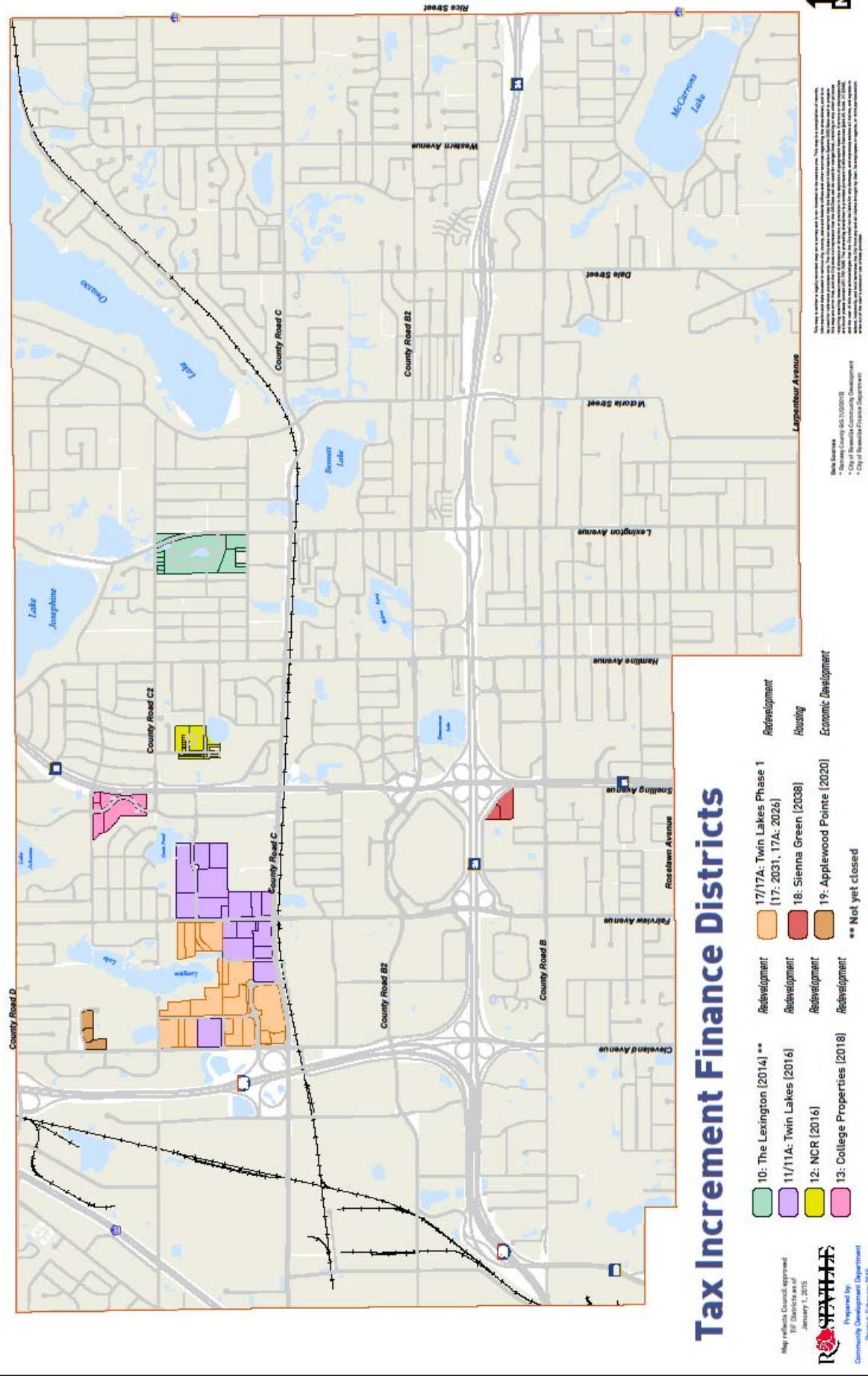
- No pooling restrictions.

Post-1990 Redevelopment TIF District (MN Statutes 469.176, subd. 4j)

- Pooling restrictions apply and at least 90 percent of the revenues derived from tax increments from a redevelopment district must be used to finance the cost of correcting conditions that allow designation of redevelopment districts.

Housing TIF District (MN Statutes 469.176, subd. 4d)

- Revenue derived from tax increment from a housing district must be used solely to finance the cost of housing projects as defined in sections 469.174, subdivision 11, and 469.1761. The cost of public improvements directly related to the housing projects and the allocated administrative expenses of the authority may be included in the cost of a housing project. Housing project means a project, or a portion of a project, that meets all of the qualifications of a housing established as a housing district. In the case of a housing district, a housing project, is an activity in the district

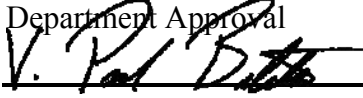


ROSEVILLE
REQUEST FOR COUNCIL ACTION

Agenda Date: 6/22/2015

Agenda Item: 15.b

Department Approval



City Manager Approval



Item Description: Twin Lakes Next Steps: Summary To-Date on Land Uses, Subareas, and Building Heights

BACKGROUND

At the June 8, 2015 City Council meeting, the City Council continued the discussion about regulating land uses in the various places across the Twin Lakes redevelopment area. Recognizing that this series of Council conversations was not meant to arrive at any final conclusions and that it will eventually lead to a public hearing and recommendation from the Planning Commission, the Councilmembers appeared to reach some consensus on the following points to advance the discussion.

- a. The parcels north of Terrace Drive, abutting the low-density residential neighborhood, are different enough from the other areas within Twin Lakes to warrant evaluation as a unique subarea. This area, now tentatively called CMU-1, is shown on the revised Twin Lakes Subareas map and represented in the revised land use table, included with this RCA as Exhibit A. Building heights in CMU-1 should be limited to 35 feet.
- b. Building heights in CMU-2, CMU-3, and CMU-4 should be limited to 65 feet, except for a 100-foot strip along Langton Lake Park, within which building height should be limited to 35 feet. This 100-foot strip is illustrated on the revised Twin Lakes Subareas map in Exhibit A.
- c. 24-hour retail sales should be distinguished from other businesses that might have employees working at all hours of the day. With this distinction, 24-hour retail can be prohibited in CMU-1 and CMU-2, and provisionally allowed in the more intensive areas, and non-retail uses could be provisionally allowed in CMU-2, CMU-3, and CMU-4. Where 24-hour uses are not allowed (or when uses have not received approval to operate as such), parameters will be required to specify the allowed hours of operation; uses which would operate outside of those standard hours would have to be individually reviewed and approved. The details of how this will work can be initiated at the Planning Commission review.
- d. Limited production and processing should be provisionally allowed (rather than permitted) in CMU-1. Upon reviewing the current standards about noise and other potential adverse impacts, Councilmembers did not seem to feel that more restrictive provisions were necessary.
- e. "Big Box Retail" will be defined as a stand-alone, single-tenant retail structure with a gross floor area of 100,000 square feet or more, and will be provisionally allowed only in CMU-4. The "big box" regulations will need to clearly exempt conventional multi-tenant centers.

NEXT STEPS

With the direction provided through this series of discussions, Planning Division suggests that the next step of the process is to craft the draft language to implement this direction and hold the public hearings for the proposed comprehensive plan map change, zoning map change, and zoning text amendments. Public hearings would address:

- Amending the text of the CMU district to:
 - differentiate the subareas in the land use table
 - define and establish regulations for 24-hour uses
 - define and establish regulations for “big box” retail
 - replace the Regulating Plan requirement with a series of design standards (similar to other commercial zoning districts) as the City Council had recommended in 2013-2014, while additional actions may be necessary to preserve certain requirements like those related to where additional park land is to be dedicated, where connections to Langton Lake Park are required, and building the pedestrian corridor along County Road C2; staff will review and recommend an approach to the Planning Commission
- Amending the comprehensive plan and zoning maps to re-designate the parcels north of Terrace Drive from its current HDR designation and applying the 100-foot restricted building height buffer

The discussions of land uses have identified several uses as good candidates for requiring “provisional” approval as conditional uses or as part of a Planned Unit Development (PUD). Because the process to create PUD regulations begins on July 6, 2015, these provisionally-allowed uses can be designated as PUD in the zoning text amendment which would secure their places in the CMU districts but developers would not have access to the uses until the process of creating the PUD code is completed.

POLICY OBJECTIVE

Redevelopment of the Twin Lakes area has been a top City policy objective for more than two decades.

BUDGET IMPLICATIONS

Depending on the direction provided by the City Council, there could be budget implications either due to additional costs or revenues. As these action steps are clarified, they will be brought back to the City Council with more explanation of any budget impact.

STAFF RECOMMENDATION

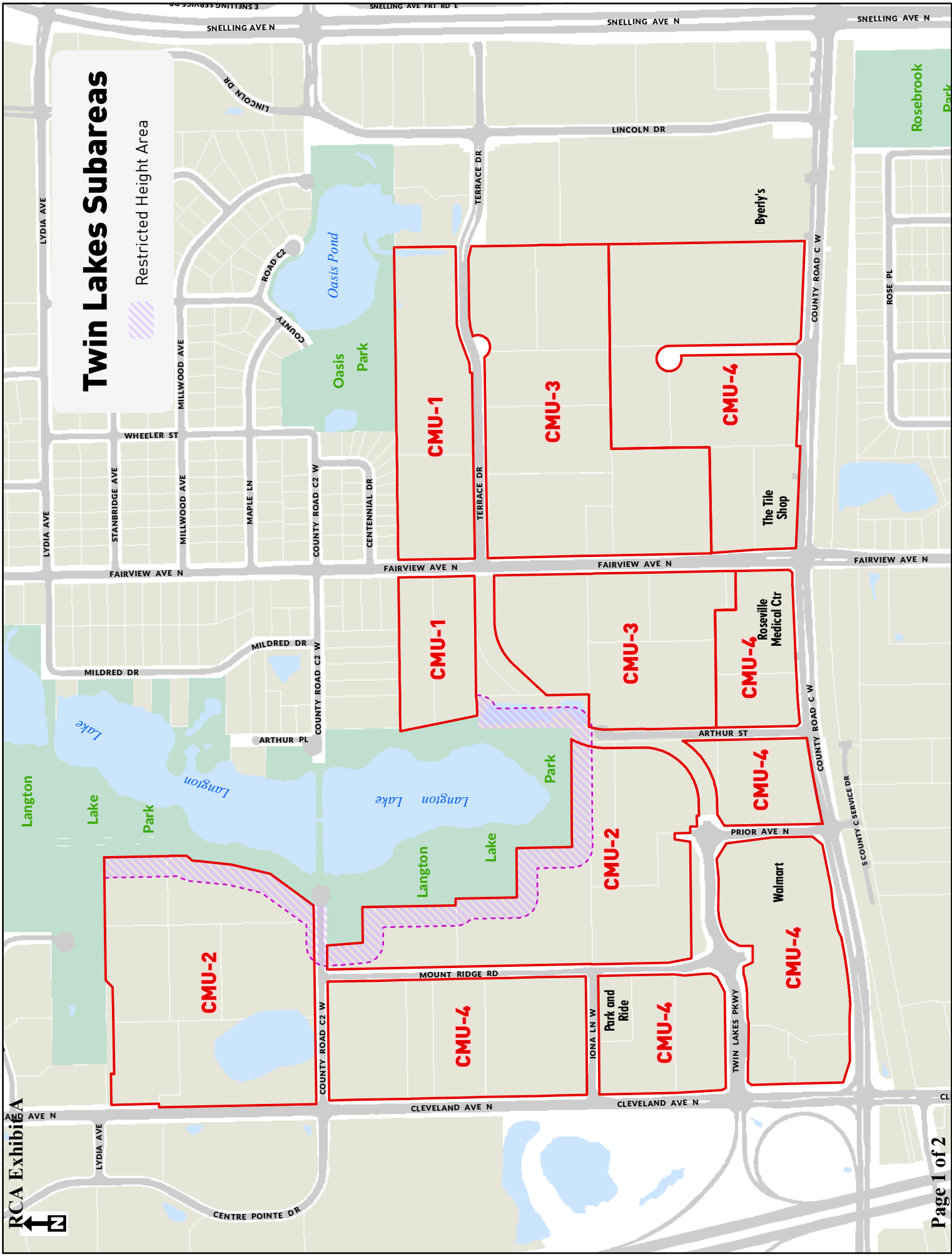
Review the summary of the Twin Lakes zoning discussions, and direct Planning Division staff to initiate the process of amending the comprehensive plan and zoning code as discussed above and refer the issue to the Planning Commission for further review.

REQUESTED COUNCIL ACTION

By motion, direct staff to initiate the processes to amend the comprehensive plan and zoning code as discussed in recent City Council meetings and as summarized in this RCA.

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

RCA Exhibits: A: Partial table of Twin Lakes land uses &
revised Twin Lakes subareas map



Twin Lakes Subareas

Restricted Height Area

RCA Exhibit A

Land Use	Existing CMU Zoning	2014 Proposed CMU Amendment	Tentative Subarea A CMU-1	Tentative Subarea D CMU-2	Tentative Subarea C CMU-3	Tentative Subarea B CMU-4
24-hour operation (NOT RETAIL)	P		NP	C*	C*	C*
Accessory: drive-throughs	NP	NP	NP	NP	C*	C*
Civic/Institutional: hospital	NP	NP	NP	NP	NP	NP
Commercial: daycare center	P	P	P	P	P	P
Commercial: lodging (hotel)	P	P	NP	NP	NP	P
Commercial: restaurants, fast food	P	P	P	P	P	P
Commercial: restaurants, fast food WITH DRIVE THROUGH	NP	NP	NP	NP	NP	NP
Commercial: restaurants, traditional	P	P	P	P	P	P
Commercial: retail (24-hour operation)	P	P	NP	NP	C*	C*
Commercial: retail (big box, ≥100,000 sq. ft.)	P	C	NP	NP	NP	C*
Commercial: retail (smaller scale)	P	P	P	P	P	P
Commercial: vertical mixed use	P	P	NP	NP	P	P
Industrial: light industrial	NP	NP	NP	NP	NP	NP
Industrial: limited production/processing	NP	P	C*	P	P	P
Industrial: limited warehousing/distribution	NP	C	C*	C*	C*	C*
Industrial: manufacturing	NP	NP	NP	NP	NP	NP
Industrial: Warehouse	NP	NP	NP	NP	NP	NP
Office: clinic, medical, dental, or optical	P	P	P	P	P	P
Office: corporate headquarters	P	P	P	P	P	P
Office: general	P	P	P	P	P	P
Office: office showroom	P	NP	P	P	P	P
Residential/Family: multi-family	P	P	C*	C*	C*	C*
Residential/Family: one-family attached (duplex)	NP	NP	NP	NP	NP	NP
Residential/Family: one-family attached (townhome/row house)	P	P	P	P	P	P
Residential/Family: one-family detached	NP	NP	C*	C*	NP	NP
Residential/Group: assisted living	C	C	C*	C*	C*	C*

Legend
P = Permitted
C = Conditional
NP = Not Permitted
C* = For further consideration as conditional use or Planned Unit Development

REQUEST FOR COUNCIL ACTION

Date: June 22, 2015
Item No: 15.c

Department Approval

City Manager Approval



Item Description: Discuss Rezoning of Property Located at 3253 and 3261 Old Highway 8

BACKGROUND

At the June 15 City Council meeting Councilmember Willmus requested that the City Council have a discussion on whether the rezoning of property located at 3253 and 3261 Old Highway 8 should be considered. The property is zoned for High Density Residential and has been since 2010 as a result of the designation in the 2030 Comprehensive Plan. Under City Code Chapter 1009.06 (A), the City Council may initiate a zoning ordinance or map amendment.

POLICY OBJECTIVE

Not applicable.

FINANCIAL IMPACTS

Not applicable.

STAFF RECOMMENDATION

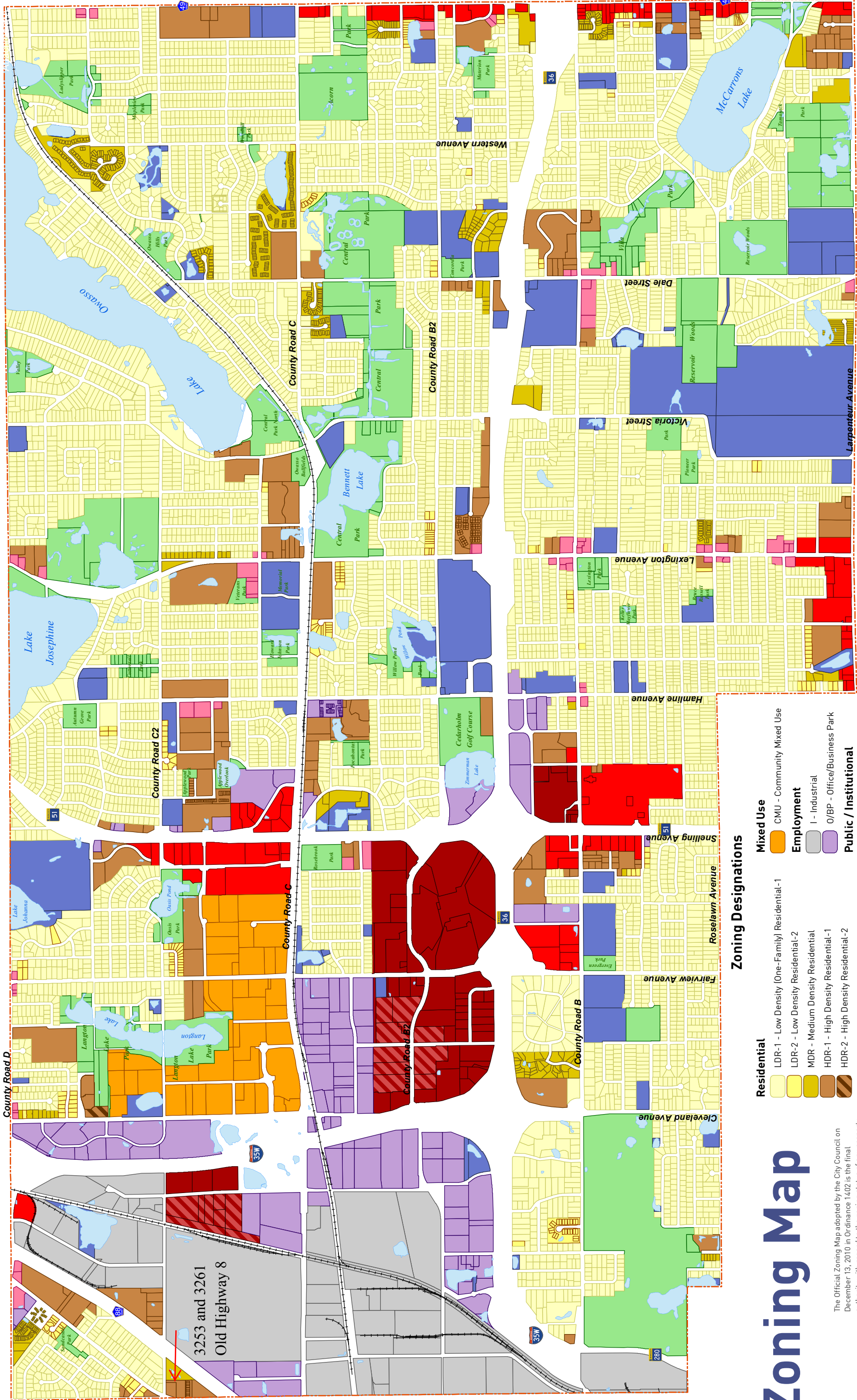
Not applicable.

REQUESTED COUNCIL ACTION

The City Council should discuss whether or not to initiate a rezoning of the property and direct staff accordingly.

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

Attachments: A: Aerial and Zoning Map of Old Hwy 8 Properties



Zoning Map

The Official Zoning Map adopted by the City Council on December 13, 2010 in Ordinance 1402 is the final authority with regard to the zoning status of any property. It is on file in the Community Development Department at City Hall.

The zoning designations shown on this map must be interpreted by the Community Development Department. See Water Management Overlay District Map for additional boundaries.

Residential	Mixed Use
LDR-1 - Low Density (One-Family) Residential-1	CMU - Community Mixed Use
LDR-2 - Low Density Residential-2	
MDR - Medium Density Residential	Employment
HDR-1 - High Density Residential-1	I - Industrial
HDR-2 - High Density Residential-2	O/BP - Office/Business Park
Commercial	Public / Institutional
NB - Neighborhood Business	INST - Institutional
CB - Community Business	PR - Park and Recreation
RB - Regional Business	
RB-2 - Regional Business-2	

Data Sources

- * Ramsay County GIS Base Map (1/2/2015)
- * City of Roseville Community Development

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 is accurate, complete, current, or that it represents the actual conditions on the ground. The City is not responsible for requiring exacting measurement or direction or precision in the depiction of geographic features. If errors or discrepancies are found please contact 651-792-7085. The preceding disclaimer is provided pursuant to Minnesota Statutes §466.03, Subd. 21 (2009), 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 the user harmless from 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.