



City Council Agenda

Monday, March 14, 2016

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: Laliberte, McGehee, Willmus, Etten, Roe
- 6:02 p.m. **2. Pledge of Allegiance**
- 6:05 p.m. **3. Approve Agenda**
- 6:07 p.m. **4. Public Comment**
- 6:12 p.m. **5. Council and City Manager Communications, Reports and Announcements**
- 6:17 p.m. **6. Recognitions, Donations and Communications**
a. New Police Officer Introduction
- 6:20 p.m. **7. Approve Minutes**
a. Approve March 7 City Council Meeting Minutes
- 6:25 p.m. **8. Approve Consent Agenda**
a. Approve Payments
b. Approve Business & Other Licenses & Permits
c. Approve General Purchases and Sale of Surplus items in excess of \$5000
d. Approve Elections Joint Powers Agreement
e. Adopt a Resolution to Accept the Work Completed and Authorize Final Payment on the Victoria Street Reconstruction Project
f. Approve 2016-2016 Teamsters Contract
g. Request for Approval for Joint Powers Agreement Between the Cities of Saint Paul, Maplewood, Falcon Heights, North Saint Paul, Lauderdale, White Bear Lake, New Brighton, Lake Johanna Fire Department, and the City of Roseville, for Automatic Dispatch of the Closest

Emergency Unit

- h. Approve Tree Replacement Fee Identified in the Recently Adopted Tree Preservation and Restoration in all District Ordinance
- i. Approve the City of Roseville Police Department to Renew a Special Weapons and Tactics Team (SWAT) Joint Powers Agreement with the City of St. Anthony Police Department, the City of North St. Paul Police Department, the University of Minnesota Police Department and the Metropolitan Council for the Metro Transit Police Department
- j. Cherrywood Pointe of Roseville at Lexington Encroachment Agreement
- k. Cherrywood Pointe of Roseville at Lexington – Public Improvement Contract Approval
- l. Request for Approval of the Cherrywood Pointe at Lexington Final Plat
- m. Request by United Properties for Approval the Final Plat of Applewood Pointe of Roseville at Central Park located at 934 Woodhill Drive and 2659 Victoria Street
- n. Roseville Firefighters' Relief Association Bylaw Ratification
- o. Authorization for Approval and Authorization of Ramsey County Agreements – Larpenteur Sidewalk

6:35 p.m. **9. Consider Items Removed from Consent**

10. General Ordinances for Adoption

11. Presentations

6:40 p.m. a. Receive Presentation on Project Lifesaver Program

6:55 p.m. b. Receive MnDOT Construction Project Update

7:25 p.m. c. Receive Presentation from Brownfield Consultants

12. Public Hearing and Action Consideration

13. Budget Items

14. Business Items (Action Items)

7:55 p.m. a. Finalize Community Survey Discussion

8:15 p.m. b. Appoint Commissioners

15. Business Items – Presentations/Discussions

- 8:35 p.m. a. Discuss Long-Term Facility Options for the Roseville License Center
- 9:05 p.m. b. National League of Cities Sewer and Water Line Warranty Program
- 9:25 p.m. c. Private Sewer Service Lining Discussion
- 9:45 p.m. **16. City Manager Future Agenda Review**
- 9:50 p.m. **17. Councilmember Initiated Items for Future Meetings**
- 10:00 p.m. **18. Adjourn**

Some Upcoming Public Meetings.....

Wednesday	Mar 16	6:00 p.m.	Human Rights Commission
Tuesday	Mar 22	6:30 p.m.	Public Works, Environment & Transportation Commission
Monday	Mar 28	6:00 p.m.	City Council Meeting
April			
Tuesday	Apr 5	6:30 p.m.	Parks & Recreation Commission
Wednesday	Apr 6	5:30 p.m.	Variance Board
Wednesday	Apr 6	6:30 p.m.	Planning Commission
Monday	Apr 11	6:00 p.m.	City Council Meeting
Tuesday	Apr 12	6:30 p.m.	Finance Commission
Thursday	Apr 14	6:30 p.m.	Community Engagement Commission
Monday	Apr 18	6:00 p.m.	City Council Meeting
Wednesday	Apr 20	6:00 p.m.	Human Rights Commission
Monday	Apr 25	6:00 p.m.	City Council Meeting

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



MEMORANDUM

DATE: March 14, 2016

TO: City Manager Pat Trudgeon

FROM: Chief Rick Mathwig

SUBJECT: New police officer introduction

At the 3/14/16, City Council Meeting Chief Mathwig will introduce new Roseville police officer Mitchell Dickens to the City Council and public.

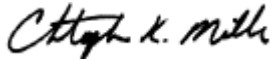


REQUEST FOR COUNCIL ACTION

Date: 03/14/2016

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	\$625,180.32
80578-80774	\$1,177,675.77
Total	\$1,802,856.09

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: 3/10/2016 - 10:18 AM

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
80581	02/19/2016	Boulevard Landscaping	Operating Supplies	Brin Northwestern Glass Co	Glass Supplies	901.81
80588	02/19/2016	Boulevard Landscaping	Operating Supplies	Columbia Heights Rental	Boomlift Rental	1,651.00
80668	02/25/2016	Boulevard Landscaping	Operating Supplies	Embroid Me	Embroidery Service	639.10
Operating Supplies Total:						3,191.91
Fund Total:						3,191.91
0	03/02/2016	Charitable Gambling	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.03.2016 Federal Inco	6.21
Federal Income Tax Total:						6.21
0	03/02/2016	Charitable Gambling	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.03.2016 Medicare Ei	1.47
0	03/02/2016	Charitable Gambling	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.03.2016 FICA Empl	6.26
FICA Employee Ded. Total:						7.73
0	03/02/2016	Charitable Gambling	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.03.2016 FICA Empl	6.26
0	03/02/2016	Charitable Gambling	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.03.2016 Medicare Ei	1.47
FICA Employers Share Total:						7.73
0	03/02/2016	Charitable Gambling	MN State Retirement	MSRS-Non Bank	PR Batch 00001.03.2016 Post Emplo	0.92
MN State Retirement Total:						0.92
0	03/02/2016	Charitable Gambling	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.03.2016 Pera Emplo	6.00
PERA Employee Ded Total:						6.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	03/02/2016	Charitable Gambling	PERA Employer Share	PERA-Non Bank	PR Batch 00001.03.2016 Pera Emplo	6.00
0	03/02/2016	Charitable Gambling	PERA Employer Share	PERA-Non Bank	PR Batch 00001.03.2016 Pera additio	0.92
					PERA Employer Share Total:	6.92
80622	02/19/2016	Charitable Gambling	Professional Services - Bingo	Shidell & Mair	Midway Speedskting Bingo	2,211.30
80698	02/25/2016	Charitable Gambling	Professional Services - Bingo	Shidell & Mair	Youth Hockey Bingo	2,381.40
					Professional Services - Bingo Total:	4,592.70
0	03/02/2016	Charitable Gambling	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.03.2016 State Incom	3.32
					State Income Tax Total:	3.32
					Fund Total:	4,631.53
80658	02/25/2016	Community Development	Building Permits	Beissel Window	Building Permit Refund-2054 Lexing	92.00
					Building Permits Total:	92.00
0	03/01/2016	Community Development	Conferences	American Planning Assoc-CC	National Planning Conference Regist	1,015.00
0	03/01/2016	Community Development	Conferences	PayPal-CC	Planning Conference	1,040.09
0	03/01/2016	Community Development	Conferences	Sun Country -CC	Planning Conference Airfare	365.24
					Conferences Total:	2,420.33
0	03/02/2016	Community Development	Credit Card Fees	US Bank-Non Bank	January Terminal Charges	647.62
					Credit Card Fees Total:	647.62
0	03/02/2016	Community Development	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.03.2016 Federal Incc	4,076.29
					Federal Income Tax Total:	4,076.29
0	03/02/2016	Community Development	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.03.2016 Medicare Ei	470.19
0	03/02/2016	Community Development	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.03.2016 FICA Empl	2,010.36
					FICA Employee Ded. Total:	2,480.55
0	03/02/2016	Community Development	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.03.2016 Medicare Ei	470.19

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	03/02/2016	Community Development	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.03.2016 FICA Empl	2,010.36
					FICA Employers Share Total:	2,480.55
80748	03/03/2016	Community Development	HRA Employer	ING ReliaStar	PR Batch 00001.03.2016 HRA Empl	200.00
					HRA Employer Total:	200.00
80614	02/19/2016	Community Development	HSA Employee	Premier Bank	PR Batch 00002.02.2016 HSA Empl	250.00
80762	03/03/2016	Community Development	HSA Employee	Premier Bank	PR Batch 00001.03.2016 HSA Empl	250.00
					HSA Employee Total:	500.00
80762	03/03/2016	Community Development	HSA Employer	Premier Bank	PR Batch 00001.03.2016 HSA Empl	533.00
					HSA Employer Total:	533.00
0	02/19/2016	Community Development	ICMA Def Comp	ICMA Retirement Trust 457-30022'	PR Batch 00002.02.2016 ICMA Defe	1,117.95
0	03/03/2016	Community Development	ICMA Def Comp	ICMA Retirement Trust 457-30022'	PR Batch 00001.03.2016 ICMA Defe	1,117.96
					ICMA Def Comp Total:	2,235.91
80601	02/19/2016	Community Development	Life Ins. Employee	LINA	Life Insurance Premium-Acct: 04160	145.50
					Life Ins. Employee Total:	145.50
80601	02/19/2016	Community Development	Life Ins. Employee	LINA	Life Insurance Premium-Acct: 04160	39.05
					Life Ins. Employer Total:	39.05
80601	02/19/2016	Community Development	Long Term Disability	LINA	Life Insurance Premium-Acct: 04160	168.19
					Long Term Disability Total:	168.19
80610	02/19/2016	Community Development	Medical Ins Employee	NJPA	Health Insurance Premium-Feb 2016	163.75
					Medical Ins Employee Total:	163.75
80610	02/19/2016	Community Development	Medical Ins Employer	NJPA	Health Insurance Premium-Feb 2016	5,034.61

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					Medical Ins Employer Total:	5,034.61
0	03/01/2016	Community Development	Memberships & Subscriptions	Economic Dev. Asso MN-CC	Membership Renewal	575.00
80670	02/25/2016	Community Development	Memberships & Subscriptions	ESRI, Inc.	ArcView, ArcGIS Software	460.75
					Memberships & Subscriptions Total:	1,035.75
0	03/02/2016	Community Development	MN State Retirement	MSRS-Non Bank	PR Batch 00001.03.2016 Post Emplo	298.36
					MN State Retirement Total:	298.36
0	03/02/2016	Community Development	MNDCP Def Comp	Great West- Non Bank	PR Batch 00001.03.2016 MNDCP De	450.00
					MNDCP Def Comp Total:	450.00
0	03/01/2016	Community Development	Office Supplies	Office Depot- CC	Office Supplies	32.13
					Office Supplies Total:	32.13
0	03/01/2016	Community Development	Operating Supplies	Amazon.com- CC	Battery	34.63
					Operating Supplies Total:	34.63
0	03/02/2016	Community Development	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.03.2016 Pera Emplo	2,096.97
					PERA Employee Ded Total:	2,096.97
0	03/02/2016	Community Development	PERA Employer Share	PERA-Non Bank	PR Batch 00001.03.2016 Pera additio	322.62
0	03/02/2016	Community Development	PERA Employer Share	PERA-Non Bank	PR Batch 00001.03.2016 Pera Emplo	2,096.97
					PERA Employer Share Total:	2,419.59
0	02/25/2016	Community Development	Professional Services	BKBM Engineers, Corp.	TC Chinese Church Review	1,121.16
80765	03/03/2016	Community Development	Professional Services	S & S Tree & Horticultural Speciali	Forestry Service	30.00
80626	02/19/2016	Community Development	Professional Services	Sheila Stowell	Planning Commission Meeting Minut	206.25
80626	02/19/2016	Community Development	Professional Services	Sheila Stowell	Mileage Reimbursement	4.70
0	03/01/2016	Community Development	Professional Services	Vroman Systems- CC	Rental Registration	49.95
					Professional Services Total:	1,412.06

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
80594	02/19/2016	Community Development	Rental Registrations	Sarah Hoggard	Duplicate Rental Registration Refund	25.00
					Rental Registrations Total:	25.00
0	03/02/2016	Community Development	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.03.2016 State Income	1,560.11
					State Income Tax Total:	1,560.11
80770	03/03/2016	Community Development	Telephone	T Mobile	Cell Phones-Acct: 876644423	137.26
					Telephone Total:	137.26
80639	02/25/2016	Community Development	Training	Donald Salverda & Associates	Leadership Supplies	176.35
					Training Total:	176.35
0	02/25/2016	Community Development	Transportation	Paul Bilotta	Parking Reimbursement	5.00
					Transportation Total:	5.00
					Fund Total:	30,900.56
0	03/01/2016	Contracted Engineering Svcs	Conferences	U of M-CC	Conference Registration	365.00
					Conferences Total:	365.00
0	03/02/2016	Contracted Engineering Svcs	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.03.2016 Federal Incc	1,723.39
					Federal Income Tax Total:	1,723.39
0	03/02/2016	Contracted Engineering Svcs	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.03.2016 FICA Empl	1,001.76
0	03/02/2016	Contracted Engineering Svcs	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.03.2016 Medicare E	234.28
					FICA Employee Ded. Total:	1,236.04
0	03/02/2016	Contracted Engineering Svcs	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.03.2016 Medicare E	234.28
0	03/02/2016	Contracted Engineering Svcs	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.03.2016 FICA Empl	1,001.76

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
80748	03/03/2016	Contracted Engineering Svcs	HRA Employer	ING ReliaStar	FICA Employers Share Total: PR Batch 00001.03.2016 HRA Emplc	1,236.04 211.26
					HRA Employer Total:	211.26
80614	02/19/2016	Contracted Engineering Svcs	HSA Employee	Premier Bank	PR Batch 00002.02.2016 HSA Emplc	95.19
80762	03/03/2016	Contracted Engineering Svcs	HSA Employee	Premier Bank	PR Batch 00001.03.2016 HSA Emplc	95.19
					HSA Employee Total:	190.38
80762	03/03/2016	Contracted Engineering Svcs	HSA Employer	Premier Bank	PR Batch 00001.03.2016 HSA Emplc	332.51
					HSA Employer Total:	332.51
0	02/19/2016	Contracted Engineering Svcs	ICMA Def Comp	ICMA Retirement Trust 457-30022'	PR Batch 00002.02.2016 ICMA Defe	97.50
0	03/03/2016	Contracted Engineering Svcs	ICMA Def Comp	ICMA Retirement Trust 457-30022'	PR Batch 00001.03.2016 ICMA Defe	97.50
					ICMA Def Comp Total:	195.00
80601	02/19/2016	Contracted Engineering Svcs	Life Ins. Employee	LINA	Life Insurance Premium-Acct: 04160	70.93
					Life Ins. Employee Total:	70.93
80601	02/19/2016	Contracted Engineering Svcs	Long Term Disability	LINA	Life Insurance Premium-Acct: 04160	80.12
					Long Term Disability Total:	80.12
80610	02/19/2016	Contracted Engineering Svcs	Medical Ins Employee	NJPA	Health Insurance Premium-Feb 2016	415.43
					Medical Ins Employee Total:	415.43
0	02/19/2016	Contracted Engineering Svcs	Minnesota Benefit Ded	MN Benefit Association	PR Batch 00002.02.2016 Minnesota I	68.17
					Minnesota Benefit Ded Total:	68.17
0	03/02/2016	Contracted Engineering Svcs	MN State Retirement	MSRS-Non Bank	PR Batch 00001.03.2016 Post Emplc	162.82
					MN State Retirement Total:	162.82

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	03/02/2016	Contracted Engineering Svcs	MNDP Def Comp	Great West- Non Bank	PR Batch 00001.03.2016 MNDP De	71.52
					MNDP Def Comp Total:	71.52
0	02/19/2016	Contracted Engineering Svcs	Operating Supplies	Frontier Precision, Inc	Trimble Access-Roads	1,350.00
					Operating Supplies Total:	1,350.00
0	03/02/2016	Contracted Engineering Svcs	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.03.2016 Pera Emplo	1,058.44
					PERA Employee Ded Total:	1,058.44
0	03/02/2016	Contracted Engineering Svcs	PERA Employer Share	PERA-Non Bank	PR Batch 00001.03.2016 Pera Emplo	1,058.44
0	03/02/2016	Contracted Engineering Svcs	PERA Employer Share	PERA-Non Bank	PR Batch 00001.03.2016 Pera additio	162.82
					PERA Employer Share Total:	1,221.26
0	02/19/2016	Contracted Engineering Svcs	Plan Review Escrow	Erickson, Bell, Beckman & Quinn I	Farrington Estates Service	585.50
0	02/19/2016	Contracted Engineering Svcs	Plan Review Escrow	Erickson, Bell, Beckman & Quinn I	Holiday Station PIC	1,247.00
80765	03/03/2016	Contracted Engineering Svcs	Plan Review Escrow	S & S Tree & Horticultural Speciali	Forestry Service	20.00
					Plan Review Escrow Total:	1,852.50
0	03/02/2016	Contracted Engineering Svcs	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.03.2016 State Incom	687.30
					State Income Tax Total:	687.30
80750	03/03/2016	Contracted Engineering Svcs	Union Dues Deduction	Local Union 49	PR Batch 00001.03.2016 IOUE Union	158.55
					Union Dues Deduction Total:	158.55
					Fund Total:	12,686.66
0	02/25/2016	East Metro SWAT	Operating Supplies	Streicher's	Uniform Supplies	59.99
					Operating Supplies Total:	59.99

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					Fund Total:	59.99
80669	02/25/2016	Fire Vehicles Revolving	SCBA Equipment	Emergency Response Solutions, LL	SCBA Equipment	262,096.63
80669	02/25/2016	Fire Vehicles Revolving	SCBA Equipment	Emergency Response Solutions, LL	Facepieces	1,263.61
					SCBA Equipment Total:	263,360.24
					Fund Total:	263,360.24
0	03/02/2016	General Fund	209000 - Sales Tax Payable	MN Dept of Revenue-Non Bank	Sales/Use Tax	19.03
					209000 - Sales Tax Payable Total:	19.03
0	02/19/2016	General Fund	211402 - Flex Spending Health		Flexible Benefits Reimbursement	175.74
0	02/25/2016	General Fund	211402 - Flex Spending Health		Flexible Benefit Reimbursement	396.92
0	02/19/2016	General Fund	211402 - Flex Spending Health		Flexible Benefit Reimbursement	241.00
0	02/25/2016	General Fund	211402 - Flex Spending Health		Flexible Benefit Reimbursement	56.14
0	02/25/2016	General Fund	211402 - Flex Spending Health		Flexible Benefit Reimbursement	45.00
0	02/25/2016	General Fund	211402 - Flex Spending Health		Flexible Benefit Reimbursement	800.00
0	02/25/2016	General Fund	211402 - Flex Spending Health		Flexible Benefit Reimbursement	150.36
0	03/03/2016	General Fund	211402 - Flex Spending Health		Flexible Benefit Reimbursement	70.77
					211402 - Flex Spending Health Total:	1,935.93
0	02/25/2016	General Fund	211403 - Flex Spend Day Care		Dependent Care Reimbursement	200.00
0	03/03/2016	General Fund	211403 - Flex Spend Day Care		Dependent Care Reimbursement	384.00
0	02/25/2016	General Fund	211403 - Flex Spend Day Care		Dependent Care Reimbursement	170.00
0	03/03/2016	General Fund	211403 - Flex Spend Day Care		Dependent Care Reimbursement	238.00
0	03/03/2016	General Fund	211403 - Flex Spend Day Care		Dependent Care Reimbursement	384.62
0	03/03/2016	General Fund	211403 - Flex Spend Day Care		Dependent Care Reimbursement	384.62
					211403 - Flex Spend Day Care Total:	1,761.24
80656	02/25/2016	General Fund	Clothing	Aspen Mills Inc.	Uniform Supplies	64.50
80656	02/25/2016	General Fund	Clothing	Aspen Mills Inc.	Uniform Supplies	93.00
80586	02/19/2016	General Fund	Clothing	Cintas Corporation #470	Uniform Cleaning	40.50
80638	02/25/2016	General Fund	Clothing	Cintas Corporation #470	Uniform Cleaning	40.50
80638	02/25/2016	General Fund	Clothing	Cintas Corporation #470	Uniform Cleaning	40.50
80638	02/25/2016	General Fund	Clothing	Cintas Corporation #470	Uniform Cleaning	40.50
80668	02/25/2016	General Fund	Clothing	Embroid Me	Embroidery Service	639.08

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
80646	02/25/2016	General Fund	Clothing	Keeps Inc	Uniform Supplies	1,072.50
80646	02/25/2016	General Fund	Clothing	Keeps Inc	Uniform Supplies	195.00
80679	02/25/2016	General Fund	Clothing	Keeps Inc	Uniform Supplies	139.99
0	02/19/2016	General Fund	Clothing	MES, Inc.	Uniform Supplies	50.27
80709	02/25/2016	General Fund	Clothing	Uniforms Unlimited, Inc.	Uniform Supplies	67.95
Clothing Total:						2,484.29
0	03/01/2016	General Fund	Conferences	U of M-CC	Conference Registration	365.00
Conferences Total:						365.00
80663	02/25/2016	General Fund	Contract Maint - Vehicles	Cintas Corporation #470	Uniform Cleaning	42.45
80663	02/25/2016	General Fund	Contract Maint - Vehicles	Cintas Corporation #470	Uniform Cleaning	40.50
80663	02/25/2016	General Fund	Contract Maint - Vehicles	Cintas Corporation #470	Uniform Cleaning	40.50
80763	03/03/2016	General Fund	Contract Maint - Vehicles	Ramsey County	Fleet Support Fee	59.28
Contract Maint - Vehicles Total:						182.73
80602	02/19/2016	General Fund	Contract Maint. - City Hall	Linn Building Maintenance	Building Maintenance	3,215.18
80602	02/19/2016	General Fund	Contract Maint. - City Hall	Linn Building Maintenance	Building Maintenance	3,215.18
80751	03/03/2016	General Fund	Contract Maint. - City Hall	McGough Facility Management, LI	Facility Management	2,155.00
80751	03/03/2016	General Fund	Contract Maint. - City Hall	McGough Facility Management, LI	Facility Management	1,070.00
0	02/19/2016	General Fund	Contract Maint. - City Hall	Voss Lighting	Lighting Updates	18,999.07
Contract Maint. - City Hall Total:						28,654.43
80590	02/19/2016	General Fund	Contract Maint. - City Garage	Davis Lock & Safe Inc	Door Lock Repair	142.50
80747	03/03/2016	General Fund	Contract Maint. - City Garage	Hotsy of Minnesota	Swivel Gun, Hose, Labor	640.57
80602	02/19/2016	General Fund	Contract Maint. - City Garage	Linn Building Maintenance	Building Maintenance	1,000.83
80602	02/19/2016	General Fund	Contract Maint. - City Garage	Linn Building Maintenance	Building Maintenance	1,000.83
80751	03/03/2016	General Fund	Contract Maint. - City Garage	McGough Facility Management, LI	Facility Management	1,077.50
80751	03/03/2016	General Fund	Contract Maint. - City Garage	McGough Facility Management, LI	Facility Management	35.00
80754	03/03/2016	General Fund	Contract Maint. - City Garage	MN Dept of Public Safety	Hazardous Chemical Inventory Fee	25.00
80629	02/19/2016	General Fund	Contract Maint. - City Garage	Twin City Garage Door Co.	Door Repair	2,956.50
80773	03/03/2016	General Fund	Contract Maint. - City Garage	Twin City Garage Door Co.	Door Repair	1,056.70
0	02/19/2016	General Fund	Contract Maint. - City Garage	Voss Lighting	Lighting Updates	3,815.66
Contract Maint. - City Garage Total:						11,751.09
0	03/03/2016	General Fund	Contract Maint. H.V.A.C.	Yale Mechanical, LLC	Winter Maintenance	950.25

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					Contract Maint. H.V.A.C. Total:	950.25
80589	02/19/2016	General Fund	Contract Maintenance	Comcast	Cable TV	97.84
80602	02/19/2016	General Fund	Contract Maintenance	Linn Building Maintenance	Building Maintenance	568.90
80602	02/19/2016	General Fund	Contract Maintenance	Linn Building Maintenance	Building Maintenance	568.90
80755	03/03/2016	General Fund	Contract Maintenance	NAC Mechanical & Electrical Serv	Lights, Ballasts Repair	1,709.52
80616	02/19/2016	General Fund	Contract Maintenance	Racom Corporation	Fire Station Service Labor	475.00
80763	03/03/2016	General Fund	Contract Maintenance	Ramsey County	Fleet Support Fee	209.04
					Contract Maintenance Total:	3,629.20
80613	02/19/2016	General Fund	Contract Maintenance	Peoples Electric	Street Light Service	174.18
80617	02/19/2016	General Fund	Contract Maintenance	Ramsey County	Emergency Vehicle Pre-Emption Syst	1,005.51
80617	02/19/2016	General Fund	Contract Maintenance	Ramsey County	Lamping Services	59.71
80617	02/19/2016	General Fund	Contract Maintenance	Ramsey County	Lamping Services	404.41
					Contract Maintenance Total:	1,643.81
80668	02/25/2016	General Fund	Employer Insurance	Embroid Me	Embroidery Service	577.00
80610	02/19/2016	General Fund	Employer Insurance	NJPA	Health Insurance Premium-Feb 2016	974.30
80610	02/19/2016	General Fund	Employer Insurance	NJPA	Health Insurance Premium-Feb 2016	994.30
					Employer Insurance Total:	2,545.60
0	03/02/2016	General Fund	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.03.2016 Federal Incc	34,252.96
					Federal Income Tax Total:	34,252.96
0	03/02/2016	General Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.03.2016 FICA Empl	6,312.05
0	03/02/2016	General Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.03.2016 Medicare E	4,197.03
					FICA Employee Ded. Total:	10,509.08
0	03/02/2016	General Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.03.2016 FICA Empl	6,312.05
0	03/02/2016	General Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.03.2016 Medicare E	4,197.03
					FICA Employers Share Total:	10,509.08
80607	02/19/2016	General Fund	Financial Support	MN Child Support Payment Cntr	Remittance ID 0015005038	354.43
80752	03/03/2016	General Fund	Financial Support	MN Child Support Payment Cntr	Remittance ID 0015005038	354.43

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
80748	03/03/2016	General Fund	HRA Employer	ING ReliaStar	Financial Support Total: PR Batch 00001.03.2016 HRA Emplc	708.86 3,554.27
80614 80762	02/19/2016 03/03/2016	General Fund General Fund	HSA Employee HSA Employee	Premier Bank Premier Bank	HRA Employer Total: PR Batch 00002.02.2016 HSA Emplc PR Batch 00001.03.2016 HSA Emplc	3,554.27 2,870.59 2,849.26
80762	03/03/2016	General Fund	HSA Employer	Premier Bank	HSA Employee Total: PR Batch 00001.03.2016 HSA Emplc	5,719.85 7,307.26
0 0	02/19/2016 03/03/2016	General Fund General Fund	ICMA Def Comp ICMA Def Comp	ICMA Retirement Trust 457-30022' ICMA Retirement Trust 457-30022'	HSA Employer Total: PR Batch 00002.02.2016 ICMA Defe PR Batch 00001.03.2016 ICMA Defe	7,307.26 2,073.05 2,062.65
80601 80601	02/19/2016 02/19/2016	General Fund General Fund	Life Ins. Employee Life Ins. Employee	LINA LINA	ICMA Def Comp Total: Life Insurance Premium-Acct: 04160 Life Insurance Premium-Acct: 04160	4,135.70 9.61 1,638.99
80601	02/19/2016	General Fund	Life Ins. Employee	LINA	Life Ins. Employee Total: Life Insurance Premium-Acct: 04160	1,648.60 419.36
80601	02/19/2016	General Fund	Long Term Disability	LINA	Life Ins. Employer Total: Life Insurance Premium-Acct: 04160	419.36 1,366.75
80610 80610	02/19/2016 02/19/2016	General Fund General Fund	Medical Ins Employee Medical Ins Employee	NJPA NJPA	Long Term Disability Total: Health Insurance Premium-Feb 2016 Health Insurance Premium-Feb 2016	1,366.75 7,784.44 6,130.96
80610	02/19/2016	General Fund	Medical Ins Employer	NJPA	Medical Ins Employee Total: Health Insurance Premium-Feb 2016	13,915.40 45,728.45

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
80745	03/03/2016	General Fund	Medical Services	FirstLab	Medical Ins Employer Total:	45,728.45
80745	03/03/2016	General Fund	Medical Services	FirstLab	Random Urine Drug Screening DOT Drug Screen	256.50 42.75
0	03/01/2016	General Fund	Memberships & Subscriptions	FBI National Academy-CC	Medical Services Total:	299.25
80690	02/25/2016	General Fund	Memberships & Subscriptions	PLEAA	Membership Renewal	85.00
80693	02/25/2016	General Fund	Memberships & Subscriptions	RCLLG	Membership Dues-K. Roberto	35.00
80769	03/03/2016	General Fund	Memberships & Subscriptions	Suburban Rate Authority	2016 Membership Dues Membership Assessment	1,050.00 1,487.50
0	02/19/2016	General Fund	Minnesota Benefit Ded	MN Benefit Association	Memberships & Subscriptions Total: PR Batch 00002.02.2016 Minnesota I	2,657.50 169.51
0	03/01/2016	General Fund	Miscellaneous	Rojo-CC	Minnesota Benefit Ded Total: Lunch Meeting w/Mayor Roe-Trudge	169.51 17.46
0	03/02/2016	General Fund	MN State Retirement	MSRS-Non Bank	Miscellaneous Total: PR Batch 00001.03.2016 Post Emplo;	17.46 2,945.28
0	03/02/2016	General Fund	MNDCP Def Comp	Great West- Non Bank	MN State Retirement Total: PR Batch 00001.03.2016 MNDCP De	2,945.28 6,525.31
0	02/19/2016	General Fund	Motor Fuel	Mansfield Oil Company	MNDCP Def Comp Total:	6,525.31
0	02/19/2016	General Fund	Motor Fuel	Mansfield Oil Company	2016 BLANKET PO FOR FUEL - S1	2,066.96
0	02/19/2016	General Fund	Motor Fuel	Mansfield Oil Company	2016 BLANKET PO FOR FUEL - S1	4,824.93
0	03/02/2016	General Fund	Motor Fuel	MN Dept of Revenue-Non Bank	2016 BLANKET PO FOR FUEL - S1 January Fuel Tax	7,511.09 446.88
0	03/03/2016	General Fund	Office Supplies	Frontier Precision, Inc	Motor Fuel Total:	14,849.86
80597	02/19/2016	General Fund	Office Supplies	Impressive Print	Prism Pole Tip, Collar	24.95
0	03/01/2016	General Fund	Office Supplies	Laundry Room-CC	Business Cards Tablecloth Washing	55.00 5.75

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80756	03/03/2016	General Fund	Office Supplies	National Awards & Fine Gifts	Badges	18.70
0	03/01/2016	General Fund	Office Supplies	Suburban Ace Hardware-CC	Hammer, Staple Gun	49.97
0	03/01/2016	General Fund	Office Supplies	Target- CC	Tote Bins	6.47
Office Supplies Total:						160.84
80744	03/03/2016	General Fund	Op Supplies - City Hall	Dalco	Cleaning Supplies	93.00
80592	02/19/2016	General Fund	Op Supplies - City Hall	G & K Services	Floor Mats	62.80
80642	02/25/2016	General Fund	Op Supplies - City Hall	G & K Services	Mats	33.84
80746	03/03/2016	General Fund	Op Supplies - City Hall	G & K Services	Mats	37.84
80746	03/03/2016	General Fund	Op Supplies - City Hall	G & K Services	Mats	37.84
80746	03/03/2016	General Fund	Op Supplies - City Hall	G & K Services	Mats	37.84
80772	03/03/2016	General Fund	Op Supplies - City Hall	Trio Supply Company	Restroom Supplies	221.25
80772	03/03/2016	General Fund	Op Supplies - City Hall	Trio Supply Company	Restroom Supplies	201.41
Op Supplies - City Hall Total:						725.82
0	03/03/2016	General Fund	Operating Supplies	Able Hose & Rubber Inc	Aluminum Can & Groove	16.80
0	03/01/2016	General Fund	Operating Supplies	Amazon.com- CC	Emotional Survival for Police Officer	60.85
0	03/01/2016	General Fund	Operating Supplies	Amazon.com- CC	Quadcopter with Single Remote	3,099.00
0	03/01/2016	General Fund	Operating Supplies	Amazon.com- CC	USB Cable	10.26
0	02/19/2016	General Fund	Operating Supplies	ARAMARK Services	Coffee Supplies	99.98
0	02/25/2016	General Fund	Operating Supplies	ARAMARK Services	Coffee Supplies	348.69
0	03/01/2016	General Fund	Operating Supplies	Certified Laboratories-CC	Eyewash, Eyewear	310.41
80741	03/03/2016	General Fund	Operating Supplies	CES Imaging	Service Plan, Paper & Toner	254.10
0	03/01/2016	General Fund	Operating Supplies	Cub Foods- CC	Finance Dept. Achievements Recogni	79.48
0	03/01/2016	General Fund	Operating Supplies	Discount Mugs-CC	Outreach Supplies	657.51
0	02/25/2016	General Fund	Operating Supplies	Fastenal Company Inc.	Supplies	107.59
0	02/25/2016	General Fund	Operating Supplies	Grainger Inc	Adapters	7.39
0	03/01/2016	General Fund	Operating Supplies	International Code Council-CC	Membership Dues	135.00
0	03/01/2016	General Fund	Operating Supplies	Menards-CC	Smoke Alarms	202.59
0	03/01/2016	General Fund	Operating Supplies	Menards-CC	Smoke Alarm Batteries	152.66
0	03/01/2016	General Fund	Operating Supplies	Menards-CC	Smoke Alarm Batteries	151.95
0	03/01/2016	General Fund	Operating Supplies	MN Dept of Agriculture-CC	License	10.25
0	03/01/2016	General Fund	Operating Supplies	National Camera Exchange-CC	Camera Supplies	80.26
0	03/01/2016	General Fund	Operating Supplies	Office Depot- CC	Office Supplies	36.41
0	03/01/2016	General Fund	Operating Supplies	PayPal-CC	Apple Supplies	43.13
80761	03/03/2016	General Fund	Operating Supplies	Precise MRM, LLC	Cable	23.87
80761	03/03/2016	General Fund	Operating Supplies	Precise MRM, LLC	Pooled Data, Monthly Software	402.88
0	03/01/2016	General Fund	Operating Supplies	Sears-CC	Dishwasher	1,335.26
80623	02/19/2016	General Fund	Operating Supplies	Specialty Turf & Ag, Inc.	Credit	-375.00
80623	02/19/2016	General Fund	Operating Supplies	Specialty Turf & Ag, Inc.	Ice Bite	2,462.40
80625	02/19/2016	General Fund	Operating Supplies	Staples Business Advantage, Inc.	Toner	60.52

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0	03/01/2016	General Fund	Operating Supplies	Suburban Ace Hardware-CC	Padlock	5.99
0	03/01/2016	General Fund	Operating Supplies	Suburban Ace Hardware-CC	Turtle Wax	8.99
0	03/01/2016	General Fund	Operating Supplies	Suburban Ace Hardware-CC	Chain Saw Sharpening	96.00
0	03/01/2016	General Fund	Operating Supplies	Suburban Ace Hardware-CC	Elbow	4.99
0	03/01/2016	General Fund	Operating Supplies	Suburban Ace Hardware-CC	Fasteners, Caulk	15.01
0	03/01/2016	General Fund	Operating Supplies	Suburban Ace Hardware-CC	Fasteners	1.88
0	03/01/2016	General Fund	Operating Supplies	Suburban Ace Hardware-CC	Chain Saw Sharpening	80.00
0	03/01/2016	General Fund	Operating Supplies	Target- CC	Seagate	10.70
80705	02/25/2016	General Fund	Operating Supplies	Thomson Reuters-West	MN Criminal Law Subscription	226.57
0	03/01/2016	General Fund	Operating Supplies	Uline-CC	Evidence Barcode Labels	131.21
80652	02/25/2016	General Fund	Operating Supplies	Uniforms Unlimited, Inc.	Uniform Supplies	1,832.50
0	03/01/2016	General Fund	Operating Supplies	Walmart-CC	Safety Glasses	45.28
Operating Supplies Total:						12,233.36
0	03/01/2016	General Fund	Operating Supplies City Garage	Certified Laboratories-CC	Eyewash, Eyewear	720.03
80592	02/19/2016	General Fund	Operating Supplies City Garage	G & K Services	Floor Mats	66.80
80642	02/25/2016	General Fund	Operating Supplies City Garage	G & K Services	Mats	28.96
80746	03/03/2016	General Fund	Operating Supplies City Garage	G & K Services	Mats	28.96
80746	03/03/2016	General Fund	Operating Supplies City Garage	G & K Services	Mats	28.96
80746	03/03/2016	General Fund	Operating Supplies City Garage	G & K Services	Mats	28.96
0	03/03/2016	General Fund	Operating Supplies City Garage	Grainger Inc	Pressure Washer Hose Reel	472.56
0	03/01/2016	General Fund	Operating Supplies City Garage	Menards-CC	Anchor	3.62
80772	03/03/2016	General Fund	Operating Supplies City Garage	Trio Supply Company	Restroom Supplies	55.31
80772	03/03/2016	General Fund	Operating Supplies City Garage	Trio Supply Company	Restroom Supplies	50.35
Operating Supplies City Garage Total:						1,484.51
0	03/02/2016	General Fund	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.03.2016 Pera Emplo	26,994.62
PERA Employee Ded Total:						26,994.62
0	03/02/2016	General Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00001.03.2016 Pera additio	899.27
0	03/02/2016	General Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00001.03.2016 Pera Emplo	37,569.53
PERA Employer Share Total:						38,468.80
0	02/19/2016	General Fund	PERA Life Ins. Ded.	NCBERS Life Ins#725800	PR Batch 00002.02.2016 PERA Life	32.00
PERA Life Ins. Ded. Total:						32.00
80685	02/25/2016	General Fund	Police Explorer Program	MLEEA Conference	Annual Dues	2,250.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
80652	02/25/2016	General Fund	Police Reserve Program	Uniforms Unlimited, Inc.	Police Explorer Program Total:	2,250.00
80652	02/25/2016	General Fund	Police Reserve Program	Uniforms Unlimited, Inc.	Uniform Supplies	15.99
					Uniform Supplies	122.91
80637	02/25/2016	General Fund	Professional Services	Brighton Veterinary Hospital	Police Reserve Program Total:	138.90
0	02/25/2016	General Fund	Professional Services	City of St. Paul	Animal Control-Oct, Nov, Dec 2015	2,550.00
80670	02/25/2016	General Fund	Professional Services	ESRI, Inc.	Radio Maintenance & Service-Dec 20	97.50
80670	02/25/2016	General Fund	Professional Services	ESRI, Inc.	ArcView, ArcGIS Software	692.77
80675	02/25/2016	General Fund	Professional Services	Hillcrest Animal Hospital	ArcView, ArcGIS Software	121.50
80684	02/25/2016	General Fund	Professional Services	MASA Consulting, Inc.	Animal Control Boarding	73.00
80686	02/25/2016	General Fund	Professional Services	Mn Helicopters, Inc.	Critical Incident Debriefing	490.00
80626	02/19/2016	General Fund	Professional Services	Sheila Stowell	Dear Count Survey	315.00
80626	02/19/2016	General Fund	Professional Services	Sheila Stowell	City Council Meeting Minutes	418.75
80701	02/25/2016	General Fund	Professional Services	Sheila Stowell	Mileage Reimbursement	4.70
80701	02/25/2016	General Fund	Professional Services	Sheila Stowell	City Council Meeting Minutes	256.25
0	03/01/2016	General Fund	Professional Services	Survey Monkey.com-CC	Mileage Reimbursement	4.70
80708	02/25/2016	General Fund	Professional Services	Twin Cities Transport & Recove	Monthly Plan	26.00
					Towing Service	130.00
0	03/02/2016	General Fund	State Income Tax	MN Dept of Revenue-Non Bank	Professional Services Total:	5,180.17
					PR Batch 00001.03.2016 State Income	13,357.66
0	03/01/2016	General Fund	Telephone	Sprint- CC	State Income Tax Total:	13,357.66
0	03/01/2016	General Fund	Telephone	Sprint- CC	Cell Phones	52.00
80767	03/03/2016	General Fund	Telephone	Sprint	Cell Phones	56.25
80770	03/03/2016	General Fund	Telephone	T Mobile	Cell Phones	20.94
80770	03/03/2016	General Fund	Telephone	T Mobile	Cell Phones-Acct: 771707201	76.89
80770	03/03/2016	General Fund	Telephone	T Mobile	Cell Phones-Acct: 876644423	192.23
80770	03/03/2016	General Fund	Telephone	T Mobile	Cell Phones-Acct: 876644423	295.44
80770	03/03/2016	General Fund	Telephone	T Mobile	Cell Phones-Acct: 876644423	16.70
80770	03/03/2016	General Fund	Telephone	T Mobile	Cell Phones-Acct: 876644423	207.26
80661	02/25/2016	General Fund	Training	Calibre Press, Inc.	Telephone Total:	917.71
0	02/25/2016	General Fund	Training	Century College	Bullet Proof Warrior Class-Jones, Ma	418.00
80598	02/19/2016	General Fund	Training	League of MN Cities	EMS Instructor Course-T. Larson	350.00
					Loss Control Workshop	20.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	03/01/2016	General Fund	Training	MN State Patrol-CC	Decals	44.50
0	03/01/2016	General Fund	Training	MN State Patrol-CC	Decals	44.50
0	03/01/2016	General Fund	Training	Olive Garden-CC	Training Supplies	128.94
80710	02/25/2016	General Fund	Training	Upper Midwest Community Policin	Internal Affairs Investigations Class-I	475.00
80774	03/03/2016	General Fund	Training	USPCA Region 18	Detector Certification Trial	140.00
					Training Total:	1,620.94
0	02/25/2016	General Fund	Transportation	Ryan N. Johnson	Mileage Reimbursement	115.00
					Transportation Total:	115.00
0	03/03/2016	General Fund	Union Dues Deduction	LELS	PR Batch 00001.03.2016 Lels Union	1,794.21
80750	03/03/2016	General Fund	Union Dues Deduction	Local Union 49	PR Batch 00001.03.2016 IOUE Union	91.13
0	03/03/2016	General Fund	Union Dues Deduction	MN Teamsters #320	PR Batch 00001.03.2016 Local 320 U	467.85
0	03/03/2016	General Fund	Union Dues Deduction	Roseville Firefighters Local 5051	PR Batch 00001.03.2016 IAFF Union	585.00
					Union Dues Deduction Total:	2,938.19
0	02/19/2016	General Fund	Utilities	Xcel Energy	Street Lights	42.98
0	02/19/2016	General Fund	Utilities	Xcel Energy	Street Lights	70.86
0	02/25/2016	General Fund	Utilities	Xcel Energy	Civil Defense	77.08
0	02/25/2016	General Fund	Utilities	Xcel Energy	Traffic Signal & Street Lights	3,848.32
0	02/25/2016	General Fund	Utilities	Xcel Energy	Street Lights	12,852.15
					Utilities Total:	16,891.39
0	02/19/2016	General Fund	Utilities - City Garage	Xcel Energy	Public Works Building	5,961.02
					Utilities - City Garage Total:	5,961.02
0	02/19/2016	General Fund	Utilities - City Hall	Xcel Energy	City Hall Building	6,551.35
					Utilities - City Hall Total:	6,551.35
0	02/25/2016	General Fund	Utilities - Old City Hall	Xcel Energy	Fire Station	1,150.08
					Utilities - Old City Hall Total:	1,150.08
80586	02/19/2016	General Fund	Vehicle Supplies & Maintenance	Cintas Corporation #470	Nitrile Gloves	105.00
0	02/19/2016	General Fund	Vehicle Supplies & Maintenance	FleetPride Truck & Trailer Parts	2016 BLANKET PO FOR VEHICLE	406.56

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0	02/25/2016	General Fund	Vehicle Supplies & Maintenance	Force America, Inc.	Valve Drive	57.41
80591	02/19/2016	General Fund	Vehicle Supplies & Maintenance	Frontier Ag & Turf	Vehicle Supplies	225.67
80671	02/25/2016	General Fund	Vehicle Supplies & Maintenance	Frontier Ag & Turf	Cable	64.19
80671	02/25/2016	General Fund	Vehicle Supplies & Maintenance	Frontier Ag & Turf	Seals, Bearings, Plugs	281.54
0	02/19/2016	General Fund	Vehicle Supplies & Maintenance	Grainger Inc	Socket	30.45
0	02/25/2016	General Fund	Vehicle Supplies & Maintenance	Grainger Inc	Socket	38.54
0	02/19/2016	General Fund	Vehicle Supplies & Maintenance	Larson Companies	Oil Filter	7.00
0	02/25/2016	General Fund	Vehicle Supplies & Maintenance	MacQueen Equipment	2016 BLANKET PO FOR VEHICLE	3,523.52
0	02/25/2016	General Fund	Vehicle Supplies & Maintenance	McMaster-Carr Supply Co	Batteries	20.81
0	02/25/2016	General Fund	Vehicle Supplies & Maintenance	McMaster-Carr Supply Co	Roiler Chain, Connecting Links	125.79
0	02/25/2016	General Fund	Vehicle Supplies & Maintenance	McMaster-Carr Supply Co	Wheels	20.08
0	02/19/2016	General Fund	Vehicle Supplies & Maintenance	MES, Inc.	Structural Gloves	120.00
0	02/25/2016	General Fund	Vehicle Supplies & Maintenance	Napa Auto Parts	2016 BLANKET PO FOR VEHICLE	118.38
0	03/01/2016	General Fund	Vehicle Supplies & Maintenance	PTS Tool Supply-CC	Vehicle Supplies	75.90
Vehicle Supplies & Maintenance Total:						5,220.84
Fund Total:						365,555.59
0	03/01/2016	General Fund Donations	Explorers - Supplies	Amazon.com- CC	Camera Case	17.25
0	03/01/2016	General Fund Donations	Explorers - Supplies	Amazon.com- CC	Memory Discs	50.87
0	03/01/2016	General Fund Donations	Explorers - Supplies	B & H Photo-CC	Camcorders	607.95
80685	02/25/2016	General Fund Donations	Explorers - Supplies	MLEEA Conference	Annual Dues	660.00
Explorers - Supplies Total:						1,336.07
0	02/25/2016	General Fund Donations	K-9 - Supplies	Thomas Gray	K9 Supplies Reimbursement	59.32
80689	02/25/2016	General Fund Donations	K-9 - Supplies	Petco	K9 Supplies	63.97
80689	02/25/2016	General Fund Donations	K-9 - Supplies	Petco	K9 Supplies	154.96
80689	02/25/2016	General Fund Donations	K-9 - Supplies	Petco	K9 Supplies	97.97
K-9 - Supplies Total:						376.22
Fund Total:						1,712.29
80662	02/25/2016	Golf Course	Contract Maintenance	Chris Carpenter	Ground Service	1,290.00
Contract Maintenance Total:						1,290.00
0	03/02/2016	Golf Course	Credit Card Fees	US Bank-Non Bank	January Terminal Charges	46.11

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0	03/02/2016	Golf Course	Federal Income Tax	IRS EFTPS- Non Bank	Credit Card Fees Total: PR Batch 00001.03.2016 Federal Incc	46.11 505.89
0	03/02/2016	Golf Course	FICA Employee Ded.	IRS EFTPS- Non Bank	Federal Income Tax Total: PR Batch 00001.03.2016 FICA Empl	505.89
0	03/02/2016	Golf Course	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.03.2016 Medicare Ei	289.50 67.70
0	03/02/2016	Golf Course	FICA Employers Share	IRS EFTPS- Non Bank	FICA Employee Ded. Total: PR Batch 00001.03.2016 FICA Empl PR Batch 00001.03.2016 Medicare Ei	357.20
0	03/02/2016	Golf Course	FICA Employers Share	IRS EFTPS- Non Bank	FICA Employers Share Total: PR Batch 00001.03.2016 HRA Empl	289.50
0	03/02/2016	Golf Course	FICA Employers Share	IRS EFTPS- Non Bank	HRA Employer Total: PR Batch 00001.03.2016 HSA Empl	67.70
80748	03/03/2016	Golf Course	HRA Employer	ING ReliaStar	HSA Employer Total: PR Batch 00001.03.2016 HSA Empl	357.20
80762	03/03/2016	Golf Course	HSA Employer	Premier Bank	Life Insurance Premium-Acct: 04160	70.00
80601	02/19/2016	Golf Course	Life Ins. Employee	LINA	Life Ins. Employee Total: Life Insurance Premium-Acct: 04160	200.00
80601	02/19/2016	Golf Course	Life Ins. Employee	LINA	Life Ins. Employee Total: Life Insurance Premium-Acct: 04160	29.11
80601	02/19/2016	Golf Course	Long Term Disability	LINA	Long Term Disability Total: Health Insurance Premium-Feb 2016	29.11
80610	02/19/2016	Golf Course	Medical Ins Employee	NJPA	Medical Ins Employee Total:	4.80

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80610	02/19/2016	Golf Course	Medical Ins Employer	NJPA	Health Insurance Premium-Feb 2016	1,374.12
					Medical Ins Employer Total:	1,374.12
0	03/02/2016	Golf Course	MN State Retirement	MSRS-Non Bank	PR Batch 00001.03.2016 Post Emplo;	51.30
					MN State Retirement Total:	51.30
0	03/02/2016	Golf Course	MNDCP Def Comp	Great West- Non Bank	PR Batch 00001.03.2016 MNDCP De	50.00
					MNDCP Def Comp Total:	50.00
0	03/02/2016	Golf Course	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.03.2016 Pera Emplo;	333.46
					PERA Employee Ded Total:	333.46
0	03/02/2016	Golf Course	PERA Employer Share	PERA-Non Bank	PR Batch 00001.03.2016 Pera additio	51.30
0	03/02/2016	Golf Course	PERA Employer Share	PERA-Non Bank	PR Batch 00001.03.2016 Pera Emplo;	333.46
					PERA Employer Share Total:	384.76
0	03/02/2016	Golf Course	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.03.2016 State Incom	241.35
					State Income Tax Total:	241.35
0	03/02/2016	Golf Course	State Sales Tax Payable	MN Dept of Revenue-Non Bank	Sales/Use Tax	31.36
					State Sales Tax Payable Total:	31.36
80770	03/03/2016	Golf Course	Telephone	T Mobile	Cell Phones-Acct: 876644423	52.34
					Telephone Total:	52.34
0	03/02/2016	Golf Course	Use Tax Payable	MN Dept of Revenue-Non Bank	Sales/Use Tax	62.78
0	02/25/2016	Golf Course	Use Tax Payable	Xcel Energy	Sales/Use Tax	-34.99
					Use Tax Payable Total:	27.79
0	02/25/2016	Golf Course	Utilities	Xcel Energy	Golf Course	543.88

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					Utilities Total:	543.88
					Fund Total:	6,488.82
80680	02/25/2016	Housing & Redevelopment Agency	Attorney Fees	Kennedy & Craven, Chartered	HRA Legal Services	361.00
0	03/01/2016	Housing & Redevelopment Agency	Conferences	Economic Dev. Asso MN-CC	Winter Conference-Kelsey	361.00
					Attorney Fees Total:	255.00
					Conferences Total:	255.00
0	03/02/2016	Housing & Redevelopment Agency	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.03.2016 FICA Empl	25.11
0	03/02/2016	Housing & Redevelopment Agency	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.03.2016 Medicare Ei	5.88
					FICA Employee Ded. Total:	30.99
0	03/02/2016	Housing & Redevelopment Agency	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.03.2016 Medicare Ei	5.88
0	03/02/2016	Housing & Redevelopment Agency	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.03.2016 FICA Empl	25.11
					FICA Employers Share Total:	30.99
0	03/03/2016	Housing & Redevelopment Agency	Miscellaneous	Jeanne Kelsey	Expenses Reimbursement	3.52
0	03/03/2016	Housing & Redevelopment Agency	Miscellaneous	Jeanne Kelsey	Expenses Reimbursement	26.77
0	03/03/2016	Housing & Redevelopment Agency	Miscellaneous	Jeanne Kelsey	Expenses Reimbursement	38.53
					Miscellaneous Total:	68.82
80654	02/25/2016	Housing & Redevelopment Agency	Payment to Owners	Ronald Young	Energy Audit Reimbursement	60.00
80655	02/25/2016	Housing & Redevelopment Agency	Payment to Owners	Kimberly Zlizen	Energy Audit Reimbursement	60.00
					Payment to Owners Total:	120.00
0	02/25/2016	Housing & Redevelopment Agency	Professional Services	GMHC	2016 Housing Resource Center Servit	12,000.00
					Professional Services Total:	12,000.00
0	03/03/2016	Housing & Redevelopment Agency	Transportation	Jeanne Kelsey	Expenses Reimbursement	7.00
0	03/03/2016	Housing & Redevelopment Agency	Transportation	Jeanne Kelsey	Mileage Reimbursement	67.50

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
Transportation Total:						74.50
Fund Total:						12,941.30
80583	02/19/2016	Information Technology	Computer Equipment	CDW Government, Inc.	Computer Supplies	159.91
80583	02/19/2016	Information Technology	Computer Equipment	CDW Government, Inc.	Computer Supplies	89.05
80583	02/19/2016	Information Technology	Computer Equipment	CDW Government, Inc.	Computer Supplies-Credit	-159.91
80738	03/03/2016	Information Technology	Computer Equipment	CDW Government, Inc.	Port Replicators	139.80
80738	03/03/2016	Information Technology	Computer Equipment	CDW Government, Inc.	Monitors	378.00
80738	03/03/2016	Information Technology	Computer Equipment	CDW Government, Inc.	Computer Supplies	899.00
80738	03/03/2016	Information Technology	Computer Equipment	CDW Government, Inc.	Docking Station	1,128.95
80738	03/03/2016	Information Technology	Computer Equipment	CDW Government, Inc.	Computer Supplies	89.05
80738	03/03/2016	Information Technology	Computer Equipment	CDW Government, Inc.	Computer Supplies	609.00
80738	03/03/2016	Information Technology	Computer Equipment	CDW Government, Inc.	Computer Supplies	609.00
80738	03/03/2016	Information Technology	Computer Equipment	CDW Government, Inc.	Computer Supplies	609.00
Computer Equipment Total:						5,159.85
80587	02/19/2016	Information Technology	Contract Maintenance	City of North St. Paul	Data Center Interconnects	600.00
80587	02/19/2016	Information Technology	Contract Maintenance	City of North St. Paul	Billing Interconnects	1,900.00
0	03/01/2016	Information Technology	Contract Maintenance	HP Services-CC	Storage Area Network Monthly Charg	246.40
0	03/01/2016	Information Technology	Contract Maintenance	HP Services-CC	Storage Area Network Monthly Charg	124.80
0	03/01/2016	Information Technology	Contract Maintenance	HP Services-CC	Storage Area Network Monthly Charg	130.40
80612	02/19/2016	Information Technology	Contract Maintenance	OPG-3, Inc.	Laserfiche Software Assurance Plan	32,636.00
0	03/03/2016	Information Technology	Contract Maintenance	SHI International Corp	Sub Licenses	138.00
0	03/03/2016	Information Technology	Contract Maintenance	SHI International Corp	Photoshop License	138.00
80631	02/19/2016	Information Technology	Contract Maintenance	US Internet	DNS Hosting	30.00
Contract Maintenance Total:						35,943.60
0	03/02/2016	Information Technology	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.03.2016 Federal Incc	4,303.25
Federal Income Tax Total:						4,303.25
80636	02/19/2016	Information Technology	Fiber Maintenance & Locates	Zayo Group LLC	Fiber	2,792.07
Fiber Maintenance & Locates Total:						2,792.07
0	03/02/2016	Information Technology	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.03.2016 FICA Empl	2,394.62

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	03/02/2016	Information Technology	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.03.2016 Medicare Ei	560.02
					FICA Employee Ded. Total:	2,954.64
0	03/02/2016	Information Technology	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.03.2016 Medicare Ei	560.02
0	03/02/2016	Information Technology	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.03.2016 FICA Empl	2,394.62
					FICA Employers Share Total:	2,954.64
80748	03/03/2016	Information Technology	HRA Employer	ING ReliaStar	PR Batch 00001.03.2016 HRA Empl	615.00
					HRA Employer Total:	615.00
80614	02/19/2016	Information Technology	HSA Employee	Premier Bank	PR Batch 00002.02.2016 HSA Empl	312.98
80762	03/03/2016	Information Technology	HSA Employee	Premier Bank	PR Batch 00001.03.2016 HSA Empl	312.98
					HSA Employee Total:	625.96
80762	03/03/2016	Information Technology	HSA Employer	Premier Bank	PR Batch 00001.03.2016 HSA Empl	993.76
					HSA Employer Total:	993.76
0	02/19/2016	Information Technology	ICMA Def Comp	ICMA Retirement Trust 457-30022'	PR Batch 00002.02.2016 ICMA Defe	225.00
0	03/03/2016	Information Technology	ICMA Def Comp	ICMA Retirement Trust 457-30022'	PR Batch 00001.03.2016 ICMA Defe	225.00
					ICMA Def Comp Total:	450.00
0	03/03/2016	Information Technology	Internet	Cologix, Inc	Fiber Cross Connect	450.00
					Internet Total:	450.00
80601	02/19/2016	Information Technology	Life Ins. Employee	LINA	Life Insurance Premium-Acct: 04160	128.50
					Life Ins. Employee Total:	128.50
80601	02/19/2016	Information Technology	Life Ins. Employer	LINA	Life Insurance Premium-Acct: 04160	30.30
					Life Ins. Employer Total:	30.30
80601	02/19/2016	Information Technology	Long Term Disability	LINA	Life Insurance Premium-Acct: 04160	207.11

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
80610	02/19/2016	Information Technology	Medical Ins Employee	NJPA	Long Term Disability Total:	207.11
					Health Insurance Premium-Feb 2016	1,202.79
80610	02/19/2016	Information Technology	Medical Ins Employer	NJPA	Medical Ins Employee Total:	1,202.79
					Health Insurance Premium-Feb 2016	2,935.00
					Medical Ins Employer Total:	2,935.00
0	03/02/2016	Information Technology	MN State Retirement	MSRS-Non Bank	PR Batch 00001.03.2016 Post Emplo;	396.28
					MN State Retirement Total:	396.28
80676	02/25/2016	Information Technology	Office Supplies	Impressive Print	Business Cards	45.00
80768	03/03/2016	Information Technology	Office Supplies	Staples Business Advantage, Inc.	Tape Dispenser	9.89
					Office Supplies Total:	54.89
80734	03/03/2016	Information Technology	Operating Supplies	Baycom, Inc	Arbitrator Recorders Power Supplies	895.00
80759	03/03/2016	Information Technology	Operating Supplies	OPG-3, Inc.	Laserfiche Licenses	4,933.80
0	02/19/2016	Information Technology	Operating Supplies	SHI International Corp	Windows Platform	243.00
0	02/19/2016	Information Technology	Operating Supplies	SHI International Corp	Windows Platform	243.00
					Operating Supplies Total:	6,314.80
0	03/01/2016	Information Technology	Other Improvements	Madison Seating-CC	Office Chairs	549.96
					Other Improvements Total:	549.96
0	03/02/2016	Information Technology	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.03.2016 Pera Emplo;	2,575.62
					PERA Employee Ded Total:	2,575.62
0	03/02/2016	Information Technology	PERA Employer Share	PERA-Non Bank	PR Batch 00001.03.2016 Pera Emplo;	2,575.62
0	03/02/2016	Information Technology	PERA Employer Share	PERA-Non Bank	PR Batch 00001.03.2016 Pera additio	396.28
					PERA Employer Share Total:	2,971.90
0	03/02/2016	Information Technology	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.03.2016 State Income	1,587.26

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
80770	03/03/2016	Information Technology	Telephone	T Mobile	State Income Tax Total: Cell Phones-Acct: 876644423	1,587.26 99.67
					Telephone Total:	99.67
					Fund Total:	76,296.85
80582	02/19/2016	License Center	Contract Maintenance	Brite-Way Window Cleaning Sv	License Center Window Cleaning	22.00
80602	02/19/2016	License Center	Contract Maintenance	Linn Building Maintenance	Building Maintenance	668.63
80602	02/19/2016	License Center	Contract Maintenance	Linn Building Maintenance	Building Maintenance	668.63
					Contract Maintenance Total:	1,359.26
0	03/02/2016	License Center	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.03.2016 Federal Incc	3,305.93
					Federal Income Tax Total:	3,305.93
0	03/02/2016	License Center	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.03.2016 Medicare Ei	467.19
0	03/02/2016	License Center	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.03.2016 FICA Empl	1,997.60
					FICA Employee Ded. Total:	2,464.79
0	03/02/2016	License Center	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.03.2016 FICA Empl	1,997.60
0	03/02/2016	License Center	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.03.2016 Medicare Ei	467.19
					FICA Employers Share Total:	2,464.79
80748	03/03/2016	License Center	HRA Employer	ING ReliaStar	PR Batch 00001.03.2016 HRA Empl	830.00
					HRA Employer Total:	830.00
80614	02/19/2016	License Center	HSA Employee	Premier Bank	PR Batch 00002.02.2016 HSA Empl	153.85
80762	03/03/2016	License Center	HSA Employee	Premier Bank	PR Batch 00001.03.2016 HSA Empl	153.85
					HSA Employee Total:	307.70
80762	03/03/2016	License Center	HSA Employer	Premier Bank	PR Batch 00001.03.2016 HSA Empl	375.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					HSA Employer Total:	375.00
80601	02/19/2016	License Center	Life Ins. Employee	LINA	Life Insurance Premium-Acct: 04160	73.48
					Life Ins. Employee Total:	73.48
80601	02/19/2016	License Center	Life Ins. Employee	LINA	Life Insurance Premium-Acct: 04160	52.28
					Life Ins. Employer Total:	52.28
80601	02/19/2016	License Center	Long Term Disability	LINA	Life Insurance Premium-Acct: 04160	111.61
					Long Term Disability Total:	111.61
80610	02/19/2016	License Center	Medical Ins Employee	NJPA	Health Insurance Premium-Feb 2016	1,474.94
					Medical Ins Employee Total:	1,474.94
80610	02/19/2016	License Center	Medical Ins Employee	NJPA	Health Insurance Premium-Feb 2016	3,243.31
					Medical Ins Employer Total:	3,243.31
0	03/01/2016	License Center	Merchandise for Sale	Mydriversmanuals-CC	Driver Manuals for Resale	262.10
					Merchandise for Sale Total:	262.10
0	02/19/2016	License Center	Minnesota Benefit Ded	MN Benefit Association	PR Batch 00002.02.2016 Minnesota F	123.84
					Minnesota Benefit Ded Total:	123.84
0	03/02/2016	License Center	MN State Retirement	MSRS-Non Bank	PR Batch 00001.03.2016 Post Emplo	324.27
					MN State Retirement Total:	324.27
0	03/02/2016	License Center	MNDCP Def Comp	Great West- Non Bank	PR Batch 00001.03.2016 MNDCP De	200.00
0	03/02/2016	License Center	MNDCP Def Comp	Great West- Non Bank	PR Batch 00001.03.2016 MNDCP De	261.20
					MNDCP Def Comp Total:	461.20
0	03/01/2016	License Center	Office Supplies	Amazon.com- CC	Thermal Paper	47.77

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	03/01/2016	License Center	Office Supplies	Cub Foods- CC	Office Supplies	9.98
0	03/03/2016	License Center	Office Supplies	North Country Business Products Ir	Thermal Paper	238.81
0	03/01/2016	License Center	Office Supplies	Pakor-CC	Passport Supplies	851.55
					Office Supplies Total:	1,148.11
0	03/02/2016	License Center	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.03.2016 Pera Emplo	1,963.00
					PERA Employee Ded Total:	1,963.00
0	03/02/2016	License Center	PERA Employer Share	PERA-Non Bank	PR Batch 00001.03.2016 Pera Emplo	1,963.00
0	03/02/2016	License Center	PERA Employer Share	PERA-Non Bank	PR Batch 00001.03.2016 Pera additio	301.99
					PERA Employer Share Total:	2,264.99
0	03/01/2016	License Center	Postage	USPS-CC	Postage	232.30
					Postage Total:	232.30
80751	03/03/2016	License Center	Professional Services	McGough Facility Management, LI	Facility Management	359.16
80751	03/03/2016	License Center	Professional Services	McGough Facility Management, LI	Facility Management	50.00
0	02/25/2016	License Center	Professional Services	Quicksilver Express Courier	Courier Service	182.93
0	03/03/2016	License Center	Professional Services	Quicksilver Express Courier	Courier Service	180.07
					Professional Services Total:	772.16
0	03/02/2016	License Center	Sales Tax Payable	MN Dept of Revenue-Non Bank	Sales/Use Tax	1,296.27
					Sales Tax Payable Total:	1,296.27
0	03/02/2016	License Center	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.03.2016 State Incom	1,409.99
					State Income Tax Total:	1,409.99
0	02/25/2016	License Center	Transportation	Jill Theisen	Mileage Reimbursement	174.96
					Transportation Total:	174.96
0	02/19/2016	License Center	Utilities	Xcel Energy	License Center	479.61

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					Utilities Total:	479.61
					Fund Total:	26,975.89
80702	02/25/2016	Municipal Community Band	Operating Supplies	Mary Stroeing	Band Expenses Reimbursement	73.75
					Operating Supplies Total:	73.75
					Fund Total:	73.75
0	02/25/2016	Municipal Jazz Band	Professional Services	Glen Newton	Big Band Director-Feb 2016	250.00
					Professional Services Total:	250.00
					Fund Total:	250.00
0	02/19/2016	Non Motorized Pathways	NESCC-Fairview Pathway	T. A. Schifsky & Sons, Inc.	Fairview Pathway	6,000.00
					NESCC-Fairview Pathway Total:	6,000.00
					Fund Total:	6,000.00
0	02/19/2016	P & R Contract Maintenance	Clothing	John Brown	Boots Reimbursement Per Union Con	170.98
0	02/25/2016	P & R Contract Maintenance	Clothing	North Image Apparel, Inc.	Uniform Supplies	52.25
					Clothing Total:	223.23
0	02/25/2016	P & R Contract Maintenance	Contract Maintenance	Electro Watchman, Inc.	Keypad Repair	205.00
80672	02/25/2016	P & R Contract Maintenance	Contract Maintenance	Gilbert Mechanical Contracting	Annual Fire Sprinkler Inspection	395.00
0	02/25/2016	P & R Contract Maintenance	Contract Maintenance	Total Tool	Annual Crane & Hoist Inspection	135.00
					Contract Maintenance Total:	735.00
0	03/02/2016	P & R Contract Maintenance	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.03.2016 Federal Incc	2,497.01

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					Federal Income Tax Total:	2,497.01
0	03/02/2016	P & R Contract Maintenance	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.03.2016 Medicare Ei	310.49
0	03/02/2016	P & R Contract Maintenance	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.03.2016 FICA Empl	1,327.68
					FICA Employee Ded. Total:	1,638.17
0	03/02/2016	P & R Contract Maintenance	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.03.2016 FICA Empl	1,327.68
0	03/02/2016	P & R Contract Maintenance	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.03.2016 Medicare Ei	310.49
					FICA Employers Share Total:	1,638.17
80748	03/03/2016	P & R Contract Maintenance	HRA Employer	ING ReliaStar	PR Batch 00001.03.2016 HRA Empl	370.00
					HRA Employer Total:	370.00
80614	02/19/2016	P & R Contract Maintenance	HSA Employee	Premier Bank	PR Batch 00002.02.2016 HSA WI En	34.62
80614	02/19/2016	P & R Contract Maintenance	HSA Employee	Premier Bank	PR Batch 00002.02.2016 HSA Empl	384.62
80762	03/03/2016	P & R Contract Maintenance	HSA Employee	Premier Bank	PR Batch 00001.03.2016 HSA WI En	34.62
80762	03/03/2016	P & R Contract Maintenance	HSA Employee	Premier Bank	PR Batch 00001.03.2016 HSA Empl	384.62
					HSA Employee Total:	838.48
80762	03/03/2016	P & R Contract Maintenance	HSA Employer	Premier Bank	PR Batch 00001.03.2016 HSA Empl	1,352.50
					HSA Employer Total:	1,352.50
80601	02/19/2016	P & R Contract Maintenance	Life Ins. Employee	LINA	Life Insurance Premium-Acct: 04160	31.61
					Life Ins. Employee Total:	31.61
80601	02/19/2016	P & R Contract Maintenance	Life Ins. Employer	LINA	Life Insurance Premium-Acct: 04160	56.78
					Life Ins. Employer Total:	56.78
80601	02/19/2016	P & R Contract Maintenance	Long Term Disability	LINA	Life Insurance Premium-Acct: 04160	101.95
					Long Term Disability Total:	101.95
80610	02/19/2016	P & R Contract Maintenance	Medical Ins Employee	NIPA	Health Insurance Premium-Feb 2016	528.15

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
80610	02/19/2016	P & R Contract Maintenance	Medical Ins Employer	NJPA	Medical Ins Employee Total:	528.15
					Health Insurance Premium-Feb 2016	8,081.51
					Medical Ins Employer Total:	8,081.51
0	03/01/2016	P & R Contract Maintenance	Minor Equipment	Northern Tool & Equip- CC	Ice Removal Equipment	199.99
					Minor Equipment Total:	199.99
0	03/02/2016	P & R Contract Maintenance	MN State Retirement	MSRS-Non Bank	PR Batch 00001.03.2016 Post Emplo;	221.20
					MN State Retirement Total:	221.20
0	03/02/2016	P & R Contract Maintenance	MNDCP Def Comp	Great West- Non Bank	PR Batch 00001.03.2016 MNDCP De	280.00
					MNDCP Def Comp Total:	280.00
80586	02/19/2016	P & R Contract Maintenance	Operating Supplies	Cintas Corporation #470	Uniform Cleaning	2.36
80638	02/25/2016	P & R Contract Maintenance	Operating Supplies	Cintas Corporation #470	Uniform Cleaning	2.36
80638	02/25/2016	P & R Contract Maintenance	Operating Supplies	Cintas Corporation #470	Uniform Cleaning	2.36
80638	02/25/2016	P & R Contract Maintenance	Operating Supplies	Cintas Corporation #470	Uniform Cleaning	2.36
80663	02/25/2016	P & R Contract Maintenance	Operating Supplies	Cintas Corporation #470	Uniform Cleaning	2.36
80663	02/25/2016	P & R Contract Maintenance	Operating Supplies	Cintas Corporation #470	Uniform Cleaning	2.36
80663	02/25/2016	P & R Contract Maintenance	Operating Supplies	Cintas Corporation #470	Uniform Cleaning	2.36
0	02/25/2016	P & R Contract Maintenance	Operating Supplies	Fastenal Company Inc.	Supplies	15.62
0	02/25/2016	P & R Contract Maintenance	Operating Supplies	Fastenal Company Inc.	Supplies	124.83
0	02/25/2016	P & R Contract Maintenance	Operating Supplies	Fastenal Company Inc.	Supplies	92.74
0	03/01/2016	P & R Contract Maintenance	Operating Supplies	Fireside Hearth-CC	Glass Door Assembly	447.79
0	02/25/2016	P & R Contract Maintenance	Operating Supplies	Grainger Inc	Water Filters	254.24
0	02/25/2016	P & R Contract Maintenance	Operating Supplies	M/A Associates	Can Liners	661.00
0	03/01/2016	P & R Contract Maintenance	Operating Supplies	Menards-CC	Gloves, Tools	72.08
80649	02/25/2016	P & R Contract Maintenance	Operating Supplies	Muska Lighting	Lamps	104.80
0	02/25/2016	P & R Contract Maintenance	Operating Supplies	North Heights Hardware Hank	Window Parts	41.43
0	03/01/2016	P & R Contract Maintenance	Operating Supplies	North Hgts Hardware Hank-CC	Snow Pusher	33.18
0	03/01/2016	P & R Contract Maintenance	Operating Supplies	North Hgts Hardware Hank-CC	Ice Melt	51.39
0	02/25/2016	P & R Contract Maintenance	Operating Supplies	Tessman Seed Co - St. Paul	Ice Melt	547.50
0	03/01/2016	P & R Contract Maintenance	Operating Supplies	Walmart-CC	Ice Melt	41.02
					Operating Supplies Total:	2,504.14

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	03/02/2016	P & R Contract Maintenance	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.03.2016 Pera Emplo	1,437.82
					PERA Employee Ded Total:	1,437.82
0	03/02/2016	P & R Contract Maintenance	PERA Employer Share	PERA-Non Bank	PR Batch 00001.03.2016 Pera Emplo	1,437.82
0	03/02/2016	P & R Contract Maintenance	PERA Employer Share	PERA-Non Bank	PR Batch 00001.03.2016 Pera additio	221.20
					PERA Employer Share Total:	1,659.02
80647	02/25/2016	P & R Contract Maintenance	Professional Services	Mickman Brothers, Inc.	Irrigation Service	2,398.68
0	03/03/2016	P & R Contract Maintenance	Professional Services	MTI Distributing, Inc.	Park Maintenance Supplies	3,587.26
80653	02/25/2016	P & R Contract Maintenance	Professional Services	Upper Cut Tree Service	Tree Trimming	3,175.00
					Professional Services Total:	9,160.94
0	02/19/2016	P & R Contract Maintenance	Rental	Jimmys Johnmys, Inc	Toilet Rental	125.00
0	02/19/2016	P & R Contract Maintenance	Rental	Jimmys Johnmys, Inc	Toilet Rental	125.00
0	02/19/2016	P & R Contract Maintenance	Rental	Jimmys Johnmys, Inc	Toilet Rental	54.50
					Rental Total:	304.50
0	03/02/2016	P & R Contract Maintenance	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.03.2016 State Incom	1,033.05
					State Income Tax Total:	1,033.05
80767	03/03/2016	P & R Contract Maintenance	Telephone	Sprint	Cell Phones	33.51
80770	03/03/2016	P & R Contract Maintenance	Telephone	T Mobile	Cell Phones-Acct: 876644423	73.40
					Telephone Total:	106.91
0	03/01/2016	P & R Contract Maintenance	Training	MN Nursery & Lands-CC	Expo Registration	30.00
					Training Total:	30.00
80750	03/03/2016	P & R Contract Maintenance	Union Dues Deduction	Local Union 49	PR Batch 00001.03.2016 IOUE Union	268.00
					Union Dues Deduction Total:	268.00
0	02/25/2016	P & R Contract Maintenance	Utilities	Xcel Energy	P&R	2,451.61

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
Utilities Total:						2,451.61
Fund Total:						37,749.74
80736	03/03/2016	Park Dedication Fund	Land Purchases	Braun Intertec Corporation	Proposed Applewood Pointe	500.00
Land Purchases Total:						500.00
Fund Total:						500.00
80611	02/19/2016	Park Renewal 2011	15-02 Victoria Street Recon	North Valley, Inc.	Victoria Street Reconstruction	-148.81
15-02 Victoria Street Recon Total:						-148.81
80606	02/19/2016	Park Renewal 2011	Contractor Payments	Mickman Brothers, Inc.	Irrigation Systems Improvement	15,708.25
80606	02/19/2016	Park Renewal 2011	Contractor Payments	Mickman Brothers, Inc.	Irrigation Systems Improvement	4,288.30
80606	02/19/2016	Park Renewal 2011	Contractor Payments	Mickman Brothers, Inc.	Irrigation Systems Improvement	3,872.20
80606	02/19/2016	Park Renewal 2011	Contractor Payments	Mickman Brothers, Inc.	Irrigation Systems Improvement	15,808.00
80606	02/19/2016	Park Renewal 2011	Contractor Payments	Mickman Brothers, Inc.	Irrigation Systems Improvement	19,907.25
80606	02/19/2016	Park Renewal 2011	Contractor Payments	Mickman Brothers, Inc.	Irrigation Systems Improvement	11,813.25
80606	02/19/2016	Park Renewal 2011	Contractor Payments	Mickman Brothers, Inc.	Irrigation Systems Improvement	11,813.25
80647	02/25/2016	Park Renewal 2011	Contractor Payments	Mickman Brothers, Inc.	PVC Installation	803.33
0	02/19/2016	Park Renewal 2011	Contractor Payments	Stantec Consulting Services Inc.	Park Restoration Projects	1,799.30
0	02/19/2016	Park Renewal 2011	Contractor Payments	Stantec Consulting Services Inc.	Park Restoration Projects	664.09
0	02/19/2016	Park Renewal 2011	Contractor Payments	Stantec Consulting Services Inc.	Park Restoration Projects	6,532.18
0	02/19/2016	Park Renewal 2011	Contractor Payments	Stantec Consulting Services Inc.	Park Restoration Projects	21,411.33
0	02/19/2016	Park Renewal 2011	Contractor Payments	Stantec Consulting Services Inc.	Park Restoration Projects	800.10
0	02/19/2016	Park Renewal 2011	Contractor Payments	Stantec Consulting Services Inc.	Park Restoration Projects	1,603.30
0	02/19/2016	Park Renewal 2011	Contractor Payments	Stantec Consulting Services Inc.	Park Restoration Projects	6,869.92
0	02/19/2016	Park Renewal 2011	Contractor Payments	Stantec Consulting Services Inc.	Park Restoration Projects	1,279.03
0	02/19/2016	Park Renewal 2011	Contractor Payments	Stantec Consulting Services Inc.	Park Restoration Projects	260.08
0	02/19/2016	Park Renewal 2011	Contractor Payments	Stantec Consulting Services Inc.	Park Restoration Projects	69.32
0	02/19/2016	Park Renewal 2011	Contractor Payments	Stantec Consulting Services Inc.	Park Restoration Projects	1,062.56
0	02/19/2016	Park Renewal 2011	Contractor Payments	Stantec Consulting Services Inc.	Park Restoration Projects	1,270.63
0	02/19/2016	Park Renewal 2011	Contractor Payments	Stantec Consulting Services Inc.	Park Restoration Projects	149.26
0	02/19/2016	Park Renewal 2011	Contractor Payments	Stantec Consulting Services Inc.	Park Restoration Projects	460.98
0	02/19/2016	Park Renewal 2011	Contractor Payments	Stantec Consulting Services Inc.	Park Restoration Projects	314.86
0	02/19/2016	Park Renewal 2011	Contractor Payments	Stantec Consulting Services Inc.	Park Restoration Projects	1,142.61
0	02/19/2016	Park Renewal 2011	Contractor Payments	Stantec Consulting Services Inc.	Park Restoration Projects	14,344.53

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0	02/19/2016	Park Renewal 2011	Contractor Payments	Stantec Consulting Services Inc.	Park Restoration Projects	12,490.93
0	02/19/2016	Park Renewal 2011	Contractor Payments	Stantec Consulting Services Inc.	Park Restoration Projects	4,420.35
0	02/19/2016	Park Renewal 2011	Contractor Payments	Stantec Consulting Services Inc.	Park Restoration Projects	4,074.18
0	02/19/2016	Park Renewal 2011	Contractor Payments	Stantec Consulting Services Inc.	Park Restoration Projects	1,919.62
0	03/03/2016	Park Renewal 2011	Contractor Payments	Urban Companies	Turf Improvements	5,080.01
0	03/03/2016	Park Renewal 2011	Contractor Payments	Urban Companies	Turf Improvements	7,477.49
Contractor Payments Total:						179,510.49
0	02/25/2016	Park Renewal 2011	Professional Services	LHB Inc	P & R Renewal Program	437.00
0	02/25/2016	Park Renewal 2011	Professional Services	LHB Inc	P & R Renewal Program	1,768.00
0	02/25/2016	Park Renewal 2011	Professional Services	LHB Inc	P & R Renewal Program	850.00
0	02/19/2016	Park Renewal 2011	Professional Services	Stantec Consulting Services Inc.	Park Restoration Projects	267.84
0	02/19/2016	Park Renewal 2011	Professional Services	Stantec Consulting Services Inc.	Park Restoration Projects	315.40
0	02/19/2016	Park Renewal 2011	Professional Services	Stantec Consulting Services Inc.	Park Restoration Projects	1,749.05
Professional Services Total:						5,387.29
Fund Total:						184,748.97
0	03/01/2016	Pathway Maintenance Fund	Operating Supplies	Broadway Rental-CC	Bucket Truck	120.68
80588	02/19/2016	Pathway Maintenance Fund	Operating Supplies	Columbia Heights Rental	Boomlift Rental	1,651.00
80668	02/25/2016	Pathway Maintenance Fund	Operating Supplies	Embroid Me	Embroidery Service	639.08
80714	02/25/2016	Pathway Maintenance Fund	Operating Supplies	Warning Lites of MN, Inc.	Delineators	630.00
Operating Supplies Total:						3,040.76
Fund Total:						3,040.76
80601	02/19/2016	Police Grants	Life Ins. Employer	LINA	Life Insurance Premium-Acct: 04160	42.03
Life Ins. Employer Total:						42.03
80610	02/19/2016	Police Grants	Medical Ins Employer	NJPA	Health Insurance Premium-Feb 2016	5,861.64
Medical Ins Employer Total:						5,861.64

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80646 0	02/25/2016	Police Forfeiture Fund	Professional Services Professional Services	Keeps Inc Keeps-CC	Flash Bangs Ammunition	2,382.00 99.96
	03/01/2016	Police Forfeiture Fund			Professional Services Total:	2,481.96
					Fund Total:	5,903.67
80644 80644 80646 80703	02/25/2016	Police Vehicle Revolving	Capital Outlay Capital Outlay	Hubb Systems, LLC, Hubb Systems, LLC,	Processor, Monthly Warranty Processor, Monthly Warranty-Credit	21,299.00 -5,864.75
	02/25/2016	Police Vehicle Revolving	Capital Outlay	Keeps Inc	Uniform Supplies	280.49
	02/25/2016	Police Vehicle Revolving	Capital Outlay	Systems Furniture, LLC.	Worksurfaces	525.00
					Capital Outlay Total:	16,239.74
80628 80706	02/19/2016	Public Works Vehicle Revolving	Public Works Vehicles Public Works Vehicles	Towmaster Towmaster	Dump Truck Cur Runners	93,786.00 394.98
	02/25/2016	Public Works Vehicle Revolving			Public Works Vehicles Total:	94,180.98
					Fund Total:	94,180.98
80624	02/19/2016	Recreation Fund	Clothing	SS Design & Production, Inc.	Uniform Supplies	61.09
					Clothing Total:	61.09
80602 80602 0 80715	02/19/2016	Recreation Fund	Contract Maintenance Contract Maintenance	Linn Building Maintenance Linn Building Maintenance	Building Maintenance Building Maintenance	1,030.63 1,030.63
	02/25/2016	Recreation Fund	Contract Maintenance	Printers Service Inc	Ice Knife Sharpening	465.00
	02/25/2016	Recreation Fund	Contract Maintenance	Wheeler Hardware Company	Door Hinge Reinforcements	393.04
					Contract Maintenance Total:	2,919.30
80602	02/19/2016	Recreation Fund	Contract Maintenance	Linn Building Maintenance	Building Maintenance	834.63

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80602	02/19/2016	Recreation Fund	Contract Maintenance	Linn Building Maintenance	Building Maintenance	834.63
					Contract Maintenance Total:	1,669.26
0	03/02/2016	Recreation Fund	Credit Card Fees	US Bank-Non Bank	January Terminal Charges	974.76
					Credit Card Fees Total:	974.76
0	03/02/2016	Recreation Fund	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.03.2016 Federal Incc	4,983.94
					Federal Income Tax Total:	4,983.94
0	03/02/2016	Recreation Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.03.2016 FICA Empl	3,866.18
0	03/02/2016	Recreation Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.03.2016 Medicare Ei	926.85
					FICA Employee Ded. Total:	4,793.03
0	03/02/2016	Recreation Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.03.2016 Medicare Ei	926.85
0	03/02/2016	Recreation Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.03.2016 FICA Empl	3,866.18
					FICA Employers Share Total:	4,793.03
80682	02/25/2016	Recreation Fund	Figure Skate School	Karen Malone	Ice Show Refund	45.00
80758	03/03/2016	Recreation Fund	Figure Skate School	Jari Norgon	Ice Show Refund	45.00
					Figure Skate School Total:	90.00
80748	03/03/2016	Recreation Fund	HRA Employer	ING ReliaStar	PR Batch 00001.03.2016 HRA Empl	987.23
					HRA Employer Total:	987.23
80614	02/19/2016	Recreation Fund	HSA Employee	Premier Bank	PR Batch 00002.02.2016 HSA Empl	239.63
80762	03/03/2016	Recreation Fund	HSA Employee	Premier Bank	PR Batch 00001.03.2016 HSA Empl	251.49
					HSA Employee Total:	491.12
80762	03/03/2016	Recreation Fund	HSA Employer	Premier Bank	PR Batch 00001.03.2016 HSA Empl	922.87
					HSA Employer Total:	922.87
0	02/19/2016	Recreation Fund	ICMA Def Comp	ICMA Retirement Trust 457-30022	PR Batch 00002.02.2016 ICMA Defe	552.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	03/03/2016	Recreation Fund	ICMA Def Comp	ICMA Retirement Trust 457-30022'	PR Batch 00001.03.2016 ICMA Defe	562.39
					ICMA Def Comp Total:	1,114.39
80601	02/19/2016	Recreation Fund	Life Ins. Employee	LINA	Life Insurance Premium-Acct: 04160	138.06
					Life Ins. Employee Total:	138.06
80601	02/19/2016	Recreation Fund	Life Ins. Employer	LINA	Life Insurance Premium-Acct: 04160	10.49
					Life Ins. Employer Total:	10.49
80601	02/19/2016	Recreation Fund	Long Term Disability	LINA	Life Insurance Premium-Acct: 04160	187.06
					Long Term Disability Total:	187.06
80610	02/19/2016	Recreation Fund	Medical Ins Employee	NIPA	Health Insurance Premium-Feb 2016	1,334.94
					Medical Ins Employee Total:	1,334.94
80610	02/19/2016	Recreation Fund	Medical Ins Employer	NIPA	Health Insurance Premium-Feb 2016	792.66
					Medical Ins Employer Total:	792.66
80700	02/25/2016	Recreation Fund	Memberships & Subscriptions	State of MN- Dept of Public Safety	Hazardous Material Storage-M79930	100.00
					Memberships & Subscriptions Total:	100.00
80664	02/25/2016	Recreation Fund	Merchandise for Sale	Coca Cola Refreshments	Beverages for Resale	865.92
80674	02/25/2016	Recreation Fund	Merchandise for Sale	Hermel Food Service	Concession Items for Resale	1,081.40
					Merchandise for Sale Total:	1,947.32
0	02/19/2016	Recreation Fund	Minnesota Benefit Ded	MN Benefit Association	PR Batch 00002.02.2016 Minnesota I	104.85
0	02/19/2016	Recreation Fund	Minnesota Benefit Ded	MN Benefit Association	PR Batch 00002.02.2016 Minnesota I	-293.02
					Minnesota Benefit Ded Total:	-188.17
0	03/02/2016	Recreation Fund	MN State Retirement	MSRS-Non Bank	PR Batch 00001.03.2016 Post Emplo;	411.70

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	03/02/2016	Recreation Fund	MNDCP Def Comp	Great West- Non Bank	MN State Retirement Total: PR Batch 00001.03.2016 MNDCP De	411.70 1,330.85
0	03/01/2016	Recreation Fund	Operating Supplies	Amazon.com- CC	MNDCP Def Comp Total: First Aid Kit	1,330.85
0	03/01/2016	Recreation Fund	Operating Supplies	Costume Gallery-CC	Ice Show Costumes	351.70
0	03/01/2016	Recreation Fund	Operating Supplies	Cub Foods- CC	Apple Cider, Coffee Creamer	1,900.00
0	03/01/2016	Recreation Fund	Operating Supplies	Dansco-CC	Ice Show Costumes	31.93
0	03/01/2016	Recreation Fund	Operating Supplies	Dragon Star Supermarket-CC	No Receipt-D. Cash	3,165.41
80667	02/25/2016	Recreation Fund	Operating Supplies	E&T Plastics	Lucite Film	23.03
0	02/25/2016	Recreation Fund	Operating Supplies	Fikes, Inc.	Restroom Supplies	268.00
0	02/25/2016	Recreation Fund	Operating Supplies	Grainger Inc	Protective Eyewear	190.00
80677	02/25/2016	Recreation Fund	Operating Supplies	Int'l Chemtex Corp	Liquid Bromine, Cooling Treatment	45.16
80683	02/25/2016	Recreation Fund	Operating Supplies	Martin Sales, Inc.	RAD 99	1,868.61
0	02/25/2016	Recreation Fund	Operating Supplies	Metal Supermarkets	HR Angle, HR Flat	24.68
0	03/01/2016	Recreation Fund	Operating Supplies	Music Go Round-CC	Sound Supplies	36.00
0	03/01/2016	Recreation Fund	Operating Supplies	Office Depot- CC	Office Supplies	366.30
80650	02/25/2016	Recreation Fund	Operating Supplies	Partac Peat Corporation	Softball Supplies	16.07
0	03/01/2016	Recreation Fund	Operating Supplies	Party City-CC	Ice Show Supplies	985.00
0	02/25/2016	Recreation Fund	Operating Supplies	R & R Specialties of Wisconsin, Inc	Ice Shaving Knife	89.99
80618	02/19/2016	Recreation Fund	Operating Supplies	Remains to be Seen	HANC Display Items	467.95
0	03/01/2016	Recreation Fund	Operating Supplies	Restaurant Depot- CC	No Receipt-D. Cash	100.00
0	03/01/2016	Recreation Fund	Operating Supplies	Revolution Dancewear-CC	Ice Show Costumes	15.10
0	03/01/2016	Recreation Fund	Operating Supplies	Shanghai Market-CC	No Receipt-D. Cash	404.90
0	03/01/2016	Recreation Fund	Operating Supplies	Shuang Her-CC	No Receipt-D. Cash	18.98
0	02/25/2016	Recreation Fund	Operating Supplies	St. Croix Recreation Funplayground	Tables	51.06
0	03/01/2016	Recreation Fund	Operating Supplies	Target- CC	First Aid Kit, Bins	4,201.75
80712	02/25/2016	Recreation Fund	Operating Supplies	Village Plumbing, Inc.	Water Cooler Replacement	26.66
0	03/01/2016	Recreation Fund	Operating Supplies	Weissman's Design-CC	Ice Show Costumes	1,360.50
					Operating Supplies Total:	1,056.81
0	03/02/2016	Recreation Fund	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.03.2016 Pera Emplo	17,065.59 3,177.80
0	03/02/2016	Recreation Fund	PERA Employer Share	PERA-Non Bank	PERA Employee Ded Total:	3,177.80
0	03/02/2016	Recreation Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00001.03.2016 Pera additio	462.31
0	03/02/2016	Recreation Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00001.03.2016 Pera Emplo	3,264.20

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
80760	03/03/2016	Recreation Fund	Postage	Postmaster	PERA Employer Share Total: Brochure Postage-Acct: 2437	3,726.51 6,600.00
					Postage Total:	6,600.00
80579	02/19/2016	Recreation Fund	Professional Services	AARP	AARP Driving Class	320.00
80735	03/03/2016	Recreation Fund	Professional Services	Angela Benes	Tap Instruction	400.00
80660	02/25/2016	Recreation Fund	Professional Services	Courtney Bowman	Basketball Scorekeeping	132.00
80737	03/03/2016	Recreation Fund	Professional Services	Karen Carrier	Tai Chi Instruction	210.00
80585	02/19/2016	Recreation Fund	Professional Services	Champion Youth	Self Defense Instructor	1,414.50
80593	02/19/2016	Recreation Fund	Professional Services	Steve Grundhauser	RAHS Boys Senior Night Music	60.00
0	03/01/2016	Recreation Fund	Professional Services	Home Depot- CC	Volleyball Pads	20.38
80645	02/25/2016	Recreation Fund	Professional Services	Christina Jacobson	Mileage Reimbursement	18.40
80678	02/25/2016	Recreation Fund	Professional Services	Sara Kallhoff	Basketball Scorekeeping	48.00
80681	02/25/2016	Recreation Fund	Professional Services	Sarah Kortum	Basketball Scorekeeping	176.00
80600	02/19/2016	Recreation Fund	Professional Services	Jessica Lee	Music Classes	1,518.00
0	02/19/2016	Recreation Fund	Professional Services	Willie McCray	Referee Service	1,156.00
0	02/19/2016	Recreation Fund	Professional Services	Willie McCray	Referee Service	1,100.00
0	03/03/2016	Recreation Fund	Professional Services	Willie McCray	Officiating Service	1,216.00
0	03/03/2016	Recreation Fund	Professional Services	Willie McCray	Officiating Service	894.50
0	02/19/2016	Recreation Fund	Professional Services	Metro Volleyball Officials	Officiating Services	1,083.00
0	03/03/2016	Recreation Fund	Professional Services	Metro Volleyball Officials	Volleyball Officiating	1,368.00
0	03/03/2016	Recreation Fund	Professional Services	Metro Volleyball Officials	Volleyball Officiating	1,368.00
80687	02/25/2016	Recreation Fund	Professional Services	Nasruden Mohamed	Basketball Scorekeeping	48.00
80609	02/19/2016	Recreation Fund	Professional Services	Bob Nielsen	Big Band Loading/Unloading	75.00
80757	03/03/2016	Recreation Fund	Professional Services	Bob Nielsen	Big Band Volunteer Appreciation Din	56.13
0	02/19/2016	Recreation Fund	Professional Services	Susan Perry	Yoga for Adults Instructor	197.50
80691	02/25/2016	Recreation Fund	Professional Services	Bill Pringle	Broomball Officiating	352.00
80692	02/25/2016	Recreation Fund	Professional Services	Mary Pringle	Basketball Scorekeeping	144.00
0	02/25/2016	Recreation Fund	Professional Services	Rick Schultz	Training Class Reimbursement	25.00
80699	02/25/2016	Recreation Fund	Professional Services	George Sigstad	Broomball Officiating	352.00
80771	03/03/2016	Recreation Fund	Professional Services	The Cleaning Authority	January Cleaning	4,404.75
80713	02/25/2016	Recreation Fund	Professional Services	Abdiaziz Wako	Basketball Scorekeeping	88.00
					Professional Services Total:	18,245.16
0	02/19/2016	Recreation Fund	Rental	Jimmys Johnmys, Inc	Toilet Rental	125.00
0	02/19/2016	Recreation Fund	Rental	Jimmys Johnmys, Inc	Toilet Rental	125.00
0	02/19/2016	Recreation Fund	Rental	Jimmys Johnmys, Inc	Toilet Rental	125.00
0	02/19/2016	Recreation Fund	Rental	Jimmys Johnmys, Inc	Toilet Rental	125.00
80651	02/25/2016	Recreation Fund	Rental	Roseville Area Schools	Stage Storage-July-Dec 2015	3,900.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	03/02/2016	Recreation Fund	Sales Tax Payable	MN Dept of Revenue-Non Bank	Rental Total: Sales/Use Tax	4,400.00 3,925.24
80695	02/25/2016	Recreation Fund	Spectator Admissions		Sales Tax Payable Total:	3,925.24
80696	02/25/2016	Recreation Fund	Spectator Admissions	Roseville Area High School	2015-16 RAHS Boys & Girls Hockey	8,395.00
80697	02/25/2016	Recreation Fund	Spectator Admissions	Section 4AA Girls Hockey	Ticket Revenue Share	3,810.30
				Section 5AA Girls Hockey	Ticket Revenue Share	7,497.10
0	03/02/2016	Recreation Fund	State Income Tax		Spectator Admissions Total:	19,702.40
				MN Dept of Revenue-Non Bank	PR Batch 00001.03.2016 State Income	2,097.41
80767	03/03/2016	Recreation Fund	Telephone		State Income Tax Total:	2,097.41
80770	03/03/2016	Recreation Fund	Telephone	Sprint	Cell Phones	83.78
				T Mobile	Cell Phones-Acct: 876644423	255.66
					Telephone Total:	339.44
0	03/03/2016	Recreation Fund	Union Dues Deduction	LELS	PR Batch 00001.03.2016 Lels Union	18.79
80750	03/03/2016	Recreation Fund	Union Dues Deduction	Local Union 49	PR Batch 00001.03.2016 IOUE Union	100.50
0	03/03/2016	Recreation Fund	Union Dues Deduction	MN Teamsters #320	PR Batch 00001.03.2016 Local 320 U	4.15
					Union Dues Deduction Total:	123.44
80665	02/25/2016	Recreation Fund	Utilities	Comcast	Internet, Cable TV	499.08
80665	02/25/2016	Recreation Fund	Utilities	Comcast	Internet, Cable TV	487.58
80665	02/25/2016	Recreation Fund	Utilities	Comcast	Internet, Cable TV	477.58
80665	02/25/2016	Recreation Fund	Utilities	Comcast	Internet, Cable TV	247.20
80743	03/03/2016	Recreation Fund	Utilities	Comcast	High Speed Internet, Cable TV	489.08
0	02/19/2016	Recreation Fund	Utilities	Xcel Energy	New Park Buildings	1,819.99
0	02/19/2016	Recreation Fund	Utilities	Xcel Energy	Nature Center	863.39
0	02/25/2016	Recreation Fund	Utilities	Xcel Energy	Sales/Use Tax	30,611.21
					Utilities Total:	35,495.11

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					Fund Total:	144,763.03
80640	02/25/2016	Recreation Improvements	Court Repairs	Flagship Recreation	Plaques	775.00
80648	02/25/2016	Recreation Improvements	Court Repairs	Minnesota/Wisconsin Playground	Crawl Tube, Coil Spring	870.01
					Court Repairs Total:	1,645.01
80670	02/25/2016	Recreation Improvements	Play Area Upgrades	ESRI, Inc.	ArcView, ArcGIS Software	460.75
					Play Area Upgrades Total:	460.75
0	02/25/2016	Recreation Improvements	Playground Improvements	Muska Electric Co	Lamp, Ballast Replacement	1,285.64
					Playground Improvements Total:	1,285.64
					Fund Total:	3,391.40
0	02/19/2016	Risk Management	Employer Insurance	Delta Dental Plan of Minnesota	Dental Insurance Premium	9,880.28
					Employer Insurance Total:	9,880.28
0	02/19/2016	Risk Management	Professional Services	Samba Holdings Inc	Driver Activity Report	315.00
					Professional Services Total:	315.00
					Fund Total:	10,195.28
80668	02/25/2016	Sanitary Sewer	Clothing	Embroid Me	Embroidery Service	639.08
0	02/25/2016	Sanitary Sewer	Clothing	North Image Apparel, Inc.	Uniform Supplies	52.25
					Clothing Total:	691.33
80643	02/25/2016	Sanitary Sewer	Contract Maintenance	General Repair Service, Corp	Onsite Labor	4,646.50
80643	02/25/2016	Sanitary Sewer	Contract Maintenance	General Repair Service, Corp	Pump Installation	5,220.87
					Contract Maintenance Total:	9,867.37

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0	03/02/2016	Sanitary Sewer	Credit Card Fees	Bluefin Payment Systems-Non Ban	January UB Payments.com Charges	2,767.75
					Credit Card Fees Total:	2,767.75
0	03/02/2016	Sanitary Sewer	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.03.2016 Federal Incc	1,239.04
					Federal Income Tax Total:	1,239.04
0	03/02/2016	Sanitary Sewer	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.03.2016 Medicare Ei	173.23
0	03/02/2016	Sanitary Sewer	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.03.2016 FICA Empl	740.78
					FICA Employee Ded. Total:	914.01
0	03/02/2016	Sanitary Sewer	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.03.2016 Medicare Ei	173.23
0	03/02/2016	Sanitary Sewer	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.03.2016 FICA Empl	740.78
					FICA Employers Share Total:	914.01
80748	03/03/2016	Sanitary Sewer	HRA Employer	ING ReliaStar	PR Batch 00001.03.2016 HRA Empl	324.52
					HRA Employer Total:	324.52
80614	02/19/2016	Sanitary Sewer	HSA Employee	Premier Bank	PR Batch 00002.02.2016 HSA Empl	13.67
80762	03/03/2016	Sanitary Sewer	HSA Employee	Premier Bank	PR Batch 00001.03.2016 HSA Empl	16.83
					HSA Employee Total:	30.50
80762	03/03/2016	Sanitary Sewer	HSA Employer	Premier Bank	PR Batch 00001.03.2016 HSA Empl	90.96
					HSA Employer Total:	90.96
0	02/19/2016	Sanitary Sewer	ICMA Def Comp	ICMA Retirement Trust 457-30022'	PR Batch 00002.02.2016 ICMA Defe	34.99
0	03/03/2016	Sanitary Sewer	ICMA Def Comp	ICMA Retirement Trust 457-30022'	PR Batch 00001.03.2016 ICMA Defe	35.02
					ICMA Def Comp Total:	70.01
80601	02/19/2016	Sanitary Sewer	Life Ins. Employee	LINA	Life Insurance Premium-Acct: 04160	178.07
					Life Ins. Employee Total:	178.07
80601	02/19/2016	Sanitary Sewer	Life Ins. Employer	LINA	Life Insurance Premium-Acct: 04160	22.61

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
80601	02/19/2016	Sanitary Sewer	Long Term Disability	LINA	Life Ins. Employer Total:	22.61
					Life Insurance Premium-Acct: 04160	63.48
					Long Term Disability Total:	63.48
80610	02/19/2016	Sanitary Sewer	Medical Ins Employee	NJPA	Health Insurance Premium-Feb 2016	849.85
					Medical Ins Employee Total:	849.85
80610	02/19/2016	Sanitary Sewer	Medical Ins Employee	NJPA	Health Insurance Premium-Feb 2016	2,284.57
					Medical Ins Employee Total:	2,284.57
80742	03/03/2016	Sanitary Sewer	Metro Waste Control Board	City of Lauderdale	1st Quarter PACAL Sewer Charges	540.10
					Metro Waste Control Board Total:	540.10
0	02/19/2016	Sanitary Sewer	Minnesota Benefit Ded	MN Benefit Association	PR Batch 00002.02.2016 Minnesota F	0.27
					Minnesota Benefit Ded Total:	0.27
0	03/02/2016	Sanitary Sewer	MN State Retirement	MSRS-Non Bank	PR Batch 00001.03.2016 Post Emplo	124.11
					MN State Retirement Total:	124.11
0	03/02/2016	Sanitary Sewer	MNDP Def Comp	Great West- Non Bank	PR Batch 00001.03.2016 MNDP D€	63.75
					MNDP Def Comp Total:	63.75
0	03/03/2016	Sanitary Sewer	Operating Supplies	MacQueen Equipment	Flood Lights	213.90
					Operating Supplies Total:	213.90
0	03/02/2016	Sanitary Sewer	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.03.2016 Pera Emplo	806.83
					PERA Employee Ded Total:	806.83
0	03/02/2016	Sanitary Sewer	PERA Employer Share	PERA-Non Bank	PR Batch 00001.03.2016 Pera Emplo	806.83
0	03/02/2016	Sanitary Sewer	PERA Employer Share	PERA-Non Bank	PR Batch 00001.03.2016 Pera additio	124.11

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
80670	02/25/2016	Sanitary Sewer	Professional Services	ESRI, Inc.	PERA Employer Share Total:	930.94
80635	02/19/2016	Sanitary Sewer	Professional Services	WWGoetsch Associates, Inc.	ArcView, ArcGIS Software PS5R-A24 Power Supply	692.78 653.50
80605	02/19/2016	Sanitary Sewer	Sewer SAC Charges	Metropolitan Council/ Environment	Professional Services Total: SAC Charges-Jan. 2016	1,346.28 7,380.45
0	03/02/2016	Sanitary Sewer	State Income Tax	MN Dept of Revenue-Non Bank	Sewer SAC Charges Total: PR Batch 00001.03.2016 State Incom	7,380.45 517.51
0	03/01/2016	Sanitary Sewer	Telephone	Sprint- CC	State Income Tax Total:	517.51
80770	03/03/2016	Sanitary Sewer	Telephone	T Mobile	Cell Phones Cell Phones-Acct: 771707201	50.00 79.98
80750	03/03/2016	Sanitary Sewer	Union Dues Deduction	Local Union 49	Telephone Total: PR Batch 00001.03.2016 IOUE Union	129.98 115.61
0	02/19/2016	Sanitary Sewer	Utilities	Xcel Energy	Union Dues Deduction Total: Wagner Lift Station	115.61 64.63
80659	02/25/2016	Sanitary Sewer	Wagner Lift Station	Bolton & Menk, Inc.	Utilities Total: Wagner Lift Station	64.63 95.00
80666	02/25/2016	Singles Program	Operating Supplies	Shirley Detmer	Wagner Lift Station Total:	95.00
80604	02/19/2016	Singles Program	Operating Supplies	Martha Martin	Fund Total:	32,637.44
80694	02/25/2016	Singles Program	Operating Supplies	Ron Rieschl	Singles Supplies Reimbursement Singles Supplies Reimbursement Singles Supplies Reimbursement	10.00 16.00 15.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					Operating Supplies Total:	41.00
					Fund Total:	41.00
0	03/02/2016	Solid Waste Recycle	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.03.2016 Federal Incc	108.82
					Federal Income Tax Total:	108.82
0	03/02/2016	Solid Waste Recycle	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.03.2016 FICA Empl	59.16
0	03/02/2016	Solid Waste Recycle	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.03.2016 Medicare E	13.83
					FICA Employee Ded. Total:	72.99
0	03/02/2016	Solid Waste Recycle	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.03.2016 Medicare E	13.83
0	03/02/2016	Solid Waste Recycle	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.03.2016 FICA Empl	59.16
					FICA Employers Share Total:	72.99
80601	02/19/2016	Solid Waste Recycle	Life Ins. Employer	LINA	Life Insurance Premium-Acct: 04160	1.45
					Life Ins. Employer Total:	1.45
80601	02/19/2016	Solid Waste Recycle	Long Term Disability	LINA	Life Insurance Premium-Acct: 04160	4.87
					Long Term Disability Total:	4.87
0	03/02/2016	Solid Waste Recycle	MN State Retirement	MSRS-Non Bank	PR Batch 00001.03.2016 Post Emplo	8.99
					MN State Retirement Total:	8.99
0	03/02/2016	Solid Waste Recycle	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.03.2016 Pera Emplo	58.45
					PERA Employee Ded Total:	58.45
0	03/02/2016	Solid Waste Recycle	PERA Employer Share	PERA-Non Bank	PR Batch 00001.03.2016 Pera Emplo	58.45
0	03/02/2016	Solid Waste Recycle	PERA Employer Share	PERA-Non Bank	PR Batch 00001.03.2016 Pera additio	8.99

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	03/02/2016	Solid Waste Recycle	State Income Tax	MN Dept of Revenue-Non Bank	PERA Employer Share Total: PR Batch 00001.03.2016 State Income	67.44 48.95
					State Income Tax Total:	48.95
					Fund Total:	444.95
80611	02/19/2016	Storm Drainage	15-02 Victoria Street Recon	North Valley, Inc.	Victoria Street Reconstruction	32,424.42
80668	02/25/2016	Storm Drainage	Clothing	Embroid Me	15-02 Victoria Street Recon Total: Embroidery Service	32,424.42 639.08
					Clothing Total:	639.08
80617	02/19/2016	Storm Drainage	Contract Maintenance	Ramsey County	Larpenteur Lift Station Maintenance	9,280.15
80764	03/03/2016	Storm Drainage	Contract Maintenance	Regents of the University of MN	Compost Sample	74.00
					Contract Maintenance Total:	9,354.15
80688	02/25/2016	Storm Drainage	Contractor Payments	Penn Contracting, Inc.	Pond Excavation, Site Restoration	24,026.75
					Contractor Payments Total:	24,026.75
0	03/02/2016	Storm Drainage	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.03.2016 Federal Incc	1,087.73
					Federal Income Tax Total:	1,087.73
0	03/02/2016	Storm Drainage	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.03.2016 Medicare Ei	144.06
0	03/02/2016	Storm Drainage	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.03.2016 FICA Empl	615.87
					FICA Employee Ded. Total:	759.93
0	03/02/2016	Storm Drainage	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.03.2016 FICA Empl	615.87
0	03/02/2016	Storm Drainage	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.03.2016 Medicare Ei	144.06

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
80748	03/03/2016	Storm Drainage	HRA Employer	ING ReliaStar	FICA Employers Share Total: PR Batch 00001.03.2016 HRA Emplc	759.93 113.74
80614 80762	02/19/2016 03/03/2016	Storm Drainage Storm Drainage	HSA Employee HSA Employee	Premier Bank Premier Bank	HRA Employer Total: PR Batch 00002.02.2016 HSA Emplc PR Batch 00001.03.2016 HSA Emplc	113.74 20.40 23.56
80762	03/03/2016	Storm Drainage	HSA Employer	Premier Bank	HSA Employee Total: PR Batch 00001.03.2016 HSA Emplc	43.96 118.94
0 0	02/19/2016 03/03/2016	Storm Drainage Storm Drainage	ICMA Def Comp ICMA Def Comp	ICMA Retirement Trust 457-30022' ICMA Retirement Trust 457-30022'	HSA Employer Total: PR Batch 00002.02.2016 ICMA Defe PR Batch 00001.03.2016 ICMA Defe	118.94 52.50 52.50
80601	02/19/2016	Storm Drainage	Life Ins. Employee	LINA	ICMA Def Comp Total: Life Insurance Premium-Acct: 04160	105.00 194.34
80601	02/19/2016	Storm Drainage	Life Ins. Employer	LINA	Life Ins. Employee Total: Life Insurance Premium-Acct: 04160	194.34 18.43
80601	02/19/2016	Storm Drainage	Long Term Disability	LINA	Life Ins. Employer Total: Life Insurance Premium-Acct: 04160	18.43 50.25
80610	02/19/2016	Storm Drainage	Medical Ins Employee	NJPA	Long Term Disability Total: Health Insurance Premium-Feb 2016	50.25 212.79
80610	02/19/2016	Storm Drainage	Medical Ins Employer	NJPA	Medical Ins Employee Total: Health Insurance Premium-Feb 2016	212.79 1,419.33
					Medical Ins Employer Total:	1,419.33

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	02/19/2016	Storm Drainage	Minnesota Benefit Ded	MN Benefit Association	PR Batch 00002.02.2016 Minnesota I	36.97
					Minnesota Benefit Ded Total:	36.97
0	03/02/2016	Storm Drainage	MN State Retirement	MSRS-Non Bank	PR Batch 00001.03.2016 Post Emplo;	98.21
					MN State Retirement Total:	98.21
0	03/02/2016	Storm Drainage	MNDCP Def Comp	Great West- Non Bank	PR Batch 00001.03.2016 MNDCP D€	40.98
					MNDCP Def Comp Total:	40.98
0	03/02/2016	Storm Drainage	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.03.2016 Pera Emplo;	638.27
					PERA Employee Ded Total:	638.27
0	03/02/2016	Storm Drainage	PERA Employer Share	PERA-Non Bank	PR Batch 00001.03.2016 Pera Emplo;	638.27
0	03/02/2016	Storm Drainage	PERA Employer Share	PERA-Non Bank	PR Batch 00001.03.2016 Pera additio	98.21
					PERA Employer Share Total:	736.48
80670	02/25/2016	Storm Drainage	Professional Services	ESRI, Inc.	ArcView, ArcGIS Software	692.78
					Professional Services Total:	692.78
80580	02/19/2016	Storm Drainage	St Croix Lift Station Rehab	Advanced Engineering & Environm	I&C System Services	1,243.89
					St Croix Lift Station Rehab Total:	1,243.89
0	03/02/2016	Storm Drainage	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.03.2016 State Incom	441.73
					State Income Tax Total:	441.73
80750	03/03/2016	Storm Drainage	Union Dues Deduction	Local Union 49	PR Batch 00001.03.2016 IOUE Union	85.32
					Union Dues Deduction Total:	85.32
0	02/19/2016	Storm Drainage	Utilities	Xcel Energy	St. Croix Lift Station	39.16
0	02/25/2016	Storm Drainage	Utilities	Xcel Energy	Arona Lift Station	18.47

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
80707	02/25/2016	Storm Drainage	Vehicles & Equipment	Truck Utilities, Inc.	Utilities Total: Vehicle Repair	57.63 4,755.00
					Vehicles & Equipment Total:	4,755.00
					Fund Total:	80,156.03
80611	02/19/2016	Street Construction	15-02 Victoria Street Recon	North Valley, Inc.	Victoria Street Reconstruction	2,271.84
80611	02/19/2016	Street Construction	15-02 Victoria Street Recon	North Valley, Inc.	Victoria Street Reconstruction	53,568.94
					15-02 Victoria Street Recon Total:	55,840.78
					Fund Total:	55,840.78
80704	02/25/2016	T.I.F. District # 11	Professional Services	Terracon Consultants, Inc.	Project Management, Geologist	3,849.86
					Professional Services Total:	3,849.86
					Fund Total:	3,849.86
80673	02/25/2016	T.I.F. District #12 (Arona)	Payment to Owners	GMHC Dale Station, LLC	Demolition Reimbursement	65,000.00
					Payment to Owners Total:	65,000.00
					Fund Total:	65,000.00
0	03/02/2016	Telecommunications	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.03.2016 Federal Incc	534.35
					Federal Income Tax Total:	534.35
0	03/02/2016	Telecommunications	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.03.2016 FICA Empl	428.67
0	03/02/2016	Telecommunications	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.03.2016 Medicare E	100.26

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					FICA Employee Ded. Total:	528.93
0	03/02/2016	Telecommunications	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.03.2016 FICA Empl	428.67
0	03/02/2016	Telecommunications	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.03.2016 Medicare E	100.26
					FICA Employers Share Total:	528.93
80748	03/03/2016	Telecommunications	HRA Employer	ING ReliaStar	PR Batch 00001.03.2016 HRA Empl	161.50
					HRA Employer Total:	161.50
80614	02/19/2016	Telecommunications	HSA Employee	Premier Bank	PR Batch 00002.02.2016 HSA Empl	9.12
80762	03/03/2016	Telecommunications	HSA Employee	Premier Bank	PR Batch 00001.03.2016 HSA Empl	9.12
					HSA Employee Total:	18.24
80762	03/03/2016	Telecommunications	HSA Employer	Premier Bank	PR Batch 00001.03.2016 HSA Empl	50.00
					HSA Employer Total:	50.00
80601	02/19/2016	Telecommunications	Life Ins. Employee	LINA	Life Insurance Premium-Acct: 04160	55.85
					Life Ins. Employee Total:	55.85
80601	02/19/2016	Telecommunications	Life Ins. Employer	LINA	Life Insurance Premium-Acct: 04160	73.37
					Life Ins. Employer Total:	73.37
80601	02/19/2016	Telecommunications	Long Term Disability	LINA	Life Insurance Premium-Acct: 04160	37.22
					Long Term Disability Total:	37.22
80610	02/19/2016	Telecommunications	Medical Ins Employee	NJPA	Health Insurance Premium-Feb 2016	283.44
					Medical Ins Employee Total:	283.44
80610	02/19/2016	Telecommunications	Medical Ins Employer	NJPA	Health Insurance Premium-Feb 2016	8,068.63
					Medical Ins Employer Total:	8,068.63

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	02/25/2016	Telecommunications	Memberships & Subscriptions	North Suburban Access Corp	Monthly Production Services-Jan 201	1,433.19
					Memberships & Subscriptions Total:	1,433.19
0	03/02/2016	Telecommunications	MN State Retirement	MSRS-Non Bank	PR Batch 00001.03.2016 Post Emplo;	69.16
					MN State Retirement Total:	69.16
0	03/02/2016	Telecommunications	MNDCP Def Comp	Great West- Non Bank	PR Batch 00001.03.2016 MNDCP De	358.75
					MNDCP Def Comp Total:	358.75
0	03/03/2016	Telecommunications	Operating Supplies	SHI International Corp	Creative Cloud	322.00
					Operating Supplies Total:	322.00
0	03/02/2016	Telecommunications	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.03.2016 Pera Emplo;	449.59
					PERA Employee Ded Total:	449.59
0	03/02/2016	Telecommunications	PERA Employer Share	PERA-Non Bank	PR Batch 00001.03.2016 Pera Emplo;	449.59
0	03/02/2016	Telecommunications	PERA Employer Share	PERA-Non Bank	PR Batch 00001.03.2016 Pera additio	69.16
					PERA Employer Share Total:	518.75
0	03/01/2016	Telecommunications	Professional Services	Facebook-CC	City of Roseville Page Likes	82.78
					Professional Services Total:	82.78
0	03/02/2016	Telecommunications	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.03.2016 State Incom	240.80
					State Income Tax Total:	240.80
					Fund Total:	13,815.48
80740	03/03/2016	Telephone	PSTN-PRI Access/DID Allocation	CenturyLink Communications	Telephone	9.06
80584	02/19/2016	Telephone	PSTN-PRI Access/DID Allocation	CenturyLink	Telephone	93.70
80584	02/19/2016	Telephone	PSTN-PRI Access/DID Allocation	CenturyLink	Telephone	56.85
80584	02/19/2016	Telephone	PSTN-PRI Access/DID Allocation	CenturyLink	Telephone	203.98
80739	03/03/2016	Telephone	PSTN-PRI Access/DID Allocation	CenturyLink	Telephone	38.96

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
80739	03/03/2016	Telephone	PSTN-PRI Access/DID Allocation	CenturyLink	Telephone	110.28
80739	03/03/2016	Telephone	PSTN-PRI Access/DID Allocation	CenturyLink	Telephone	98.89
80749	03/03/2016	Telephone	PSTN-PRI Access/DID Allocation	Integra	Telephone	402.30
80749	03/03/2016	Telephone	PSTN-PRI Access/DID Allocation	Integra	Telephone	3,395.32
PSTN-PRI Access/DID Allocation Total:						4,409.34
Fund Total:						4,409.34
80641	02/25/2016	TIF District #17-Twin Lakes	Contractor Payments	Forest Lake Contracting Inc.	Sewer/Road/Watermain Updating-Prc	125,852.76
Contractor Payments Total:						125,852.76
0	02/19/2016	TIF District #17-Twin Lakes	Professional Services	SRF Consulting Group, Inc.	Twin Lakes Parkway Constuction Ser	1,471.12
0	02/25/2016	TIF District #17-Twin Lakes	Professional Services	SRF Consulting Group, Inc.	35W Interchange at Cleveland Ave	391.50
80704	02/25/2016	TIF District #17-Twin Lakes	Professional Services	Terracon Consultants, Inc.	Project Management, Geologist	3,849.87
Professional Services Total:						5,712.49
0	02/19/2016	TIF District #17-Twin Lakes	Twin Lakes Area East Collector	SRF Consulting Group, Inc.	Twin Lakes Area East Collector Prelim	8,414.09
0	02/25/2016	TIF District #17-Twin Lakes	Twin Lakes Area East Collector	SRF Consulting Group, Inc.	Twin Lakes Collector Preliminary De	69.19
0	02/25/2016	TIF District #17-Twin Lakes	Twin Lakes Area East Collector	SRF Consulting Group, Inc.	Twin Lakes Collector Preliminary De	7,517.16
Twin Lakes Area East Collector Total:						16,000.44
0	02/19/2016	TIF District #17-Twin Lakes	Twin Lakes Area Signals	SRF Consulting Group, Inc.	Twin Lakes Area Traffic Signals	6,105.42
0	02/25/2016	TIF District #17-Twin Lakes	Twin Lakes Area Signals	SRF Consulting Group, Inc.	Twin Lakes Area Traffic Signals	2,868.80
Twin Lakes Area Signals Total:						8,974.22
0	02/19/2016	TIF District #17-Twin Lakes	Twin Lakes I-35W Ramp	SRF Consulting Group, Inc.	35W Interchange at Cleveland Ave	424.26
Twin Lakes I-35W Ramp Total:						424.26
Fund Total:						156,964.17
80611	02/19/2016	Water Fund	15-02 Victoria Street Recon	North Valley, Inc.	Victoria Street Reconstruction	5,694.37

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
15-02 Victoria Street Recon Total:						
80578	02/19/2016	Water Fund	Accounts Payable	5 BROTHERS REALTY MORTG/A	Refund Check	31.49
80716	03/02/2016	Water Fund	Accounts Payable	HANK & BARB BORG	Refund Check	121.79
80717	03/02/2016	Water Fund	Accounts Payable	RYAN BRACKIN	Refund Check	66.80
80718	03/02/2016	Water Fund	Accounts Payable	CASSIDY TURELY	Refund Check	2,661.10
80719	03/02/2016	Water Fund	Accounts Payable	HAO CUI	Refund Check	102.58
80720	03/02/2016	Water Fund	Accounts Payable	CLARENCE HARRIS	Refund Check	257.84
80721	03/02/2016	Water Fund	Accounts Payable	BECKY & NICK HOGAN	Refund Check	208.14
80722	03/02/2016	Water Fund	Accounts Payable	HOME PRIDE, INC	Refund Check	160.43
80595	02/19/2016	Water Fund	Accounts Payable	HUD	Refund Check	111.74
80723	03/02/2016	Water Fund	Accounts Payable	HUD	Refund Check	76.05
80596	02/19/2016	Water Fund	Accounts Payable	IH2 PROPERTIES ILLINOIS LP.	Refund Check	115.39
80724	03/02/2016	Water Fund	Accounts Payable	SHEILA LUNDSTROM	Refund Check	95.15
80603	02/19/2016	Water Fund	Accounts Payable	KATHY MARKO	Refund Check	40.36
80725	03/02/2016	Water Fund	Accounts Payable	DARREN MCGANN	Refund Check	125.61
80608	02/19/2016	Water Fund	Accounts Payable	JOHN MURPHY	Refund Check	122.37
80726	03/02/2016	Water Fund	Accounts Payable	CAROL PURVIS	Refund Check	4.13
80727	03/02/2016	Water Fund	Accounts Payable	STEVEN & ELENA QUINONESL	Refund Check	43.27
80728	03/02/2016	Water Fund	Accounts Payable	NOOR QURESHI	Refund Check	81.72
80620	02/19/2016	Water Fund	Accounts Payable	REMAX PRODIGY	Refund Check	190.00
80619	02/19/2016	Water Fund	Accounts Payable	REMAX PRODIGY	Refund Check	195.57
80621	02/19/2016	Water Fund	Accounts Payable	JUDITH ROSENBLATT	Refund Check	45.61
80729	03/02/2016	Water Fund	Accounts Payable	PAUL SCHULTZ	Refund Check	15.08
80730	03/02/2016	Water Fund	Accounts Payable	MARC & STACEY SCHWABENL	Refund Check	118.99
80627	02/19/2016	Water Fund	Accounts Payable	RICHARD & AMY THOMPSON	Refund Check	2.66
80731	03/02/2016	Water Fund	Accounts Payable	Mike Tracy	Refund Check	151.92
80633	02/19/2016	Water Fund	Accounts Payable	VIKING HOMES LLC	Refund Check	118.89
80732	03/02/2016	Water Fund	Accounts Payable	VIET VAN VO	Refund Check	55.76
80733	03/02/2016	Water Fund	Accounts Payable	JANICE WALSH	Refund Check	68.04
Accounts Payable Total:						
						5,388.48
80766	03/03/2016	Water Fund	Building & Structures	SEH Design/Build, Inc.	Water Tank Maintenance Program	8,200.00
Building & Structures Total:						
						8,200.00
80668	02/25/2016	Water Fund	Clothing	Embroid Me	Embroidery Service	639.08
Clothing Total:						
						639.08

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
80615	02/19/2016	Water Fund	Contract Maintenance	Q3 Contracting, Inc.	Sign, Barricade Rental	104.10
80632	02/19/2016	Water Fund	Contract Maintenance	Valley-Rich Co., Inc.	Equipment Rental	2,188.00
80711	02/25/2016	Water Fund	Contract Maintenance	Valley-Rich Co., Inc.	Equipment Rental	7,226.21
80711	02/25/2016	Water Fund	Contract Maintenance	Valley-Rich Co., Inc.	Equipment Rental	8,071.99
					Contract Maintenance Total:	17,590.30
0	03/02/2016	Water Fund	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00001.03.2016 Federal Incc	1,777.51
					Federal Income Tax Total:	1,777.51
0	03/02/2016	Water Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.03.2016 FICA Empl	1,066.08
0	03/02/2016	Water Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00001.03.2016 Medicare E	249.33
					FICA Employee Ded. Total:	1,315.41
0	03/02/2016	Water Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.03.2016 FICA Empl	1,066.08
0	03/02/2016	Water Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00001.03.2016 Medicare E	249.33
					FICA Employers Share Total:	1,315.41
80748	03/03/2016	Water Fund	HRA Employer	ING ReliaStar	PR Batch 00001.03.2016 HRA Empl	240.48
					HRA Employer Total:	240.48
80614	02/19/2016	Water Fund	HSA Employee	Premier Bank	PR Batch 00002.02.2016 HSA Empl	75.69
80762	03/03/2016	Water Fund	HSA Employee	Premier Bank	PR Batch 00001.03.2016 HSA Empl	78.84
					HSA Employee Total:	154.53
80762	03/03/2016	Water Fund	HSA Employer	Premier Bank	PR Batch 00001.03.2016 HSA Empl	373.20
					HSA Employer Total:	373.20
0	02/19/2016	Water Fund	ICMA Def Comp	ICMA Retirement Trust 457-30022'	PR Batch 00002.02.2016 ICMA Defe	65.01
0	03/03/2016	Water Fund	ICMA Def Comp	ICMA Retirement Trust 457-30022'	PR Batch 00001.03.2016 ICMA Defe	64.98
					ICMA Def Comp Total:	129.99
80601	02/19/2016	Water Fund	Life Ins. Employee	LINA	Life Insurance Premium-Acct: 04160	89.71

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
80601	02/19/2016	Water Fund	Life Ins. Employer	LINA	Life Ins. Employee Total:	89.71
					Life Insurance Premium-Acct: 04160	33.84
80601	02/19/2016	Water Fund	Long Term Disability	LINA	Life Ins. Employer Total:	33.84
					Life Insurance Premium-Acct: 04160	82.54
					Long Term Disability Total:	82.54
80610	02/19/2016	Water Fund	Medical Ins Employee	NJPA	Health Insurance Premium-Feb 2016	266.24
					Medical Ins Employee Total:	266.24
80610	02/19/2016	Water Fund	Medical Ins Employer	NJPA	Health Insurance Premium-Feb 2016	2,143.45
					Medical Ins Employer Total:	2,143.45
0	02/19/2016	Water Fund	Minnesota Benefit Ded	MN Benefit Association	PR Batch 00002.02.2016 Minnesota F	0.26
					Minnesota Benefit Ded Total:	0.26
0	03/02/2016	Water Fund	MN State Retirement	MSRS-Non Bank	PR Batch 00001.03.2016 Post Emplo	168.36
					MN State Retirement Total:	168.36
0	03/02/2016	Water Fund	MNDP Def Comp	Great West- Non Bank	PR Batch 00001.03.2016 MNDP D€	116.25
					MNDP Def Comp Total:	116.25
0	03/03/2016	Water Fund	Operating Supplies	Aggregate Industries-MWR, Inc.	Road Base	988.14
80657	02/25/2016	Water Fund	Operating Supplies	Barton Sand & Gravel Co.	Select Granular	3,073.33
0	02/25/2016	Water Fund	Operating Supplies	CCP Industries Inc	Gloves	49.56
0	02/19/2016	Water Fund	Operating Supplies	Ferguson Waterworks #2516	Meter Supplies	1,450.91
0	02/19/2016	Water Fund	Operating Supplies	Ferguson Waterworks #2516	Meter Supplies	993.03
0	02/19/2016	Water Fund	Operating Supplies	Ferguson Waterworks #2516	Meter Supplies	461.27
0	02/19/2016	Water Fund	Operating Supplies	Ferguson Waterworks #2516	Meter Supplies	469.62
0	02/19/2016	Water Fund	Operating Supplies	Ferguson Waterworks #2516	Meter Supplies	136.67
0	02/19/2016	Water Fund	Operating Supplies	Ferguson Waterworks #2516	Meter Supplies	689.99
0	02/19/2016	Water Fund	Operating Supplies	Ferguson Waterworks #2516	Meter Supplies-Credit	-530.82

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	02/19/2016	Water Fund	Operating Supplies	General Industrial Supply Co.	Ratchet	7.20
0	02/19/2016	Water Fund	Operating Supplies	Grainger Inc	Battery	8.16
80599	02/19/2016	Water Fund	Operating Supplies	Leap Manufacturing, LLC	Asphalt	764.00
0	03/01/2016	Water Fund	Operating Supplies	Walmart-CC	No Receipt-Norby	48.16
					Operating Supplies Total:	8,609.22
0	03/02/2016	Water Fund	PERA Employee Ded	PERA-Non Bank	PR Batch 00001.03.2016 Pera Emplo	1,094.30
					PERA Employee Ded Total:	1,094.30
0	03/02/2016	Water Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00001.03.2016 Pera Emplo	1,094.30
0	03/02/2016	Water Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00001.03.2016 Pera additio	168.36
					PERA Employer Share Total:	1,262.66
0	02/19/2016	Water Fund	Professional Services	Ferguson Waterworks #2516	Meter Supplies	159.00
80630	02/19/2016	Water Fund	Professional Services	Twin City Water Clinic, Inc.	Coliform Bacteria Testing	480.00
80634	02/19/2016	Water Fund	Professional Services	Water Conservation Service, Inc.	Leak Location Service	2,721.31
0	02/19/2016	Water Fund	Professional Services	Yale Mechanical, LLC	Furnace Repair	449.05
					Professional Services Total:	3,809.36
0	03/02/2016	Water Fund	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00001.03.2016 State Income	727.63
					State Income Tax Total:	727.63
0	03/02/2016	Water Fund	State Sales Tax Payable	MN Dept of Revenue-Non Bank	Sales/Use Tax	3,916.32
					State Sales Tax Payable Total:	3,916.32
80770	03/03/2016	Water Fund	Telephone	T Mobile	Cell Phones-Acct: 876644423	347.30
					Telephone Total:	347.30
80753	03/03/2016	Water Fund	Training	MN Dept of Health-Drinking Water	Water Operator School	907.00
					Training Total:	907.00
80750	03/03/2016	Water Fund	Union Dues Deduction	Local Union 49	PR Batch 00001.03.2016 IOUE Union	185.89

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					Union Dues Deduction Total:	185.89
0	02/19/2016	Water Fund	Utilities	Xcel Energy	Repeater Station	12.93
0	02/25/2016	Water Fund	Utilities	Xcel Energy	2501 Fairview/Water Tower	4,488.77
					Utilities Total:	4,501.70
0	02/19/2016	Water Fund	Water Meters	Ferguson Waterworks #2516	Meter Supplies	2,409.22
0	02/19/2016	Water Fund	Water Meters	Ferguson Waterworks #2516	Meter Supplies	1,375.01
0	02/19/2016	Water Fund	Water Meters	Ferguson Waterworks #2516	Meter Supplies	580.34
0	02/19/2016	Water Fund	Water Meters	Ferguson Waterworks #2516	Meter Supplies-Credit	-69.23
					Water Meters Total:	4,295.34
					Fund Total:	75,376.13
					Report Total:	1,802,856.09

Cheryl L. Miller *Tamara J. Maglen*

Item Description: Approval of Gambling Exempt Permits and 2015-2016 Business Licenses.

1 **BACKGROUND**

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

4
5 **Gambling Exempt Permit**

6 St. Rose of Lima Church
7 2048 Hamline Ave N
8 Roseville, MN 55113
9

10 St. Rose of Lima will be conducting a raffle on June 26, 2016. The drawing will be conducted at Como Park
11 Pavilion located at 1199 Midway Parkway in St. Paul.
12

13 **Temporary On-Sale Liquor License**

14 Concordia Academy
15 2400 North Dale Street
16 Roseville, MN 55113
17

18 Concordia Academy is hosting their annual dinner auction on April 9, 2016. It will be held in the school gym
19 located at 2400 North Dale St.
20

21 **Massage Therapist License**

22 Susan Theobald
23 Restore Massage & Shiatsu Therapy
24 1935 W County Road B2
25 Roseville, MN 55113
26

27 Melissa Morency
28 Massage Xcape
29 1767 Lexington Ave N
30 Roseville, MN 55113
31

32 Ding Juan Lu
33 New Dragon Acupressure

34 10 Rosedale Center
35 Roseville, MN 55113
36 Xing Dong Liu
37 New Dragon Acupressure
38 10 Rosedale Center
39 Roseville, MN 55113
40

41 **Massage Therapy Establishment License**

42 Restore Massage & Shiatsu Therapy LLC
43 Susan Theobald
44 1935 W County Road B2
45 Roseville, MN 55113
46
47

48 **POLICY OBJECTIVE**
49 Required by City Code

50 **FINANCIAL IMPACTS**
51 The correct fees were paid to the City at the time the application(s) were made.

52 **STAFF RECOMMENDATION**
53 Staff has reviewed the application(s) and has determined that the applicant(s) meet all City requirements. Staff
54 recommends approval of the Permits and Massage Therapist Licenses.

55 **REQUESTED COUNCIL ACTION**
56 Motion to approve the Gambling Exempt Permits and Massage Therapist Licenses pending successful
57 background checks.

Prepared by: Chris Miller, Finance Director
Attachments: A: Applications



Minnesota Department of Public Safety
Alcohol and Gambling Enforcement Division
445 Minnesota Street, Suite 222, St. Paul, MN 55101
651-201-7500 Fax 651-297-5259 TTY 651-282-6555

Attachment A

**APPLICATION AND PERMIT FOR A 1 DAY
TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE**

Name of organization		Date organized	Tax exempt number
Concordia Academy		Jan 1, 1968	41-0845401
Address	City	State	Zip Code
2400 North Dale Street	Roseville	Minnesota	55113
Name of person making application		Business phone	Home phone
Lisa Sell		651-484-8429	
Date(s) of event	Type of organization		
April 9, 2016	☐ Club ☐ Charitable ☒ Religious ☐ Other non-profit		
Organization officer's name	City	State	Zip Code
Carlyle Kramer	Roseville	Minnesota	55113
Organization officer's name	City	State	Zip Code
Tim Berner	Roseville	Minnesota	55113
Organization officer's name	City	State	Zip Code
Rick Kruger	Roseville	Minnesota	55113
Organization officer's name	City	State	Zip Code
		Minnesota	

Location where permit will be used. If an outdoor area, describe.
In school gym for our annual dinner auction fundraiser.

2400 North Dale St. Roseville, MN 55113

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.
No

APPROVAL

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

City or County approving the license	Date Approved
Fee Amount	Permit Date
Date Fee Paid	City or County E-mail Address
	City or County Phone Number

Signature City Clerk or County Official

Approved Director Alcohol and Gambling Enforcement

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

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

An exempt permit may be issued to a nonprofit organization that:

- conducts lawful gambling on five or fewer days, and
- awards less than \$50,000 in prizes during a calendar year.

If total raffle prize value for the calendar year will be \$1,500 or less, contact the Licensing Specialist assigned to your county by calling 651-539-1900.

Application Fee (non-refundable)

Applications are processed in the order received. If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**.

Due to the high volume of exempt applications, payment of additional fees prior to 30 days before your event will not expedite service, nor are telephone requests for expedited service accepted.

ORGANIZATION INFORMATION

Organization Name: Saint Rose of Lima Church

Previous Gambling
Permit Number: X-62002

Minnesota Tax ID
Number, if any: 8570281

Federal Employer ID
Number (FEIN), if any: 41-0790158

Mailing
Address: 2048 Hamine Avenue N

City: Roseville State: MN Zip: 55113 County: Ramsey

Name of Chief Executive Officer (CEO): Reverend James Devorak

Daytime Phone: 651-645-9389 Email: jdevorak@saintroseoflima.net

NONPROFIT STATUS

Type of Nonprofit Organization (check one):

☐ Fraternal ☒ Religious ☐ Veterans ☐ Other Nonprofit Organization

Attach a copy of one of the following showing proof of nonprofit status:

(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)

☐ A current calendar year Certificate of Good Standing

Don't have a copy? Obtain this certificate from:

MN Secretary of State, Business Services Division
60 Empire Drive, Suite 100
St. Paul, MN 55103

Secretary of State website, phone numbers:

www.sos.state.mn.us

651-296-2803, or toll free 1-877-551-6767

☐ **IRS income tax exemption (501(c)) letter in your organization's name**

Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.

☒ **IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)**

If your organization falls under a parent organization, attach copies of both of the following:

1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling, and
2. the charter or letter from your parent organization recognizing your organization as a subordinate.

GAMBLING PREMISES INFORMATION

Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place): Como Park Pavilion

Address (do not use P.O. box): 1199 Midway Parkway

City or
Township: St. Paul Zip: 55108 County: Ramsey

Date(s) of activity (for raffles, indicate the date of the drawing): June 26, 2016

Check each type of gambling activity that your organization will conduct:

☐ Bingo* ☐ Paddlewheels* ☐ Pull-Tabs* ☐ Tipboards*

☒ Raffle (total value of raffle prizes awarded for the calendar year: \$_____)

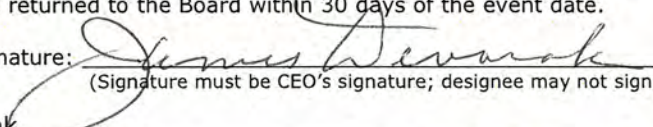
* **Gambling equipment** for bingo paper, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo number selection devices may be borrowed from another organization authorized to conduct bingo. To find a licensed distributor, go to www.mn.gov/gcb and click on **Distributors** under **LIST OF LICENSEES**, or call 651-539-1900.

LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT (required before submitting application to the Minnesota Gambling Control Board)

CITY APPROVAL for a gambling premises located within city limits	COUNTY APPROVAL for a gambling premises located in a township
_____ The application is acknowledged with no waiting period. _____ The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city). _____ The application is denied. Print City Name: _____ Signature of City Personnel: _____ _____ Title: _____ Date: _____	_____ The application is acknowledged with no waiting period. _____ The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days. _____ The application is denied. Print County Name: _____ Signature of County Personnel: _____ _____ Title: _____ Date: _____
The city or county must sign before submitting application to the Gambling Control Board.	TOWNSHIP (if required by the county) On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minn. Statutes, section 349.213.) Print Township Name: _____ Signature of Township Officer: _____ Title: _____ Date: _____

CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)

The information provided in this application is complete and accurate to the best of my knowledge. I acknowledge that the financial report will be completed and returned to the Board within 30 days of the event date.

Chief Executive Officer's Signature:  Date: 1/21/16

(Signature must be CEO's signature; designee may not sign)

Print Name: James Devorak

REQUIREMENTS	MAIL APPLICATION AND ATTACHMENTS
Complete a separate application for: - all gambling conducted on two or more consecutive days, or - all gambling conducted on one day. Only one application is required if one or more raffle drawings are conducted on the same day. Financial report to be completed within 30 days after the gambling activity is done: A financial report form will be mailed with your permit. Complete and return the financial report form to the Gambling Control Board. Your organization must keep all exempt records and reports for 3-1/2 years (Minn. Statutes, section 349.166, subd. 2(f)).	Mail application with: _____ a copy of your proof of nonprofit status, and _____ application fee (non-refundable). If the application is postmarked or received 30 days or more before the event, the application fee is \$100; otherwise the fee is \$150. Make check payable to State of Minnesota. To: Gambling Control Board 1711 West County Road B, Suite 300 South Roseville, MN 55113 Questions? Call the Licensing Section of the Gambling Control Board at 651-539-1900.

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the	application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to Board members, Board staff whose work requires access to the information; Minnesota's Depart-	ment of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.
---	--	--

Internal Revenue Service

Department of the Treasury

District
Director

Baltimore District

31 Hopkins Plaza, Baltimore, Md. 21201

▷ August 12, 1988

Telephone: (301) 962-4768

United States Catholic Conference
Ms. Deirdre Halloran
Associate General Counsel
1312 Massachusetts Avenue, N.W.
Washington, D.C. 20005

Dear Ms. Halloran:

In a ruling dated March 25, 1946, we held that the agencies and instrumentalities and all educational, charitable and religious institutions operated, supervised, or controlled by or in connection with the Roman Catholic Church in the United States, its territories or possessions appearing in the Official Catholic Directory for 1946, are entitled to exemption from Federal income tax under the provisions of section 101(6) of the Internal Revenue Code of 1939, which corresponds to section 501(c)(3) of the 1954 Code. This ruling has been updated annually to cover the activities added to or deleted from the Directory.

The Official Catholic Directory for 1988 shows the names and addresses of all agencies and instrumentalities and all educational, charitable, and religious institutions operated by the Roman Catholic Church in the United States, its territories and possessions in existence at the time the Directory was published. It is understood that each of these is a nonprofit organization, that no part of the net earnings thereof inures to the benefit of any individual, that no substantial part of their activities is for promotion of legislation, and that none are private foundations under section 509(a) of the Code.

Based on all information submitted, we conclude that the agencies and instrumentalities and educational, charitable, and religious institutions operated, supervised or controlled by or in connection with the Roman Catholic Church in the United States, its territories or possessions appearing in the Official Catholic Directory for 1988 are exempt from Federal income tax under section 501(c)(3) of the Code.

Donors may deduct contributions to the agencies, instrumentalities and institutions referred to above, as provided by section 170 of the Code. Requests, legacies, devises, transfers, or gifts to them or for their use are deductible for Federal estate and gift tax purposes under sections 2055, 2106, and 2522 of the Code.

United States Catholic Conference

Beginning January 1, 1984, unless specifically excepted, you and your subordinates must pay taxes under the Federal Insurance Contributions Act (Social Security taxes) for each employee who is paid \$100 or more in a calendar year. You and your subordinates are not liable for tax under the Federal Unemployment Tax Act (FUTA).

Next year, within 90 days before the close of your annual accounting period, or by May 31, the date established by our letter of April 28, 1975, which gave an extension of time to file the information, please send one copy of the Official Catholic Directory of 1989 for each Internal Revenue District in which one or more of your subordinates are located, with four additional copies to this office.

The conditions concerning the retention of your group exemption as set forth in our previous determination letter of August 17, 1983 remain in full force and effect.

Your request for mailing instructions for the district offices were previously provided in our letter of July 15, 1988.

Sincerely yours,


Phil Brand
District Director

cc: Mark E. Chopko
General Counsel
1312 Massachusetts Avenue, N.W.
Washington, D.C. 20005



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

Massage Therapy Establishment License Application

☒ New License ☐ Renewal

For License Year Ending June 30, 2016

Business Name Restore Massage & Shiatsu Therapy LLC

Business Address 1935 W County Rd B2, Roseville, MN 55113

Business Phone 651-367-5961

Email Address shetno@aol.com

Person to Contact in Regard to Business License:

Full Legal Name (Please Print) Theobald Susan Kay

Home Address _____

Telephone _____

Date of Birth (mm/dd/yyyy) _____

Driver's License Number _____

Ethnicity _____

Sex: _____

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

Has the business held any previous massage therapy establishment licenses? If yes, in which city was it licensed?
☐ Yes ☒ No

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.

The undersigned applicant makes this application pursuant to all 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. In addition, the applicant acknowledges that they are responsible for reviewing the background and work history of their employees, including those that have received a massage therapist license from the City.

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 02/19/16

\$75
License Fee is ~~\$300.00~~

Additional \$150 background check fee for all first-time applicants
Make checks payable to: City of Roseville

\$250



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) Theobald Susan Kay
(Last) (First) (Middle)

2. Home Address _____

3. Telephone _____

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

5. Email Address _____

6. Driver's License Number _____

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.

Susan Kay Hacker (maiden name used 1980 and prior)

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

Restore Massage & Shiatsu Therapy LLC 1935 W. County Rd B2
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

Date

2/19/16

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.

⁴²⁵
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) Morency Melissa Ann
2. Home Address _____
3. Telephone _____
4. Date of Birth (mm/dd/yyyy) _____
5. Email Address _____
6. Driver's License Number _____
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 Express Xscape 1767 Lexington Ave
Roseville MN 55113
11. Have you held any previous massage therapist licenses? If yes, in which city were you licensed?
☒ Yes Shoreview, MN ☐ No
12. If you answered Yes to number 11 above, were any previous massage therapist licenses revoked, suspended or not renewed? If yes, explain in detail on the back of this page.
☐ Yes ☒ No ☐ N/A

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

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

Signature Melissa Morency Date 2/18/16

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.

\$25
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) Lil Ding Juan
(Last) (First) (Middle)

2. Home Address _____

3. Telephone (____) _____

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

5. Email Address _____

6. Driver's License Number _____

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:

New Dragon Acupressure Add: 10 Rosedale Center 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 Ding Juan Lil

Date 2/19/2016

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) Liu Xing Dong
(Last) (First) (Middle)

2. Home Address _____

3. Telephone 6 _____

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

5. Email Address _____

6. Driver's License Number _____

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:

New Dragon Acupressure Add 10 Rosedale Center 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 Xing Dong Liu Date 2/19/16

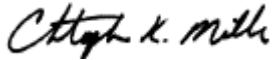
Please print this form and mail or hand-deliver along with a certified copy of a diploma or certificate of graduation from a school of massage therapy including proof of a minimum of 600 hours in successfully completed course work as described in Roseville Ordinance 116, Massage Therapy Establishments.

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

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 3/14/2016
Item No.: 8.c

Department Approval



City Manager Approval



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

BACKGROUND

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

General Purchases or Contracts

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

<u>Division</u>	<u>Vendor</u>	<u>Description</u>	<u>Key</u>	<u>Budget Amount</u>	<u>P.O. Amount</u>	<u>Budget / CIP</u>
IT	Datalink	Voice Router for Phone System	A	\$ 11,520.00	\$ 8,076.37	Budget
Storm Sewer	Ess Brothers & Sons Inc.	Storm Sewer Repairs	B	400,000.00	44,000.00	CIP
IT	Software House Int'l	Renewal of Virtual Machine Mgr.	C	100,000.00	7,159.00	Budget
Bldg Maintenance	Sandstrom Land Mgmt.	City Campus Maintenance	D	16,000.00	7,500.00	Budget
Blvd. Maintenance	Sandstrom Land Mgmt.	Co. Rd. C & Twin Lakes Blvd Maint	D	60,000.00	41,450.00	Budget
Bldg Maintenance	Arch. Lighting Design	LED Lights in Council Chambers	E	27,000.00	13,865.00	CIP

Comments/Description:

- Metro I-Net shared equipment. Roseville's portion is only \$1,900. The amount budgeted represents the entire 2016 budget amount for this type of equipment.
- Includes repairs to storm sewer catch basin and manhole covers. The amount budgeted represents the entire 2016 budget amount for storm sewer improvements.
- The amount budgeted represents the entire 2016 budget amount for contractual maintenance including software licensing.
- Includes mowing, weeding, mulching, and other services
- Total budget for LED replacement was \$50,000. \$27,000 is the remaining amount.

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>

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

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

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

33 **REQUESTED COUNCIL ACTION**
34 Motion to approve the attached list of general purchases and contracts for services and where
35 applicable; the trade-in/sale of surplus equipment.
36

37 Prepared by: Chris Miller, Finance Director
Attachments: A: 2016 CIP Purchase Summary
38

City of Roseville

Updated February 29, 2016

2016 Summary of Scheduled CIP Items

	<u>Council Approval</u>	<u>P.O. Amount</u>	<u>Budget Amount</u>	<u>YTD Actual</u>	<u>Difference</u>
Administration					
Voting Equipment		\$ -	\$ 9,000	\$ -	\$ 9,000
Office Furniture		-	5,000	-	5,000
Finance					
Software Acquisition		-	20,000	-	20,000
Central Services					
Copier & Postage Machine Lease		-	77,840	8,898	68,942
Police					
Marked Squad Car Replacements	1/11/2016	78,495	132,000	170	131,830
Unmarked Vehicle Replacement	1/11/2016	52,112	24,000	-	24,000
Park Patrol Vehicle Replacement		-	10,500	-	10,500
Vehicle Tools & Equipment		-	11,855	-	11,855
Vehicle Computers & Printers		-	19,760	-	19,760
K9		-	16,000	-	16,000
Sidearms, Long-Guns, Non-Lethal Equip.		-	18,080	700	17,380
Tactical Gear	1/11/2016	10,800	11,330	-	11,330
Crime Scene Equipment		-	4,000	-	4,000
Radio Equipment	2/22/2016	13,588	15,500	-	15,500
Office Equipment	2/8/2016	5,390	9,225	-	9,225
Office Furniture		-	8,400	525	7,875
Kitchen Items		-	4,635	3,463	1,172
Fire					
SCBA's		-	350,000	263,360	86,640
Training Equipment		-	3,000	-	3,000
Air Monitoring Equipment		-	5,000	-	5,000
Rescue Equipment		-	15,000	4,166	10,834
Public Works					
Vehicle Replacement: Engineering	1/25/2016	20,800	25,000	-	25,000
Vehicle Replacement: 1-ton		-	33,000	-	33,000
Vehicle Replacement: 3/4-ton	1/25/2016	25,539	27,500	-	27,500
Vehicle Replacement: Wheel Loader	1/25/2016	126,918	205,000	94,181	110,819
Vehicle Replacement: Bobcat		-	22,000	-	22,000
Vehicle Replacement: Sign Truck		-	50,000	-	50,000
Office Furniture		-	5,000	-	5,000
Parks & Recreation					
Grader		-	45,000	-	45,000
Trailer		-	5,000	-	5,000
Sweeper		-	8,000	-	8,000
Mower Blade Sharpener		-	10,000	-	10,000

City of Roseville

Updated February 29, 2016

2016 Summary of Scheduled CIP Items

	<u>Council Approval</u>	<u>P.O. Amount</u>	<u>Budget Amount</u>	<u>YTD Actual</u>	<u>Difference</u>
General Facility Improvements					
Replace Rooftop Heat/AC		-	20,000	-	20,000
Replace garage Co Ra Vac Heaters		-	60,000	-	60,000
Door Card Reader		-	10,000	-	10,000
Update Flooring CH/PD		-	75,000	-	75,000
City Hall Entrance Walkway Improvements		-	15,000	-	15,000
Card Access System Replacement		-	40,000	-	40,000
Brimhall Gymnasium		-	5,000	-	5,000
Central Park Gymnasium		-	5,000	-	5,000
Commons: Electronic Lock System		-	50,000	-	50,000
Arena: Mezzanine Glass System		-	15,000	-	15,000
OVAL: Cooling Tower		-	85,000	-	85,000
OVAL: Micro Processors		-	50,000	-	50,000
OVAL: Bathroom Partitions		-	7,500	-	7,500
OVAL: Zamboni		-	115,000	-	115,000
Information Technology					
Computer Replacements		-	91,750	-	91,750
Printers & Copiers		-	19,800	-	19,800
Network Equipment	Various	57,810	87,995	15,021	72,974
Server Room Cooling		-	18,000	-	18,000
Surveillance Cameras (40)		-	11,250	-	11,250
Telephone Handsets (283)		-	40,000	-	40,000
Office Furniture		-	25,000	-	25,000
Park Improvements					
Tennis & Basketball Courts		-	10,000	-	10,000
Shelters & Structures		-	51,500	-	51,500
Volleyball & Bocce Ball Courts		-	15,000	-	15,000
Pathway Lighting		-	25,000	-	25,000
PIP Items		-	200,000	461	199,539
Natural Resources		-	50,000	-	50,000
Street Improvements					
Improvements		-	2,100,000	55,841	2,044,159
Street Lighting					
Improvements		-	25,000	-	25,000
Pathways (Existing)					
Improvements		-	180,000	2,920	177,080
Communications					
Conference Room Equipment		-	4,500	-	4,500
Other Equipment		-	10,000	-	10,000
License Center					
General Office Equipment		-	1,000	-	1,000
Office Painting		-	6,500	-	6,500
Office Carpetting		-	15,000	-	15,000
Community Development					
Computer Replacements		-	4,300	-	4,300
Permit Database Conversion		-	3,000	-	3,000
Online Permit/Scheduling Software		-	20,000	-	20,000
Office Furniture		-	1,000	-	1,000

City of Roseville

Updated February 29, 2016

2016 Summary of Scheduled CIP Items

	<u>Council Approval</u>	<u>P.O. Amount</u>	<u>Budget Amount</u>	<u>YTD Actual</u>	<u>Difference</u>
Water					
Trench Box Replacement		-	30,000	-	30,000
Watermain Replacement	2/8/2016	94,017	900,000	5,694	894,306
Other Equipment		-	-	7,043	(7,043)
Sanitary Sewer					
Vehicle Replacement: 1-ton		-	40,000	-	40,000
Wacker Compactor Replacement		-	25,000	-	25,000
Galtier LS Rehab		-	400,000	95	399,905
Sewer Main Repairs		-	1,000,000	-	1,000,000
I & I Reduction		-	100,000	-	100,000
Storm Sewer					
Compost Turner		-	160,000	-	160,000
Pond improvements/Infiltration		-	300,000	-	300,000
Storm Sewer Replacement/Rehabilitation	3/14/2016	44,000	400,000	113,088	286,912
Golf Course					
Gas Pump Replacement		-	10,000	-	10,000
Greens Mower		-	30,000	-	30,000
Course Netting/Deck/Shelter		-	12,000	-	12,000
Clubhouse Roof Replace		-	33,000	-	33,000
Clubhouse / Carpeting / Flooring		-	12,000	-	12,000
Sidewalk/Exterior repairs		-	8,000	-	8,000
Irrigation System Upgrades		-	24,000	-	24,000
Total - All Items			\$8,257,720	\$ 575,625	\$7,682,095

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: March 14, 2016
Item No.: 8.d

Department Approval

City Manager Approval



Item Description: Joint Powers Agreement with Ramsey County for Election Voting System

BACKGROUND

Ramsey County and the municipalities within the county jointly purchased election equipment in 2002. Ramsey County took responsibility to coordinate the equipment purchase and to maintain the equipment. The equipment has greatly surpassed its ten-year life cycle.

In 2011, Ramsey County established a task force with elections staff from Ramsey County and the cities of Maplewood, White Bear Lake, Shoreview and St. Anthony to review and test possible replacement election equipment. After reviewing numerous options and ensuring that the equipment was appropriately certified by the Secretary of State's Office, the task force recommended the Hart Intervic of Austin, TX for the purchase and use of a new voting system for deployment in 2016.

POLICY OBJECTIVE

By working together to purchase equipment, Ramsey County has been able to negotiate favorable pricing for new election equipment.

By jointly owning the election equipment, voters in Ramsey County can be assured of efficient ballot preparation and the timely compilation of election results. The use of a uniform voting system throughout the county for all elections enhances election judges and voters' understanding of the voting process and helps to provide equitable treatment of all voters, regardless of the type of election.

FINANCIAL IMPACTS

The Council's budgetary policy is to replace capital equipment when the useful life has been met or exceeded. The current election equipment has been in service since 2002, well past its ten-year life cycle. The current election equipment breaks down and requires more election day maintenance than is acceptable.

The City's share of the cost to purchase the new voting equipment is \$70,280. This price is nearly identical to what the city spent in 2002 for election equipment. Money has been allocated in the capital budget to cover the costs.

STAFF RECOMMENDATION

Consider the Joint Powers Agreement between Ramsey County and all of the municipalities within Ramsey County for new voting system acquisition and operation.

30 **REQUESTED COUNCIL ACTION**

31 Motion to approve a resolution joining Ramsey County and the other Ramsey County
32 municipalities in a Joint Powers Agreement for new voting system acquisition and operation, and
33 allocate appropriate funds to complete the purchase.

34

35

Prepared by: Patrick J Trudgeon, City Manager

Attachments: A: Joint Power Agreement

B: Resolution

**JOINT POWERS AGREEMENT FOR
NEW VOTING SYSTEM ACQUISITION AND OPERATION**

This Agreement is made by and between Ramsey County, through the Ramsey County Elections Office (hereinafter "County"), and the cities of Arden Hills, Falcon Heights, Gem Lake, Lauderdale, Little Canada, Maplewood, Mounds View, New Brighton, North Oaks, North St. Paul, Roseville, St Anthony, St. Paul, Shoreview, Vadnais Heights, and White Bear Lake and White Bear Township (collectively referred to as the "Municipalities").

WHEREAS, the County and the Municipalities ("Parties") are "governmental units" as defined in Minn. Stat. §471.59; and

WHEREAS, pursuant to Minn. Stat. §471.59, the Parties, through actions of their governing bodies, are authorized to enter into a joint powers agreement for the exercise of commonly held or similar powers; and

WHEREAS, the Parties entered into a Joint Powers Agreement in 2001 for the purchase and operation of a new voting system, with a ten year term and automatic two year extensions; and

WHEREAS, pursuant to the provisions of the 2001 Joint Powers Agreement, the County prepares ballots and compiles election results for all state, federal, county, municipal and school district elections for the Municipalities; and

WHEREAS, efficient ballot preparation and the timely compilation of election results depend upon the use of a uniform voting system throughout the County, and the use of a uniform voting system for all elections enhances election judge and voter understanding of the voting process and helps to provide equitable treatment for all voters, regardless of the type of election; and

WHEREAS, Congress mandated the use of an assistive ballot marking device in all polling places and in-person absentee voting locations for use by voters with disabilities, through enactment of the Help America Vote Act of 2002 ("HAVA"); and

WHEREAS, the Minnesota Legislature mandated the central counting of all absentee ballots under uniform state laws and procedures in Laws of Minnesota 2010, Chapter 194, effective in 2010; and

WHEREAS, the Parties have reached agreement on the need to replace the existing voting system and the funding formula for the new voting system; and

WHEREAS, the County Board has approved a contract with Hart Intercivic of Austin, TX for the purchase and use of a new voting system for deployment in 2016;

NOW, THEREFORE, in consideration of the mutual undertakings and agreements hereinafter set forth, the parties agree as follows:

I. PURPOSE

The purpose of this Joint Powers Agreement is to establish and describe the roles and responsibilities of the County and the Municipalities in connection with the acquisition, implementation, and operation of a new voting system for use throughout Ramsey County ("Project"), including equipment that will be owned and operated by the County and equipment that will be owned and operated by the Municipalities.

II. COUNTY ROLES AND RESPONSIBILITIES-SYSTEM IMPLEMENTATION

A. General

The County will provide the services, materials, and equipment necessary to procure and implement a replacement voting system ("System") in Ramsey County, including software, hardware, materials, ballot printing, and other services as further described in this Agreement. Services may be provided directly by County staff or by outside vendors, as determined by the County.

B. System Description

The System will have the following functionalities:

1. The capability to create ballot styles for each precinct based on the appropriate contests and candidates and to generate ballots by either creating a print file that may be sent to a vendor or by printing ballots in the County offices;
2. The capability to program memory devices for each precinct for an election that will, when inserted into a ballot counter or ballot marking device, properly record the votes on ballots cast in that precinct, reject ballots that are not from that precinct or which do not have the proper validation marks, return to the voter ballots which contain an overvote or a crossover vote, and perform all other actions required by the Minnesota election law;
3. The capability to count absentee ballots at a central location in the County or at one or more Municipalities, at the option of each of the Municipalities, and to generate reports noting the number of absentee ballots counted for each precinct;

4. The capability to accumulate votes on ballot counters located in each precinct on election day, at other locations prior to election day, and from absentee ballot counting centers, to protect voted ballots in a sealed ballot box; to generate paper tapes of election results for review and certification by election judges; and to electronically upload or transmit election results to the County; and
5. The capability to compile election results from electronically transmitted files from each precinct through use of the memory device which recorded votes from the precinct and/or from the election results tape; to create an election results database that may be used for displaying results on the County website; and to generate needed reports for certification of election results.

C. System Equipment

The County will purchase System hardware and software (collectively referred to as the "System Equipment") as initially needed for use of the System by the County and the Municipalities. The System Equipment to be purchased by the County for implementation of the System under the terms of this Agreement is listed as the System Equipment Costs – Total in the System Equipment List, attached hereto and made a part of this Agreement as Appendix A.

D. Implementation Services

1. The County will provide services, including training, related to the implementation of the System by the County and the Municipalities, as described in Appendix B - Implementation Services, attached hereto and made a part of this Agreement.
2. The County will provide implementation project management services through a Project Manager. Joseph Mansky, or his designee, shall serve as Project Manager for the County.
3. The goal is to have the System implemented and ready for use by the County and the Municipalities in time for the 2016 state primary. At the discretion of the County, the implementation of the System may be delayed for initial use at the 2016 state general election or a future election.

III. COUNTY ROLES AND RESPONSIBILITIES-POST IMPLEMENTATION OPERATING SERVICES

A. General

Following System implementation, the County will perform the duties described in Sections III. B. through E. (collectively, "Operating Services") either directly by County staff or by outside vendors, as determined by the County.

B. System Administration

The County will:

1. maintain all licenses and agreements from the vendor(s) necessary to operate the System;
2. obtain and implement all required software updates needed to operate the System in compliance with the requirements of the Minnesota election law;
3. perform diagnostic testing of ballot counters and ballot marking devices to ensure the proper functioning of all equipment;
4. provide election programming needed to generate ballots and program memory devices that allow the ballot counters to correctly record votes; and
5. accumulate and report election results cast on the ballot counters for all elections.

C. Warranty Services

1. Warranty services will be provided by the System vendor(s) in accordance with the warranty provisions contained in the contracts between the County and the System vendor(s).
2. The County shall obtain and enforce all System warranties, including warranties on equipment owned by the Municipalities paid for under the terms of this Agreement. All requests for warranty services shall be made by the Municipalities to the County.

D. Post-Warranty Maintenance Services

Maintenance services will be provided following expiration of the warranty period(s) in accordance with the provisions of the maintenance agreement(s) between the County and the System vendor(s).

1. The County will enter into a contract with the System vendor(s) for System maintenance services to be provided directly to the County. The County will manage the provision of maintenance services for the Municipalities.
2. Maintenance services shall include, at minimum, the following:
 - a. Preventative maintenance: inspect and clean all ballot counters and ballot counting devices, including the read heads, printers, motors and other related components.
 - b. Repairs: make basic repairs to ballot counters and ballot marking devices as needed; the County will maintain or obtain spare parts for this purpose.
 - c. Equipment Replacement: replace ballot counters, ballot marking devices and related hardware and components on an as needed basis in the case of complete or un-repairable equipment failure.

E. Ongoing Services

1. The County will provide the Municipalities with a set of test ballots (also known as the test deck) and pre-audited test results for each precinct in every election.
2. The County will provide ballot layout, printing and memory device programming as follows:
 - a. Ballot layout – no cost to Municipalities for all elections
 - b. Ballot printing
 - 1) State and county elections – no cost to Municipalities
 - 2) Other elections – printing cost attributable to Municipal and/or School District offices and questions paid by

Municipalities and/or School Districts using cost formula
provided by the Secretary of State

- c. Memory device programming – no cost to Municipalities for all elections
- 3. The County will provide each Municipality with the hardware and software necessary to administer absentee voting for all elections. Each Municipality will have the choice of one of the following options:
 - a. make arrangements for the County to accept/reject, process and count all the absentee ballots for the Municipality;
 - b. accept/reject its own absentee ballots and make arrangements for the County to process and count the absentee ballots for the Municipality;
 - c. accept/reject, process and count its own absentee ballots.
- 4. The County will provide the Municipalities with the County's costs for options 3. a. and b. (above) no later than 24 weeks before the first election for which the System will be used and no later than 16 weeks before the date established in state law to begin absentee voting in subsequent years. Each Municipality shall inform the County in writing of its initial choice no later than 20 weeks before the first election for which the System will be used. Each Municipality shall notify the County in writing of any changes desired for its choice in subsequent years no later than 12 weeks before the date established in state law to begin absentee voting for a primary in a given year.
- 5. The County will provide inspection and replacement of consumable supplies.
- 6. Election Day technical support for the System will be provided by the voting system vendor (up to three days per election), as required by the County.
 - a. Programming and system administration operations
 - b. Ballot counter operations
 - c. Ballot marking device operations
- 7. Subject to approval by the County, during the term of this Agreement including any extensions, the County shall lease or purchase ballot counters, ballot marking devices, and other hardware and software in addition to those listed in Appendix A, on written request from a Municipality. Payment to

the County by the requesting Municipality shall be made within thirty (30) calendar days from the date of the invoice from the County following delivery of the hardware and/or software to the requesting Municipality.

8. During the term of this Agreement including any extensions, the County may lease or purchase any additional hardware or software that is necessary for the System to:
 - a. comply with the provisions of the Minnesota Election Law;
 - b. facilitate the processing and counting of absentee ballots; or
 - c. otherwise meet demand from the voters.

IV. ROLES AND RESPONSIBILITIES OF THE MUNICIPALITIES

A. Implementation

1. The individual who administers elections for the Municipality shall serve as the Municipality's project implementation liaison with the County. Each Municipality shall provide the name and contact information for the liaison within ten (10) calendar days of final execution of this Agreement.
2. Within thirty (30) calendar days of execution of this Agreement, each Municipality shall notify the County in writing of its plans for payment of the acquisition costs of the ballot counters, ballot marking devices and any other administrative equipment ("Equipment Costs"). Each Municipality may choose from one of the following payment options: a) a one-time reimbursement of costs or b) reimbursement of costs over two or more years, not to exceed a maximum of five years. A Municipality may not revoke its decision at any time after notice has been given to the County.

B. Post-Implementation/Ongoing

1. The Municipalities shall verify that ballots and memory devices tested by the County function accurately in the ballot counters and ballot marking devices that will be used in each election. If a Municipality identifies an error, the County shall correct the error within ten (10) calendar days of notification of the error, if practicable.

2. The Municipalities shall also perform all public accuracy testing provided by law for each election and may request the County's assistance in conducting these tests, at no charge.
3. The Municipalities may not lease or purchase any additional hardware and software during the term of this Agreement or any extensions without the prior approval of the County.
4. Each of the Municipalities shall lease or purchase at least one ballot counter, a ballot marking device, and a ballot box for each precinct in the Municipality.

C. Payment

Each of the Municipalities is responsible for payment in accordance with the provisions of this Agreement.

V. OWNERSHIP/SOFTWARE LICENSE

- A. The County will initially own all System Equipment.
- B. Upon payment in full to the County in accordance with the terms of this Agreement, each of the Municipalities will own the ballot counters, ballot marking devices, and related equipment that were originally purchased by the County under this Agreement; this provision shall not apply to equipment leased by the County. The County will maintain ownership of backup ballot counters and ballot marking devices, the central count ballot counters and any precinct ballot counters that are needed for counting absentee ballots, the memory devices for all ballot counters and ballot marking devices, and the computer hardware and software needed to operate and administer the System.
- C. The County is the sole Licensee of the System software and the Municipalities are users.

VI. WARRANTY

The County makes no representations and extends no warranties with respect to the use of the System and specifically disclaims all other warranties, express or implied, including but not limited to any implied warranty or merchantability or fitness for a particular purpose.

VII. SYSTEM IMPLEMENTATION FUNDING

- A. The County will provide initial financing for the costs of acquisition, installation, and implementation of the System ("Implementation Costs").
- B. As part of the initial financing of the Implementation Costs, the County will apply state grant funds received under the Help America Vote Act and required County matching funds as a setoff against the Implementation Costs.
- C. The Municipalities will provide the funds to reimburse the County for the System Equipment identified as the responsibility of the Municipalities in Appendix A.

VIII. COST ALLOCATION/PAYMENT

A. Cost Allocation-Implementation Costs

- 1. Each of the Municipalities will reimburse the County for the cost of the number of ballot counters, ballot boxes, and ballot marking devices required by that Municipality in accordance with the pricing in Appendix A. A list of the number of ballot counters, ballot boxes, and ballot marking devices for each of the Municipalities and the percentage of the total cost for ballot counters and ballot marking devices to be paid by each of the Municipalities is listed in Appendix C. The total number and each Municipality's percentage of ballot counters and ballot marking devices may be adjusted throughout the term of this Agreement including any extensions.
- 2. For those Municipalities that have elected to pay for the ballot counters, ballot boxes, and ballot marking devices over time, the total amount to be paid will include their proportionate share of any financing costs incurred by the County for the purchase, installation and implementation of the System Equipment, which financing costs will be shared among those Municipalities that have elected to pay over a period from two to five years. The County will charge each Municipality that chooses to finance the purchase of its System Equipment 2% per annum.

B. Cost Allocation-Post-Implementation/Operating Services

- 1. There will be no charge to the Municipalities for ballot layout for all elections, ballot printing for State and county elections or for memory device programming.

2. The Municipalities will pay the County's costs for Operating Services ("Operating Costs") on an annual basis.
3. The Operating Costs will be calculated to include costs for the items listed in Section III.B.-E. of this Agreement and, until repaid in full, the Implementation Costs described in Section VIII.A.2.
4. Except as identified as the responsibility of a Party to this Agreement, annual Operating Costs for Operating Services will be allocated as follows:
 - a. using the percentage of the total number of ballot counters requested by the Municipality as a proportion of the total number of ballot counters requested by all Municipalities for 80%, and using the percentage of the total number of absentee ballots accepted by each Municipality during the four most recent state general elections as a proportion of the total number of absentee ballots accepted in the County for 20%. The County will initially allocate the annual Operating Costs to the Municipalities as illustrated in Appendix C. The annual Operating Costs are subject to change, based on price changes for post-implementation services provided by the System vendor and changes to the costs of licenses and fees required for the County to administer the System, which have been submitted to and approved by the County.
 - b. The allocation will take into account any changes in the number of ballot counters requested by each of the Municipalities and/or the total number of ballot counters.

C. Payments

1. The County shall invoice a Municipality after the initial delivery of County-tested ballot counters, ballot boxes, and ballot marking devices to the Municipality. If a Municipality will pay over a period of 2-5 years, the County will invoice the Municipality its appropriate annual sum along with the invoice for annual Operating Costs. Payment shall be made within thirty (30) calendar days of the date of the invoice.
2. On or about June 1 of each calendar year during the term of this Agreement including any extensions, the County will invoice the Municipalities for their share of Operating Costs for the next calendar year. The total amount of the invoices will be calculated based on the actual Operating Costs incurred by the County in the previous calendar year, with adjustments made to account for increases or decreases in anticipated Operating Costs. The Municipalities

shall make payment to the County within thirty (30) calendar days of the date of the invoice.

3. If the County provides maintenance services through the System vendor on a time and materials basis, a Municipality that requires maintenance services will contact the County for the services and the County will contact the vendor.
4. If requested by a Municipality, the County shall invoice the School District(s) to pay a proportion of the Municipalities' annual cost for Operating Services using either: a) the cost-sharing methodology provided in the Minnesota Election Law; or b) another methodology developed by the County, in consultation with the Municipalities. The County will invoice the School District(s) for their proportion of the costs and payments will be made directly by the School District(s) to the County.
5. Payment of interest and disputes shall be governed by the provisions of Minn. Stat. § 471.425.

D. Proceeds from sale or lease of old equipment

The County shall determine if any existing voting equipment, including but not limited to ballot counters, ballot marking devices and related hardware will be sold or leased in conjunction with the purchase of the System. The County shall apply the proceeds of any sale or lease of existing voting equipment, including but not limited to ballot counters and ballot marking devices, toward the Municipalities' payment of Implementation Costs or Post-Implementation Costs.

IX. PROJECT SCHEDULE

A Project Schedule is attached hereto and made a part of this Agreement as Appendix D. The County may change the schedule set forth in Appendix D as appropriate based on changes in funding sources or the needs of the County.

X. TERM

- A. The term of this Agreement is for a ten (10) year period from the date of final execution by all parties ("Initial Term"), unless earlier terminated pursuant to the provisions of this Agreement.
- B. This Agreement shall be automatically extended for successive two-year terms ("Renewal Terms"), upon the same or better terms, conditions and

covenants, unless a majority of the Municipalities or the County gives notice of their/its intent not to extend at least 180 days prior to expiration of the Initial Term or the then-current Renewal Term.

XI. ANNUAL REVIEW PROCESS

At least once a year during the term of this Agreement, including any extensions, the County will convene a meeting of elections officials from the Municipalities to review the elections process and System operations.

XII. INDEMNIFICATION AND INSURANCE

- A. Each party agrees that it will be responsible for its own acts and the acts of its employees, elected officials, and agents as they relate to this Agreement and for any liability resulting therefrom, to the extent authorized by law, and shall not be responsible for the acts of the other parties or their employees, elected officials, and agents, or for any liability resulting therefrom. Each party's liability shall be governed and limited by the Municipal Tort Claims Act, Minn. Stat. Chapter 466 and other applicable law.
- B. Each Party agrees to defend, indemnify and hold harmless the other Parties, their employees, elected officials, and agents from any liability, claims, causes of action, judgments, damages, losses, costs or expenses, including reasonable attorneys fees, resulting directly or indirectly from any act or omission of the indemnifying party, its employees, elected officials, or agents, in the performance or failure to perform its obligations under this Agreement. Nothing herein shall be deemed a waiver by any Party of its limitations on liability, defenses or immunities under Minnesota Statutes, Chapter 466, or other state or federal law.
- C. Each Party warrants that it is able to comply with the aforementioned indemnity requirements through commercial insurance or a self-funding program.
- D. Each of the Parties shall insure the full replacement value of all System equipment stored on the Party's site.
- E. All insurance policies or self-insurance certificates shall be open to inspection by the other Parties and copies of the policies or certificates of self-insurance shall be submitted to a Party upon written request.

XIII. RECORDS

Subject to the provisions of Section XIV, each Party agrees that the other Parties, the State Auditor, or any of their duly authorized representatives shall, at any time during normal business hours, and as often as they may reasonably deem necessary, have access to and the right to examine, audit, excerpt and transcribe any books, documents, papers, records, etc., which are pertinent to the accounting practices and procedures of governmental entities and which involve transactions relating to this Agreement.

XIV. DATA PRACTICES

The Parties shall comply with the provisions of the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, or any other applicable state statutes, any state rules adopted to implement the Act and statutes, as well as federal statutes and regulations on data privacy.

XV. NONASSIGNMENT

No Party shall assign, subcontract, transfer or pledge this Agreement and/or services to be performed herein.

XVI. USE OF VOTING SYSTEM

The County shall only implement and support a single, uniform voting system throughout the County that must be used in every election conducted in the County. Each Municipality must use the ballot counters, ballot boxes and ballot marking devices provided in this Agreement for all elections conducted in the Municipality.

XVII. TERMINATION

- A. This Agreement shall terminate upon unanimous consent of the Parties as evidenced by a written resolution of the governing body of each Party or when necessitated by operation of law or as a result of a decision by a court of competent jurisdiction.
- B. Effect of termination. Termination shall not discharge any liability incurred by any of the Parties during the term of this Agreement including any extensions prior to the effective date of termination. Each Party shall be liable for its own acts to the extent provided by law.

XVIII. PROPERTY DISPOSITION

- A. Upon termination of this Agreement, ownership remains as stated in Article V.
- B. Upon termination, a Municipality will be given the option to make full payment for the ballot counters, ballot boxes, and ballot marking devices for which it has made partial payment. Such payment must be made within thirty (30) calendar days of the date of receipt of the notice of termination from the County.
- C. If the Parties reach consensus on the need to replace the System, the Parties will negotiate a new agreement, which shall include the disposition of the System Equipment, whether owned by the County or the Municipalities.

XIX. NOTICE

- A. All notices, reports or demands given or made by a Party under the terms of this Agreement or any statute or ordinance shall be in writing and shall be sent registered or certified mail.
- B. All notices, reports or demands shall be sent to the representative designated in writing by the Party. If none has been designated, notice to the Party's chief elected official shall be deemed adequate.

XX. ENTIRE AGREEMENT/ALTERATION

- A. It is understood and agreed that the entire agreement between the Parties is contained herein and that this Agreement supersedes all oral agreements and negotiations between the Parties relating to the subject matter hereof.
- B. Any alterations, variations, modifications, or waivers of provisions of this Agreement shall only be valid when they have been reduced to writing as an amendment to this Agreement signed by the Parties hereto.
- C. The parties may execute separate copies of any amendment to this Agreement and the signature pages will be part of the original.

XXI. VOTING SYSTEMS ADVISORY COMMITTEE

The County shall establish a Voting Systems Advisory Committee ("Committee") to facilitate the administration of the System. Any Party to this Agreement may request to become a member

of the Committee. Approximately eight years following final execution of this Agreement, or at such earlier time as the Parties may agree, the Committee shall begin planning for the acquisition of a successor voting system.

XXII. SEPARATE EXECUTIONS/EFFECTIVE DATE

Each of the Municipalities may sign a separate signature page and all of the signature pages taken together will constitute the original contract and will be as effective as if all of the signatures were on the same page. This Agreement shall be effective as to a Party upon execution by an authorized representative of that Party.

Wherefore, the Parties have executed this Agreement as of the last date written below.

COUNTY OF RAMSEY

By: Victoria Reinhardt
Victoria Reinhardt, Chair
Board of Commissioners

By: Janet Guthrie
Janet Guthrie, Acting Chief Clerk
Board of Commissioners

Date: 1/26/16

Approval Recommended:

Joseph Nalley

Approved as to form and insurance:

Jeff Stephens
Assistant County Attorney

NAME OF MUNICIPALITY:

By: _____

Its: _____

By: _____

Its: _____

Date: _____

JOINT POWERS AGREEMENT FOR NEW VOTING SYSTEM

Appendix A System Equipment List

1. Voting and administrative equipment - County

<u>Description</u>	<u>Price</u>
Precinct ballot counters and ballot boxes	\$ 276,028
Accessible ballot marking devices	\$ 190,625
Memory devices	\$ 10,824
Central count ballot counters for absentee voting	\$ 111,332
Ballot on demand printer	\$ 2,833
Administrative operations components	\$ 173,919
Staff training and new implementation services	\$ 56,640
Licenses and technical support	\$ 86,468
Subtotal for Equipment Costs - County	\$ 908,669

2. Voting equipment – Municipalities

Precinct ballot counters and ballot boxes for polling places	\$ 751,680
Accessible ballot marking devices for polling places	\$ 471,192
Subtotal for Equipment Costs -- Cities	\$1,222,872
System Equipment Costs - Total	\$2,131,541

Appendix B Implementation Services

The County will provide, either directly or through a contracted vendor, the services shown below. The information provided below are tentative, pending the selection of a voting system.

A. Training and instructional materials

1. Training for Municipal elections officials and staff
 - a. Operation of the ballot counter
 - b. Operation of the ballot marking device
 - c. Processing and counting absentee ballots (where applicable)
2. Training for election judges
 - a. Operation of the ballot counter
 - b. Operation of the ballot marking device
3. Development of training and informational materials - printed
 - a. Ballot counter operations guide and quick start guide
 - b. Ballot marking device operations guide and quick start guide
 - c. Opening and closing the polling place
 - d. Providing instructions to voters
4. Development of training and informational materials for County website
 - a. Election judge training videos
 - b. Public information videos

B. Election day technical support – to be provided by voting system vendor (up to three days per election)

1. Programming and system administration operations
2. Ballot counter operations

3. Ballot marking device operations

C. Warranty services

D. Ballot layout, printing and memory device programming

1. Ballot layout – no cost to Municipalities for all elections

2. Ballot printing

a. State and county elections – no cost to Municipalities

b. Other elections – printing cost attributable to Municipal or School District offices and questions paid by Municipalities and/or School Districts

3. Memory device programming – no cost to Municipalities for all elections

Joint powers agreement for new voting system - Appendix C

Capital Costs				Annual Operating Costs				
City	Number of precincts	% of county total	City funds needed for capital costs	80% of total		20% of total		
				City share of licensing and system operations	Number of accepted Abs 2008-2014	% of county total	City share of absentee voting costs	Total annual* operating costs 2016
Arden Hills	3	1.72%	\$ 21,084	\$ 2,000.00	2,058	2.39%	\$ 693.51	\$ 2,693.51
Falcon Heights	2	1.15%	\$ 14,056	\$ 1,333.33	895	1.04%	\$ 301.60	\$ 1,634.93
Gem Lake	1	0.57%	\$ 7,028	\$ 666.67	72	0.08%	\$ 24.26	\$ 690.93
Lauderdale	1	0.57%	\$ 7,028	\$ 666.67	275	0.32%	\$ 92.67	\$ 759.34
Little Canada	3	1.72%	\$ 21,084	\$ 2,000.00	1,912	2.22%	\$ 644.31	\$ 2,644.31
Maplewood	15	8.62%	\$ 105,420	\$ 10,000.00	6,864	7.98%	\$ 2,313.04	\$ 12,313.04
Mounds View	4	2.30%	\$ 28,112	\$ 2,666.67	1,846	2.15%	\$ 622.07	\$ 3,288.74
New Brighton	8	4.60%	\$ 56,224	\$ 5,333.33	4,445	5.17%	\$ 1,497.89	\$ 6,831.22
North Oaks	2	1.15%	\$ 14,056	\$ 1,333.33	2,086	2.42%	\$ 702.94	\$ 2,036.28
North St Paul	4	2.30%	\$ 28,112	\$ 2,666.67	1,847	2.15%	\$ 622.41	\$ 3,289.07
Roseville	10	5.75%	\$ 70,280	\$ 6,666.67	9,339	10.85%	\$ 3,147.08	\$ 9,813.74
Shoreview	7	4.02%	\$ 49,196	\$ 4,666.67	6,938	8.06%	\$ 2,337.98	\$ 7,004.65
St Anthony	3	1.72%	\$ 21,084	\$ 2,000.00	2,248	2.61%	\$ 757.54	\$ 2,757.54
St Paul	96	55.17%	\$ 674,688	\$ 64,000.00	35,206	40.91%	\$ 11,863.79	\$ 75,863.79
Vadnais Heights	4	2.30%	\$ 28,112	\$ 2,666.67	2,540	2.95%	\$ 855.93	\$ 3,522.60
White Bear Lake	7	4.02%	\$ 49,196	\$ 4,666.67	5,139	5.97%	\$ 1,731.75	\$ 6,398.42
White Bear Township	4	2.30%	\$ 28,112	\$ 2,666.67	2,348	2.73%	\$ 791.23	\$ 3,457.90
Total	174	100%	\$ 1,222,872	\$ 116,000.00	86,058	100%	\$ 29,000.00	\$ 145,000.00

Note: * 25% of annual operating costs will be apportioned to the school districts

10/19/2015

Appendix D
Project Implementation Schedule
(Dates and Activities Subject to Revision)

Jan 22	Complete Elections staff training on voting system operations
Feb 1	Begin ballot printing, marking and counting accuracy tests
Feb 16	Begin simulations of 2016 state elections and related functions
Apr 1	Complete simulations of 2016 state elections and related functions
May 17	First day to file for office for 2016 state primary and state general election
Jun 3	Complete delivery of ballot counters and ballot marking devices to Maplewood, White Bear Lake, New Brighton, Shoreview, Little Canada and Lauderdale
Jun 13	Begin training of city elections staff in Maplewood, White Bear Lake, New Brighton, Shoreview, Little Canada and Lauderdale in voting system operations
Jun 24	Begin absentee voting for 2016 state primary
Jul 11	Begin preliminary testing of ballot counters and ballot marking devices
Jul 18	Begin election judge training in voting system operations
Jul 29	Public accuracy test of voting system
Aug 6	Begin central counting of absentee ballots for state primary
Aug 9	State primary
11-25-15	

**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 fourteenth day of March, 2016, at 6:00 p.m.

The following members were present:

and the following were absent: .

Member introduced the following resolution and moved its adoption:

RESOLUTION No.

Joint Powers Agreement with Ramsey County for Election Voting System

WHEREAS: The current election equipment that was purchased in 2002 through a Joint Powers Agreement with Ramsey County and other Ramsey County municipalities, has reached the end of its useful life; and

WHEREAS: Efficient ballot preparation and the timely compilation of election results depend upon the use of a uniform voting system throughout the county, and the use of a uniform voting system for all elections enhances election judge and voter understanding of the voting process and helps to provide equitable treatment for all voters, regardless of the type of election; and

WHEREAS: The task force has reached agreement on the need to replace the existing voting system with the Hart Intercivic and the funding formula for the news voting system;

NOW, THEREFORE, BE IT RESOLVED, that the Joint Powers Agreement with Ramsey County for Election Voting System

The motion for the adoption of the foregoing resolution was duly seconded by Member

, and upon a 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.

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 fourteenth day of March, 2016 with the original thereof on file in my office.

Patrick J. Trudgeon, City Manager

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: March 14, 2016
Item No.: 8.e

Department Approval



City Manager Approval



Item Description: Adopt a Resolution to Accept the Work Completed and Authorize Final Payment on the Victoria Street Reconstruction Project

BACKGROUND

On April 20, 2015 the City Council awarded the Victoria Street Reconstruction Project to North Valley, Inc. of Nowthen, Minnesota. Work completed under the contract totaled \$2,510,717.11. The work was successfully completed during the 2015 season and the project is ready to be closed out. The project included the following items:

- Reconstruction of Victoria Street from Larpenteur Avenue to County Road B.
 - New curb and gutter was installed from Roselawn to County Road B.
- Construction of a pathway and retaining walls along the east side of Victoria from Larpenteur Avenue to Roselawn Avenue.
- Construction of a sidewalk and retaining walls along the east side of Victoria from Roselawn to County Road B-2.
- Upgraded the signal system at County Road B to meet ADA standards, including truncated dome pedestrian ramps and modifications to the pedestrian buttons.
- Construction of new storm sewer including two underground infiltration systems, a storm water treatment pond and a rain garden.
- Replacement of all hydrants in the corridor.

The original awarded contract price for this project was \$1,809,925.93. There were five supplemental agreements that increased the contract price to \$2,535,734.26. The supplemental agreements were needed to address additional signal equipment requirements as well as additional pedestrian ramp improvements that were necessary to meet State and County requirements.

POLICY OBJECTIVE

City policy requires that the following items be completed to finalize a construction contract:

- Certification from the City Engineer verifying that all of the work has been completed in accordance with plans and specifications.
- A resolution by the City Council accepting the contract and beginning the one-year warranty.

FINANCIAL IMPACTS

The final contract amount, \$2,535,734.26, is \$725,808.33 more than the awarded amount of \$1,809,925.93, but \$25,017.14 lower than the final contract price of \$2,510,717.11. This represents an increase in the contract of 38.7%. The cost increase is due to a variety of factors including;

- Major modification of the pavement reconstruction method
 - Change from a stabilized bituminous reclamation to a combination of road reconstruction and four inch mill and overlay. The change in design still resulted in a 9 ton roadway, which meets Municipal State Aid standards, with an expected pavement life of at least 30 years.
 - Change needed due to poor subgrade conditions that were found when portions of the pavement were dug up for utilities.
- Additional storm sewer replacement to fix pipe that was in need of replacement.
- Modifications to storm structures to accommodate utilities.

Although the project costs are higher than the original bid amount, the project costs are still within reason for the type of road that was constructed.

For example, in 2012 the City reconstructed Dale Street using conventional methods. The overall road cost for the road reconstruction was assessed in the same manner as Victoria Street for the same type of road; 32 feet wide, 7 ton design. The assessed cost per foot for this project was \$38.25/LF in 2011 dollars. This equates to an approximate cost of \$44/LF today.

The final costs of the modified pavement design for Victoria Street, although higher, are still less than what a traditional reconstruct would have been. The original road design was for a stabilized bituminous reclamation. If the subsoils had not become an issue this would have resulted in a 30 year road with a significant cost savings to the City versus a more typical street reconstruction. Had the street been constructed using conventional reconstruction methods, the cost would have been around \$44/LF for an approximately same design life.

The final project cost will be funded using the following funds;

Victoria St					
	Road	Pathway	Watermain	Storm Water	Total Costs
State Aid	\$ 1,420,119.93	\$ 26,065.82			\$ 1,446,185.75
Assessments	\$ 184,747.81				\$ 184,747.81
Water Fund			\$ 77,469.97		\$ 77,469.97
Storm Water Fund				\$ 603,630.86	\$ 603,630.86
Parks Renewal		\$ 120,000.00			\$ 120,000.00
Ramsey County		\$ 78,682.72			\$ 78,682.72
Total Project	\$ 1,604,867.74	\$ 224,748.54	\$ 77,469.97	\$ 603,630.86	\$ 2,510,717.11

Overall assessments will be higher than the preliminary assessment amount but will be set at or less than the maximum assessment rate as determined by the Benefit Appraisal which determined the maximum benefit realized by the properties as a result of the project. Residential properties will be assessed \$34.18/LF (Max \$35/LF) and all other properties (New Life Presbyterian Church) will be assessed \$60.00/LF (Max \$60/LF). The feasibility report for this project estimated assessments at \$27.49/LF for residential properties and \$54.97 for non-residential properties.

A final assessment hearing for the assessed portion of the project will be held in August.

STAFF RECOMMENDATION

The work was completed in accordance with project plans and specifications, staff recommends the City Council approve a resolution accepting the work completed on the Victoria Street Reconstruction Project and authorizing final payment.

68 **REQUESTED COUNCIL ACTION**

69 Approve the resolution accepting the work completed on the Victoria Street Reconstruction
70 Project and authorizing final payment.

Prepared by: Jesse Freihammer, City Engineer/Asst. Public Works Director

Attachments: A: Resolution
B: Certification from City Engineer
C: Project Map

WHEAREUPON 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 14th day of March, 2016, with the original thereof on file in my office.

WITNESS MY HAND officially as such Manager this 14th day of March, 2016.

Patrick Trudgeon, City Manager

(SEAL)



March 14, 2016

TO THE CITY COUNCIL, CITY OF ROSEVILLE, MINNESOTA

RE: Victoria Street Reconstruction
Contract Acceptance and Final Payment

Dear Council Members:

I have observed the work executed as a part of the Victoria Street Reconstruction Project. I find that this contract has been fully completed in all respects according to the plans, specifications, and the contract. I therefore recommend that final payment be made from the improvement fund to the contractors for the balance on the contract as follows:

Original Contract amount (based on estimated quantities)	\$1,809,925.93
Final Contract Amount	\$2,535,734.26
Actual amount due (based on actual quantities)	\$2,510,717.12
Previous payments	\$2,416,906.36
Balance Due	\$93,810.76

The construction costs for this project have been funded as follows:

Municipal State Aid	\$1,446,185.75
Property Owner Assessments	\$184,747.81
Water Fund	\$77,469.97
Storm Water Fund	\$603,630.86
Parks Renewal	\$120,000.00
Ramsey County	\$78,682.72

Please let me know if you have any questions or concerns and would like more information.

Sincerely,

Jesse Freihammer, P.E.
City Engineer/Asst. Public Works Director
651-792-7042
Jesse.Freihammer@cityofroseville.com

2660 Civic Center Drive ❖ Roseville, Minnesota 55113
651-792-ROSE ❖ TDD 651-792-7399 ❖ www.cityofroseville.com

CITY OF ROSEVILLE, MINNESOTA
LOCATION PLAN VICTORIA ST.

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 3/14/16
Item No.: 8.f

Department Approval



City Manager Approval



Item Description: Approve Terms of 2016-2018 Teamsters Police Sergeants Contract

BACKGROUND

The City of Roseville has four collective bargaining units, the Police Sergeants - Teamsters; Police Officers- LELS; Maintenance Workers - IUOE Local 49, and the Fulltime Firefighters - IAFF. With approval of this contract the Maintenance Workers - IUOE Local 49 are the only group not settled for 2016 and beyond.

This report is for the Police Sergeant's unit, which has 5 city employees participating in the bargaining unit. They are comprised of supervisory licensed law enforcement officers. The City and the union have a tentative agreement and the contract terms will be implemented upon ratification of this contract.

The City and union reviewed and compared 10 other Police department contracts in the metro area to negotiate this contract, as well as making internal comparisons.

City staff and union members from Teamsters have met and found common ground for a settlement on a contract that spans three years. The membership has voted to accept the contract terms with implementation upon City Council approval and effective upon ratification. The following are the highlights of the contract:

CONTRACT DURATION:

3 years from 1/1/16 - 12/31/18

WAGES & LONGEVITY:

The City will provide a wage COLA for of the years of the contract as follows:

- 1/1/16 increases all Teamster union classifications by 2.5%.
- 1/1/17 increases all Teamster union classifications by 2.75%.
- 1/1/18 increases all Teamster union classifications by 2.75%.

SPECIALTY PAY:

A Sergeant assigned to the Investigations Unit as a Detective Sergeant will be added

to those that will receive specialty pay.

HOLIDAYS:

Each year Employees will be paid for any unused holiday hours remaining after December 31st. Payment will be made at the Employee's base hourly rate in effect on December 31st of the affected year.

POLICY OBJECTIVE

Each year the City budgets wage and benefit adjustments for all employees. The adjustments stem from the best information known or anticipated from the metro labor market, labor settlements and consumer price indexing.

BUDGET IMPLICATIONS

It is estimated that due to some recent personnel turnover the additional .5% requested for the 2016 contract will not require additional funding. The City Council will need to provide adequate funding for the subsequent years.

STAFF RECOMMENDATION

Staff recommends approval of the 2016 -2018 Teamsters contract terms.

REQUESTED COUNCIL ACTION

Motion to approve the proposed terms and conditions of the 2016-2018 collective bargaining agreement with the Teamsters and direct City staff to prepare the necessary documents for execution, subject to City Attorney approval.

Prepared by: Eldona Bacon, Human Resources Manager (651) 792-7025

REQUEST FOR COUNCIL ACTION

Date: 3/14/2016
Item No.: 8.g

Department Approval

City Manager Approval



Item Description: Request for Approval for Joint Powers Agreement Between the Cities of Saint Paul, Maplewood, Falcon Heights, North Saint Paul, Lauderdale, White Bear Lake, New Brighton, Lake Johanna Fire Department, and the City of Roseville, for Automatic Dispatch of the Closest Emergency Unit.

BACKGROUND

In 2014 the Ramsey County Fire Chiefs Association started a committee to research and evaluate the opportunity for increased Shared Services and a component of Closest Unit Dispatching amongst fire departments in Ramsey County. The Roseville Fire Department took an active role in the committee to assist with evaluating and vetting future opportunities.

The concept behind Closest Unit Dispatching will be advanced and faster response times to our most critical calls: structure fires and cardiac arrests. It is hoped with a decreased response time for emergency personnel to these critical call types, the opportunity to provide for life-saving maneuvers is increased.

The Fire Department has provided Council with several presentations and further insight into how the program will potentially look, as well as the critical benefits to the citizens of Roseville as well as neighboring communities throughout Ramsey County from this partnership.

FINANCIAL IMPACTS

The financial impact of this agreement will be related to use of apparatus and personnel for response to emergencies as outlined in the JPA and presentation. As this program is new and untested it is not possible at this time to place a cost on this program.

Fire Administration is committed to continual evaluation of all aspects of the program and will provide regular updates to council on outcomes, including costs.

STAFF RECOMMENDATION

Staff recommends Council approve the Fire Department entering into a Joint Powers Agreement between the Cities of Saint Paul, Little Canada, Maplewood, Falcon Heights, North Saint Paul, Lauderdale, White Bear Lake, New Brighton, Lake Johanna Fire Department, and the City of Roseville, for Automatic Dispatch of the Closest Emergency Unit.

28 **REQUESTED COUNCIL ACTION**

29 Authorize the Fire Department to enter into a Joint Powers Agreement between the Cities of Saint Paul,
30 Little Canada, Maplewood, Falcon Heights, North Saint Paul, Lauderdale, White Bear Lake, New
31 Brighton, Lake Johanna Fire Department, and the City of Roseville, for Automatic Dispatch of the
32 Closest Emergency Unit.

33

34

Prepared by: Timothy O'Neill, Fire Chief (651) 792-7305

Attachments: A: JPA

**MUTUAL AID AGREEMENT TO PROVIDE FOR THE
AUTOMATIC DISPATCH OF THE CLOSEST EMERGENCY
RESPONSE UNIT REGARDLESS OF JURISDICTIONAL BOUNDARIES**

This Mutual Aid Agreement ("Agreement") is made and entered into this ____ day of _____, 2016 by and among Cities of Saint Paul, Roseville, Little Canada, Maplewood, Falcon Heights, North Saint Paul, Lauderdale, White Bear Lake, New Brighton, and the Lake Johanna Fire Department Inc. (collectively the "Cities" or "Parties" and individually the "City" or the "Party").

RECITALS

- A. The Cities/Parties desire to enter into this Agreement to authorize their respective fire departments to provide, and for the participating Cities/Parties to receive, automatic mutual aid to dispatch the closest equipment and personnel to emergency events to provide assistance in the form of fire, rescue, and related services;
- B. The Cities/Parties are authorized under Minnesota Statutes, section 471.59 to cooperatively exercise their commonly held powers and mutual aid agreements are critical to providing and supporting emergency services;
- C. The Cities/Parties determine that providing for the automatic dispatch of the closest emergency unit as is authorized in this Agreement is in their best interests and they desire to create an opportunity for other cities and towns to participate in this Agreement.

AGREEMENT

In exchange for the mutual promises made herein, the Parties hereby agree as follows:

I. DEFINITION OF TERMS

For the purposes of this Agreement, the terms defined in this section shall have the meanings given them below.

- 1. "Agency" means the fire department, fire station, or fire unit called upon to provide Assistance to an Emergency Event.
- 2. "Assistance" means the provision of fire personnel and equipment in response to an Emergency Event.
- 3. "Dispatcher" means the person at the applicable public safety access point that receives reports of Emergency Events and selects the appropriate Agency to respond to and provide Assistance for the Emergency.
- 4. "Emergency" any request for fire department assistance.

5. "Emergency Events" means any Emergency incident in which an Agency may be called upon by a Dispatcher to provide Assistance within the scope of the Agency's service capabilities as determined by the respective member Cities and communicated in writing to the Emergency Communications Center.
6. "President" means the president of the Ramsey County Fire Chiefs Association.
7. "Protection Area" means the area within the Cities of Saint Paul, Roseville, Little Canada, Maplewood, Falcon Heights, North Saint Paul, North Oaks, Shoreview, Arden Hills, Lauderdale, New Brighton, White Bear Lake, and any additional city or town that joins this Agreement as provided herein.
8. "Requesting Party" means a Party which requests assistance from another Party to this Agreement and each such responding Party is considered a Sending Party.
9. "Sending Party" means a Party called upon to provide Assistance to another Party and which actually provides Assistance to the Requesting Party.
10. "Specialized Activities" means the provision of non-emergency assistance including, but not limited to, training of personnel and associated equipment and facilities.

II. AUTHORIZATION

Each of the Cities participating in this Agreement hereby authorize their respective fire Agencies to respond to and receive automatic mutual aid services pursuant to the terms of this Agreement and to otherwise take such actions as are needed to provide and receive Assistance as provided herein.

III. TERM AND TERMINATION

This Agreement shall be effective as of the date first written above and shall be ongoing until terminated as provided herein. Each City shall act by resolution to adopt this Agreement and shall forward a fully executed copy of its resolution and a signed original of this Agreement to the President of the Ramsey County Fire Chiefs Association.

Any Party may act by resolution to opt out of its participation in this Agreement. No such resolution shall be effective until the Party provides at least 60 days' written notice of termination to the President, the applicable County Emergency Communications Center, and each of the other Parties. The resolution must indicate the date of withdrawal from this Agreement, which must be sufficiently in the future to allow for the 60 day notice. The notice shall include a fully executed copy of the termination resolution.

IV. AUTOMATIC MUTUAL AID PROCEDURE

1. Whenever a Party to this Agreement receives a call for Assistance for an Emergency Event occurring within its jurisdictional boundaries, that call will automatically be

dispatched to the Agency having primary jurisdiction, as well as to any Agency for which the Dispatcher or Computer Aided Dispatch System (CAD) determines may provide a more timely response. The Sending Party shall respond to the call and make necessary Assistance available without undue delay. The typical response from the Sending Party shall be one apparatus and crew.

The extent of Assistance provided by the Sending Party shall be determined solely by the Sending Party based on its established response criteria and procedures. In the event a Sending Party determines it will not be able to provide Assistance, the fire official for the Agency making that determination shall immediately notify the Requesting Party.

2. The first arriving unit shall be in command of the emergency scene, until relieved by the Requesting Party. The Sending Party's fire official shall retain direction and control of the Sending Party's fire personnel and equipment on the scene.
3. Each Party, whether it be the Requesting Party or a Sending Party, shall be responsible for injuries or death of its own personnel. Each Party shall maintain workers' compensation insurance or self-insurance coverage covering its own personnel while they are providing Assistance pursuant to this Agreement. Each Party waives the right to sue the other Party for any workers compensation benefits paid to its own employee or their dependents, even if the injuries were caused wholly or partially by the negligence of the other Party or its officers, employees.
4. Each Party shall be responsible for damages to or loss of its own equipment. Each Party waives the right to sue the other Party for any damages to or loss of its equipment, even if the damages or losses were caused wholly or partially by the negligence of the other Party or its officers, employees, or volunteers.
5. Specialized Activities of non-emergency nature may be requested and/or provided by both parties to the Agreement. There is no obligation on the part of a Sending Party to provide Specialized Activities.
6. No charge shall be made to either party for Assistance rendered under this Agreement for incidents with duration under eight (8) hours. Provided, however, that in the event the Requesting Party is reimbursed for said personnel, equipment, or any other costs from a party or parties responsible for the Emergency, or is otherwise reimbursed by a third party source, then reimbursement, on a pro-rata basis, shall be made to the Sending Party for any equipment or personnel charges.

V. COOPERATIVE IMPLEMENTATION

The Parties agree to work in good faith through their respective Agencies to cooperatively establish any specific response criteria or procedures as they may determine are needed to implement this Agreement. Such criteria and procedures do not necessarily need to be the same for each Party, but they shall not be contrary to the

primary purpose of this Agreement. Each Party shall be responsible for communicating in writing its response criteria and procedures to each of the other Cities, the President, and the applicable County Emergency Communications Center.

VI. LIABILITY AND INDEMNIFICATION

1. For the purposes of the Minnesota Municipal Tort Liability Act (Minnesota Statutes, chapter 466), the employees and officers of the Sending Party are deemed to be employees (as defined in Minnesota Statutes, section 466.01, subdivision 6) of the Requesting Party. For all other purposes, all personnel remain the employees of their respective Party during the performance of duties under this Agreement.
2. The Requesting Party agrees to defend and indemnify the Sending Party against any claims brought or actions filed against the Sending Party or any officers, employees, or volunteers of the Sending Party for injury to or death of any third person or persons, or damage to the property of any third person or persons, arising out of the provision of Assistance by the Sending Party under this Agreement.

Under no circumstances, however, shall a Party be required to pay on behalf of itself and other Parties, any amounts in excess of the limits on liability established in Minnesota Statutes, chapter 466 applicable to any one Party. As provided in Minnesota Statutes, section 471.59, subdivision 1a, for the purposes of determining total liability the Parties shall be considered a single governmental unit and the total liability for the Parties shall not exceed the limits on governmental liability for a single governmental unit as specified in Minnesota Statutes, section 466.04, subdivision 1. Nothing in this Agreement shall be interpreted as any of the Parties waiving any exemptions or limitations on liability available to them under law.

The intent of the indemnification requirement of this section is to impose on each Requesting Party a limited duty to defend and indemnify any Sending Party for claims arising within the Requesting Party's jurisdiction subject to the liability limits under Minnesota Statutes, chapter 466. The purpose of creating this duty to defend and indemnify is to simplify the defense of liability claims by eliminating conflicts among defendants, and to permit liability claims against multiple defendants from a single occurrence to the defended by a single attorney.

3. No Party to this Agreement, nor any officer of any Party, shall be liable to any other Party or to any other person for failure of any Party to furnish Assistance to any other Party, or for recalling Assistance.

VII. ADDING MEMBERS

Any other city or town adjacent to the Protection Area may join this Agreement upon the written consent of all of the existing Parties to this Agreement that abut upon the boundaries of the joining city or town, the adoption by the joining city or town of a resolution authorizing execution of this Agreement, and the filing of a copy of the

executed resolution and this Agreement with the President. The Ramsey County Fire Chiefs may impose reasonable conditions on the admission of additional cities and establish procedures for removal of a Party for cause. The addition of a city or town to this Agreement as provided herein does not require an amendment to this Agreement. The joining city or town shall become subject to the terms and conditions of this Agreement as of the effective date of its participation in the sharing of services under this Agreement as determined by the President.

VIII. MISCELLANEOUS

1. This Agreement may be amended by written agreement of the all of the Parties.
2. The Parties will execute this Agreement in any number of duplicate originals, each of which constitutes an original, and all of which, collectively, constitute only one Agreement. Each Party will deliver enough executed counterpart signature pages so that all of the Parties will have a fully executed original of this Agreement. The President will coordinate the delivery of the signature pages and compiling and delivering originals of the Agreement to each of the Parties.
3. This Agreement is made under the law of the State of Minnesota.
4. This Agreement is entered into for the benefit of the Parties and is not intended to provide any rights to any third parties.
5. This Agreement is not exclusive and is not intended to replace any other mutual aid agreements any of the Parties may have in place.

IX. EXECUTION

Each Party has read, agreed to, and executed this Agreement on the date indicated below.

[signature pages follow]

CITY OF SAINT PAUL

Adopted on the _____ day of _____, 2016.

By _____

By _____

Its _____

Its _____

CITY OF ROSEVILLE

Adopted on the _____ day of _____, 2016.

By _____

By _____

Its _____

Its _____

CITY OF LITTLE CANADA

Adopted on the _____ day of _____, 2016.

By _____

By _____

Its _____

Its _____

CITY OF MAPLEWOOD

Adopted on the _____ day of _____, 2016.

By _____

By _____

Its _____

Its _____

CITY OF FALCON HEIGHTS

Adopted on the _____ day of _____, 2016.

By _____

By _____

Its _____

Its _____

CITY OF NORTH SAINT PAUL

Adopted on the _____ day of _____, 2016.

By _____

By _____

Its _____

Its _____

LAKE JOHANNA FIRE DEPARTMENT INC.

Adopted on the _____ day of _____, 2016.

By _____

By _____

Its _____

Its _____

CITY OF LAUDERDALE

Adopted on the _____ day of _____, 2016.

By _____

By _____

Its _____

Its _____

CITY OF WHITE BEAR LAKE

Adopted on the _____ day of _____, 2016.

By _____

By _____

Its _____

Its _____

CITY OF NEW BRIGHTON

Adopted on the _____ day of _____, 2016.

By _____

By _____

Its _____

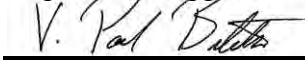
Its _____

ROSEVILLE
REQUEST FOR CITY COUNCIL ACTION

03/14/16

Agenda Date: Agenda
Item: 8.h

Department Approval



City Manager Approval



Item Description: Approval of tree replacement fee identified in the recently adopted Tree Preservation and Restoration in all District Ordinance (**PROJ0017, Amdt27**).

BACKGROUND

On December 7, 2015, the Roseville City Council adopted Ordinance 1490, which established new tree preservation, replacement, and restoration requirements. One component of this approval was allowing replacement trees that could not fit onto a development site being placed somewhere else, such as public property or the provision of a cash payment to the City.

1011.04.J reads as follows:

Replacement Tree Locations. Required replacement trees shall be planted on the site being developed unless doing so is deemed to be impractical (i.e. due to lack of space), inappropriate (available planting areas are not ideal for new plantings or would do little to enhance the site), or counterproductive to a property's intent (i.e. would entail too much screening for a retail business) as determined by the City Forester or other degreed forester or certified arborist as assigned by the Community Development Department. When such a determination is made, the applicant shall comply with replacement requirements in one of two ways:

- a. As directed by the City, required replacement trees may be located on public boulevards or other public lands throughout the City if such lands are deemed to be available with priority given to locations within or near the affected area; or
- b. The city may accept a cash in-lieu payment in accordance with the required fee listed in the City Fee Schedule. In no instance shall cash in lieu of payment exceed 10% of the Fair Market Value of the development site.

The Planning Division has researched past purchases by the Public Works Department, and received information from the City's forestry consultant. Given the vast range in costs associated with tree purchase, delivery, and installation of a 3 inch caliper deciduous or 6 foot tall evergreen tree, and that this process is new and not yet tested for effectiveness, the Planning Division is recommending that the fee be established at \$500 per replacement tree, which is at the lower end of the average cost estimate. The average cost of a tree can vary greatly depending on tree species, time of year, and the size of the installation.

S & S Tree Service information	3 inch maple installed = \$400-\$800
	6 foot spruce/pine installed = \$300-\$600

City Engineering Estimate:	\$400-\$500 (3" tree), \$100 (planting), \$100 (delivery), and \$50 (large tree fee) = \$650-\$750
----------------------------	---

31 **POLICY OBJECTIVE**

32 Approval of the proposed fee would complete the policy objective set forth in the recently
33 adopted Tree Preservation and Restoration ordinance.

34 **BUDGET IMPLICATIONS**

35 The establishment of the proposed replacement tree fee will create a new fund that can assist the
36 City's ongoing efforts to maintain a healthy and vibrant wooded community.

37 **STAFF RECOMMENDATION**

38 The Planning Division recommends the City Council establish a \$500 Tree Replacement Fee in
39 the City's Fee Schedule.

40 **CITY COUNCIL ACTION**

41 By Motion, approve the establishment of a \$500 tree replacement fee in the Fee Schedule. As
42 these tree replacement fees are accumulated, they will be segregated so they can be tracked and
43 accounted for.

Prepared by: City Planner Thomas Paschke, 651-792-7074 | thomas.paschke@cityofroseville.com
Attachments: none

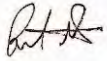
ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 3/14/2016

Item No.: 8.i

Department Approval

City Manager Approval



Item Description: Approval for the City of Roseville Police Department to renew a Special Weapons and Tactics Team (SWAT) Joint Powers Agreement with the City of St. Anthony Police Department, the City of North St. Paul Police Department, the University of Minnesota Police Department and the Metropolitan Council for the Metro Transit Police Department.

BACKGROUND

The City of Roseville signed a Joint Powers Agreement (JPA) in 2011 forming East Metro SWAT.

In 2015 the City of Roseville and all other agencies involved with East Metro SWAT, except the University of Minnesota Police Department, signed an updated JPA recognizing updates in East Metro SWAT. In early 2016 the legal staff for the University of Minnesota proposed two minor changes to the JPA signed in 2015.

PROPOSED ACTION

To renew the JPA and allow all parties (the City of Roseville Police Department, the City of St. Anthony Police Department, the North St. Paul Police Department, the University of Minnesota Police Department and the Metropolitan Council for the Metro Transit Police Department) and their respective officers to continue to extend services beyond their respective jurisdictions for the purpose of providing assistance and enforcing the law in emergency situations. The parties believe the existing procedures whereby parties to this Agreement (copy attached) may provide personnel or equipment assistance to another party or parties--in the event of an emergency—are of great benefit to public health, safety and welfare.

Proposed changes to the JPA made by the University of Minnesota are listed on Page. 4, line 169 and Page 6. line 291 and are the only changes to the existing JPA. The changes have been approved by Roseville's City Attorney.

FINANCIAL IMPACTS

No additional financial impacts.

STAFF RECOMMENDATION

Authorize the City of Roseville Police Department to renew the Special Weapons and Tactics (SWAT) Joint Powers Agreement with the cities of St. Anthony, North St. Paul, the University of Minnesota

27 Police Department and the Metropolitan Council for the Metro Transit Police Department.

28 **REQUESTED COUNCIL ACTION**

29 Authorize the City of Roseville Police Department to renew the Special Weapons and Tactics (SWAT)
30 Joint Powers Agreement with the cities of St. Anthony, North St. Paul, University of Minnesota Police
31 and the Metropolitan Council for the Metro Transit Police Department.

32

Prepared by: Chief Rick Mathwig

Attachments: A: East Metro SWAT Joint Powers Agreement

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East Metro Special Weapons and Tactics Team

Joint Powers Agreement

53 **I. MISSION**

54
55 The primary mission of the East Metro Swat Team (EMS) is to jointly provide specialized police
56 services for its members in critical incident emergency situations more effectively and efficiently
57 than those services could be provided by each member on its own. The EMS team assists member
58 law enforcement agencies and non-member law enforcement agencies, should they request mutual
59 aid, in the resolution of high risk or critical incidents. The EMS team is specially trained and
60 equipped to work as a coordinated team to respond to and resolve critical incidents.

61
62 Examples of situations where EMS can be of assistance include, but are not limited to, the
63 following:

- 64
65 A. Incidents of Hostage Taking.
66 B. Incidents of a Barricaded Suspect(s).
67 C. Building or Field Searches for Armed or Dangerous Suspects.
68 D. High Risk Warrant Service.
69 E. Incidents of Civil Disturbance and Crowd Control.
70 F. Providing and Assisting with Dignitary Protection.
71 G. Any Other High Risk Incident or Situation Deemed Appropriate by EMS Operating Board.

72
73
74 **II. JOINT POWERS AGREEMENT**

75
76 The parties to this Agreement are units of government responsible for critical incident response in
77 their respective jurisdictions. This Agreement is made pursuant to the authority conferred upon the
78 parties by Minn. Stat. § 471.59 and §473.407; see also Minnesota Chapter 629.

79
80 NOW, THEREFORE, the undersigned governmental units, in the joint and mutual exercise of their
81 powers, agree as follows:

82
83 1. **Name.**

84 The parties hereby establish the *East Metro Swat Team (EMS)*.

85
86 2. **General Purpose.**

87 The purpose of this Joint Powers Agreement is to establish an organization to coordinate
88 efforts to develop and provide joint response to critical incidents or high risk entries where
89 there is a risk of criminal violence, occurring within the parties' jurisdictions.

90
91 3. **Parties.**

92 The parties to this Agreement shall consist of the following units of government that have
93 signed this agreement:

94
95 The City of Roseville

96
97 The City of St. Anthony

98
99 The City of North St. Paul

100
101 The University of Minnesota

102
103 The Metropolitan Council
104
105
106

107 **III. GOVERNANCE**

108
109 **3.01 Governing Board**

110 The governing board of EMS shall consist of the following:

111
112 East Metro Swat shall be governed by a governing board. Members of this board will be known as
113 “Directors.” The Chief Law Enforcement Officer from each member, or his or her designee, shall
114 serve as Director.

115
116 Members of the governing board shall not be deemed to be employees of the governing board and
117 shall not be compensated by the governing board.

118
119 **3.02 Terms**

120 Appointees shall serve at the pleasure of the appointing party and may be removed only by the
121 appointing party.

122
123 **3.03 Chair**

124 The board will elect a chair. The Chair shall have no more power than any other Director except
125 that the Chair shall: give notice of meetings when scheduled or otherwise called; call meetings to
126 order and provide for their orderly and efficient conduct; provide for the preparation of minutes;
127 and when authorized by the passage of a motion by board, execute contracts, agreements, reports,
128 filing and other documents on behalf of EMS.

129
130 **3.04 Meetings**

131 The governing board shall have a minimum of one meeting per year. Special meetings may be
132 called by the Chair or two Directors. All meetings and notice of meeting shall comply with the
133 Minnesota Open Meeting Law, Minnesota Statutes, Chapter 13D, as amended. The presence of a
134 simple majority of the Directors shall constitute a quorum.

135
136 **3.05 Voting**

137 Each party to this agreement shall have one vote at any meeting of the governing board. Proxy
138 votes are not permitted. The governing board shall function by a majority vote of board members
139 or alternate members present, provided that a quorum is present.

140
141 **3.06 Duties of the Governing Board**

142 The governing board will formulate a program to carry out its purpose.

143
144 The governing board will coordinate information between the parties and EMS.

145
146 The governing board shall appoint and supervise the Team Commander of East Metro Swat.
147 Appointments require the concurrence of the chief law enforcement officer of the Team
148 Commander’s employer.

149
150 **3.07 Powers of the Governing Board**

151 The governing board may enter into any contract necessary or proper for the exercise of its powers
152 or the fulfillment to its duties and enforce such contracts to the extent available in equity or at law,
153 except that the governing board shall not enter into any contract the term of which exceeds the term
154 of this agreement. No payment on any invoice shall be authorized unless approved by a majority of
155 its members. The chair shall report to the governing board any such payments at its next meeting.
156 The governing board may apply for and accept gifts, grants or other property (excluding real
157 property) or assistance from the United States government, the State of Minnesota, or any person,
158 association, or agency for any of its purposes; enter into any agreement in connection therewith;
159 and hold, use and dispose of such money or other property and assistance in accordance with the
160 terms of the gift, grant or loan relating thereto.

All powers granted herein shall be exercised by the governing board in a fiscally responsible manner and in accordance with the requirements of law.

The governing board may cooperate with other federal, state and local law enforcement agencies to accomplish the purpose for which it is organized.

3.08 Insurance

The governing board must obtain and maintain liability insurance in amounts not less than the statutory liability limits established under Minn. Stat. Ch. 466 and Minn. Stat. 3.736 and may obtain other insurance it deems necessary to insure the parties, the governing board, its members and employees of the parties for actions arising out of this Agreement.

Any excess or uninsured liability shall be borne equally by all the members, but this does not include the liability of any individual officer, employee, or volunteer which arises from his or her own malfeasance, willful neglect of duty, or bad faith.

IV. BUDGET AND FINANCE

4.01 Budget

By March 31 of each year the governing board shall prepare and adopt a budget for the following calendar year and may amend the same from time to time.

4.02 Expenses

The parties intend to fund EMS through an equal, annual contribution paid by each party. The governing board shall establish the contribution by March 31 of the year prior to the year when the contribution is payable. The parties agree to pay the contribution as determined by the governing board on or before January 31 of the year following the determination. These funds may be paid from grants funds, drug forfeitures, and any funds voluntarily contributed by any member.

4.03 Accountability

The Roseville Police Department shall act as the fiscal agent for EMS. All funds shall be accounted for according to generally accepted accounting principles. A report on all receipts and disbursements shall be forwarded to the parties quarterly and on an annual basis.

V. POSITIONS

5.01 Team Commander

The Team Commander shall be a licensed peace officer appointed by the governing board. Appointment as Team Commander pursuant to this agreement shall not obligate any party to pay to its employees so appointed either supervisory or other premium pay.

5.02 Leadership Positions

The Team Commander shall appoint licensed peace officers to serve as executive officers, and team leaders subject to approval of the governing board. Appointment to a leadership position pursuant to this agreement shall not obligate any party to pay to its employees so appointed either supervisory or other premium pay.

Peace officers assigned to leadership positions within EMS at all times will remain employees of the members' own jurisdictions and will not be employees of the governing board.

Peace officers assigned to leadership positions shall be the liaison between the team members and the Team Commander when an EMS team has been deployed pursuant to this agreement.

215 **5.03 Team members**

216 The chief law enforcement officer of each party shall assign licensed peace officers to serve as
217 EMS team members, subject to approval of the Team Commander. Appointment as a team member
218 pursuant to this agreement shall not obligate any party to pay its employees so appointed any
219 premium pay.

220

221 Team members assigned to the EMS at all times will remain employees of the members' own
222 jurisdictions and will not be employees of the governing board.

223

224 A party may decline to make its personnel available to respond to a call for assistance. Failure to
225 provide assistance in response to a request made pursuant to this agreement will not result in any
226 liability to the party that fails to provide assistance or to the EMS.

227

228 **5.04 Direction and Control**

229 Personnel and equipment provided pursuant to this agreement shall be under the direction and the
230 tactical control of the licensed peace officer in command of the scene of the jurisdiction to which
231 assistance is being provided. They shall remain under this tactical control until the request for
232 assistance ends, or they are recalled by the Team Commander.

233

234 **5.05 Compensation**

235 When EMS provides services to a requesting party, the personnel of EMS shall be compensated by
236 their respective employers just as if they were performing the duties within and for the jurisdiction
237 of their employer. No charges will be levied by EMS or by parties for specialized response
238 operations provided to a requesting party pursuant to this agreement unless that assistance
239 continues for a period exceeding 48 continuous hours. If assistance provided pursuant to this
240 agreement continues for more than 48 continuous hours, and the assistance is not provided in
241 connection with a criminal investigation, any party whose officers provided assistance for EMS
242 shall submit itemized bills for the actual cost of any assistance provided, including salaries,
243 overtime, materials and supplies, to EMS and EMS shall submit the invoices to the requesting
244 party. The requesting party shall reimburse EMS for that amount, and EMS shall forward the
245 reimbursement to its respective members.

246

247 Each of the parties, with the exception of the Metropolitan Council, is required by Minn. Stat., §
248 12.27, Subd. 3 to designate employees or officers who are authorized to dispatch equipment and
249 personnel, in certain emergencies, to other jurisdictions. For purposes of dispatching EMS teams,
250 each of the parties delegates such authority to EMS, which is authorized to dispatch such personnel
251 and equipment, taking into consideration each party's available resources.

252

253 Calls for assistance from non-parties to EMS shall be governed by Minn. Stat., § 12.331. Each of
254 the parties, with the exception of the Metropolitan Council, delegates to EMS the authority to
255 respond with the personnel and equipment of that party that are assigned to EMS as a sending
256 political subdivision within the meaning of Minn. Stat., § 12.331, Subd. 1, which is authorized to
257 dispatch such personnel and equipment, taking into consideration each party's available resources.

258

259 If EMS provides services to an entity not a party to this agreement, the responding parties may
260 submit itemized bills for the actual cost of any assistance provided, including salaries, overtime,
261 materials and supplies, to EMS, and EMS may bill such entity for the actual costs in accordance
262 with Minn. Stat., § 12.331.

263

264

265 **5.06 Workers' Compensation**

266 Each party to this agreement shall be responsible for injuries to or death of its own employees in
267 conjunction with services provided pursuant to this agreement. Each party shall maintain workers'
268 compensation coverage or self-insurance coverage, covering its own personnel while they are

providing assistance as a member of EMS. Each party to this agreement waives the right to sue any other party for any workers' compensation benefits paid to its own employee or their dependents, even if the injuries were caused wholly or partially by the negligence of any other party or its officers, employees or agents.

5.07 Damage to Equipment

Each party shall be responsible for damage to or loss of its own equipment occurring during deployment of EMS. Each party waives the right to sue any other party for any damages to or loss of its equipment, even if the damages or losses were caused wholly or partially by the negligence of any other party or its officers, employees or agents. Any equipment purchased or acquired by EMS shall be maintained and accounted for by the EMS Board and fiscal agent designated under section 4.03. Surplus property may be disposed of only under procedures authorized by law and distribution of property upon termination of this agreement shall be as provided for by Minn. Stat. §471.59, Subd. 5.

5.08 Indemnification

East Metro Swat shall defend and indemnify the parties, and their officers, employees, and volunteers, from and against all claims, damages, losses, and expenses, including attorney fees, arising out the acts or omissions of any person acting on behalf of the governing board in carrying out the terms of this agreement. This agreement does not constitute a waiver on the limitations of liability set forth in Minn. Stat. §466.04 or Minn. Stat. §3.736.

Nothing herein shall be construed to provide insurance coverage or indemnification to an officer, employee, or volunteer of any member for any act or omission for which the officer, employee, or volunteer is guilty of malfeasance in office, willful neglect of duty, or bad faith.

To the fullest extent permitted by law, action by the parties to this agreement are intended to be and shall be construed as a "cooperative activity" and it is the intent of the parties that they shall be deemed a "single governmental unit" for the purposes of liability, as set forth in Minn. Stat., § 471.59, subd. 1a (a), provide further that for purposes of that statute, each party to this agreement expressly declines responsibility for the acts or omissions of another party. The parties to this agreement are not liable for the acts or omissions of another party to this agreement except to the extent they have agreed in writing to be responsible for the acts or omissions of the other parties.

When a party to this agreement loans an automobile to East Metro Swat, East Metro Swat's automobile liability coverage shall be primary when East Metro Swat is in possession of the automobile. East Metro Swat agrees to defend and indemnify the owner of the automobile and any other parties to this agreement for any liability claims related to the use of the automobile, subject to the limitations in Section 3.08 of this Agreement.

5.09 Term

This agreement will be in force for a period of three years from the date of execution.

VI. WITHDRAWAL AND TERMINATION

6.01 Withdrawal

Any party may withdraw from this agreement upon thirty (30) days written notice to the other parties. Withdrawal by any party shall not terminate this agreement with respect to any parties who have not withdrawn. Withdrawal shall not discharge any liability incurred by any party prior to withdrawal. Such liability shall continue until discharged by law or agreement.

323 **6.02 Additional Members and Change in Membership**

324 A governmental unit may join EMS and become a member upon approval by the Governing Board
325 and execution of a copy of this Agreement by its governing body.

326

327 The Governing Board may involuntarily terminate a member if that member has failed to provide a
328 minimum of one officer to East Metro Swat for more than 12 consecutive months.

329

330 **6.03 Termination**

331 This agreement shall terminate upon the occurrence of any one of the following events: (a) when
332 necessitated by operation of law or as a result of a decision by a court of competent jurisdiction; or
333 (b) when a majority of remaining parties agrees to terminate the agreement upon a date certain.

334

335 **6.04 Effect of Termination**

336 Termination shall not discharge any liability incurred by EMS or by the parties during the term of
337 this agreement. Upon termination and after payment of all outstanding obligations, property or
338 surplus money held by EMS shall then be distributed to the parties in proportion to their
339 contributions.

340

341 **6.05 Amendments**

342 This agreement may be amended only in writing and upon the consent of each of the parties'
343 governing body.

344

345 **6.06 Counterparts**

346 This agreement may be executed in two or more counterparts, each of which shall be deemed an
347 original, but all of which shall constitute one and the same instrument. Counterparts shall be filed
348 with the Roseville Police Department.

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Execution

Each Party, hereto has read, agreed to and executed this Joint Powers Agreement on the date indicated.

The City of Roseville

Mayor Daniel J. Roe

Signature: _____ Date: _____

City Manager Patrick J. Trudgeon

Signature: _____ Date: _____

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: March 14, 2016
Item No.: 8.j

Department Approval



City Manager Approval



Item Description: Cherrywood Pointe of Roseville at Lexington Encroachment Agreement

BACKGROUND

The City Council approved the Preliminary Plat for Cherrywood Pointe of Roseville at Lexington on August 24, 2015. The existing utility easement through the property was vacated by the City Council on September 14, 2015.

As part of the Cherrywood Pointe of Roseville Plat and development that is planned on the new parcel, the developer will be relocating the City's sanitary sewer main into the new utility easement dedicated as part of the plat. The development, as shown in Attachment B, has a parking lot and sidewalks being constructed over the new easement location. The developer is seeking approval to construct this encroachment into the easement. The encroachment will cover most of the easement.

Staff has drafted an encroachment agreement (Attachment A) with the property owner for a "private facility" encroaching on the city easement.

POLICY OBJECTIVE

The agreement indemnifies the City from any damages to the property owner's property due to the regular use of the easement. It also requires the property owners to assume responsibility for the cost of reconstruction of the parking lot and sidewalks should the City need to work in the easement.

The City Attorney has reviewed the agreement.

FINANCIAL IMPACTS

There is no public financial participation requested.

REQUESTED COUNCIL ACTION

Motion approving Cherrywood Pointe of Roseville at Lexington Encroachment Agreement subject to approval of the final plat and approval of the public improvement contract.

Prepared by: Jesse Freihammer, Asst. Public Works Director/City Engineer
Attachments: A: Encroachment Agreement
B: Site Plan

ENCROACHMENT AGREEMENT

THIS ENCROACHMENT AGREEMENT ("AGREEMENT") IS MADE this ____ day of _____, 2016, by and between, Cherrywood Pointe of Roseville at Lexington LLC, a Minnesota limited liability company, ("Owner"), and the City of Roseville, a municipal corporation ("City");

WITNESSETH THAT:

WHEREAS, the Owner is the owner of real property located in Roseville, Minnesota, legally described as follows, to wit:

Lot 1, Block 1, Cherrywood Pointe At Lexington (the "Owner's Property"); and

WHEREAS, the City is the owner of a utility easement which was dedicated to the City on the plat of Cherrywood Pointe at Lexington a portion of which easement lies within an area legally described as follows, to wit:

A 20 foot wide sanitary sewer easement which was described and dedicated in the plat of CHERRYWOOD POINTE AT LEXINGTON, the center line of which is described as follows:

Commencing at the northeast corner of Lot 1, Block 1, CHERRYWOOD POINTE AT LEXINGTON; thence South 89 degrees 54 minutes 34 seconds West (Basis of Bearings: Ramsey County Coordinates, North American Datum of 1983, 1986 adjustment) along the northerly line of said Lot 1 a distance of 305.51 feet to the point of beginning of the center line to be described; thence South 42 degrees 28 minutes 26 seconds East 217.07 feet; thence South 00 degrees 05 minutes 25 seconds East 62.73 feet; thence South 45 degrees 17 minutes 12 seconds West 181.07 feet and said center line there terminating, the side lines of said easement are to be shortened and or extended to terminate at the southerly line of the northerly 12 feet of said Lot 1 and at the northerly line of the storm and sanitary easement per document number 1726546, as delineated on the said plat of CHERRYWOOD POINTE AT LEXINGTON,

All in Ramsey County, Minnesota.

(the "Right- of- way"), and

WHEREAS, the Owner desires to construct and maintain the parking lot and sidewalk shown in Exhibit A attached hereto ("Plans") for the benefit of the Owner's Property;

NOW THEREFORE, in consideration of the mutual covenants contained herein and for other good and valuable consideration, the parties agree as follows:

1. The Owner shall have the right to construct, maintain and repair the parking lot and sidewalks subject to the terms and conditions of this Agreement.

2. The parking lot and sidewalks shall be constructed, maintained and repaired by the Owner at the Owner's sole cost and expense holding the City free and clear of same. The Owner shall maintain the parking lot and sidewalks in a neat, clean and safe condition.

3. The Owner shall be responsible for obtaining and paying for all permits, variances, approvals, costs, fees and other expenses necessary to construct, maintain and repair the parking lot and sidewalk. The Owner shall construct, maintain and repair the parking lot and sidewalk in compliance with all laws, rules, regulations, codes and ordinances imposed by all governmental authorities which have jurisdiction over the Right of way Area.

4. The Owner hereby covenants and agrees to release, indemnify, defend and hold the City, and its mayor, council, officers, employees and agents, harmless from and against any and all claims, losses, liabilities, demands, actions, judgments, damages, penalties, fines, costs and expenses (including attorney's fees incurred by the City) arising out of or related to: (a) the construction, maintenance and repair of the parking lot and sidewalks (b) the existence of the parking lot and sidewalks on the right- of- way, (c) The Owner's use of the parking lot and sidewalks and the right- of- way, and (d) any breach by the Owner of the covenants and agreements in this Agreement.

5. In the event that the parking lot and sidewalks is substantially damaged or totally destroyed, or the Owners fail to comply with any of the Owner's obligations under this Agreement, the Owners shall immediately repair or remove any remaining portions of the parking lot and sidewalks which are located within the Easement Area. The Owners agree to complete such repairs or removal at their own cost and in accordance with all applicable laws, codes and regulations pertaining thereto. In the event that the parking lot and sidewalk are not repaired or removed the City shall have the right, upon giving the Owner thirty (30) days prior written notice, to repair or remove the parking lot and sidewalks in which case the Owner shall be responsible for the costs thereof. Any amounts due hereunder shall be fully paid within ten (10) days following the delivery of written demand therefor upon the Owner.

6. The covenants and agreement contained herein shall be binding upon and inure to the benefit of the parties hereto, and their successors and assigns, and shall run with the land.

7. Except for the Owners right to construct, maintain and repair the parking lot and sidewalks as provided herein, the City shall continue to have all of the rights and privileges which have been granted to the City by the dedication of the Utility Easement referenced above.

8. Any notice to be given by either party upon the other under this Agreement shall be properly given if mailed to the other by United States registered or certified mail, return receipt requested, postage prepaid, addressed in the manner set forth below, or c) if given to a nationally, recognized, reputable overnight courier for overnight delivery to the other addressed as follows:

If to the City:

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

If to the Owner:

Cherrywood Pointe of Roseville at Lexington LLC
3600 American Boulevard W, Suite 750
Bloomington, MN 55431
Attn: Mark Nelson

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

CHERRYWOOD POINTE OF
ROSEVILLE AT LEXINGTON LLC,
a Minnesota limited liability company

By: _____
Its

By: _____
Its

STATE OF MINNESOTA)
) ss.
COUNTY OF RAMSEY)

The foregoing instrument was acknowledged before me this ____ day of _____, 2016, by _____ and _____, the _____ and _____ of Cherrywood Pointe of Roseville at Lexington LLC a Minnesota limited liability company, on behalf of said limited liability company.

Notary Public

City: CITY OF ROSEVILLE,
a Minnesota municipal corporation

By: _____
Mayor

By: _____
City Manager

STATE OF MINNESOTA)
) ss.
COUNTY OF RAMSEY)

The foregoing instrument was acknowledged before me this _____ day of _____, 2016, by Daniel J. Roe and Patrick J. Trudgeon the Mayor and City Manager of the City of Roseville, a municipal corporation, on behalf of said municipal corporation.

Notary Public

This Document Was Drafted By:

Erickson, Bell, Beckman & Quinn, P.A.
Attorneys-at-Law
1700 West Highway 36
Suite 100
Roseville, MN 55113
Telephone: 651-223-4999

CHERRYWOOD POINTE AT LEXINGTON

CIVIL SITE PLAN

ROSEVILLE, MINNESOTA

NOTES:

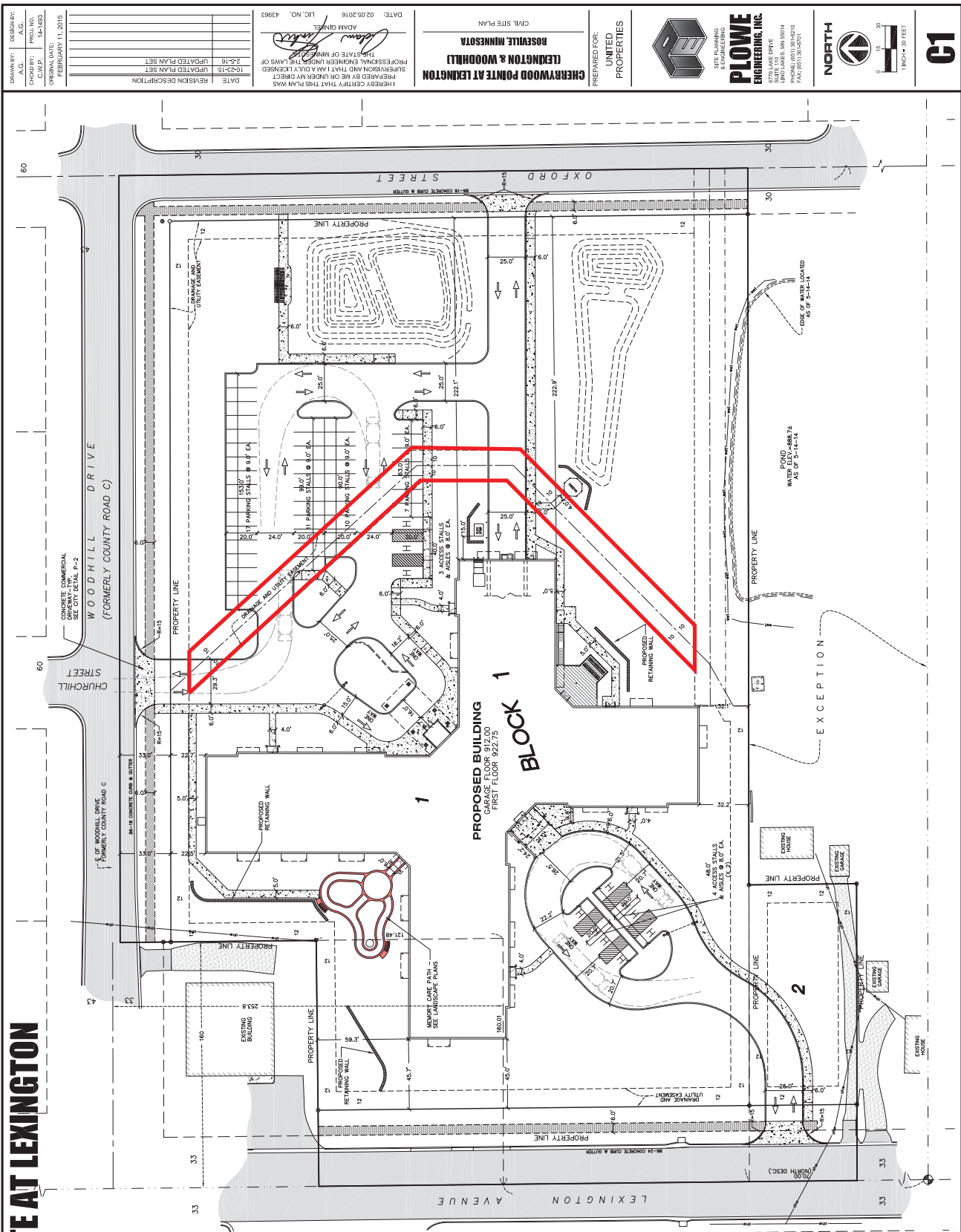
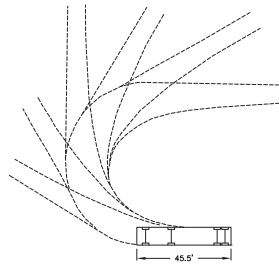
- 1) SEE SHEET C01 FOR LEGEND AND CONSTRUCTION NOTES
- 2) SEE STORM WATER POLLUTION PREVENTION PLAN FOR ADDITIONAL EROSION CONTROL NOTES, SITE SEQUENCING & EROSION AND SEDIMENT CONTROL DETAILS

SITE INFORMATION:

SITE AREA (LOT 1 BLOCK 1)
= 4.92 ACRES
IMPERVIOUS AREA
= 2.30 ACRES

VEHICLE TURNING MOVEMENTS

WB-40



Know what's below.
Call before you dig.

DESIGN BY: A.C. PLOVE

DATE: FEBRUARY 11, 2015

ORIGINAL DATE: FEBRUARY 11, 2015

REVISION DESCRIPTION

DATE

10-23-15 UPDATED PLAN SET

1-23-16 UPDATED PLAN SET

DATE: 02-05-2016

LIC. NO. 43963

ADAM GRIFFIN

PROFESSIONAL ENGINEER UNDER THE DIRECT SUPERVISION AND THAT I AM ONLY LICENSED IN THE STATE OF MINNESOTA

HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM ONLY LICENSED IN THE STATE OF MINNESOTA

CIVIL SITE PLAN

ROSEVILLE, MINNESOTA

CHERRYWOOD POINTE AT LEXINGTON

PREPARED FOR: UNITED PROPERTIES

PLOVE
ENGINEERING, INC.

SITE PLANNING & ENGINEERING

1100 LIND LARSEN DRIVE
SUITE 110
LIND LARSEN, MN 55044
TEL: (612) 344-1100
FAX: (612) 344-1101

NORTH

1" = 30' FEET

811

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: March 14, 2016
Item No.: 8.k

Department Approval



City Manager Approval



Item Description: Cherrywood Pointe of Roseville at Lexington – Public Improvement Contract Approval

BACKGROUND

The City Council approved the Preliminary Plat for Cherrywood Pointe of Roseville at Lexington on August 24, 2015. The existing utility easement through the property was conditionally vacated by the City Council on September 14, 2015.

The Developer, Cherrywood Pointe of Roseville at Lexington, LLC, has worked with the City to develop the Public Improvement Contract for the new infrastructure that is needed to serve the development. The new public infrastructure includes the relocation of a City sanitary sewer main through the center of the parcel and the construction of a six (6) foot concrete sidewalk adjacent to the parcel along Woodhill Drive and Lexington Avenue. The existing sanitary sewer main would be removed.

New development is served by existing streets and utilities so no new public streets or new utilities extensions are needed. New private water and sewer services will be extended from the City's mains to each new parcel.

DISCUSSION

In order to serve the development in the plat, the following public improvements need to be made. The detail of such improvements are specified in the Public Improvement Contract (Attachment A) and shown in the plans (Attachment B) and are summarized as follows;

- Sanitary sewer construction: The developer shall construct a new City owned sanitary sewer main to serve the City and to serve the Property. This sanitary sewer main will replace any exiting sanitary sewer main serving the Property.
 - Sanitary sewer facilities, including manholes and pipe, shall be constructed in accordance with City details, specifications, and the City approved Public Improvement Construction Plans.
 - The existing sanitary sewer main shall remain operational until the new main is operational or the existing sewer flow shall be bypassed properly during the construction of the new sanitary sewer main.
- Restoration of existing streets: Curb cuts and street cuts shall be reconstructed to match existing street typical section.

○ All unused curb openings along Lexington Avenue, Woodhill Drive, and Oxford Street curb line shall be removed and replaced with non- surmountable curb to match existing curbing. Curbs proposed to be replaced shall have a minimum of 3 feet of bituminous saw cut out to allow for proper compaction.

○ Utility trenches shall be restored by the Developer per City standard plate.

- Sidewalk construction: The Developer shall construct all sidewalk improvements determined to be necessary by the City to serve the Property, including the construction of Americans with Disabilities Act (ADA) compliant curb ramps and sidewalks.

○ Sidewalk facilities including curb ramps and driveway crossings, shall be constructed in accordance with City details, specifications, and the City approved Public Improvement Construction Plans.

○ All sidewalk facilities shall be ADA compliant and meet the latest Public Rights of Way Accessibility Guide (PROWAG) requirements.

All costs for the improvements will be paid by the developer. The estimated cost of construction of the public infrastructure is \$106,850. The developer will provide a financial security in the amount of 125% of the estimated cost of construction (\$133,562.50) in the event the developer fails to perform.

The City would provide oversight on the construction. The Developer will pay the City \$4,274.00 for these inspection services.

The attached contract has been reviewed by the City Attorney.

FINANCIAL IMPLICATIONS

The estimated cost of these improvements based on preliminary figures provided by the developer's engineering consultant is approximately \$106,850.00.

The contract as presented has the developer paying for all the costs of the improvement including; design, inspection, construction and city staff time related to the improvement.

STAFF RECOMMENDATION

Approve Cherrywood Pointe of Roseville at Lexington - Public Improvement Contract subject to approval of the Final Plat.

REQUESTED COUNCIL ACTION

Approve Cherrywood Pointe of Roseville at Lexington - Public Improvement Contract subject to approval of the Final Plat.

Prepared by: Jesse Freihammer, City Engineer/Asst. Public Works Director
Attachments: A: Public Improvement Contract
B: Proposed Improvement Site Plan

**PUBLIC IMPROVEMENT CONTRACT
CHERRYWOOD POINTE AT LEXINGTON**

I. **Parties.** This Agreement, dated _____, 2016, is entered into between the City of Roseville, a Minnesota municipal corporation, whose address is 2660 Civic Center Drive, Roseville, Minnesota 55113 (“the **City**”), and Cherrywood Pointe of Roseville at Lexington LLC, a Minnesota limited liability company (the “**Owner**”) whose address is 3600 American Boulevard W, Suite 750, Bloomington, MN 55431 (the “**Developer**”).

II. **Request for Plat approval.** The Developer has asked the City to approve a plat of land to be known as “*Cherrywood Pointe at Lexington*” (also referred to in this Agreement as the “Plat”). The land is legally described as follows:

See Legal Description attached as Exhibit A hereto (the “Property”).

III. **Terms and Conditions of Plat Approval.** For good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows:

A. **Plat Approval:** Subject to the terms and conditions of this Public Improvement Contract, the recitals above, and all other applicable City Code provisions, the City hereby approves the recording of the Plat.

B. **Land Use:** A senior housing facility will be built on the Property.

C. **Public Improvements.** The Developer shall, subject to the terms and conditions contained herein, perform the following work and construct the following improvements (“Public Improvements”) in compliance with City approved Public Improvement Construction Plans described in Section III D below and all rules, regulations, standards and ordinances of the City:

1. **Site Grading and Turf Restoration.** The Developer shall grade the Property in accordance with the Grading, Drainage and Erosion Control Plan. Site grading improvements shall include common excavation, subgrade correction, embankment and pond excavation. The Developer shall perform turf restoration on the Property which shall include seeding, mulching and erosion control.

a) The Developer shall submit the Grading, Drainage and Erosion Control Plan prior to installation of the improvements.

b) All improvements to the Property and the final grading shall comply with the Grading, Drainage and Erosion Control Plan.

2. Sanitary sewer construction: The developer shall construct a new City owned sanitary sewer main to serve the City and to serve the Property. This sanitary sewer main will replace any exiting sanitary sewer main serving the Property.
 - a) Sanitary sewer facilities, including manholes and pipe, shall be constructed in accordance with City details, specifications, and the City approved Public Improvement Construction Plans.
 - b) The existing sanitary sewer main shall remain operational until the new main is operational or the existing sewer flow shall be bypassed properly during the construction of the new sanitary sewer main.
3. Storm sewer construction: The Developer shall construct all storm sewer improvements determined to be necessary by the City to serve the Property, including the construction of outlet control structures and flared end sections.
 - a) Storm sewer facilities, including ponds and infiltration basins, shall be constructed in accordance with City details, specifications, and the City approved Public Improvement Construction Plans.
 - b) Infiltration basins shall be protected from silt during construction. If these areas do not function as designed, the Developer shall reconstruct them as directed by the City Engineer.
4. Restoration of existing streets: Curb cuts and street cuts shall be reconstructed to match existing street typical section.
 - a) All unused curb openings along Lexington Avenue, Woodhill Drive, and Oxford Street curb line shall be removed and replaced with non- surmountable curb to match existing curbing. Curbs proposed to be replaced shall have a minimum of 3 feet of bituminous saw cut out to allow for proper compaction.
 - b) Utility trenches shall be restored by the Developer per City standard plate.
5. Sidewalk construction: The Developer shall construct all sidewalk improvements determined to be necessary by the City to serve the Property, including the construction of Americans with Disabilities Act (ADA) compliant curb ramps and sidewalks.
 - a) Sidewalk facilities including curb ramps and driveway crossings, shall be constructed in accordance with City details, specifications, and the City approved Public Improvement Construction Plans.
 - b) All sidewalk facilities shall be ADA compliant and meet the latest Public Rights of Way Accessibility Guide (PROWAG) requirements.
6. Erosion control. Prior to the commencement of any grading and before any utility construction is commenced or building permits are issued, the erosion control plan must be implemented, inspected and approved by the City. The Developer shall meet all requirements of the City's Erosion Control Ordinance including but not limited to the following:
 - a) No construction activity shall be allowed and no building permits shall be issued unless the Property is in full compliance with the erosion control requirements.

b) Erosion control measures shall be installed in compliance with MPCA NPDES permit requirements.

c) The City will inspect the site periodically and determine whether it is necessary to take additional measures to address erosion. The Developer shall promptly comply with all reasonable City supplemental instructions.

d) To remove dirt and debris from streets that has resulted from construction work by the Developer, its agents or assigns, the Developer shall sweep streets on a weekly basis or more frequently as directed by the City Engineer until the site is stabilized. The Developer must sweep roadways with a water-discharge broom apparatus. Kick-off brooms shall not be utilized for street sweeping.

e) If the Property development does not comply with the erosion control plan or supplementary instructions received from the City, the City may, following 48-hour prior verbal notice to the Developer (or immediately in the case of an emergency), take such action as the City deems appropriate to control erosion, the cost of which action shall be paid by the Developer to the City upon demand.

D. Development Plans. The Property shall be developed in accordance with the following plans, specifications and other documents ("Plans") and Development Conditions set forth on Exhibit "B" attached hereto. With the exception of the Plat, the Plans may be prepared after the parties have entered into this Agreement, provided however, no work shall be commenced on the Property until all of the Plans have been submitted to and approved by the City. The Plans shall not be attached to this Agreement, but shall be retained in the City files while the work to be done under this Agreement is being performed. If the Plans vary from the written terms of this Agreement, the written terms shall control. The Plans (which are sometimes referred to herein as the "Public Improvement Construction Plans") are as follows:

a) Plat

b) Civil Site Plan

c) Grading, Drainage and Erosion Control Plan

d) Sidewalk Plans

e) Curbing and Paving Plan

f) Utility Plans

g) Sanitary Sewer Plans

h) Details

i) Storm Water Pollution Prevention Plan

j) Tree Preservation Plan

k) Other

E. Notice to Proceed. The improvements shall be installed in accordance with the Plans and the rules, regulations, standards and ordinances of the City. The plans and specifications shall be prepared by a competent registered professional engineer, furnished to the City for review, and shall be subject to the approval of the City Engineer. No work shall commence on the Property until the City Engineer notifies the Developer that the work can commence.

1. The Developer shall obtain all necessary permits from the Minnesota Pollution Control Agency (MPCA), and other agencies and governmental authorities before proceeding with construction. Copies of these permits must be provided to the City Engineer.
2. The Developer or its engineer shall schedule a preconstruction meeting at a mutually agreeable time at City Hall with all the parties concerned, including City staff, to review the program for the construction work.
3. The Plat complies with all City, County, Metropolitan, State and Federal laws and regulations including, but not limited to: subdivision ordinances, zoning ordinances and environmental regulations. If the City determines that the Plat does not comply, the City may, Following thirty (30) days written notice, refuse to allow further construction or development work on the Property until such time as the Plat is corrected.

F. **Time of Performance.** The Developer shall complete all required improvements enumerated in Paragraph C by October 31, 2017. The Developer may, however, forward a request for an extension of time to the City. If an extension is granted, it shall be conditioned upon updating the security posted by the Developer to reflect cost increases and the extended completion date.

G. **Inspection.** The Developer shall provide the services of a Project Representative and assistants at the site to provide continuous observation of the work to be performed and the improvements to be constructed under this Agreement.

1. The Developer shall provide the City Engineer a minimum of one business day notice prior to the commencement of the underground pipe laying; and prior to subgrade, gravel base and bituminous surface construction.
2. Developer's failure to comply with the terms of this section shall permit the City Engineer to issue a stop work order which may result in a rejection of the work and which shall obligate the Developer to take all reasonable steps, as directed by the City Engineer to ensure that the improvements are constructed and inspected pursuant to the terms of this Agreement; and shall further result in the assessment of a penalty, in an amount equal to 1% per occurrence, of the amount of the security required for Developer improvements, which amount the Developer agrees to pay to the City upon demand.

H. **Engineering Coordination.** A City Engineering Coordinator shall be assigned to this project to provide further protection for the City against defects and deficiencies in the work and improvements through the observations of the work in progress and field checks of materials and equipment. However, the furnishing of such engineering coordination will not make the City responsible for construction means, methods, techniques, sequences or procedures or for the safety precautions or programs, or for the Contractors failure to perform his work in accordance with the Plans. The Developer is obligated to pay the City for City inspection services an amount equal to 4% of the estimated cost of the Public Improvements which includes the public sidewalk and public sanitary sewer main, which amount is \$4,274. This amount shall be paid at or prior to the execution of this Agreement.

I. **Security.** To guarantee compliance with the terms of this Agreement, payment of the costs of all Public Improvements and construction of all Public Improvements, the Developer shall furnish either: a) a cash deposit, or b) an irrevocable letter of credit for \$133,562.50 in a form to be approved by the City (the "Financial Security"). The amount of the Financial Security is 125% of the

1 estimated cost to construct the Public Improvements. The City shall have the right to draw on the
2 Letter of Credit in the event that the Developer fails to perform any of its obligations under this
3 Agreement.

- 4 1. **Reduction of Security.** Periodically upon the Developer's written request, the City
5 Engineer may reduce the amount of the Financial Security for completed Public
6 Improvements provided the following conditions are met:
- 7 a) The Developer's engineer certifies that the Public improvements have been
8 constructed to City Standards and in accordance with the Plans.
- 9 b) The Developer provides documentation that its contractors and all their
10 subcontractors and suppliers have been paid in full for the work completed and materials
11 supplied.
- 12 c) The City Engineer determines that such Public Improvements have been fully
13 completed in accordance with the Plans, specifications and provisions of this Agreement.

14 The amount of reduction shall be equal to that portion of the Financial Security which covers
15 such completed Public Improvements; provided however, in no case shall the remaining
16 amount of the Financial Security be less than the greater of: (i) 25% of the original amount of
17 the Financial Security, or (ii) 125% of the estimated cost to complete the Public
18 Improvements which have not been completed as determined by the City Engineer.

- 19
- 20 2. **Release of Security.** This Agreement shall run with the Property and may be recorded
21 against the title to the Property. After the work described in this Agreement has been
22 completed, the Developer may request that the City accept the Public Improvements.
23 This is accomplished through a City Council resolution provided the following conditions
24 are met:
- 25 a) **As-built Survey.** The Developer shall provide an as-built survey of the sanitary
26 sewer and public sidewalk upon completion of the Public Improvements described in
27 Paragraph C in reproducible and digital (AutoCAD) format. The locations and elevations
28 of sewer and water services shall be accurately shown on the survey.
- 29 b) **Certification.** The Developer's engineer submits a letter certifying that the Public
30 Improvements have been constructed to City Standards in accordance with the Plans and
31 requests that the City accept the Public Improvements.
- 32 c) **Payment.** The Developer provides documentation that its contractors and their
33 subcontractors and suppliers have been paid in full for the work completed and the
34 materials supplied.
- 35 d) **Determination of Completion.** The City Engineer and the City Council have
36 determined that all Public Improvements have been completed in accordance with the
37 Plans, specifications and terms of this Agreement.

38 The date of City acceptance of the Public Improvements shall be the date of the City Council
39 resolution accepting the Public Improvements. Upon Developer's request, the City shall issue
40 a Release, in recordable form, that serves to memorialize the completion of all the obligation
41 of the Developer hereunder.

1 In the event that a Letter of Credit is given as the Financial Security the term of any Letter of
2 Credit provided by the Developer must be at least one year. Notwithstanding anything to the
3 contrary contained herein, in the event that: i) some or all of the Public Improvements have
4 not been completed and accepted by the City before the expiration date of the Letter of
5 Credit, ii) the City has been notified that the Letter of Credit is not being extended for
6 another term of at least one year, and iii) no replacement Letter of Credit satisfactory to the
7 City has been delivered to the City, the City shall have the right to draw on the full amount of
8 the Letter of Credit at any time prior to the expiration of the Letter of Credit. In the event of
9 such draw on the Letter of Credit, the City shall have the right to use the amount drawn to
10 complete any unfinished Public Improvements, perform any unperformed obligations of the
11 Developer, pay the costs to draw on the Letter of Credit and/or pay any costs to enforce this
12 Agreement. The Letter of Credit shall allow Partial Draws and shall provide that a draw can
13 be made on the Letter of Credit at a location which is in or within 30 miles of the City of
14 Roseville.

15 J. **Ownership of Improvements and Risk of Loss.** Upon completion and City acceptance of the
16 Public Improvements, all Public Improvements lying within public rights-of-way and easements
17 shall become City property without further notice or action, except as follows: None. The Developer
18 shall be responsible for the risk of loss of all Public Improvements constructed by the Developer
19 until ownership thereof passes to the City. Any damage or destruction, in whole or in part, to any
20 Public Improvement constructed by the Developer shall be repaired and/or replaced by the
21 Developer until ownership of such Public Improvement passes to the City. The following special
22 requirements shall apply with respect to the maintenance of Public Improvements which have been
23 completed and accepted by the City: The maintenance of the sidewalk shall be the Developer's
24 responsibility per city ordinance.

25 K. **Warranty.** The Developer shall install and construct the Public Improvements in accordance with
26 the terms and conditions of this Agreement. The Developer warrants the Public Improvements and
27 all work required to be performed by the Developer hereunder against poor material and faulty
28 workmanship for a period of two (2) years after its completion and acceptance by the City. The
29 Developer shall repair or replace as directed by the City and at the Developer's sole cost and
30 expense: (i) any and all faulty work, (ii) any and all poor quality and/or defective materials, and (iii)
31 any and all trees, plantings, grass and/or sod which are dead, are not of good quality and/or are
32 diseased, as determined in the sole but reasonable opinion of the City or its Engineer, provided the
33 City or its Engineer gives notice of such defect to Developer with respect to such items on or before
34 60 days following the expiration of the two year warranty period. The Developer shall post
35 maintenance bonds or other security acceptable to the City to secure the warranties described herein,
36 which bonds or other security shall be in addition to the Financial Security described herein.

37 L. **License.** The Developer hereby grants the City, its agents, employees, officers and contractors a
38 license to enter the Property to perform all work and inspections deemed appropriate by the City
39 during the installation of the Public Improvements. This license shall expire after the Property has
40 been completely developed and all of the Public Improvements have been accepted by the City.

41 M. **Construction Management.** The Developer and its contractors and subcontractors shall minimize
42 impacts from construction on the surrounding neighborhood as follows:

- 43 1. Definition of Construction Area. The limits of the Project Area shall be defined with
44 heavy-duty erosion control fencing approved by the City Engineer. Any grading,

1 construction or other work outside this area requires approval by the City Engineer and
2 the affected property owner.

- 3 2. Parking and Storage of Materials. Adequate on-site parking for construction vehicles and
4 employees must be provided or provisions must be made to have employees park off-site
5 and be shuttled to the Project Area. No parking of construction vehicles or employee
6 vehicles shall occur along Lexington Ave. No fill, excavating material or construction
7 materials shall be stored in the public right-of-way.
- 8 3. Hours of Construction. Hours of construction, including moving of equipment shall be
9 limited to the hours between 7 a.m. and 9 p.m. on weekdays and between 9 a.m. and 9
10 p.m. on weekends.
- 11 4. Site Maintenance. The Developer shall ensure the contractor maintains a clean work site.
12 Measures shall be taken to prevent debris, refuse or other materials from leaving the site.
13 Construction debris and other refuse generated from the project shall be removed from
14 the site in a timely fashion and/or upon the request by the City Engineer. After the
15 Developer has received twenty-four (24) hour verbal notice, the City shall have the right
16 to complete or contract to complete the site maintenance work at the Developer's
17 expense, which amount the Developer shall pay to the City upon demand.

18
19 N. Certificate of Insurance. The Developer shall provide, prior to the commencement of any site work
20 or other development of the Property, evidence that it has insurance in the form of a Certificate of
21 Insurance issued by a company authorized to do business in the State of Minnesota, which includes
22 workman's compensation and general liability. Limits for bodily injury and death shall not be less
23 than \$1,000,000 for one person and \$1,500,000 per occurrence. Limits for property damages shall
24 be not less than \$500,000 for each occurrence. The City shall be included as an additional insured
25 on general liability and property damage policies. The Developer shall provide the City with a
26 renewal certificate of insurance at least 30 days prior to the expiration date of any policy required
27 hereunder.

28 O. All Costs Responsibility of Developer. The Developer shall pay all costs incurred by it and the City
29 in conjunction with this Agreement, the approval of the Plat, the development of the Property, and
30 the construction of the improvements required by this Agreement, including but not limited to, all
31 costs of persons doing work or furnishing skills, tools, machinery and materials; insurance
32 premiums; Letter of Credit fees and bond premiums; legal, planning and engineering fees; the
33 preparation and recording of this Agreement and all easements and other documents relating to the
34 Plat and the Property; and all costs incurred pertaining to the inspection and monitoring of the work
35 performed and improvements constructed on the Property. The City shall not be obligated to pay the
36 Developer or any of its agents or contractors for any costs incurred in connection with the
37 construction of the improvements or the development of the Property. The Developer agrees to
38 defend, indemnify, and hold the City and its mayor, councilmembers, employees, agents and
39 contractors harmless from any and all claims of whatever kind or nature which may arise as a result
40 of the construction of the improvements, the development of the Property or the acts of the
41 Developer, and its employees, agents or contractors in connection thereto.

- 42 1. The Developer shall defend, indemnify, and hold the City and its mayor, councilmembers
43 and employees harmless from claims made by itself and third parties for damages

1 sustained or costs incurred resulting from Plat approval, development of the Property,
2 construction of the improvements or other work performed on the Property. The
3 Developer shall defend, indemnify, and hold the City and its mayor, councilmembers and
4 employees harmless for all costs, damages or expenses which the City may pay or incur
5 in consequence of such claims, including attorney's fees.

- 6 2. The Developer shall pay, or cause to be paid when due, and in any event before any
7 penalty is attached, all charges, costs and fees referred to in this Agreement. This is a
8 personal obligation of the Developer and shall continue in full force and effect even if the
9 Developer sells one or more lots, all of the Property, or any part of it.
- 10 3. The Developer shall pay in full all bills submitted to it by the City for obligations
11 incurred under this Agreement within thirty (30) days after receipt. If the bills are not
12 paid on time, the City may, in addition to all other rights and remedies the City may have,
13 halt development and construction work on the Property including, but not limited to, the
14 issuance of building permits for lots which the Developer may or may not have sold, until
15 the bills are paid in full. Bills not paid within thirty (30) days shall accrue interest at the
16 rate of ten percent (10%) per year, or the maximum amount allowed by law, whichever is
17 less.
- 18 4. The Developer shall reimburse the City for all costs incurred in the enforcement of this
19 Agreement, including all attorney and engineering fees.
- 20 5. In addition to the charges referred to herein, other charges may be imposed such as, but
21 not limited to, sewer availability charges ("SAC"), City water connection charges, City
22 sewer connection charges, City storm water connection charges and building permit fees.
23 The Developer shall pay all such other charges and fees upon being billed by the City.

24 P. Default. In the event of default by the Developer as to any of the work to be performed by it
25 hereunder, the City may, at its option, perform the work and the Developer shall promptly reimburse
26 the City for any expense incurred by the City, provided the Developer is first given notice of the
27 work in default not less than 48 hours in advance or immediately before the City commences
28 performing such work in the event of an emergency. This Agreement is a license for the City to act,
29 and it shall not be necessary for the City to seek a court order for permission to enter the Property.
30 When the City does any such work, the City may, in addition to its other remedies, assess the cost in
31 whole or in part, against the Developer and/or the Property.

32 Q. Remedies. Upon the occurrence of a breach of this Agreement by the Developer, the City, in
33 addition to any other remedy which may be available to it, shall have the right to do any or all of the
34 following:

- 35 1. City may make advances or take other steps to cure the default, and where necessary,
36 enter the Property for that purpose. The Developer shall pay all sums so advanced or
37 expenses incurred by the City upon demand, with interest from the date of such advances
38 or expenses at the rate of ten percent (10%) per annum or the maximum allowed by law,
39 whichever is less. No action taken by the City pursuant to this section shall be deemed to
40 relieve the Developer from curing any such default or from any other default hereunder.
41 The City shall not be obligated, by virtue of the existence or the exercise of this right, to
42 perform any such act or cure any such default.

2. Obtain an order from a court of competent jurisdiction requiring the Developer to specifically perform its obligations pursuant to the terms and provisions of this Agreement.
3. Obtain an order from a court of competent jurisdiction enjoining the continuation of an event of default.
4. Halt all development work and construction of improvements until such time as the event of default is cured.
5. Withhold the issuance of a building permit and/or prohibit the occupancy of any structure(s) for which permits have been issued.
6. Draw upon and utilize the Developer's Financial Security to cover the costs of the City in order to correct the default, the costs to complete any unfinished Public Improvements, the costs to draw on the Financial Security and/ or the costs to enforce this Agreement.
7. Terminate this Agreement by written notice to Developer at which time all terms and conditions contained herein shall be of no further force or effect and all obligations of the parties imposed hereunder shall be null and void.
8. Exercise any other remedies which may be available to it at law or in equity.

In addition to the remedies and amounts payable set forth or permitted above, upon the occurrence of an event of default, the Developer shall pay to the City all fees and expenses, including attorneys fees, incurred by the City as a result of the event of default, whether or not a lawsuit or other action is formally taken.

The Developer shall defend, indemnify, and hold the City and its mayor, councilmembers, employees, agents and contractors harmless from any liability or damages, including reasonable attorneys fees, which may be incurred as a result of the exercise of the City's rights pursuant to this Agreement.

R. Assignment. The Developer may not assign this Agreement without the written permission of the Roseville City Council.

S. Notices to the Developer. Required notices to the Developer shall be in writing, and shall be either hand delivered to Mark Nelson, or an officer, employee or agent of the Developer, or mailed to the Developer by registered or certified mail at the following address:

Cherrywood Pointe of Roseville at Lexington LLC
3600 American Boulevard W, Suite 750
Bloomington, MN 55431
Attn: Mark Nelson

T. Notices to the City. Required notices to the City shall be either hand delivered to the City Engineer, or mailed to the City by registered or certified mail in care of the **City Engineer at the following address:**

City of Roseville
2660 Civic Center Drive
Roseville, Minnesota 55113

1 Attn: City Engineer

2
3 U. Miscellaneous.

- 4 1. The Developer shall comply with any and all applicable City, County, Metropolitan,
5 State and Federal laws and regulations including, but not limited to: subdivision
6 ordinances, zoning ordinances and environmental regulations that may apply to the Plat,
7 the development of the Property, and the construction of the Public Improvements
8 described herein.
- 9 2. The terms and conditions of this Agreement shall inure to the benefit of and shall be
10 binding upon the parties hereto, and their respective successors and assigns.
- 11 3. The obligations of all parties signing this Agreement as a Developer shall be joint and
12 several.
- 13 4. If any portion, section, subsection, sentence, clause, paragraph or phrase of this
14 Agreement is for any reason held invalid, such decision shall not affect the validity of the
15 remaining portions of this Agreement.
- 16 5. The action or inaction of the City shall not constitute a waiver or amendment to the
17 provisions of this Agreement. To be binding, amendments or waivers must be in writing,
18 signed by the parties and approved by the Roseville City Council. The City's failure to
19 promptly take legal action to enforce a default under this Agreement shall not be a waiver
20 or release of such default.
- 21 6. This Agreement shall run with the land and shall be binding upon the Developer, and its
22 successors and assigns. The Developer shall, at its expense, record this Agreement with
23 the Ramsey County Recorder if the Property is abstract property and/or with the Ramsey
24 County Registrar of Titles if the Property is Torrens property. The Developer shall, prior
25 to the time this Agreement is executed and recorded, furnish the City with title evidence
26 and make arrangements satisfactory to the City to confirm that at the time that this
27 Agreement is executed and recorded the Developer is the sole fee simple owner of the
28 Property and that there are no other parties having an interest in, or a lien or encumbrance
29 against the Property. No work shall commence on the Property prior to the recording of
30 this Agreement.
- 31 7. This Agreement shall be governed by and construed in accordance with the laws of the
32 State of Minnesota. Any legal proceeding pertaining to this Agreement, or the rights or
33 obligations of the parties hereunder, shall be venued in courts or tribunals located in
34 Ramsey County, Minnesota.
- 35 8. In addition to all other terms and conditions of this Agreement the Developer shall
36 comply with and perform the Conditions of Development attached hereto as Exhibit B.
- 37 9. No interest shall accrue to the benefit of, or be payable to, the Developer on the Financial
38 Security or any other monetary amount deposited with the City.
- 39 10. Third parties shall have no recourse against the City under this Agreement.
- 40
41

V. IN WITNESS WHEREOF, the parties have hereunto set their hands the day and year first above written.

CITY OF ROSEVILLE

By: _____
Daniel J. Roe, Mayor

By: _____
Patrick J. Trudgeon, City Manager

STATE OF MINNESOTA)
) ss
COUNTY OF _____)

The foregoing instrument was acknowledged before me this ____ day of _____, _____, by Daniel J. Roe and Patrick J. Trudgeon, the Mayor and City Manager, respectively, of the City of Roseville, a Minnesota municipal corporation, on behalf of the corporation.

Notary Public

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DEVELOPER

**Cherrywood Pointe of Roseville at
Lexington LLC**

By: _____

Name: _____

Its: _____

STATE OF MINNESOTA)
) ss
COUNTY OF _____)

 The foregoing instrument was acknowledged before me this ____ day of _____, _____,
by _____, the _____ of Cherrywood Pointe of
Roseville at Lexington LLC, a Minnesota limited liability company, on behalf of the company.

Notary Public

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THIS INSTRUMENT DRAFTED BY:

City of Roseville
Engineering Division
2660 Civic Center Drive
Roseville, Minnesota 55113

EXHIBIT A
Legal Description

That part of the West Quarter of the Southwest Quarter, Section 2, Township 29, Range 23, Ramsey County, Minnesota, lying South of the centerline of County Road C (now called Woodhill Drive); except the South 336 feet thereof;

Also excepting that part of the North 253.8 feet of the South 749.8 feet of the West 160 feet of the Southwest Quarter of Section 2, Township 29, Range 23, Ramsey County, Minnesota which lies north of the following described line:

Beginning at a point on the West line of said Southwest Quarter, 616 feet North from the Southwest corner of said Southwest Quarter; thence East at a right angle to the East line of said West 160 feet of the Southwest Quarter and said line there terminating.

Also known as Lot 1, Block 1, Cherrywood Pointe at Lexington

EXHIBIT B
Conditions of Development

1. All property owners shall either dedicate on the Plat or otherwise convey all roadway, utility, drainage, and other easements required by the City.
2. The access points to enter and exit the Property shall be at locations approved by the City and any other governmental entity having jurisdiction over adjacent roadways.
3. The Developer shall provide the City proof that the Developer/Owner is the fee simple owner of all of the Property included in the Plat and that there are no liens, encumbrances or other parties having an interest in the Property at the time the Plat and the Development Agreement are recorded, or make other arrangements which are reasonably satisfactory to the City to assure that title to the Property following the recording of the Plat and the Development Agreement shall be acceptable to the City.
4. The Developer shall pay all unpaid City subdivision review and other fees prior to the City releasing the Plat for recording.
5. No building permits shall be issued for any use of the Property which is not a permitted use.

CHERRYWOOD POINTE AT LEXINGTON

CIVIL SITE PLAN ROSEVILLE, MINNESOTA

NOTES:

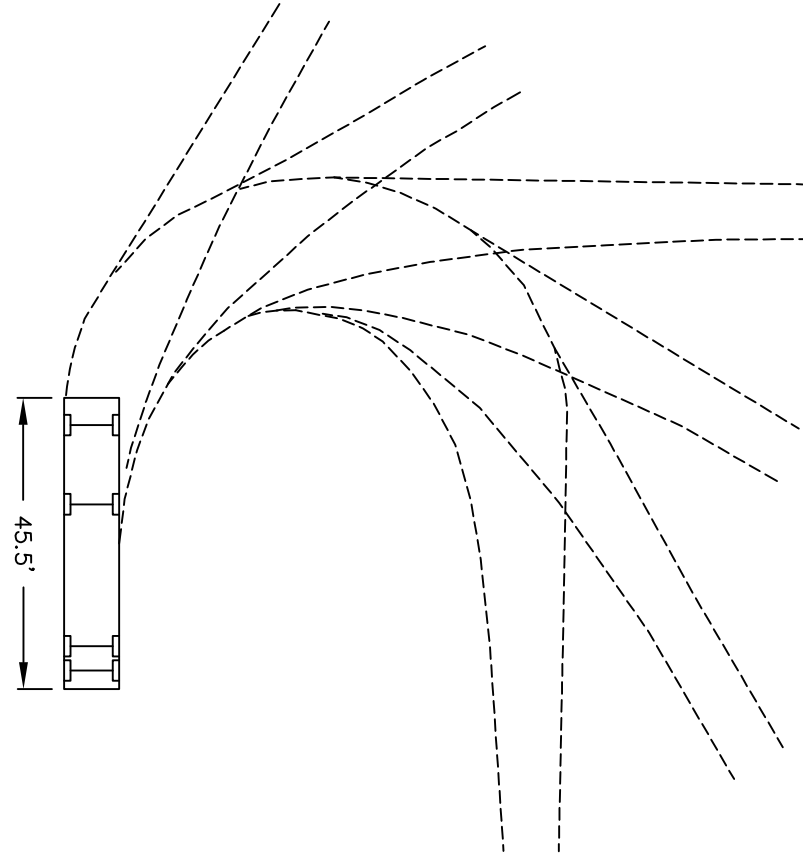
- 1) SEE SHEET C0 FOR LEGEND AND CONSTRUCTION NOTES
- 2) SEE STORM WATER POLLUTION PREVENTION PLAN FOR ADDITIONAL EROSION CONTROL NOTES, SITE SEQUENCING & EROSION AND SEDIMENT CONTROL DETAILS

SITE INFORMATION:

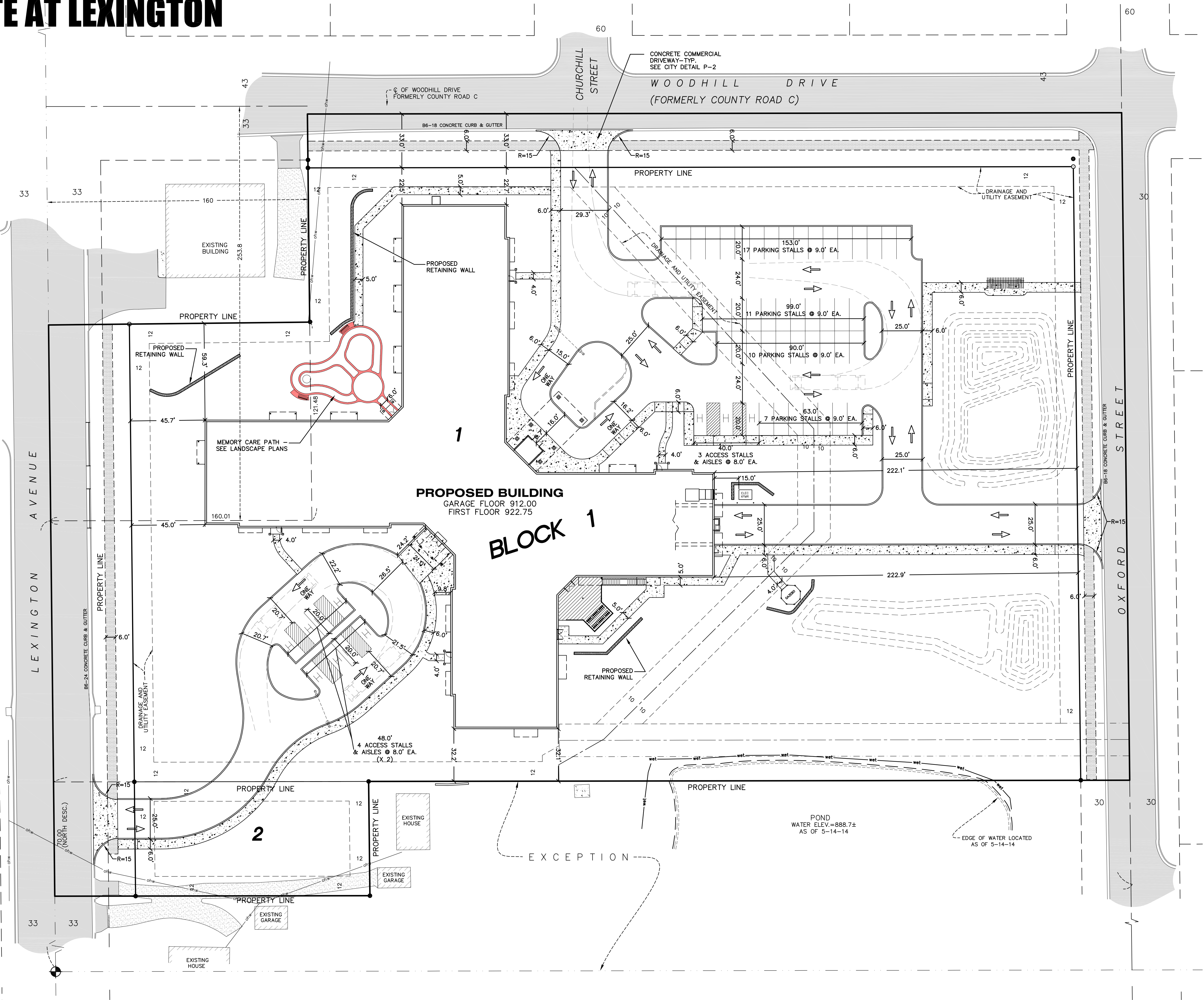
SITE AREA (LOT 1 BLOCK 1) = 4.92 ACRES
IMPERVIOUS AREA = 2.30 ACRES

VEHICLE TURNING MOVEMENTS

WB-40



Know what's below.
Call before you dig.



DRAWN BY:	A.G.	DESIGN BY:	A.G.
CHKD BY:	C.W.P.	PROJ. NO.	14-1493
ORIGINAL DATE:	FEBRUARY 11, 2015		
DATE	REVISION DESCRIPTION	DATE	REVISION DESCRIPTION
10-23-15	UPDATED PLAN SET	2-5-16	UPDATED PLAN SET

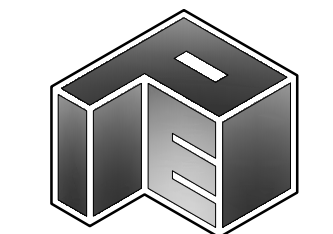
I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

Adam Ginkel
ADAM GINKEL
DATE: 02.05.2016 LIC. NO. 43963

CHERRYWOOD POINTE AT LEXINGTON
(LEXINGTON & WOODHILL)
ROSEVILLE, MINNESOTA

CIVIL SITE PLAN

PREPARED FOR:
UNITED PROPERTIES

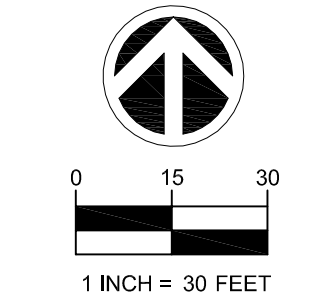


SITE PLANNING & ENGINEERING

PLOWE ENGINEERING, INC.

6776 LAKE DRIVE
SUITE 110
LINO LAKES, MN 55014
PHONE: (651) 361-8210
FAX: (651) 361-8701

NORTH



C1

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Agenda Date: 3/14/2016

Agenda Item: 8.1

Department Approval



City Manager Approval



Item Description: Request for approval of the Cherrywood Pointe at Lexington final plat
(PF15-015)

APPLICATION INFORMATION

Applicant: United Properties

Location: 2668 – 2688 Lexington Avenue (the southeast corner of Lexington Avenue and Woodhill Drive, excluding the County Cycles property)

Property Owner: United Properties, City of Roseville

Application Submission: received on November 2, 2015; considered complete on February 2, 2016

City Action Deadline: April 2, 2016, per Minn. Stat. §462.358 subd. 3b

PRELIMINARY PLAT ACTION

On August 5, 2015, the Planning Commission unanimously recommended approval of the proposed preliminary plat, subject to certain conditions, and the City Council subsequently approved the preliminary plat on August 24, 2015, by unanimous vote and with the following conditions.

- a. The Public Works Department shall approve easements, grading and drainage, storm water management, and utility requirements as necessary to meet the applicable standards prior to the approval of the final plat or issuance of permits for site improvements;
- b. Permits for site improvements shall not be issued without evidence of an approved permit from the watershed district;
- c. Final plat approval shall not be issued without approval of a tree preservation plan, accounting for any changes to grading, utility, or storm water plans not yet anticipated, by the Community Development Department;
- d. Vacation of the existing sewer easement and dedication of the proposed replacement sewer easement shall be addressed in conjunction with the Public Improvement Contract that will be required for the reconstruction of the sewer infrastructure related to those easements;
- e. The applicant shall pay park dedication fees in the amount of \$3,500.00 per unit;
- f. The applicant shall complete a traffic study for this project. The traffic study will be reviewed by, and any required mitigation efforts approved by, the City Engineer prior to the issuance of a building permit; and

- g. The applicant is aware that any future variance requests will be reviewed on their merits, and the platting process does not have any impact on the variance process, if needed, in the future.

FINAL PLAT APPLICATION

The final plat documents, included with this RCA as Exhibit A, conform to the approved preliminary plat with respect to the arrangement and size of lots, dedications of rights-of-way, and drainage and utility easements, all of which conform to the applicable standards of the subdivision code. The conditions of preliminary plat approval have all been satisfied as follows:

- a. The Public Works Department shall approve easements, grading and drainage, storm water management, and utility requirements as necessary to meet the applicable standards prior to the approval of the final plat or issuance of permits for site improvements.
Public Works staff has approved these plans and easements as proposed.
- b. Permits for site improvements shall not be issued without evidence of an approved permit from the watershed district.
The Ramsey-Washington Metro Watershed District has given its preliminary approval of the plans, which is typical of this stage of development; this condition is satisfied, but approved permits are still required.
- c. Final plat approval shall not be issued without approval of a tree preservation plan, accounting for any changes to grading, utility, or storm water plans not yet anticipated, by the Community Development Department.
The tree preservation and replacement plan submitted with this plat proposal is included with this RCA as Exhibit B. Roseville's consulting registered arborist has reviewed the tree preservation plan and generally found it to be adequate, but had the following comments about implementation of the plan.
 1. *[Mark] would like to see a detailed plan for the fencing included in the specs. Steel posts, 6 feet apart, orange fencing, as is requested in the new ordinance.*
 2. *Per ordinance, the oak wilt season starts March 15th. It's best to wait until after that date to begin working in oak trees, especially with the immediate neighbors having some nice oak trees in their yards. If absolutely necessary, they can have someone on hand to seal wounds per city ordinance, stumps included.*
 3. *[Mark is] uncertain of timeline for transplanting oaks, but that should be determined as springtime would be best.*
 4. *Proposed fence in SW corner of property should be extended to street if catalpa is to be preserved.*
 5. *Proposed linden trees by north entrance may cause site line issues. Possibly some trees could be planted across the street as they are on Oxford St.*
 6. *Driplines are not included for trees being preserved. Ideally they would be projected onto plan at 1.25 times diameter of tree per ordinance for minimum tree fencing placement thresholds*
 7. *Plant schedule looks good*

- d. Vacation of the existing sewer easement and dedication of the proposed replacement sewer easement shall be addressed in conjunction with the Public Improvement Contract that will be required for the reconstruction of the sewer infrastructure related to those easements. *The vacation has been approved, and a Notice of Completion will be issued once the sewer is realigned in the new easement as proposed.*
- e. The applicant shall pay park dedication fees in the amount of \$3,500.00 per unit; *The purchase agreement that pertains to both the Cherrywood Pointe and Applewood Pointe sites includes payment of \$350,000 for park dedication fees (equal to 100 units at \$3,500 per unit) for the Cherrywood Pointe development, which serves as a waiver of 100 units worth of park dedication fees from the total obligation of the development. Because the total number of units in the Cherrywood Pointe development is not specified as part of the final plat application, the balance of the park dedication fee for units in excess of 100 should be paid at the time building permits are issued. This condition does not require any specific action at this time, but is a recommended as a condition of final plat approval.*
- f. The applicant shall complete a traffic study for this project. The traffic study will be reviewed by, and any required mitigation efforts approved by, the City Engineer prior to the issuance of a building permit. *The traffic study has been completed. No major ramifications from the proposed development were identified, but any required mitigations will be specified in the Public Improvement Contract.*
- g. The applicant is aware that any future variance requests will be reviewed on their merits, and the platting process does not have any impact on the variance process, if needed, in the future. *This condition does not require any specific action at this time. No variances are being requested, and this is not a recommended condition of final plat approval.*

OTHER COMMENTS

Lot 2 Block 1 of the plat essentially comprises the City-owned portion of the subject property. The purchase agreement noted above will transfer this land to United Properties, but will grant an easement to Roseville in order to ensure access from Lexington Avenue to potential future developments south of the Cherrywood Pointe site. This access easement does not appear on the plat, but it doesn't need to; it would be accounted for in the purchase agreement.

The recently-adopted tree preservation ordinance provided some options for meeting tree replacement obligations that remained when a tree replacement plan cannot reasonably accommodate the full amount of replacement trees on a development site. Specifically, the City can direct that some or all of the remaining replacement trees be planted on public lands, presumably in conjunction with public works projects or parks improvements, or the City can accept a fee in lieu of trees, to be saved in a "tree fund" and used to acquire and plant trees in various places, as the need arises.

Beyond the trees to be re-planted on site, United Properties is responsible for 1,298 remaining caliper inches of replacement trees. Assuming that replacement trees are equal to the 3-inch caliper minimum requirements, that would be 433 trees; further, if the City Council establishes a fee of \$500 per tree, the equivalent fee in lieu of trees would be \$216,500. But the new tree preservation code caps that fee at 10% of the Fair Market Value (FMV) of the site; Ramsey

County's 2015 land value estimate for tax year 2016 (Roseville's standard reference for FMV) is \$639,200 for the three parcels involved in the site. This means that the cash-in-lieu amount for the remaining obligation would be reduced to \$63,920, which, at \$500 per tree, is equivalent to 128 trees.

The Directors of the Public Works and Parks and Recreation Departments are currently considering their respective needs for trees on public lands in a timeframe that coincides with the development of the subject property. Depending on the City Council's preference, the applicant could be required to plant all of those 128 trees on public lands, or pay the fee of \$63,920 in lieu of planting those trees, or contribute an equivalent combination of cash and trees planted on public lands, pursuant to a current need for such plantings. In the absence of specific recommendations for planting on public lands, Planning Division staff recommends accepting the cash fee in lieu trees, because those funds can be used for planting trees at any time.

United Properties has inquired, about some alternative "in kind" payments of the cash-in-lieu fee. For instance, the applicant has indicated the capacity for planting some of the trees calculated in this fee at their nearby, proposed Applewood Pointe at Central Park development. Perhaps more compelling, however, is the applicant's suggestion that they could alert nearby homeowners that United Properties is giving away trees which the homeowners could plant in their yards. In either case, the incremental fee associated with each tree given to neighbors or planted at the Applewood Pointe property could be credited against the total cash obligation. If United Properties were to seek support for these alternative, in-kind options, they would submit a future request to the City Council since this issue is not germane to action on the final plat.

RECOMMENDED ACTIONS

Adopt a resolution approving the Cherrywood Pointe at Lexington final plat, dated December 4, 2015, and generally comprising the property at 2668 – 2688 Lexington Avenue, based on the findings and recommendation of this RCA, subject to the following condition:

Pursuant to City Code §1103.07 and condition "e" of the August 24, 2015, approval of the Cherrywood Pointe at Lexington preliminary plat, and the purchase agreement pertaining to the subject property, the City Council will accept park dedication of cash in lieu of land in the amount of \$3,500 per residential unit in excess of 100 units, which shall be paid by the applicant before building permits are issued.

Pass a motion to accept payment of \$63,920 in lieu of replacement trees, pursuant to the tree preservation and restoration requirements established in §1011.04 of the City Code, and that the fee shall be paid before the signed final plat is released by City staff for recording at Ramsey County.

ALTERNATIVE ACTIONS

A) Pass a motion to table the item for future action. Tabling beyond April 2, 2016, may require an agreement to extend the 60-day action deadline established in Minn. Stat. §462.358 subd. 3b to avoid statutory approval.

B) By motion, deny the request. Denial should be supported by specific findings of fact based on the City Council's review of the application, applicable City Code regulations, and the public record.

Prepared by: Senior Planner Bryan Lloyd
651-792-7073 | bryan.lloyd@cityofroseville.com

RCA Exhibits: A: Final plat documents

B: Tree preservation/restoration plans

C: Draft resolution

CHERRYWOOD POINTE AT LEXINGTON



KNOW ALL MEN BY THESE PRESENTS: That Cherrywood Pointe of Roseville at Lexington LLC, a Minnesota limited liability company, fee owner of the following described property situated in the City of Roseville, County of Ramsey, State of Minnesota:

That part of the West Quarter of the Southwest Quarter, Section 2, Township 29, Range 23, Ramsey County, Minnesota, lying South of the centerline of County Road C (now called Woodhill Drive); except the South 336 feet thereof;

Also excepting that part of the North 253.8 feet of the South 749.8 feet of the West 160 feet of the Southwest Quarter of Section 2, Township 29, Range 23, Ramsey County, Minnesota, which lies north of the following described line:

Beginning at a point on the West line of said Southwest Quarter, 616 feet North from the Southwest corner of said Southwest Quarter; thence East at a right angle to the East line of said West 160 feet of the Southwest Quarter and said line there terminating.

And that The City of Roseville, a Minnesota municipal corporation, fee owner of the following described property situated in the City of Roseville, County of Ramsey, State of Minnesota:

All the West 353 feet of the following described premises located in Section 2, Township 29, Range 23; Beginning 266 feet North of the Southwest corner of the Southwest Quarter of the Southwest Quarter, Section 2, Township 29, Range 23; thence North 70 feet; thence East 40 rods; thence South 70 feet; thence West 40 rods to the point of beginning. Except the East 160 feet thereof.

Have caused the same to be surveyed and platted as CHERRYWOOD POINTE AT LEXINGTON and do hereby dedicate to the public for public use forever the public ways and the drainage and utility easements as shown on this plat.

In witness whereof said Cherrywood Pointe of Roseville at Lexington LLC, a Minnesota limited liability company, has caused these presents to be signed by its proper officers this _____ day of _____, 20____

Signed: Cherrywood Pointe of Roseville at Lexington LLC

James Alexander Hall, Vice President Mark W. Nelson, Vice President

STATE OF MINNESOTA

COUNTY OF _____

The foregoing instrument was acknowledged before me this _____ day of _____, 20____, by James Alexander Hall, Vice President of Cherrywood Pointe of Roseville at Lexington LLC, a Minnesota limited liability company, on behalf of the company.

Notary Public, _____ County, Minnesota
My Commission Expires _____

STATE OF MINNESOTA

COUNTY OF _____

The foregoing instrument was acknowledged before me this _____ day of _____, 20____, by Mark W. Nelson, Vice President of Cherrywood Pointe of Roseville at Lexington LLC, a Minnesota limited liability company, on behalf of the company.

Notary Public, _____ County, Minnesota
My Commission Expires _____

In witness whereof said The City of Roseville, a Minnesota municipal corporation, has caused these presents to be signed by its proper officers this _____ day of _____, 20____

Signed: The City of Roseville

_____, Mayor _____, City Manager

STATE OF MINNESOTA

COUNTY OF _____

The foregoing instrument was acknowledged before me this _____ day of _____, 20____, by _____, Mayor and by _____, City Manager of The City of Roseville, a Minnesota municipal corporation, on behalf of the corporation.

Notary Public, _____ County, Minnesota
My Commission Expires _____

I, Jason E. Rud, Licensed Land Surveyor, do hereby certify that I have surveyed or directly supervised the survey of the property described on this plat; prepared this plat or directly supervised the preparation of this plat; that this plat is a correct representation of the boundary survey; that all mathematical data and labels are correctly designated on this plat; that all monuments depicted on this plat have been correctly set; that all water boundaries and wet lands, as defined in Minnesota Statutes, Section 505.01, Subd. 3, as of the date of the surveyor's certification are shown and labeled on this plat; and all public ways are shown and labeled on this plat.

Dated this _____ day of _____, 20____

Jason E. Rud, Land Surveyor
Minnesota License No. 41578

STATE OF MINNESOTA

COUNTY OF _____

The foregoing Surveyor's Certificate was acknowledged before me this _____ day of _____, 20____, by Jason E. Rud, a Licensed Land Surveyor.

Notary Public, _____ County, Minnesota
My Commission Expires _____

CITY OF ROSEVILLE

We do hereby certify that on the _____ day of _____, 20____, the City Council of the City of Roseville, Minnesota, approved this plat. Also, the conditions of Minnesota Statutes, Section 505.03, Subd. 2, have been fulfilled.

_____, Mayor _____, City Clerk

DEPARTMENT OF PROPERTY RECORDS AND REVENUE

Pursuant to Minnesota Statutes, Section 505.021, Subd. 9, taxes payable in the year _____ on the land hereinbefore described have been paid. Also, pursuant to Minnesota Statutes, Section 272.12, there are no delinquent taxes and transfers entered this _____ day of _____, 20____

_____, Property Records and Revenue By _____, Deputy

NW CORNER
OF SW1/4 OF
SEC.2-T29-R23W

SEE
BOUNDARY
NOTE #1

SW CORNER OF
SW1/4-SW1/4 OF
SEC.2-T29-R23W

County Surveyor

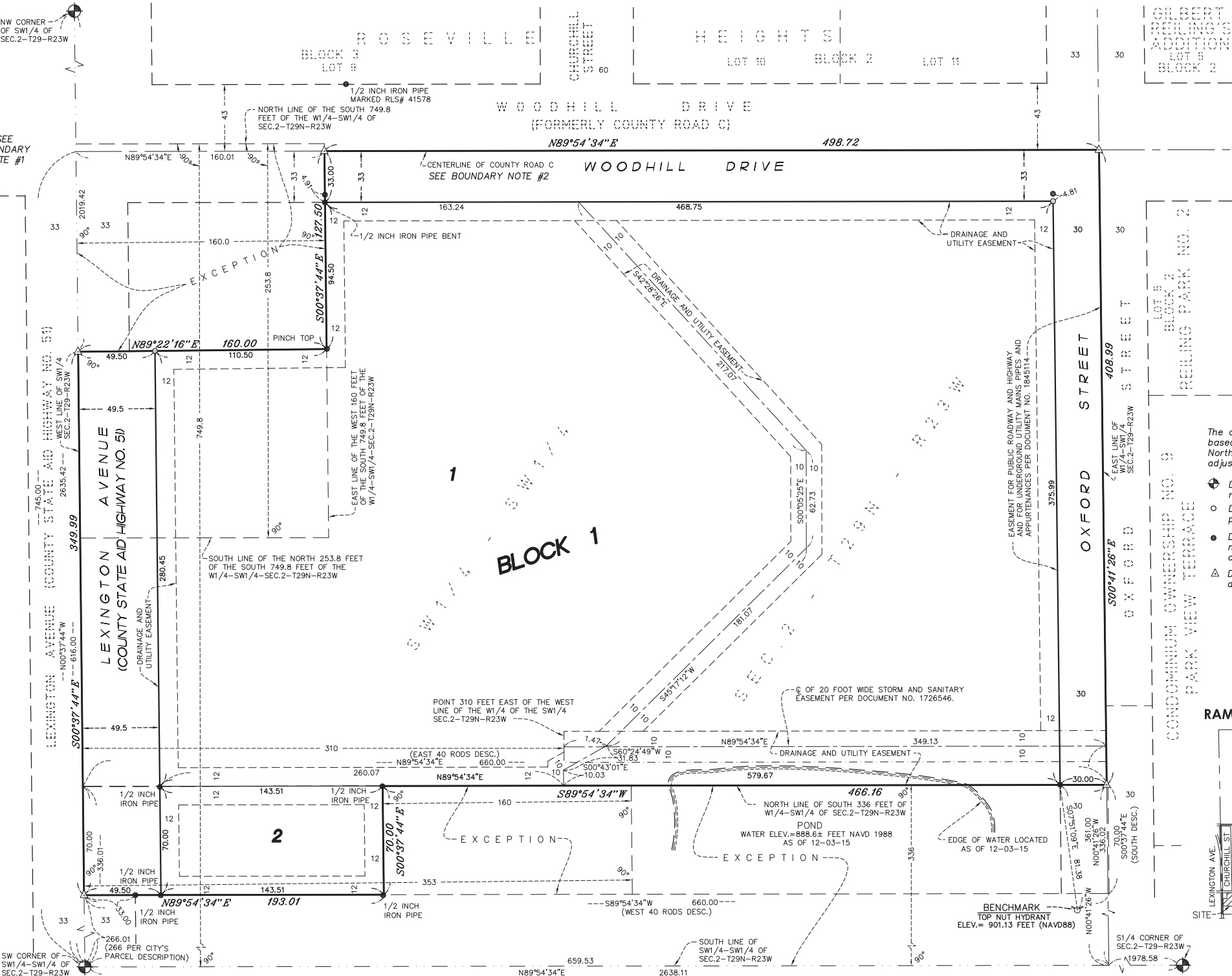
Pursuant to Minnesota Statutes, Section 383A.42, this plat is approved this _____ day of _____, 20____

Craig W. Hinzman, L.S.
Ramsey County Surveyor

COUNTY RECORDER,
COUNTY OF RAMSEY, STATE OF MINNESOTA

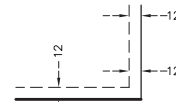
I hereby certify that this plat of CHERRYWOOD POINTE AT LEXINGTON was filed in the office of the County Recorder for public record on this _____ day of _____, 20____ at _____ o'clock _____ M., and was duly filed in Book _____ of Plats, Page _____ as Document Number _____

Deputy County Recorder



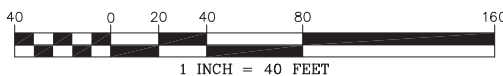
EASEMENT DETAIL

DRAINAGE AND UTILITY EASEMENTS ARE SHOWN THUS:



BEING 12 FEET IN WIDTH AND ADJOINING LOT LINES AND PUBLIC WAYS, UNLESS OTHERWISE SHOWN ON THIS PLAT.

GRAPHIC SCALE IN FEET



BOUNDARY NOTES

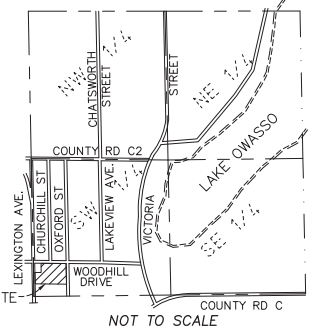
- Based upon the surrounding legal descriptions and found monumentation, the directional calls (North, South, East and West) referenced within the City of Roseville's parcel description were determined to indicate south line directions with the south line and the west line of the Southwest Quarter of the Southwest Quarter of Section 2, Township 29 North, Range 23 West. The same principle was also used in determining the location of the 20 foot wide Storm and Sanitary Easement per Document No. 1726546. This principle best fit the sewer lines.
- The centerline of County Road C according to the recorded plat of REILING PARK NO. 2 is 745 feet North of the South line of the Section. Old county maps and irons marked RLS #17765 indicates 749.8 feet along Lexington Avenue. However, previous surveys, older monumentation and County of Ramsey field notes dated 12-29-1938 used 745 feet for the centerline location. This survey locates County Road C in accordance with the previous surveys, older monumentation and said County field notes. This location also better fits the existing monumentation for the plat of ROSEVILLE HEIGHTS.

NORTH

The orientation of this bearing system is based upon Ramsey County Coordinates, North American Datum of 1983, 1986 adjustment.

- Denotes Ramsey County cast iron monument
- Denotes set 1/2 inch by 18 inch iron pipe monument marked RLS 41578.
- Denotes found 1/2 inch iron pipe monument marked RLS 17765, unless otherwise labeled.
- Denotes set PK nail with metal disk marked RLS 41578.

VICINITY MAP
SEC. 2, T.29, R.23
RAMSEY COUNTY, MINNESOTA



Enlargement of summary table on Sheet L1.0

Summary									
	Number of Trees	Number of Diameter Inches	Allowed Removal %	Allowed Removal in Inches	Number of Trees Removed	Actual Removal in Inches	Net Removal or Net Preservation	Incentive Multiplier	Final Caliper Inches
Heritage	20	608	15%	91.2	16	490	-398.8	2	-797.6
Significant	146	1950	35%	682.5	104	1460	-777.5	1	-777.5
Common	227	1531	35%	535.85	184	1245	-709.15	0.5	-354.575
Exempt	0	0	100%	0	0	0	0	0	0
Total	393	4089		1309.55	304	490	-1885.45		-1929.675

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Total	393	4089		1309.55	304	490	-1885.45		-1929.675

The new City of Roseville tree replacement requirements (December, 2015) indicate a total replacement requirement of 1,930 caliper inches. The proposed landscape plan shows a total of 450 deciduous caliper inches and 182 coniferous caliper inches, leaving an overall deficit of 1,298 caliper inches.

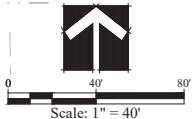
8' Conifer Tree = 3 cal. Inches
10' Conifer Tree = 4 cal inches

The site is further limited to accommodate the tree requirements due to the utility easements that prohibit large plantings within them, the stormwater / infiltration basins that can only have a perennial cover with some shrubs and plantings along the perimeter, and simply allowing enough open turf space in contrast to the densely planted areas. From previous experience with related site plans, along with feedback from residents, maintaining some turf lawn spaces is a highly desirable feature to include for the residents.

(2) 1.5" cal trees = (1) 3" cal. tree
(10) 5-gal potted plants = (1) 3" cal. tree
(20) 1-gal potted plants = (1) 3" cal. tree

(43) 1.5" cal trees = 64 cal inches
(400) 5-gal plants = 120 cal inches
(1800) 1-gal plants = 270 cal inches

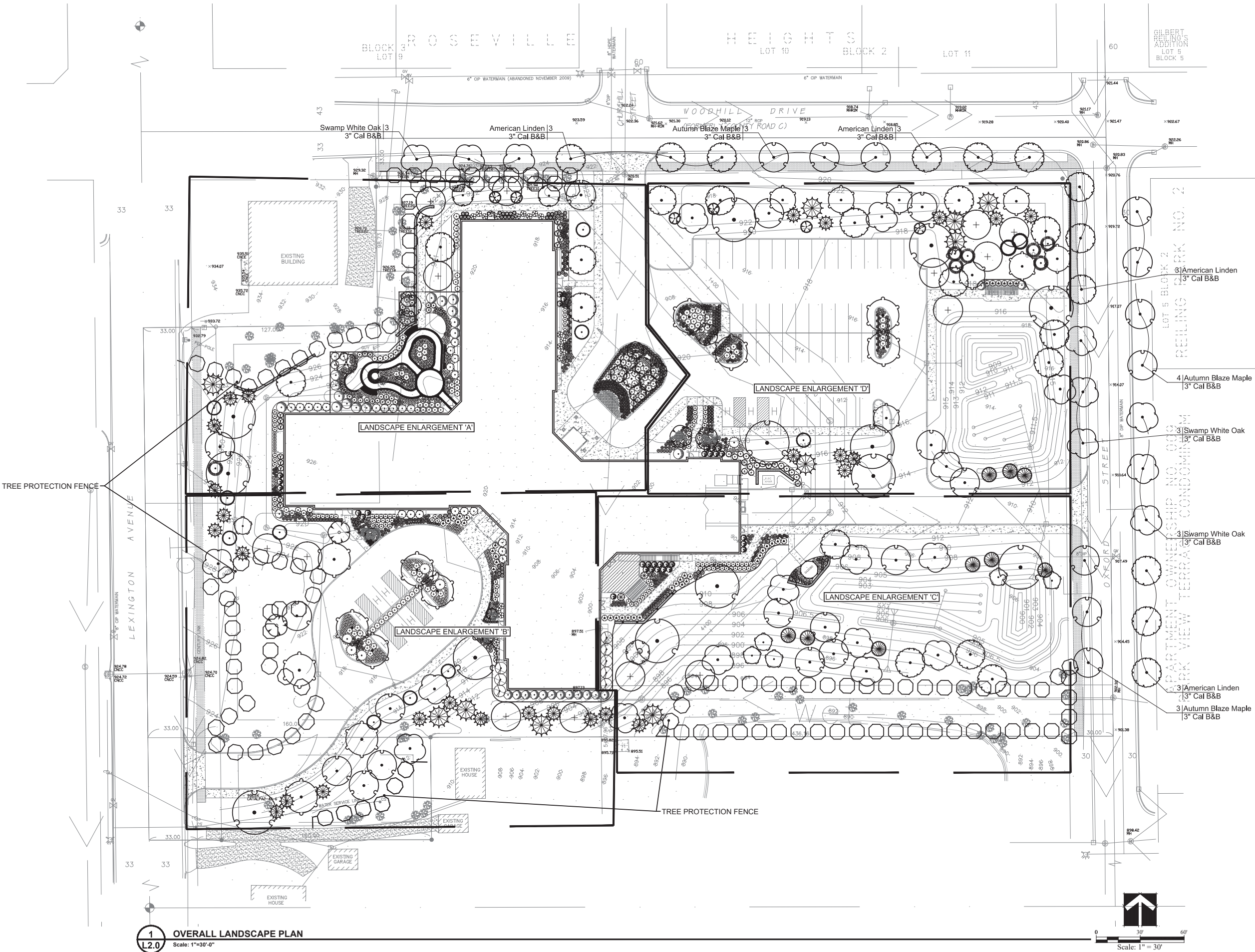
1 TREE PRE
L1.0 Scale: 1" = 40'-0"



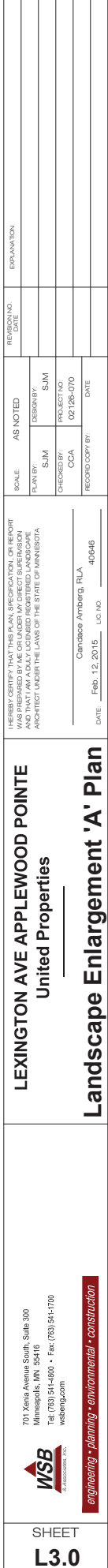
WSB
A. JAMES CHASE, INC.

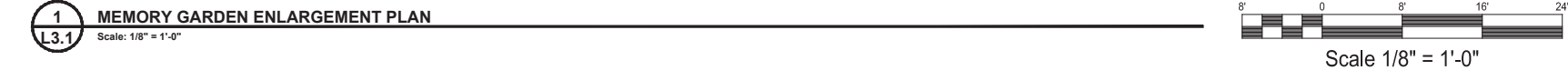
701 Xenia Avenue South, Suite 300
Minneapolis, MN 55416
Tel: (763) 541-4800 • Fax: (763) 541-1700
wsbeng.com

engineering • planning • environmental • construction



701 Xenia Avenue South, Suite 300 Minneapolis, MN 55416 Tel: (763) 541-6800 • Fax: (763) 541-1700 wsbeng.com  WSB ENGINEERING, INC. engineering • planning • environmental • construction	SHEET L2.0		LEXINGTON AVE APPLEWOOD POINTE United Properties		Overall Landscape Plan	
	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 REGISTERED LANDSCAPE ARCHITECT UNDER THE LAWS OF THE STATE OF MINNESOTA					
	SCALE	AS NOTED				
	PLAN BY	DESIGN BY				
	CHECKED BY	PROJECT NO.				
RECORD COPY BY	DATE					
			Candace Amberg, RLA DATE: Feb. 12, 2015 L.C. NO. 40646			





701 Xenia Avenue South, Suite 300
Minneapolis, MN 55416
Tel: (763) 541-4800 • Fax: (763) 541-1700
wsb@eng.com

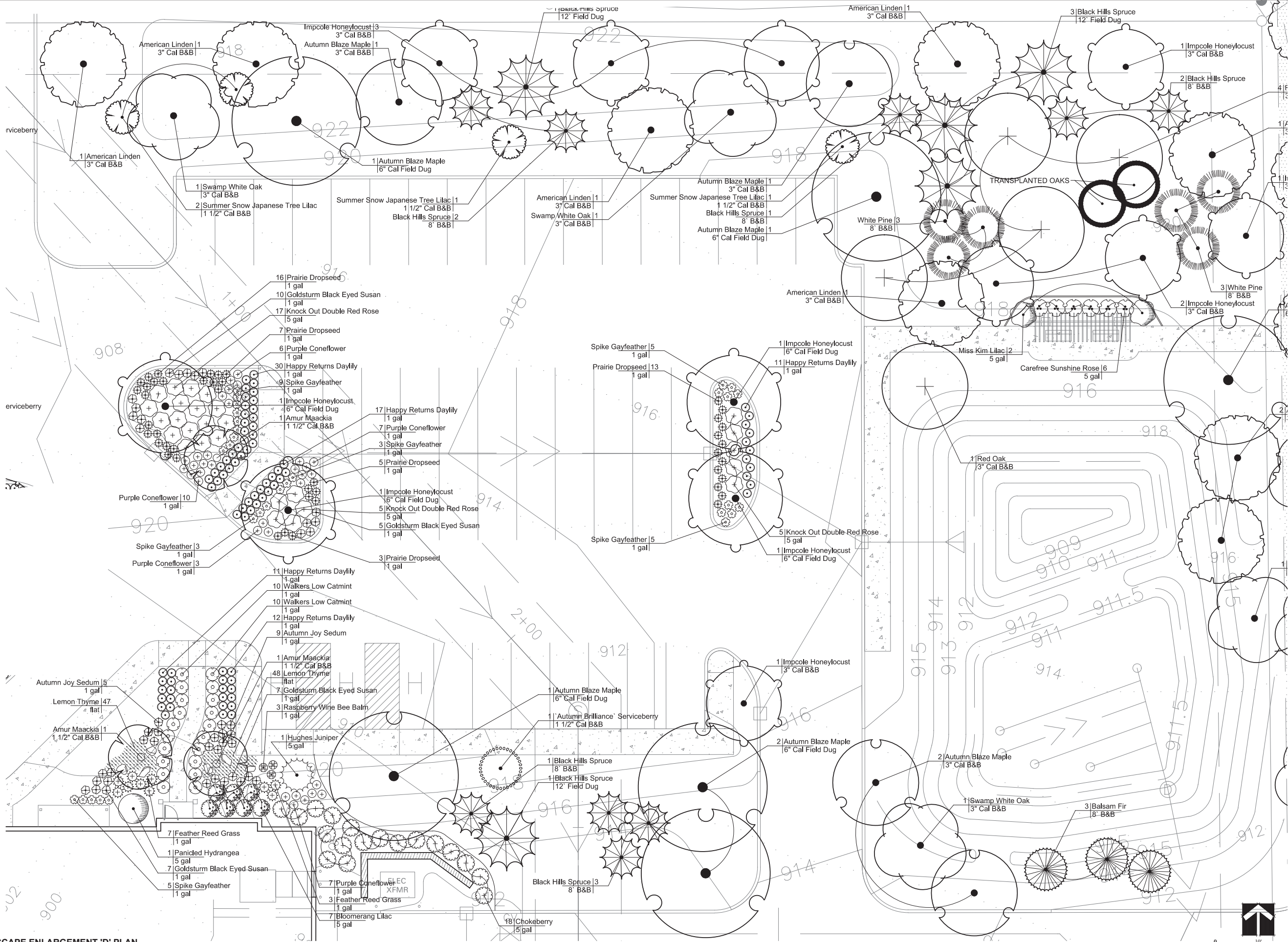
WSB
ENGINEERING, P.C.
A JACOBS COMPANY

SHEET
L3.1

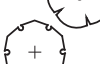
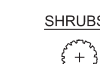
engineering • planning • environmental • construction



[illegible]



LEXINGTON AVE APPLEWOOD POINTE United Properties		Landscape Enlargement 'D' Plan	
701 Xenia Avenue South, Suite 300 Minneapolis, MN 55416 Tel: (763) 541-8800 • Fax: (763) 541-1700 www.wsb.com		WSB engineering • planning • environmental • construction	
SHEET L6.0		DATE: Feb. 12, 2015 LC NO. 40646	

PLANT SCHEDULE			
TREES	BOTANICAL NAME / COMMON NAME	CONT	QTY
	Abies balsamea / Balsam Fir	8" B&B	9
	Acer freemanii 'Jeffersred' TM / Autumn Blaze Maple	3" Cal B&B	26
	Acer freemanii 'Jeffersred' TM / Autumn Blaze Maple	6" Cal Field Dug	13
	Amelanchier x grandiflora 'Autumn Brilliance' / 'Autumn Brilliance' Serviceberry	1 1/2" Cal B&B	11
	Betula nigra 'Cully' TM / Heritage Birch	1 1/2" Cal B&B	6
	Carpinus caroliniana / Blue Beech	1 1/2" Cal B&B	2
	Cercis canadensis 'Northern Strain' / Northern Redbud	1 1/2" Cal B&B	1
	Cornus alternifolia / Pagoda Dogwood	1 1/2" Cal B&B	1
	Gleditsia triacanthos 'Impcole' TM / Impcole Honeylocust	3" Cal B&B	8
	Gleditsia triacanthos 'Impcole' TM / Impcole Honeylocust	6" Cal Field Dug	12
	Maackia amurensis / Amur Maackia	1 1/2" Cal B&B	5
	Ostrya virginiana / American Hophornbeam	1 1/2" Cal B&B	1
	Picea glauca densata / Black Hills Spruce	12" Field Dug	10
	Picea glauca densata / Black Hills Spruce	8" B&B	28
	Pinus strobus / White Pine	8" B&B	7
	Populus tremuloides / Quaking Aspen	1 1/2" Cal B&B	8
	Quercus bicolor / Swamp White Oak	3" Cal B&B	24
	Quercus rubra / Red Oak	3" Cal B&B	14
	Syringa reticulata 'Summer Snow' / Summer Snow Japanese Tree Lilac	1 1/2" Cal B&B	8
	Tilia americana / American Linden	3" Cal B&B	28
SHRUBS	BOTANICAL NAME / COMMON NAME	SIZE	QTY
	Aronia melanocarpa / Chokeberry	5 gal	18
	Cornus sericea 'Baileyi' / Red Twig Dogwood	5 gal	8
	Cornus stolonifera 'Farrow' / Arctic Fire Dogwood	5 gal	14
	Diervilla lonicera / Dwarf Bush Honeysuckle	5 gal	81
	Hydrangea arborescens 'Incredibal' / Incrediball Hydrangea	5 gal	30
	Hydrangea paniculata / Panicked Hydrangea	5 gal	15
	Hydrangea paniculata 'Limelight' TM / Limelight Hydrangea	5 gal	23
	Juniperus horizontalis 'Hughes' / Hughes Juniper	5 gal	7
	Rosa x 'RADsun' / Carefree Sunshine Rose	5 gal	39
	Rosa x 'Radtko' / Knock Out Double Red Rose	5 gal	40
	Sorbaria sorbifolia 'Sem' / Sem Ash Leaf Spirea	5 gal	43

ANNUALS/PERENNIALS	BOTANICAL NAME / COMMON NAME	SIZE	QTY	
	Aruncus dioicus / Goatsbeard	1 gal	9	
	Astilbe japonica 'Deutschland' / Deutschland Astilbe	1 gal	27	
	Calamagrostis x acutiflora 'Karl Foerster' / Feather Reed Grass	1 gal	70	
	Dianthus x 'Firewitch' / Firewitch Dianthus	1 gal	31	
	Dicentra x 'Burning Hearts' / Burning Hearts Bleeding Heart	1 gal	11	
	Echinacea purpurea / Purple Coneflower	1 gal	66	
	Geum x 'Totally Tangerine' / Tangerine Geum	1 gal	37	
	Hemerocallis x 'Bela Lugosi' / Bela Lugosi Daylily	1 gal	154	
	Hemerocallis x 'Happy Returns' / Happy Returns Daylily	1 gal	236	
	Heuchera x 'Lime Marmalade' / Chartreuse Coral Bells	1 gal	35	
	Hosta x 'Abiqua Drinking Gourd' / Abiqua Drinking Goard Hosta	1 gal	54	
	Hosta x 'Patriot' / Patriot Hosta	1 gal	39	
	Iris sibirica / Siberian Iris	1 gal	18	
	Liatris spicata 'Kobold' / Spike Gayfeather	1 gal	66	
	Lobelia cardinalis / Cardinal Flower	1 gal	3	
	Matteuccia struthiopteris / Ostrich Fern	1 gal	19	
	Monarda didyma 'Raspberry Wine' / Raspberry Wine Bee Balm	1 gal	25	
	Nepeta x faassenii 'Walkers Low' / Walkers Low Catmint	1 gal	59	
	Osmunda cinnamomea / Cinnamon Fern	1 gal	27	
	Penstemon barbatus 'Red Riding Hood' / Red Riding Hood Penstemon	1 gal	3	
	Phlox paniculata 'Barfourteen' / Purple Flame Phlox	1 gal	98	
	Rudbeckia fulgida 'Goldsturm' / Goldsturm Black Eyed Susan	1 gal	121	
	Sedum x 'Autumn Joy' / Autumn Joy Sedum	1 gal	26	
	Sporobolus heterolepis / Prairie Dropseed	1 gal	159	
GROUND COVERS	BOTANICAL NAME / COMMON NAME	CONT	SPACING	QTY
	Thymus x citriodorus / Lemon Thyme	flat	12" o.c.	405

Syringa patula 'Miss Kim' / Miss Kim Lilac	5 gal	3
Syringa x 'Bloomerang' / Bloomerang Lilac	5 gal	31
Taxus x media 'Tauntoni' / Tauton Yew	5 gal	27
Thuja occidentalis 'Art Boe' / North Pole Arborvitae	5 gal	2
Viburnum trilobum 'Bailey Compact' / Bailey's Compact American Cranberry Bush	5 gal	12

BALLED AND BURLAPPED STOCK:
ROOTS OF ALL BALLED AND BURLAPPED STOCK SHALL FILL THE SOIL BALL, BE FREE OF KINKS, CIRCLING AND GIRDLING, AND THE UPPERMOST ROOTS SHALL NOT BE MORE THAN FOUR INCHES BELOW THE TOP OF THE SOIL BALL. TRANSPORT ROOTS SHALL BE SYMMETRICAL AROUND THE TRUNK / STEM OF THE PLANTS. SOIL BALLS MUST BE CENTERED OR NO MORE THAN 10% OFF CENTER.

DIG THE PLANTING PIT TWO TO THREE TIMES WIDER THAN THE SIZE OF THE ROOTBALL AND AT THE SAME DEPTH AT WHICH THEY GREW IN THE NURSERY. SCARIFY THE SIDES AND BOTTOM OF THE PLANTING PIT.

PLACE PLANT IN PLANTING PIT AND SET PLANTS VERTICAL. WHEN MOVING PLANTS, LIFT FROM BENEATH THE ROOT BALL, DO NOT LIFT BY THE TRUNK AND DO NOT BREAK OR LOOSEN THE ROOTBALL.

SET PLANTS ON SOLID, UNDISTURBED SOIL, OR THOROUGHLY COMPACTED BACKFILL SOIL SO THE TOP OF THE ROOTBALL IS SLIGHTLY ABOVE FINISHED GRADE TO EXPOSE ROOTFLAIRS ON ALL B&B TREES TO PREVENT "STEM GIRDLING".

CUT AND REMOVE ALL TWINE AROUND THE TRUNK. PULL BURLAP AWAY FROM TRUNK SO THAT NO BURLAP REMAINS IN THE TOP THREE INCHES OF THE SOIL SURFACE. REMAINING BURLAP SHALL BE SLIT AT SIX INCH INTERVALS AROUND THE CIRCUMFERENCE OF THE ROOTBALL.

BACKFILL PLANTING PIT WITH ORIGINAL SOIL HALFWAY TO THE TOP OF THE ROOTBALL. BREAK UP CLOUDS OF SOIL. IF SOILS ARE POOR (I.E. HEAVY CLAYS, SAND, OR COMPACTED), BACKFILL CAN BE A MIXTURE OF 1/3 SOIL AMENDMENT MIXED WITH 2/3 ORIGINAL SOIL. DO NO USE PEAT AS PART OF BACKFILL IN CLAY SOILS. REMOVE ALL ROCKS AND DEBRIS FROM BACKFILL AND THEN WATER PLANT AND BACKFILLED AREA TO SETTLE PLANTS AND FILL VOIDS.

REMOVE ALL WIRE BASKETS FROM THE TOP 1/2 OF THE ROOTBALL AND CONTINUE BACKFILLING REMAINING PLANTING PIT WITH ORIGINAL SOIL.

WATER THOROUGHLY A SECOND TIME TO SETTLE PLANTS AND FILL VOIDS WITHIN TWO HOURS OF PLANTING. PLACE SPECIFIED MULCH WITHIN 48 HOURS OF THE SECOND WATERING. PROVIDE SUPPORT IF NECESSARY.

CONTAINER STOCK:
DIG THE PLANTING HOLE TWO TO THREE TIMES WIDER THAN THE SIZE OF THE CONTAINER, OR TO THE EDGE OF THE PLANTING BED AS INDICATED ON THE PLANS, AND AT THE SAME DEPTH AT WHICH THEY GREW IN THE NURSERY. FOR ADDITIONAL PLANTING BED PREPARATION, SEE PLANTING NOTES.

REMOVE CONTAINER (BY CUTTING IF NECESSARY).

IF ROOTS ARE GROWING IN A SPIRAL AROUND THE SOIL MASS, USE A SHARP KNIFE TO SCORE THE OUTSIDE OF SOIL MASS VERTICALLY, JUST DEEP ENOUGH TO CUT THE NET OF THE ROOTS, AND MAKE A CRISS-CROSS CUT ACROSS THE BOTTOM OF THE SOIL MASS.

SET PLANT ON SOLID UNDISTURBED SOIL OR THOROUGHLY COMPACTED BACKFILL SOIL SO THE TOP OF THE SOIL IS AT FINISHED GRADE OR SLIGHTLY ABOVE, NOT TO EXCEED TWO INCHES.

BACKFILL PLANTING BED WITH ORIGINAL SOIL. BREAK UP CLOUDS OF SOIL. IF SOILS ARE POOR (IE: HEAVY CLAYS, SAND, OR COMPACTED), BACKFILL CAN BE A MIXTURE OF 1/3 SOIL AMENDMENT WITH 2/3 ORIGINAL SOIL. DO NOT USE PEAT AS PART OF BACKFILL IN CLAY SOILS. REMOVE ALL ROCKS AND DEBRIS FROM BACKFILL.

THOROUGHLY WATER TO SETTLE THE PLANTS AND FILL VOIDS WITHIN TWO HOURS OF PLANTING. INSTALL MULCH WITHIN 48 HOURS OF WATERING.

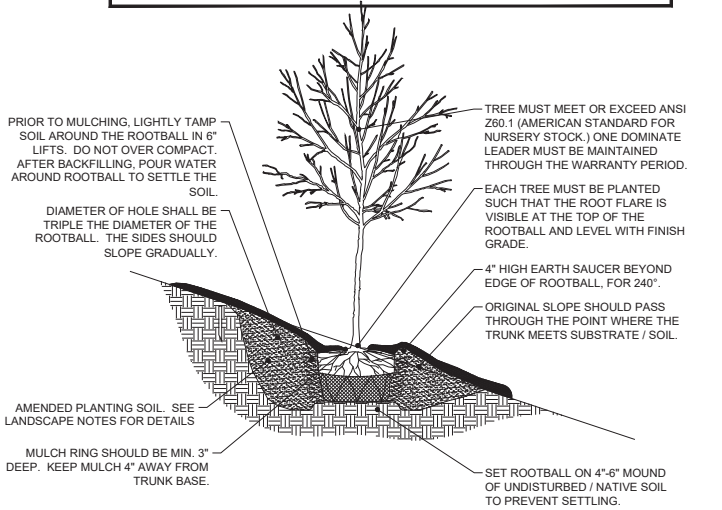
SPRING TO MID-SUMMER PLANTING:
FERTILIZE AT THE TIME OF PLANTING WITH A SLOW-RELEASE, BALANCED FERTILIZER. USE ACCORDING TO MANUFACTURER'S INSTRUCTIONS. MIX FERTILIZER IN WITH BACKFILL OR BROADCAST IN A DIAMETER AROUND THE PLANT.

LATE SUMMER TO FALL PLANTINGS:
USE A FERTILIZER WITHOUT NITROGEN FOR DECIDUOUS TREES. DO NOT APPLY ANY FERTILIZER TO EVERGREEN TREES AND SHRUBS PLANTED IN LATE SUMMER OR EARLY FALL.

SHREDDED WOOD MULCH (TYPE 6):
SHREDDED WOOD MULCH SHALL BE INSTALLED AT A 6" COMPACTED DEPTH PLACED TO THE EDGE OF THE PLANTING BED. PLANTS NOT IN A PLANTING BED SHALL HAVE A 4" DIA. MULCHED AREA. MULCH SHALL BE PULLED AWAY FROM DIRECT CONTACT WITH THE TREE TRUNK OR PLANT STEM. MULCHED AREA SHALL FORM A WELL AROUND PLANTS OR PLANTING BEDS.

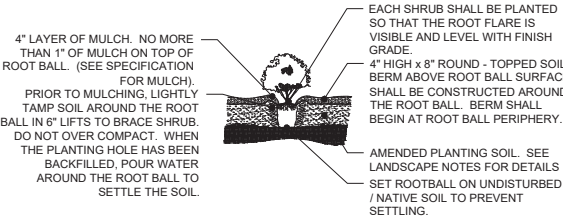
Planting Notes:

- 1. ALL PLANTING BEDS SHALL BE PREPARED IN THE FOLLOWING MANNER:
 - REMOVE EXISTING VEGETATION, ESPECIALLY GROUNDCOVER
 - ROTOTILL TO A DEPTH OF 12 INCHES AND INCORPORATE FERTILIZER
 - TRENCH THE EDGE OF THE PLANTING BEDS
 - INSTALL EDGING WHERE APPLICABLE
 - REMOVE ALL ROCKS AND DEBRIS
 - INSTALL PLANTS AS PER PLANTING DETAIL AND SPECIFICATIONS
 - INSTALL SPECIFIED MULCH TO SPECIFIED DEPTH
 - WOOD MULCH SHALL BE PULLED AWAY FROM STEMS/TRUNKS OF ALL PLANTS.
 - WATER AS PER DETAIL AND SPECIFICATIONS
- 2. CONTRACTOR SHALL NOT PLANT TREES OR SHRUBS IN PLANTING PITS WHERE HIGH WATER OR OTHER UNFORESEEN CIRCUMSTANCES ARE ENCOUNTERED. CONTRACTOR SHALL NOTIFY OWNER/LANDSCAPE ARCHITECT IMMEDIATELY IN SUCH INSTANCES.
- 3. ALL PLANT MATERIALS SHALL BE TRUE TO THEIR SCIENTIFIC NAME AND SIZE AS INDICATED IN THE PLANT SCHEDULE.
- 4. OWNER RESERVES THE RIGHT TO REVISE QUANTITIES TO SUIT BUDGET LIMITATIONS. CONTRACTOR'S UNIT BID PRICES SHALL PREVAIL FOR ANY CHANGES IN QUANTITIES.
- 5. CONTRACTOR SHALL FIELD STAKE PLANTING ACCORDING TO PLAN. OWNER / LANDSCAPE ARCHITECT SHALL APPROVE ALL PLANT LOCATIONS PRIOR TO INSTALLATION. OWNER RESERVES THE RIGHT TO REVISE PLANTING LAYOUT AT TIME OF INSTALLATION.



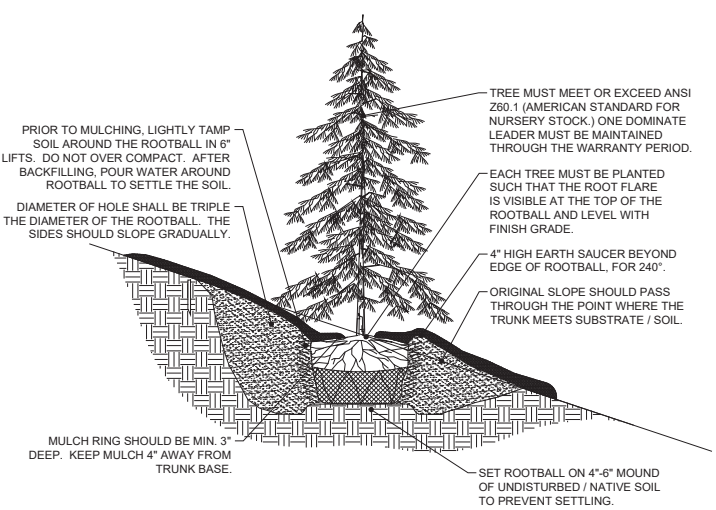
DECIDUOUS TREE ON SLOPE

NTS



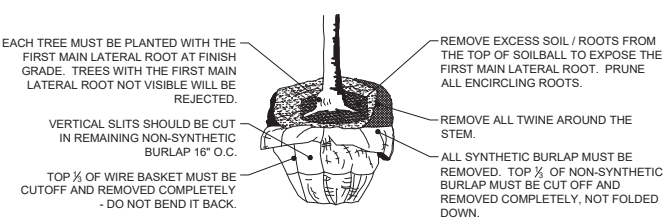
CONTAINER SHRUB

NTS



CONIFEROUS TREE ON SLOPE

NTS



B&B PLANTING INSTRUCTIONS

NTS

**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 14th day of March, 2016, 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 THE FINAL PLAT OF CHERRYWOOD POINTE AT
LEXINGTON (PF15-015)**

WHEREAS, the owners of the subject property have applied for approval of the proposed plat of the property generally addressed as 2668 – 2688 Lexington Avenue, and legally described as set forth in Exhibit A; and

And WHEREAS, the Roseville Planning Commission held the public hearing regarding the proposed preliminary plat on August 5, 2015, and after said public hearing the Roseville Planning Commission voted to recommend approval of the proposed preliminary plat based on the comments and findings of the pertinent staff report and the input from the public; and

WHEREAS, the Roseville City Council, at its regular meeting on August 24, 2015, received the recommendation of the Planning Commission and voted to approve the preliminary plat, subject to certain conditions; and

WHEREAS, the final plat materials have been prepared and submitted which are consistent with the approved preliminary plat and reflect applicable conditions of preliminary plat approval;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Roseville, Minnesota, that the final plat of the subject property creating Cherrywood Pointe at Lexington is hereby approved:

AND BE IT FURTHER RESOLVED, by the Roseville City Council that, pursuant to City Code §1103.07 and condition “e” of the August 24, 2015, approval of the Cherrywood Pointe at Lexington preliminary plat, and the purchase agreement pertaining to the subject property, the City Council will accept park dedication of cash in lieu of land in the amount of \$3,500 per residential unit in excess of 100 units, which shall be paid by the applicant before building permits are issued.

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

WHEREUPON said resolution was declared duly passed and adopted.

[illegible]

WITNESS MY HAND officially as such Manager this 14th day of March, 2016.

(SEAL)

Exhibit A

That part of the West Quarter of the Southwest Quarter, Section 2, Township 29, Range 23, Ramsey County, Minnesota, lying South of the centerline of County Road C (now called Woodhill Drive); except the South 336 feet thereof;

Also excepting that part of the North 253.8 feet of the South 749.8 feet of the West 160 feet of the Southwest Quarter of Section 2, Township 29, Range 23, Ramsey County, Minnesota, which lies north of the following described line:

Beginning at a point on the West line of said Southwest Quarter. 616 feet North from the Southwest corner of said Southwest Quarter; thence East at a right angle to the East line of said West 160 feet of the Southwest Quarter and said line there terminating.

And all the West 353 feet of the following described premises located in Section 2, Township 29, Range 23, Ramsey County, Minnesota; Beginning 266 feet North of the Southwest corner of the Southwest Quarter of the Southwest Quarter, Section 2, Township 29, Range 23; thence North 70 feet; thence East 40 rods; thence South 70 feet; thence West 40 rods to the point of beginning. Except the East 160 feet thereof.

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REQUEST FOR COUNCIL ACTION

Agenda Date: **03/14/16**

Agenda Item: 8.m

Department Approval

A handwritten signature in black ink, appearing to read "V. Paul Ballester".

City Manager Approval

A handwritten signature in blue ink, appearing to read "Laura J. Tanager".

Item Description: Request by United Properties for approval the final plat of Applewood Pointe of Roseville at Central Park located at 934 Woodhill Drive and 2659 Victoria Street (PF15-025)

APPLICATION INFORMATION

Applicant: United Properties Residential LLC

Property Owner: same

Open House Meeting: none required (plat yields fewer than 4 lots)

Application Submission: received on March 3, 2016

City Action Deadline: May 2, 2016

1 PRELIMINARY PLAT ACTION

2 On December 2, 2015, the Planning Commission voted 4-0 with 2 abstentions to recommend
3 approval of the preliminary plat, and the City Council subsequently approved the preliminary
4 plan on January 11, 2016, (Attachment A) by a unanimous vote with the following conditions:

- 5 a. Public Works Department shall approve easements, grading and drainage, storm water
6 management, and utility requirements as necessary to meet the applicable standards prior
7 to the approval of the final plat or issuance of permits for site improvements;
- 8 b. Permits for site improvements shall not be issued without evidence of an approved permit
9 from the watershed district;
- 10 c. City's authorized tree consultant shall approve the final tree preservation plan prior to the
11 issuance of a building permit.

12 FINAL PLAT APPLICATION

13 The final plat drawing (Attachment B) conforms to the approved preliminary plat with respect to
14 the arrangement of and size of lots, dedication of rights-of-way, drainage and utility easements,
15 all of which conform to the applicable standards of the subdivision code. The conditions of
16 preliminary plat approval have been satisfied as follows:

- 17 a. The Public Works Department has approved all necessary plat document easements and
18 will work with the applicant and/or engineers on the grading and drainage, storm water
19 management, and utility requirements as necessary to meet the applicable standards prior
20 to the approval of the final plat or issuance of permits for site improvements;

- 21 **b.** The applicant's engineers have met with the watershed district to review the project and
22 are in the process of finalizing the grading, drainage, and storm water management plans
23 for submittal. The City Engineer will not approve a site improvement permit without
24 evidence of an approved permit from the watershed district;
- 25 **c.** The City's tree consultant is in consultation with the applicant regarding the preliminary
26 tree inventory, preservation, and replacement plan; however no plan approvals have been
27 granted. The tree consultant shall approve the final tree preservation plan prior to the
28 issuance of a building permit

29 **RECOMMENDED ACTION**

30 **Adopt a resolution approving the Applewood Pointe of Roseville at Central Park final plat**
31 of the property at 934 Woodhill Drive and 2659 Victoria Street, based on the findings and the
32 content of this RCA.

33 **ALTERNATIVE ACTIONS**

34 **A) Pass a motion to table the item for future action.** Tabling beyond May 2, 2016, will require
35 an agreement to extend the 60-day action deadline established in Minn. Stat. §462.358 to avoid
36 statutory approval.

37 **B) By motion, deny the proposed final plat.** Denial should be supported by specific findings of
38 fact based on the City Council's review of the application, applicable zoning or subdivision
39 regulations, and the public record.

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

Attachments: A: 011116 CC minutes
 B: Final plat document

 C: Draft resolution

Extract of the January 11, 2016, Roseville City Council Meeting Minutes

a. Request for Approval of a Preliminary Plat at 934 Woodhill Drive and 2659 Victoria Street

City Planner Thomas Paschke briefly reviewed this Preliminary Plat request as detailed in the RCA dated January 11, 2016. Mr. Paschke advised that since last coming before this City Council, United Properties had completed purchase of the property from Independent School District No. 623 and was now the sole owner of the property.

Mr. Paschke noted that the result of the plat was to create a lot to develop the Applewood Pointe of Roseville at Central Park for a senior project first, with subsequent dedication of Lot 2 for park purposes.

Mr. Paschke noted that the Preliminary Plat had come before the Planning Commission on December 2, 2015 and approved for recommendation as conditioned to the City Council on a 4/0 vote with two abstentions. While this two-lot plat would separate the development and a city park, Mr. Paschke noted that a large portion of the lot was dedicated for County Road C easement purposes, with all other easements also having been achieved. Mr. Paschke clarified that, due to zoning requirements, the development was not subject to any minimum lot size standards.

To further clarify, Mayor Roe with confirmation by Mr. Paschke, noted that the entire section west of the property at County Road C currently designated as a roadway easement was now being dedicated as a right-of-way instead. Mr. Paschke noted that it would remain a roadway easement as the preliminary plat didn't note its dedication, and further clarified for Mayor Roe that the transaction with United Properties was not related to this particular portion.

McGehee moved, Willmus seconded, approved the proposed PRELIMINARY PLAT of Applewood Pointe of Roseville at Central Park, dated November 2, 2015, and comprising property at 934 Woodhill Drive and 2659 Victoria Street; based on the findings and recommendation of the Planning Commission, public input, City Council deliberation, and as detailed and conditioned in the RCA dated January 11, 2016.

Roll Call

Ayes: McGehee, Willmus, Laliberte and Roe.

Nays: None.

At the request of Mayor Roe as to the next step, Mr. Paschke advised that finalization of necessary documents for the Final Plat would be completed before coming to the City Council for approval based on those items remaining pending as per agreement between the developer and city; with recording of the Final Plat then occurring at Ramsey County.

Attachment A

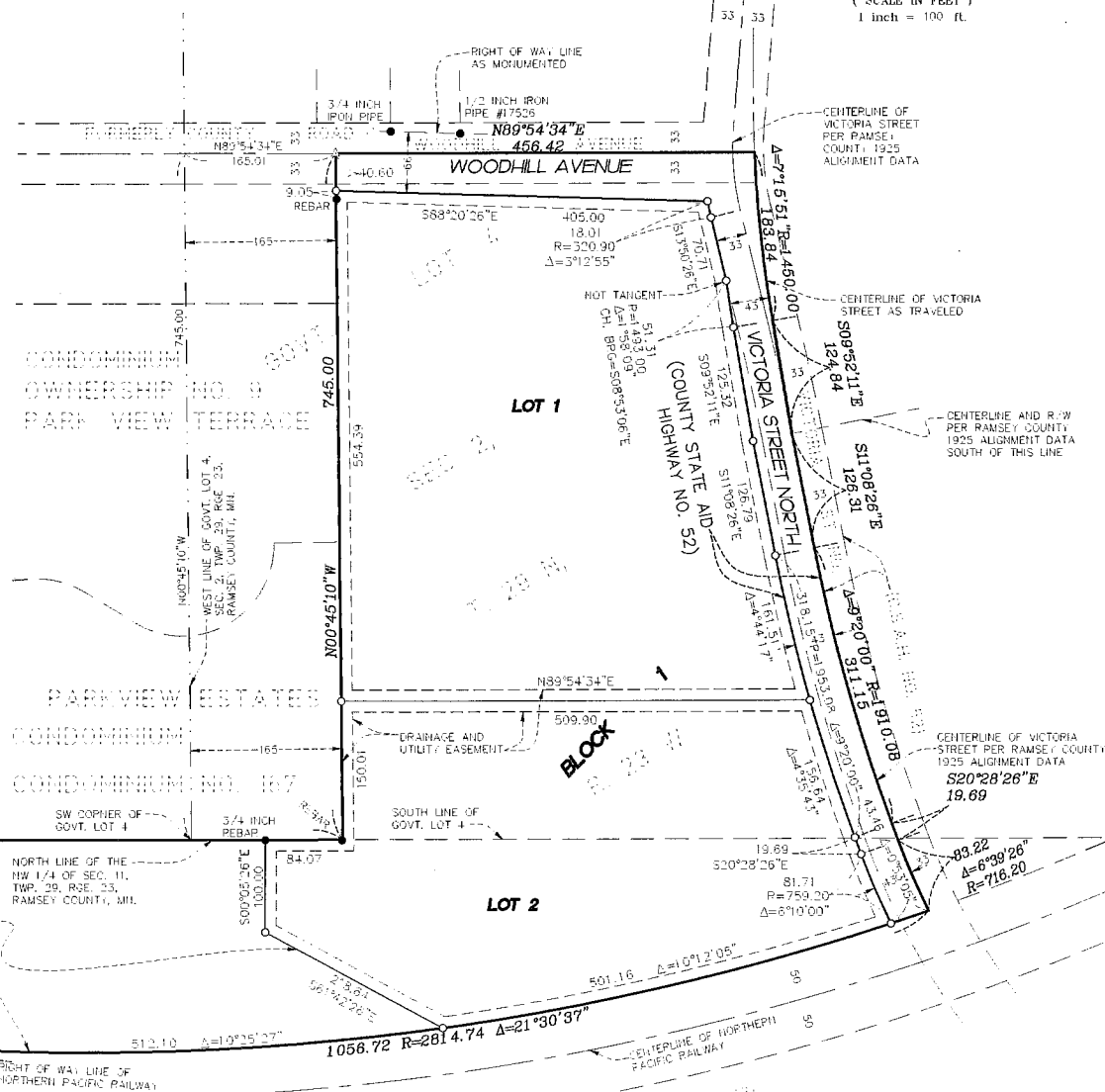
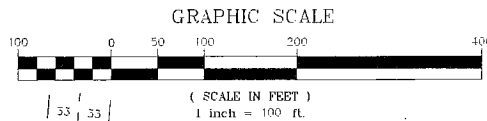
Councilmember Willmus requested that staff provide larger copies of plats in the RCA; duly noted by City Manager Trudgeon.

Attachment B

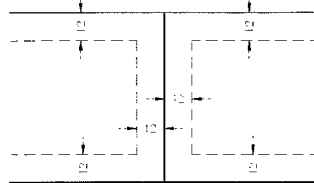
My Commission Expires _____

Deputy Registrar of Titles

△ Denotes set PK nail with metal disk marked RLS 19421.

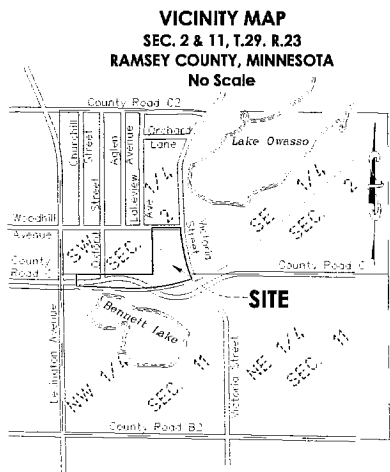


DRAINAGE AND UTILITY EASEMENTS ARE SHOWN THESE



BEING 12 FEET IN WIDTH ADJOINING PUBLIC WAYS AND
ADJOINING REAR LOT LINES AND ADJOINING SIDE LOT
LINES UNLESS OTHERWISE SHOWN.

The centerline of Woodhill Avenue (Formerly County Road C) was established "45 feet north of the south line of Govt Lot 4. This centerline position is based on older deeds and the plat of P.E. 115 P.C. 110, 2 which is a part of the record of the County of Santa Clara. This centerline position does not agree with monumentation placed north and south of the centerline as shown hereon. This centerline position also does not agree with the physical location of the roadway.



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

Pursuant to due call and notice thereof, a regularly meeting of the City Council of the City of Roseville, County of Ramsey, Minnesota, was held on the 14th day of March 2016, 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 THE FINAL PLAT OF APPLEWOOD POINTE OF ROSEVILLE AT
CENTRAL PARK (PF15-025)**

WHEREAS, United Properties has applied for approval of the final plat for their property located at 2659 Victoria Street, which is legally described as:

PIN: 022923340024

Lot 1 and Lot 2, Block 1, Applewood Pointe of Roseville at Central Park

And WHEREAS, the Roseville Planning Commission held the public hearing regarding the proposed preliminary plat on December 2, 2015, after said public hearing the Planning Commission voted unanimously to recommend approval of the proposed preliminary plat based upon comments and findings of the pertinent staff report and public input; and

WHEREAS, the Roseville City Council, at its regularly meeting of January 11, 2016, received the Planning Commission recommendation and voted to approve the preliminary plat, subject to certain conditions; and

WHEREAS, the final plat materials have been prepared and submitted, which have been deemed consistent with the approved preliminary plat, and reflect applicable conditions of the preliminary plat approval.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Roseville, Minnesota, that the final plat of the subject property creating Applewood Pointe of Roseville at Central Park is hereby approved, subject to the following conditions:

- a. The Public Works Department has approved all necessary plat document easements and will work with the applicant and/or engineers on the grading and drainage, storm water management, and utility requirements as necessary to meet the applicable standards prior to the approval of the final plat or issuance of permits for site improvements;
- b. The applicant's engineers have met with the watershed district to review the project and are in the process of finalizing the grading, drainage, and storm water management plans for submittal. The City Engineer will not approve an site improvement permit without evidence of an approved permit from the watershed district;

- 34 **c.** The City's tree consultant has reviewed preliminary tree inventory, preservation, and
35 replacement plans; however no plan approvals have been granted. The tree consultant
36 shall approve the final tree preservation plan prior to the issuance of a building permit

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

40 WHEREAS said resolution was declared duly passed and adopted.

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: March 14, 2016
Item No.: 8.n

Department Approval

City Manager Approval



Item Description: Roseville Firefighters' Relief Association Bylaw Ratification

BACKGROUND

The Roseville Firefighters' Relief Association (RFRA) has been going through several changes due to the changing of the employment structure of the fire department. Because of this, the RFRA has worked with the State Legislature to pass special legislation. This legislation will allow the Board to maintain the governing of the fund and benefits during and after these changing times.

This legislation was constructed with the assistance of several of the RFRA Board Members along with input from the State Pension Office and the State Auditor's Office. The legislation was passed as part of the Omnibus Bill during the last legislative session and signed by Governor Dayton.

The final stage in the process is to have the city council accept the bill as passed.

We have also made one additional change to the Bylaws to align with the passing of the special legislation.

This change was presented to the active membership for approval during RFRA Annual Meeting this January. The membership voted and approved the change as outlined.

The final step in this process is approval of the revised bylaws by the City Council.

POLICY OBJECTIVE

The Special Legislation provides stability for the board to continue to govern the relief association.

The RFRA's by-laws provide the governance structure for the organization. Periodic updates of by-laws are necessary to reflect state law changes and membership desires.

BUDGET IMPLICATIONS

There are no budget implications with these changes.

STAFF RECOMMENDATION

To approve the special legislation as passed by the State and the amended bylaws as presented.

REQUESTED COUNCIL ACTION

The Roseville Firefighters Relief Association requests that the City Council to approve the special legislation as passed by the State and the amended Bylaws.

Prepared by: David Breen, President Roseville Firefighter's Relief Association

Attachments: A: By-law Changes (Not in packet, will be sent separately).

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: March 14, 2016
Item No.: 8.o

Department Approval



City Manager Approval



Item Description: Larpenteur Sidewalk – Authorization for Approval and Authorization of Ramsey County Agreements

BACKGROUND

As part of the focus on South East Roseville, the Community Development and Public Works departments have worked together to develop a sidewalk project on Larpenteur Avenue to provide safer pedestrian connections. This neighborhood has a significant amount of residents whose major form of transportation is walking.

City staff has worked with Ramsey County Public Works and Ramsey County Housing and Redevelopment to develop a sidewalk project and to secure additional funding. The new sidewalk would be installed on the north side of Larpenteur Avenue between Galtier Street and Mackubin Street. The new sidewalk would provide pedestrian connections to existing sidewalks and pathways to both the east and the west.

Community Development has worked with Ramsey County Housing and Redevelopment (RCHRA) to secure additional funding for the project through a Community Development Block Grant (CDBG). RCHRA has agreed to pay for the sidewalk project for up to \$186,000. The agreement (Attachment B) details out additional contract requirements such as labor and environmental provisions and other requirements.

Ramsey County Public Works has agreed to provide funding per its cost participation policy. The County's cost participation in the construction of trails and sidewalks is 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. Due to funding availability, this project would be capped at \$76,500. This agreement (Attachment D) will be presented to the Ramsey County Board upon approval of the City Council.

As part of the project, the City will be fixing some storm sewer and adding some additional storm sewer to accommodate the sidewalk construction. Costs for storm sewer improvements would be paid through the storm water fund.

The gap in funding and any additional funding needed would be funded through Municipal State Aid funds.

FINANCIAL IMPACTS

The total estimated cost of the sidewalk construction is approximately \$343,520. The project would be funded using the following funding sources;

Fund	Cost	Notes
Ramsey County Public Works	\$ 76,500.00	Capped at \$76,500
Ramsey County HRA	\$ 186,000.00	Capped at \$186,000
City Storm Water Funds	\$ 45,660.00	
City State Aid Funds	\$ 35,360.00	
Totals	\$ 343,520.00	

Funding is available for this project from both the storm water fund and state aid funds.

STAFF RECOMMENDATION

Staff recommends that Council authorize staff to prepare final plans and specifications and to advertise the project for bid.

Staff recommends the Council approve the resolutions approving the Cooperative Agreement with Ramsey County Housing and Redevelopment Authority and the Cooperative Agreement with Ramsey County Public Works for the Larpenteur Sidewalk Project.

REQUESTED COUNCIL ACTION

1. Motion to authorize staff to prepare final plans and specifications and to advertise the project for bid.
2. Motion to approve the resolution approving the Cooperative Agreement with Ramsey County Housing and Redevelopment Authority for the Larpenteur Avenue Sidewalk Project.
3. Motion to approve the resolution approving the Cooperative Agreement with Ramsey County Public Works for the Larpenteur Avenue Sidewalk Project.

Prepared by: Jesse Freihammer, City Engineer/Asst. Public Works Director

Attachments: A: Project Location Map
B: Resolution
C: Ramsey County HRA Agreement
D: Resolution
E: Ramsey County Public Works Agreement



Proposed Larpenteur Avenue Pathway



Prepared by:
Engineering Department
March 19, 2015

- Proposed 8' bituminous pathway (total added length approx. 2600 feet)
- Existing Pathway

Data Sources and Contacts:
 * Ramsey County GIS Base Map (2/5/15)
 * City of Roseville Engineering Department
 For further information regarding the contents of this map contact:
 City of Roseville, Engineering Department,
 2560 Civic Center Drive, Roseville, MN

DISCLAIMER:
 This map is neither a legally recorded map nor a warranty 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 is and represents the 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 precise measurements of distance or direction or precision in the position of geographic features. If errors or discrepancies are found please contact 651-792-7075. The preceding disclaimer is provided pursuant to Minnesota Statutes Section 50A.05, Subd. 21 (2009), and the use of this map acknowledges that the City shall not be liable for any damages, and expressly releases 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.

0 100 200 300 400 Feet

mapabc: LarpenteurPathway.mxd
 map: LarpenteurPathway.pdf



**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 14th day of March, 2016, 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 COMMUNITY DEVELOPMENT BLOCK
GRANT PROGRAM AGREEMENT WITH RAMSEY COUNTY HOUSING AND
REDEVELOPMENT AUTHORITY FOR THE LARPENTEUR AVENUE
SIDEWALK PROJECT**

WHEREAS, Larpenteur Avenue between Mackubin Street and Galtier St is designated as Ramsey County State Aid Highway (CSAH) 30; and,

WHEREAS, the City of Roseville and Ramsey County Housing and Redevelopment Authority desire to construct a sidewalk along Larpenteur Avenue 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; and,

WHEREAS, the City and Ramsey County Housing and Redevelopment Authority 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 Community Development Block Grant Program Agreement drafted by Ramsey County Housing and Redevelopment Authority 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.

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 14th day of March, 2016, with the original thereof on file in my office.

Patrick Trudgeon, City Manager

(Seal)

COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

AGREEMENT

between

**RAMSEY COUNTY HOUSING and REDEVELOPMENT AUTHORITY,
A POLITICAL SUBDIVISION OF THE STATE OF MINNESOTA**

AND

**CITY OF ROSEVILLE,
A MUNICIPAL CORPORATION**

This agreement entered into this _____ day of _____, 2016, between the **RAMSEY COUNTY HOUSING & REDEVELOPMENT AUTHORITY**, a political subdivision of the State of Minnesota (hereinafter referred to as the "AUTHORITY"), and the **CITY OF ROSEVILLE**, a municipal corporation (hereinafter referred to as the "GRANTEE").

RECITALS

- A. The AUTHORITY is an urban county applicant for block grant funds under the Housing and Community Development Act, 42 U.S.C. §§ 5301-5321 (Act), and will receive block grant funds for the purpose of carrying out eligible community development and housing activities under the Act and under regulations promulgated by the Department of Housing and Urban Development (H.U.D.) at 24 C.F.R., pt. 570;
- B. An Urban County Consortium has been established by a Joint Cooperation Agreement between the AUTHORITY and municipal corporations within Ramsey County, the terms of which specify allocation of block grant funds to those participating jurisdictions for use in accordance with the County Housing Assistance and Community Development Plans accepted by participating jurisdictions and reviewed by H.U.D.;
- C. The AUTHORITY desires to have certain work or services performed by the GRANTEE as described within this agreement, and as authorized by Resolutions of the Ramsey County Housing and Redevelopment Authority Board for the purpose of implementing eligible activities under the Act and H.U.D. regulations;

- D. It is appropriate and mutually desirable that the GRANTEE be designated by the AUTHORITY to undertake the aforementioned eligible activities, so long as the requirements of the Act, H.U.D. regulations, state law, and local law are adhered to, as provided for herein;
- E. The purpose of this Agreement is to provide for cooperation between the AUTHORITY and the GRANTEE, as the parties in this agreement, in implementing such eligible activities in the manner described above;
- F. The parties are authorized and empowered to enter into this Agreement by the Laws of the State of Minnesota;
- G. The attached exhibits as listed below are hereby incorporated in this agreement and made a part hereof: The application letters dated January 12, 2015 and March 4, 2015.
- H. In consideration of payments, covenants, and agreements hereinafter mentioned, to be made and performed by the parties hereto, the parties mutually covenant and agree as provided for in this agreement.

PART 1. GENERAL CONDITIONS

1. SCOPE OF AGREEMENT

The Agreement between the parties shall consist of: the signature page; the general conditions; the federal, state, and local program requirements; the evaluation and record keeping requirements; Attachment A; each and every project exhibit incorporated into the Agreement; all matters and laws incorporated by reference herein; and any written amendments made according to the general conditions. This Agreement supersedes any and all former agreements applicable to projects attached as exhibits to this Agreement.

2. SCOPE OF WORK OR SERVICES

The Grantee shall perform and carry out in a satisfactory and proper manner the work or services set forth in the exhibit(s) attached hereto. In the case of multiple projects, each project shall correspond to a separate exhibit. This Agreement may be amended from time to time, in accordance with the general conditions, for the purpose of adding new projects, amending the scope of work, or for any other lawful purpose.

3. COMMENCEMENT AND TERMINATION OF PROJECTS

Upon release of project related funds by H.U.D. pursuant to federal regulations, the AUTHORITY shall furnish the GRANTEE with written notice to proceed. No work on the project shall occur prior to the notice to proceed without written approval from the

AUTHORITY. Termination dates for individual projects shall be specified in the appropriate exhibits. The termination date may be changed through amendment of this Agreement. In general, a project is expected to be completed within 24 months from the date which the Agreement is executed. Projects which do not show substantial progress within the timespan specified in the application may be terminated at the sole discretion of the AUTHORITY upon 30 days written notice to the GRANTEE.

4. ADMINISTRATION

- A. The GRANTEE shall appoint a liaison person who shall be responsible for the overall administration of block grant funded project(s) and coordination with the AUTHORITY. The GRANTEE shall also designate one or more representatives who shall be authorized to sign the monthly Voucher and Reporting Form. The names of the liaison persons and representatives shall be specified in the exhibits.
- B. For all agencies which are presently parties to Joint Cooperation Agreements with the AUTHORITY covering planning, distribution of funds, and program execution under the Act, the GRANTEE remains subject to the provisions of such agreement.

5. COMPENSATION AND METHOD OF PAYMENT

- A. The AUTHORITY shall reimburse the GRANTEE for the work or services specified in the exhibits in an amount not to exceed \$186,000.00. Reimbursement shall be based on a Community Development Voucher and Reporting Form submitted with supporting documents and signed by the GRANTEE's authorized representative.
- B. The GRANTEE shall submit a properly executed Voucher and Reporting Form no later than fifteen (15) working days after the close of each billing period. The AUTHORITY will make payment to the GRANTEE not more than twenty-one (21) working days after said invoice is received and approved by the AUTHORITY. The AUTHORITY will issue a statement of correction voucher in the event that the voucher request is erroneous. Payment does not constitute absolute approval.

6. OPERATING BUDGET

The GRANTEE shall apply the funds received from the AUTHORITY under this Agreement in accordance with the requirements of the exhibit(s) attached hereto.

7. FUNDING ALTERNATIVES AND FUTURE SUPPORT

- A. The GRANTEE shall report all Program Income generated under this Agreement or generated through the project(s) funded under this Agreement. In the event the GRANTEE receives any Program Income it shall, in the sole discretion of, and at the direction of at the AUTHORITY, either utilize it solely for the purposes set forth in this Agreement or return it to the AUTHORITY. At the end of the program year the AUTHORITY may require remittance of all or part of any program income balances

(including investments thereof) held by the GRANTEE (except those needed for immediate cash needs, cash balances of a revolving loan fund, cash balances from a lump sum drawdown, or cash or investments held for Section 108 security needs).

- B. The AUTHORITY makes no commitment to future support and assumes no obligation for future support of the activities contracted for herein, except as expressly set forth in this Agreement.
- C. Should anticipated sources of revenue not become available to the AUTHORITY for use in the Community Development Block Program, the AUTHORITY shall immediately notify the GRANTEE in writing and the AUTHORITY will be released from all contracted liability for that portion of the Agreement covered by funds not received by the AUTHORITY.

8. AMENDMENTS

Either party may request modifications in the scope of work or services, terms, or conditions of this Agreement. Proposed modifications which are mutually agreed upon shall be incorporated by written amendment to this Agreement. A written amendment may affect a project or projects authorized by this Agreement or may be of general application.

9. ASSIGNMENT AND SUBCONTRACTING

- A. The GRANTEE shall not assign any portion of this Agreement without the written consent of the AUTHORITY, and it is further agreed that said consent must be sought by the GRANTEE not less than fifteen (15) days prior to the date of any proposed assignment.
- B. Any work or services assigned or subcontracted hereunder shall be subject to each provision of this Agreement and proper bidding procedures contained therein. The GRANTEE agrees that it is as fully responsible to the AUTHORITY for the acts and omissions of its subcontractors and of their employees as agents, as it is for the acts and omissions of its own employees and agents.

10. HOLD HARMLESS AND INDEMNIFICATION

- A. The GRANTEE further agrees that it is financially responsible (liable) for any audit exception which occurs due to its negligence or failure to comply with the terms of the Agreement.
- B. The GRANTEE and AUTHORITY mutually agree to hold harmless and defend each other, their officials, officers, employees, agents, representatives, customers, or invitees against any and all claims, lawsuits, damages, or lawsuits for damages arising from or allegedly arising from or related to the PROJECT, including but not limited to the GRANTEE's or the AUTHORITY's acts, failure to act, or failure to perform its obligations hereunder. The GRANTEE and AUTHORITY further agree to pay the

costs of and/or reimburse each other, their officials, officers, employees, agents, representatives, customers, or invitees for any and all liability, costs, and expenses (including without limitation reasonable attorney's fees) incurred in connection therewith. Each party shall promptly notify the other of any claim made for any such damage or loss and afford that party and its counsel the opportunity to contest, compromise, or settle such claim.

- C. Nothing in this Agreement shall constitute a waiver by the GRANTEE or AUTHORITY of any statutory limits or exceptions on liability.

11. **INSURANCE**

- A. GRANTEE shall purchase and maintain such insurance as will protect it from claims which may arise out of, or result from, its operations related to this AGREEMENT, whether such operations be by the GRANTEE or by any subcontractor, or by anyone directly employed by them, or by anyone for whose acts any one of them may be liable.
- B. GRANTEE shall secure the following coverages and comply with all provisions noted. Certificates of Insurance shall be issued evidencing such coverage to the AUTHORITY throughout the term of this AGREEMENT.

1. Commercial General Liability Insurance

\$1,500,000 per occurrence
\$2,000,000 general aggregate
\$2,000,000 products/completed operations total limit
\$1,500,000 personal injury and advertising liability

This policy shall be written on an occurrence basis using ISO form CG 00 01 or its equivalent. The AUTHORITY, Ramsey County, their officials, employees, and agents, shall be added to the policy as additional insured on a primary basis with respect to the operations of the GRANTEE, using ISO endorsement form CG 20 26 or its equivalent.

2. Automobile Insurance

Coverage shall be provided for hired, non-owned and owned auto.

Minimum limits of \$1,000,000 combined single limit

3. Workers' Compensation and Employers' Liability

Workers' Compensation as required by Minnesota Statutes

Employers' Liability Limits:

\$500,000/\$500,000/\$500,000

4. Professional Liability/Errors and Omissions Coverage (if applicable)

Per Claim Limit: \$ 500,000
Per Occurrence: \$1,500,000
Aggregate Limit: \$2,000,000

This policy is to be written as acceptable to the AUTHORITY. Certificates of Insurance must indicate if the policy is issued on a claims-made or occurrence basis. If coverage is carried on a claims-made basis, then: 1) the retroactive date shall be noted on the Certificate and shall be prior to or the day of the inception of the AGREEMENT; and 2) evidence of coverage shall be provided for three years beyond expiration of the AGREEMENT.

The AUTHORITY, Ramsey County, their officials, employees, and agents, shall be added to the policy as additional insured; a separation of insureds endorsement shall be provided to the benefit of the AUTHORITY and Ramsey County.

5. Crime and Fidelity Bond (if applicable): \$_____

- C. GRANTEE shall notify its insurer that the AUTHORITY is requiring third party notice of mid-term cancellation per Minn. Stat. § 60A.36, Subd. 2a, such notice to the insurer to be provided to the AUTHORITY when the required Certificate of Insurance is delivered.
- D. The above sub-paragraphs establish minimum insurance requirements, and it is the sole responsibility of GRANTEE to purchase and maintain additional coverages as it may deem necessary in connection with this AGREEMENT.
- E. Certificate of Insurance must indicate if the policy is issued pursuant to these requirements. GRANTEE shall not commence work until the GRANTEE has obtained the required insurance and filed an acceptable Certificate of Insurance with AUTHORITY. Copies of insurance policies shall be submitted to the AUTHORITY upon request.
- F. Nothing in this AGREEMENT shall constitute a waiver by the AUTHORITY or Ramsey County of any statutory or common law immunities, limits, or exceptions on liability.
- G. Certificates shall specifically indicate if the policy is written with an admitted or non-admitted carrier. Best's Rating for the insurer shall be noted on the Certificate, and shall not be less than an A.

12. **CONFLICT OF INTEREST**

- A. **Interest of Officers, Employees or Agents.** No officer, employee, or agent of the GRANTEE who exercises any functions or responsibilities in connection with the planning and carrying out of the Block Grant Program, or any other person who exercises any functions or responsibilities in connection with the Program, shall have any personal financial interest, direct or indirect, in this Agreement, and the GRANTEE shall take appropriate steps to assure compliance.
- B. **Interest of Subcontractor and Their Employees.** The GRANTEE agrees that it will incorporate into every subcontract required to be in writing and made pursuant to this Agreement the following provisions:

The contractor covenants that no person who presently exercises any functions or responsibilities in connection with the Block Grant Program, has any financial interest, direct or indirect, in this contract. The contractor further covenants that he presently has no interest and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance of his work or services hereunder. The contractor further covenants that in the performance of this contract no person having any conflicting interest shall be employed. Any interest on the part of the contractor or his employees must be disclosed to the GRANTEE and the AUTHORITY.

13. **TERMINATION**

- A. This Agreement is subject to termination upon thirty (30) days written notice by the AUTHORITY should:
- 1) The GRANTEE mismanage or make improper or unlawful use of Agreement funds;
 - 2) The GRANTEE fail to comply with the terms and conditions expressed herein or the applicable federal, state, or county regulations and directives;
 - 3) The GRANTEE fail to provide work or services expressed by this Agreement;
or
 - 4) The GRANTEE fail to submit reports or submit incomplete or inaccurate reports in any material respect.

- B. This Agreement may be terminated by the AUTHORITY immediately upon the receipt by the AUTHORITY of notice of the loss of federal funding for the Community Development Block Grant Program or any project of the GRANTEE.
- C. This Agreement is subject to termination upon thirty (30) days written notice by the GRANTEE should:
 - 1) The AUTHORITY fail in its commitment under this Agreement to provide funding for work or services rendered, as herein provided; or
 - 2) Block Grant Funds become no longer available from the federal government or through the AUTHORITY.
- D. This agreement may be terminated by the parties, in whole or in part, under such terms and conditions as they may agree, subject to the provisions of paragraphs A, B, and C herein.
- E. Otherwise, this Agreement shall terminate on the latest termination date specified on the exhibit(s) attached hereto and shall be subject to extension only by mutual agreement and amendment in accordance with the General Conditions of this Agreement.
- F. Upon termination of this Agreement, any unexpended balance of Agreement funds shall remain in the Block Grant Fund.
- G. In the event that termination occurs under paragraph A(1) of this section, the GRANTEE shall return to the AUTHORITY all funds which were expended in violation of the terms of this Agreement.

PART II. FEDERAL AND LOCAL PROGRAM REQUIREMENTS

1. PROGRAM ADMINISTRATION

The GRANTEE shall comply with the applicable uniform administrative requirements set forth at 24 C.F.R. § 570.502.

2. PROCUREMENT STANDARDS

- A. **General.** In awarding contracts pursuant to this Agreement, the GRANTEE shall comply with all applicable requirements of local and state law for awarding contracts, including, but not limited to, procedures for competitive bidding, contractor's bonds, and retained percentages. In addition, the GRANTEE shall comply with the requirements of the U.S. Office of Management and Budget Circular A-102, relating to bonding, insurance, and procurement standards, and with Executive Order 11246,

as amended by Executive Order 11375, and as supplemented in Department of Labor regulations, 41 C.F.R., Ch. 60, regarding nondiscrimination bid conditions for projects over Ten Thousand and no/100 (\$10,000.00) Dollars. Where federal standards differ from local or state standards, the stricter standards shall apply. The federal standard of Ten Thousand and no/100 (\$10,000.00) Dollars for competitive bidding shall apply only if the applicable state or local standard for competitive bidding is less strict than Ten Thousand and no/100 (\$10,000.00) Dollars.

- B. Construction.** All contracts and subgrants for construction or repair shall include a provision for compliance with the Copeland "Anti-Kickback" Act, 18 U.S.C. § 874, as amended, and as supplemented in Department of Labor regulations, 29 C.F.R., pt. 3.

3. ENVIRONMENTAL REVIEW

- A. National Environmental Policy Act.** The AUTHORITY retains environmental review responsibility for purposes of fulfilling requirements of the National Environmental Policy Act as implemented by H.U.D. Environmental Review Procedures, 29 C.F.R., pt. 58. The AUTHORITY may require the GRANTEE to furnish data, information, and assistance for the AUTHORITY's review and assessment in determining whether an Environmental Impact Statement must be prepared.
- B. State Environmental Policy Act.** Agencies which are branches of government under Minnesota law retain responsibility for fulfilling the requirements of the state law regarding environmental policy and conservation, and regulations and ordinances adopted thereunder. If the GRANTEE is not a branch of government under Minnesota law, the AUTHORITY may require the GRANTEE to furnish data, information, and assistance as necessary to enable the AUTHORITY to comply with the State Environmental Policy Act.
- C. Satisfaction of Environmental Requirements.** Project execution under this Agreement by either the AUTHORITY or the GRANTEE shall not proceed until all applicable requirements of the National and State Environmental Policy Acts have been satisfied. The AUTHORITY will not issue a written notice to proceed until all such requirements are met.

4. NON-DISCRIMINATION

- A. General.** The GRANTEE shall comply with all federal, state, and local laws prohibiting discrimination on the basis of age, sex, marital status, race, creed, color, national origin or the presence of any sensory, mental or physical handicap, or any other basis.

- B. **Program Benefit.** The GRANTEE shall not discriminate against any resident of the project service area by denying benefit from or participation in any block grant funded activity on the basis of race, color, sex, or national origin.
- C. **Fair Housing.** The GRANTEE shall take necessary and appropriate actions to prevent discrimination in federal assisted housing and lending practices related to loans insured or guaranteed by the federal government.
- D. **Employment.**
- 1) In all solicitations under this Agreement, the GRANTEE shall state that all qualified applicants will be considered for employment. The words "equal opportunity employer" in advertisements shall constitute compliance with this section.
 - 2) The GRANTEE shall not discriminate against an employee or applicant for employment in connection with this Agreement because of age, marital status, race, creed, color, national origin, or the presence of any sensory, mental or physical handicap, except when there is a bona fide occupational limitation. Such action shall include, but not be limited to, the following: Employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training.
 - 3) The GRANTEE shall provide training and employment opportunities for lower income residents within the area served by block grant assisted projects as required by the Housing and Urban Development Act, § 3, 12 U.S.C. § 1701u and in accordance with the requirements of the Ramsey County Section 3 Plan. As appropriate, the Section 3 Clause, a copy of which is attached hereto as Attachment A and made a part hereof, shall be included in contracts between the GRANTEE and contractors and subcontractors.
- E. **Contractors and Suppliers**
- 1) No contractor, subcontractor, union or vendor engaged in any activity under this Agreement shall discriminate in the sale of materials, equipment or labor on the basis of age, sex, marital status, race, creed, color, national origin, or the presence of any sensory, mental or physical handicap. Such practices include upgrading, demotion, recruiting, transfer, layoff, termination, pay rate, and advertisement for employment.
 - 2) All firms and organizations described above shall be required to submit to the GRANTEE certificates of compliance demonstrating that they have, in fact, complied with the foregoing provisions; provided, that certificates of compliance shall not be required from firms and organizations on contracts and/or yearly sales of less than \$10,000.

- 3) To the greatest extent feasible, the GRANTEE shall purchase supplies and services for activities under this Agreement from vendors and contractors whose businesses are located in the area served by block grant funded activities or owned in substantial part by project area residents.

F. Notice

- 1) The GRANTEE shall include the provisions of the appropriate subsections A, B, C, D, and E of this section in every contract or purchase order for goods and services under this Agreement and shall send to each labor union or representative of workers with which it has a collective bargaining agreement or other contract or understanding a notice advising the said labor union or worker's representative of the commitments made in these subsections.
- 2) In advertising for employees, goods, or services for activities under this Agreement, the GRANTEE shall utilize minority publications in addition to publications of general circulation.

5. LABOR STANDARDS

GRANTEE shall comply with all federal, state and local laws that apply to the construction or rehabilitation of the PROPERTY, specifically the Ramsey County Prevailing Wage Ordinance No. 2013-329.

GRANTEE shall require that project construction contractors and subcontractors pay their laborers and mechanics at wage rates in accordance with the Davis-Bacon Act, 40 U.S.C. §§ 3141-44 & §§ 3146-3147; provided that this section shall not apply to rehabilitation of residential property designed for residential use by fewer than eight families.

A copy of the current Davis-Bacon wage rate must be included in all construction bid specifications and contracts over Two Thousand and no/100 (\$2,000.00) Dollars.

6. PROPERTY MANAGEMENT

- A. The GRANTEE agrees that any nonexpendable personal property, purchased wholly or in part with agreement funds at a cost of Three Hundred and no/100 (\$300.00) Dollars or more per item, is, upon its purchase or receipt, the property of the AUTHORITY and/or federal government. Final ownership and disposition of such property shall be determined under the provisions of U.S. Office of Management and Budget Circular No. A-102.
- B. The GRANTEE shall be responsible for all such property, including its care and maintenance.

- C. The GRANTEE shall admit the AUTHORITY's property management officer to the GRANTEE's premises for the purpose of marking such property, as appropriate, with AUTHORITY property tags.
- D. The GRANTEE shall meet the following procedural requirements for all such property:
 - 1) Property records shall be maintained accurately and provide for: a description of the property; manufacturer's serial number or other identification number; acquisition date and cost; source of the property; percentage of block grant funds used in the purchase of property; and location, use and condition of the property.
 - 2) A physical inventory of property shall be taken and the results reconciled with the property records at least once every two (2) years to verify the existence, current utilization, and continued need for the property.
 - 3) A control system shall be in effect to insure adequate safeguards to prevent loss, damage, or theft to the property. Any loss, damage, or theft of the property shall be investigated and fully documented.
 - 4) Adequate maintenance procedures shall be implemented to keep the property in good condition.

7. ACQUISITION AND RELOCATION

- A. Any acquisition of real property for any activity assisted under this Agreement which occurs on or after the date of the AUTHORITY's submission of its Block Grant application to H.U.D. shall comply with Federal Uniform Relocation Assistance and Real Property Acquisition Policies Act, Title III, 42 U.S.C. §§ 4601-4655 (Uniform Act) and the Regulations at 49 C.F.R., pt. 24.
- B. Any displacement of persons, business, non-profit organizations or farms occurring on or after the date of the AUTHORITY's submission of its Block Grant application as the result of acquisition of real property assisted under this Agreement shall comply with Title II of the Uniform Act and the Regulations at 49 C.F.R., pt. 24. The GRANTEE shall comply with the regulations pertaining to costs of relocation and written policies, as specified by 24 C.F.R. § 570.606.

8. HISTORIC PRESERVATION

The GRANTEE shall meet the historic preservation requirements of the National Historic Preservation Act, 16 U.S.C. §§ 470-470x-6 and the Archaeological and Historic Preservation Act, 16 U.S.C. §§ 469-469c-1 and Executive Order 11593, including the procedures prescribed by the Advisory Council on Historic Preservation at 36 C.F.R., pt. 800.

9. ARCHITECTURAL BARRIERS

Any facility constructed pursuant to this Agreement shall comply with design requirements of the Architectural Barriers Act, 42 U.S.C. §§ 4151-4157 and the Americans with Disabilities Act, 42 U.S.C. §§ 12101-12213.

10. ACTIVITIES FOR WHICH OTHER FEDERAL FUNDS MUST BE SOUGHT

The GRANTEE may use Community Development Block Grant funds for the provision of public services as described by 24 C.F.R. § 570.201(e) provided that the GRANTEE meets the requirements of and follows the procedures outlined in 24 C.F.R. § 570.607.

11. NON-PARTICIPATION IN POLITICAL ACTIVITIES

The GRANTEE shall comply with the provisions of the Hatch Act, 5 U.S.C. §§ 7321-7326.

12. CONDITIONS FOR RELIGIOUS ORGANIZATIONS

Where applicable, the conditions prescribed by H.U.D. for the use of CDBG funds by religious organizations shall be followed, and, if applicable, included in agreements between the GRANTEE and contractors or sub-contractors.

13. NATIONAL FLOOD INSURANCE

The GRANTEE may not receive Community Development Block Grant funding for acquisition or construction in any area that has been identified as having special flood hazards and is not participating in the National Flood Insurance Program, Flood Disaster Protection Act, § 3(a), 42 U.S.C. §§ 4001-4003, and the Regulations thereunder. The GRANTEE shall comply with the Regulations at 24 C.F.R. § 570.605.

14. AIR AND WATER POLLUTION

The GRANTEE shall comply with the provisions of the Clean Air Act, 42 U.S.C. §§ 7401-7642, and the Federal Water Pollution Act, 33 U.S.C. §§ 1251-1274, and the regulations issued thereunder.

15. LEAD-BASED PAINT POISONING

The GRANTEE shall comply with the regulations at 24 C.F.R., pt. 35, issued pursuant to the Lead-Based Poisoning Prevention Act, 42 U.S.C. § 4831, relating to the use of lead-based paint.

16. NON-SUBSTITUTION FOR LOCAL FUNDING

The Block Grant funding made available under this Agreement shall not be utilized by the GRANTEE to reduce substantially the amount of local financial support for community development activities below the level of such support prior to the availability of funds under this Agreement.

17. PUBLIC OWNERSHIP

For agencies which are not municipal corporations organized under the laws of the State of Minnesota, it may become necessary to grant the AUTHORITY a property interest where the subject project calls for the acquisition, construction, reconstruction, rehabilitation, or installation of publicly owned facilities and improvements. The GRANTEE shall comply with current AUTHORITY policy regarding transfer of a property interest sufficient to meet the public ownership requirement.

18. PUBLIC INFORMATION

If requested by the AUTHORITY, the GRANTEE shall comply with the following:

- A. In all news releases and other public notices related to projects funded under this Agreement, the GRANTEE shall include information identifying the source of funds as the Ramsey County Housing and Redevelopment Authority Community Development Block Grant Program.
- B. For all construction projects, the GRANTEE shall erect a sign to AUTHORITY specifications at the construction site, identifying the source of funds.

19. REVERSION OF ASSETS

The GRANTEE shall transfer to the AUTHORITY any CDBG funds, including but not limited to project income, on hand at the time of expiration of this Agreement, or received thereafter, and any accounts receivable attributable to the use of CDBG funds. Any real property under the GRANTEE's control that was acquired or improved in whole or in part with CDBG funds in excess of \$25,000 is either:

- (i) Used to meet one of the national objectives in 24 C.F.R., pt. 570, until five years after expiration of the agreement, or such longer period of time as determined appropriate by the AUTHORITY; or
- (ii) Is disposed of in a manner which results in the AUTHORITY being reimbursed in the amount of the current fair market value of the property less any portion thereof attributable to expenditures of non-CDBG funds for acquisition of, or improvement to, the property. Such reimbursement is not required after the period of time specified in accordance with (i) above.

20. PROHIBITED USE OF EXCESSIVE FORCE

The GRANTEE, if a unit of government, certifies by the execution of this Agreement that it has adopted and is enforcing a policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in nonviolent civil rights demonstrations. 24 C.F.R. § 91.225(b)(5).

21. LOBBYING PROHIBITION

The GRANTEE certifies by the execution of this Agreement that it has adopted and is enforcing the following as required by 24 C.F.R., pt. 87:

- 1) No federal appropriated funds have been paid or will be paid by, or on behalf of, the undersigned to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress, in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.
- 2) If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with this federal contract, grant, loan, or cooperative agreement, the GRANTEE shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying", in accordance with its instructions.
- 3) The GRANTEE shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

PART III. EVALUATION AND RECORD KEEPING

1. EVALUATION

The GRANTEE agrees to participate with the AUTHORITY in any evaluation project or performance report, as designed by the AUTHORITY or the appropriate federal agency, and to make available all information required by any such evaluation process.

2. AUDITS AND INSPECTIONS

The records and documents with respect to all matters covered by this contract shall be subject at all times to inspection, review or audit by the AUTHORITY, federal or state

officials so authorized by law during the performance of this contract during the period of retention specified in this Part III.

The GRANTEE, regardless of the amount of funds received from the AUTHORITY, shall obtain at its own expense an annual certified financial and compliance audit.

All audits shall be submitted to the AUTHORITY within six months of the close of the GRANTEE's fiscal year and shall be prepared by an independent auditor who meets the independence standards specified in the General Accounting Office's yellow book, "Government Auditing Standards".

The GRANTEE shall submit a copy of the annual financial audited statements with the management compliance letter and the recipient's response to the management letter, to the Director of Community Development within six months of the end of the GRANTEE's fiscal year.

3. **RECORDS**

As required by H.U.D. Regulations, 24 C.F.R., pt. 570, the GRANTEE shall compile and maintain the following records:

- A. **Financial Management.** Such records shall identify adequately the source and application of funds for activities within this Agreement, in accordance with the provisions of the U.S. Office of Management and Budget Circular A-102. These records shall contain information pertaining to grant awards and authorizations, obligations, unobligated balances, assets, liabilities, outlays, and income.
- B. **Citizen Participation.** Narrative and other documentation describing the process used to inform citizens concerning the amount of funds available, the ranges of project activities undertaken, and opportunities to participate in funded block grant projects.
- C. **Relocation.** Indication of the overall status of the relocation workload and a separate relocation record for each person, business, organization, and farm operation displaced or in the relocation workload.
- D. **Property Acquisition.** GRANTEE files must contain **(a)** invitation to owner to accompany appraiser during inspection, **(b)** at least one property appraisal, **(c)** statement of basis for determination of just compensation, **(d)** written offer of just compensation, **(e)** all documents involving conveyance, **(f)** settlement cost reporting statement, and **(g)** notice to surrender possession premises.
- E. **Equal Opportunity.** The GRANTEE shall maintain racial, ethnic, and gender data showing the extent to which these categories of persons have participated in, or benefited from, the activities carried out under this Agreement. The GRANTEE shall also maintain data which records its affirmative action in equal opportunity

employment, and its good faith efforts to identify, train, and/or hire lower income residents of the project area and to utilize business concerns which are located in or owned in substantial part by persons residing in the area of the project.

F. **Labor Standards.** Records shall be maintained regarding compliance of all contractors performing construction work under this Agreement with the labor standards made applicable by the Davis-Bacon Act, as amended (40 U.S.C. Sections 3141-3148).

G. Such other records as may be required by the AUTHORITY and/or H.U.D.

4. **RETENTION OF RECORDS**

Required records shall be retained for a period of six (6) years after termination of this Agreement, except as follows:

(1) Records that are the subject of audit findings shall be retained for six (6) years after such findings have been resolved.

(2) Records for nonexpendable property shall be retained for six (6) years after its final disposition.

5. **REPORTS**

The GRANTEE shall submit reports as required by the AUTHORITY on a monthly and annual basis and also prior to project execution.

6. **DATA PRIVACY**

All data collected, created, received, maintained or disseminated for any purpose in the course of the GRANTEE's performance of this Agreement is governed by the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, or any other applicable state statutes, any state rules adopted to implement the Act and statutes, as well as federal statutes and regulations on data privacy.

(Signature page to follow)

AUTHORITY:

**RAMSEY COUNTY HOUSING AND
REDEVELOPMENT AUTHORITY**

By: _____

Julie Kleinschmidt

Its: Ramsey County Manager

Dated: _____

GRANTEE:

CITY OF ROSEVILLE

By: _____

Its: _____

Dated: _____

APPROVAL RECOMMENDED:

Community & Economic Development

APPROVED AS TO FORM and INSURANCE:

Harry D. McPeak

Assistant Ramsey County Attorney

SECTION 3 CLAUSE

- A. The work to be performed under this contract is subject to the requirements of section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701u (section 3). The purpose of section 3 is to ensure that employment and other economic opportunities generated by HUD assistance or HUD-assisted projects covered by section 3, shall, to the greatest extent feasible, be directed to low- and very low-income persons, particularly persons who are recipients of HUD assistance for housing.
- B. The parties to this contract agree to comply with HUD's regulations in 24 CFR part 135, which implement section 3. As evidenced by their execution of this contract, the parties to this contract certify that they are under no contractual or other impediment that would prevent them from complying with the part 135 regulations.
- C. The contractor agrees to send to each labor organization or representative of workers with which the contractor has a collective bargaining agreement or other understanding, if any, a notice advising the labor organization or workers' representative of the contractor's commitments under this section 3 clause, and will post copies of the notice in conspicuous places at the work site where both employees and applicants for training and employment positions can see the notice. The notice shall describe the section 3 preference, shall set forth minimum number and job titles subject to hire, availability of apprenticeship and training positions, the qualifications for each, and the name and location of the person(s) taking applications for each of the positions, and the anticipated date the work shall begin.
- D. The contractor agrees to include this section 3 clause in every subcontract subject to compliance with regulations in 24 CFR part 135, and agrees to take appropriate action, as provided in an applicable provision of the subcontract or in this section 3 clause, upon a finding that the subcontractor is in violation of the regulations in 24 CFR part 135. The contractor will not subcontract with any subcontractor where the contractor has notice or knowledge that the subcontractor has been found in violation of the regulations in 24 CFR part 135.
- E. The contractor will certify that any vacant employment positions, including training positions, that are filled (1) after the contractor is selected but before the contract is executed, and (2) with persons other than those to whom the regulations of 24 CFR part 135 require employment opportunities to be directed, were not filled to circumvent the contractor's obligations under 24 CFR part 135.
- F. Noncompliance with HUD's regulations in 24 CFR part 135 may result in sanctions, termination of this contract for default, and debarment or suspension from future HUD assisted contracts.
- G. With respect to work performed in connection with section 3 covered Indian housing assistance, section 7 (b) of the Indian Self-Determination and Education Assistance Act (25 U.S.C. 450e) also applies to the work to be performed under this contract. Section 7(b) requires that to the greatest extent feasible (i) preference and opportunities for training and employment shall be given to Indians, and (ii) preference in the award of contracts and subcontracts shall be given to Indian organizations and Indian-owned Economic Enterprises. Parties to this contract that are subject to the provisions of section 3 and section 7(b) agree to comply with section 3 to the maximum extent feasible, but not in derogation of compliance with section 7(b).

ATTACHMENT A

**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 14th day of March, 2016, 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 LARPENTEUR AVENUE SIDEWALK PROJECT**

WHEREAS, Larpenteur Avenue between Mackubin Street and Galtier St is designated as Ramsey County State Aid Highway (CSAH) 30; and,

WHEREAS, the City of Roseville and Ramsey County desire to construct a sidewalk along Larpenteur Avenue 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.

Resolution –Larpenteur Avenue Cooperative Agreement- RCPW

[illegible]

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 14th day of March, 2016, with the original thereof on file in my office.

WITNESS MY HAND officially as such Manager this 14th day of March, 2016.

Patrick Trudgeon, City Manager

(Seal)

Agreement PW2016

**RAMSEY COUNTY
COOPERATIVE AGREEMENT
WITH THE CITY OF ROSEVILLE FOR
SIDEWALK CONSTRUCTION OF LARPENTEUR AVENUE
(COUNTY STATE AID HIGHWAY 30)
BETWEEN MACKUBIN STREET AND GAULTIER STREET
S.A.P. 160,020,028, S.A.P. 062-630-063**

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 Larpenteur Avenue between Mackubin Street and Gaultier Street, ("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) 30; 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.) 062-630-063, and State Aid Project (S.A.P.) 164-020-028; and

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

WHEREAS, the proposed Project, includes, in addition to other items, grading, paving, concrete curb and gutter, bituminous sidewalk, pedestrian curb ramps, turf establishment, retaining wall, fence, 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. 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. Overall County participation shall be maxed at \$76,500.
 - 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.

- 5.3. 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 City will pay for all costs related to design engineering.

- 5.5. Construction Engineering and Administration Costs

- 5.5.1. The City will pay for all costs related to construction engineering.

- 6. Payment Schedule

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

- 6.2. 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 30 as part of the Project.

- 7.2. The City shall own and maintain all storm sewer mains constructed on CSAH 30 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

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 3/14/2016
Item No.: 11.a

Department Approval

City Manager Approval



Item Description: Fire Department's Participation in County Wide Project Life Saver Program.

BACKGROUND

On February 15, 2016 the Ramsey County Fire Department's began providing a new cooperative program throughout the County to locate individuals with cognitive impairment who have gone missing.

The concept has been in existence for about a decade and was administered through the Ramsey Sheriff's Department through "Project Life Saver". The Sheriff's Department discontinued their program as of February 15, 2016.

The Fire Department has a short presentation regarding the new search program, followed by a demonstration of the equipment used to locate lost individuals.

POLICY OBJECTIVE

Provide the community through a county wide partnership with a program to assist in locating individuals with cognitive impairment who have gone missing.

FINANCIAL IMPACTS

There no financial impacts at this time.

STAFF RECOMMENDATION

No action is needed at this time. Item is only for informational purposes at this time.

REQUESTED COUNCIL ACTION

No action is needed at this time. Item is only for informational purposes at this time.

Prepared by: Timothy O'Neill, Fire Chief (651) 792-7305

Attachments: None

SafetyNet/Project Lifesaver Response Program

Electronic Search & Rescue
System for People at Risk



The Search Program

- Developed to assist members of our community with cognitive deficits.
- Joint effort between Ramsey County Fire Chief's Association.
- Trained staff with search equipment.



Wandering: A Growing Concern

- Approximately **127,000** people with cognitive conditions are lost annually in the United States.
- Roughly **34,000** are reported to police.
- Approximately **13,000** are never found.
- Extensive resources are required for search and rescue of wanderers.
- This program is about life and death situations where **WE** can make a difference.

Autism & Alzheimer's Disease

- Both are a growing concern in our community.
 - Significant increase in child autism rates.
 - 1 in 68 children; 30 % increase in last 5 years.
 - Over 5 million adults suffer from Alzheimer's and dementia.
- Nonverbal persons.
 - Difficulty speaking or communicating their situation.
- Autistic children are drawn to areas of water.

The Search:

Check Attractive Hazards

Many Individuals with Autism Spectrum Disorders (ASD) wander to places of danger because most of them have no understanding of the danger posed.

Check attractive hazards:

- Water (pools, lakes, rivers, swamps, etc.)
- Construction sites
- Drainage areas
- Train tracks
- Traffic areas
- Place of height (trees, high tension towers, roof tops) etc.)



Wandering

- 70% of people with dementia or Alzheimer's wander.
- 60% will wander more than once.
- Wandering is considered an emergency.
 - If not found within 24 hours 50% of people risk serious injury or death.
 - Wandering happens on foot, by car, or via other forms of transportation.

Getting Lost vs. Wandering

- In the early stages, can get lost on a familiar route.
 - In later stages, can be aimless.
- Timing and occurrence is unpredictable.
- One of the biggest challenges for caregivers.

Our Response

- 24/7 On-duty staffing will be the initial response with assistance from Chief staff.
- Closest unit dispatching.
 - Next three closest search units.
- Response to the home or last known location.
 - Establish a search perimeter and focus from there.
- An additional tool in the tool box.

Demonstration



Questions?



ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: March 14, 2016
Item No.: 11.b

Department Approval



City Manager Approval



Item Description: Minnesota Department of Transportation Construction Project Update

BACKGROUND

Mark Lindeberg, Area Engineer from the Minnesota Department of Transportation, will be presenting an update on several Mn/DOT projects in and around the City of Roseville in 2016 and beyond.

Projects include:

- TH 36 at Lexington Ave Bridge Replacement (2016)
- TH 280 Reconstruction (2016)
- I-35W Resurfacing Project (2016)
- Upcoming 35W Managed Lane Project (2018 or beyond)
- I-94 Bridge Repair Projects

FINANCIAL IMPACTS

The only project that will be discussed that has a City financial contribution identified to date is the TH 36 at Lexington Ave Bridge project whereby the City is paying for a portion of the new sidewalk on the east side of Lexington Ave. There may be some City costs for the larger 35W Managed Lane project, but any costs have not been identified at this time.

STAFF RECOMMENDATION

Staff requests that the City Council receive the presentation from the Minnesota Department of Transportation.

REQUESTED COUNCIL ACTION

Receive presentation from the Minnesota Department of Transportation.

Prepared by: Marc Culver, Public Works Director

Attachments: A: TH 36 at Lexington Project Information
B: TH 280 Reconstruction Project Information
C: I-35W Managed Lane Project Information
D: I-35W Resurfacing Project Information
E: I-94 Bridge Repair Crossing Projects Information

Minnesota Department of Transportation

Hwy 36 at Lexington Avenue

Roseville

Traffic impacts



Hwy 36 Lexington Ave Bridge Replacement.

- Lexington Ave. will be closed and detoured for a portion of the project (4 months)
- Hwy 36 traffic will be maintain two lanes in each direction and shifted onto a temporary bypass
- Lexington Ave. ramps will close (westbound for 3 to 4 months, eastbound for 6 months)
- Westbound ramps at Hamline Ave. will close (4 to 6 weeks)
- Westbound ramp from Dale St. to Hwy 36 will close (3 to 4 months)

[More detailed schedule of project staging \(schedule.html\)](#)

About this project

Summary of work

- Replace the current structurally deficient Hwy 36 bridge with two new bridges to carry eastbound and westbound Hwy 36 traffic
- Reconstruct and resurface the ramps at Lexington Ave. and the westbound ramps at Hamline Ave.
- Reconstruct and resurface Hwy 36 between Hamline Ave. and Victoria St.
- Replace the two signal systems at the Lexington Ave. ramps

Schedule

- Construction: Begins 2016
 - [Detailed Breakdown \(/metro/projects/hwy36roseville/schedule.html\)](/metro/projects/hwy36roseville/schedule.html)
-

Location

- Hwy 36 between Hamline Ave. and Victoria St. North in Roseville
-

Benefits

- Improves safety and reduced congestion by improving the highway layout and ramps at Lexington Ave.
 - Provides smoother ride
 - Improves drainage
 - Extends service life of roadway, bridges and drainage system.
 - Upgrades signals and pedestrian crossings to ADA (Americans with Disabilities Act) standards at Lexington Ave. ramps
-

Cost

- \$10 million
-

Nearby Projects

- [Hwy 280 Reconstruction & Surrounding Area Projects \(http://www.dot.state.mn.us/metro/projects/hwy28oreconstruction/\)](http://www.dot.state.mn.us/metro/projects/hwy28oreconstruction/)
-

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[Follow us on Facebook \(http://www.facebook.com/pages/Minnesota-Department-of-](http://www.facebook.com/pages/Minnesota-Department-of-)





Map of Hwy 280 Reconstruction Area

One stop for information about six road projects surrounding Hwy 280

Tuesday, January 26, 2016

4 p.m. to 7 p.m.

Lauderdale City Hall

1891 Walnut Street, Lauderdale

About

Join your neighbors to learn about a 2016 Highway 280 reconstruction project between Como Ave. in St. Paul and I-35W in Roseville. The project includes resurfacing of the roadway between Como Ave. and the I-35W intersection along with reconstruction of the northbound and southbound Hwy 280/I-35W ramps.

Staff from the Minnesota Department of Transportation will be available to discuss several construction projects including:

- Hwy 280: Resurfacing of the road between Como Ave. and the I-35W intersection and reconstructing the northbound and southbound Hwy 280/I-35W ramps
- I-694 between Rice St. and Lexington Ave.: Adding a third lane on I-694 between Rice St. and Lexington Ave. and rebuilding interstate ramps
- Hwy 36 bridges at Lexington Ave.: Replacing the existing Hwy 36 bridge over Lexington Ave. with two new bridges. Reconstructing and resurfacing ramps and the roadway, and installing a new signal system at Lexington Ave.
- I-35W resurfacing: Resurfacing I-35W between Hwy 36 and I-694.
- I-35W N. Designing a road project that includes adding a MnPASS Express Lane, in each direction, on I-35W between Hwy 36 in Roseville and Lexington Ave. (Cty Rd 17) in Blaine.
- I-94 bridge repairs in St. Paul: Repairing nine bridges between the Pelham Ave. and Dale. St. bridges.

To request an ASL or foreign language interpreter, call 651-366-4720. To request other reasonable accommodations, call 651-366-4718; the Minnesota Relay Service toll-free at 1-800-627-3529 (TTY, Voice or ASCII) or 711, or e-mail your request to ADArequest.dot@state.mn.us. For transportation information please visit www.mndot.gov.



Click map for larger PDF version.

MnDOT is designing a road project that includes adding a lane, in each direction, to I-35W between Hwy 36 in Roseville and Lexington Ave. (Co Rd 17) in Blaine. MnDOT is also analyzing the need and locations for building noise walls along the interstate.

MnDOT's goal is to design a project that:

- Reduces congestion and improves safety on the highway
- Increases the number of people that are moved along the highway during peak hours

- Provides reliable travel times for commuters during peak hours
- Optimizes and reuses existing roads and bridges (without needing to acquire homes and properties)

To learn why a construction project is necessary in this location, visit the [background page \(/metro/projects/i35wroseville/background.html\)](http://metro/projects/i35wroseville/background.html).

Cost

- The project is not fully funded.

Through the [Corridors of Commerce program \(http://www.dot.state.mn.us/corridorsofcommerce/\)](http://www.dot.state.mn.us/corridorsofcommerce/), the project was awarded \$1.1 million in State funds and \$800,000 in Federal funds.

Local and federal elected officials and the Governor of Minnesota support the efforts to design this project. They have helped secure funding with the goal of having a project that is ready for construction when funding becomes available.

Schedule

- Status: We are designing options for a project and [assessing the environmental impacts \(environment.html\)](http://metro/projects/i35wroseville/environment.html) of a project.

Construction timeline is dependent on funding.

Location

- I-35W between Hwy 36 in Roseville and Lexington Ave. in Blaine

Related studies

- [Previous study completed at this location \(PDF\) \(http://www.dot.state.mn.us/rtmc/pdf/mnpass9-24.pdf\)](http://www.dot.state.mn.us/rtmc/pdf/mnpass9-24.pdf)

Nearby projects

- [Hwy 280 Reconstruction & Surrounding Area Projects \(http://www.dot.state.mn.us/metro/projects/hwy28oreconstruction/\)](http://www.dot.state.mn.us/metro/projects/hwy28oreconstruction/)



Click map for larger PDF version.

Summary of work

Work will include repaving I-35W between Hwy 36 and I-694.

Repaving the road will extend the life of the pavement and provide a smoother, safer surface for motorists.

Cost

- \$1 million (estimate)

Schedule

- Construction begins 2016
-

Location

- Between Hwy 36 in Roseville and I-694 in Arden Hills and New Brighton
-

Benefits

- Smoother road
 - Extends the life of the pavement
 - Increases capacity
-

Nearby Projects

- [Hwy 280 Reconstruction & Surrounding Area Projects](http://www.dot.state.mn.us/metro/projects/hwy28oreconstruction/)
(<http://www.dot.state.mn.us/metro/projects/hwy28oreconstruction/>)
-

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[Follow us on Twitter](/socialmedia/index.html) (</socialmedia/index.html>)

[Get Connected: Answers to your questions about transportation funding](http://www.dot.state.mn.us/getconnected/)
(<http://www.dot.state.mn.us/getconnected/>)

Minnesota Department of Transportation

I-94 - Bridge Repair Crossing Projects

St. Paul

Traffic impacts



Map of I-94 Bridge Work

Current

Watch for road closures and detours as the bridge projects progress. Details will be posted here.

About the I-94 bridge repair crossing projects

Summary and purpose of work

I-94 between Pelham Blvd. and Dale St. (includes nine bridge projects)

- Bridge repair work
- Bridge resurfacing
- Bridge inspections
- ADA pedestrian ramps
- Guard rail upgrades
- Drainage improvements

Pelham Blvd. Bridge

- Concrete repair patching
- Resurface bridge deck

Cretin Ave. Bridge

- Concrete repair patching
- Closed and detoured for approx. 25 days (Spring 2016 – Summer 2016, TBD)

Detour: Coming from the north: Eastbound University Ave. to southbound Fairview Ave. to westbound Marshall Ave.

Detour: Coming from the south: Eastbound Marshall Ave. to northbound Cleveland Ave. to westbound University Ave. to Eustis St. to either Eastbound I-94 or Westbound I-94

Cleveland Ave. Bridge

- Concrete repair patching (Spring 2016 - Summer 2016)

Prior Ave. Bridge

- Bridge deck removal mid-April 2016
- Closed and detoured April 2016 through July 2016

Detour: Coming from the north: Eastbound University Ave. to southbound Fairview Ave. to westbound Marshall Ave.

Detour: Coming from the south: Marshall Ave. to northbound Fairview Ave. to westbound University Ave.

Pascal Ave. Bridge

- Concrete repair patching
- Closed and detoured for approx. 7 days (Spring 2016 – Summer 2016, TBD)

Hamline Ave. Bridge

- Concrete repair patching

Lexington Ave. Bridge

- Concrete repair patching
- Closed and detoured for approx. 25 days (Spring 2016 - Summer 2016, TBD)

Detour: Coming from the north: Eastbound University Ave. to southbound Fairview Ave. to westbound Marshall Ave.

Detour: Coming from the south: Marshall Ave. to northbound Fairview Ave. to westbound University Ave.

Victoria St. Bridge

- Concrete repair patching

Dale St. Bridge

- Concrete repair patching
-

Schedule

- April 2016 through Oct. 2016
-

Location

- I-94 between Pelham Blvd. and Dale St. in St. Paul
-

Benefits

- Provides smoother bridge surfaces
 - Increases safety with guardrail replacements
 - Extends service life of roadway, bridges and drainage systems
-

Cost estimate

TBD

Nearby Projects

- [Hwy 280 Reconstruction & Surrounding Area Projects](http://www.dot.state.mn.us/metro/projects/hwy280reconstruction/)
(<http://www.dot.state.mn.us/metro/projects/hwy280reconstruction/>)
 - [MacKubin and Grotto Pedestrian and Bike Bridges](http://www.dot.state.mn.us/metro/projects/i94mackubinstpaul/)
(<http://www.dot.state.mn.us/metro/projects/i94mackubinstpaul/>)
-

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ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: March 14, 2016

Item No.: 11.c

Department Approval



City Manager Approval



Item Description: Update from Brownfields Consultant

BACKGROUND

In October, Liesch Associates (now Terracon) entered into a consulting contract with the City to assist in establishing baseline conditions for the Twin Lakes area. Specifically, the contract had 5 primary tasks, as follows:

1. Project meetings with staff, landowners and a City Council presentation
2. Collection, consolidation and review of the vast amount of existing brownfield information in the Twin Lakes area
3. Funding Analysis to help the City plan for and participate in grant funding cycles to add greater leverage with outside dollars and lessen the reliance on existing City cleanup funds
4. Initial Project Schedule for the next viable grant cycles
5. As-needed brownfield support – this item allows the consultant to have an ongoing relationship which has been helpful for review of the recent Calyxt headquarters development. The consultant has also conducted updated tests of the remaining monitoring wells.

Terracon has developed an electronic repository for all of the known brownfield documents to assist the City now and into the future which will be briefly introduced at the City Council meeting. Joel Koepp in the Community Development Department has been working closely with the Terracon team throughout the project and was the lead staff member in assisting Terracon with the development of the electronic repository.

One of the goals of this initial project was to establish baseline conditions so the City and public can better understand the brownfield conditions in Twin Lakes and then use that knowledge to plot a course for future actions which will allow the City to be more proactive regarding brownfields as an economic development strategy.

Terracon has provided a memo (Attachment A) which outlines its understanding of the general baseline brownfield conditions after its initial review and will discuss a flowchart (Attachment B) of its proposed workflow for how the City may want to move forward in a more proactive manner with both public and private sector initiated projects.

Terracon has also participated with City staff in meetings with owners of some of the primary development parcels in the Twin Lakes area.

31 **POLICY OBJECTIVE**

32 Twin Lakes has been a primary policy objective for the City for many years. This effort will
33 assist the community in cleaning up existing contamination and facilitating redevelopment of
34 contaminated sites.

35 **BUDGET IMPLICATIONS**

36 The funding of this project is largely from the City's existing Hazardous Substances Subdistrict
37 (HSS) funds which are only to be used for brownfield activities. Development review of the
38 Calyxt project is funded by an escrow provided by Calyxt related to the recent City Council
39 approved brownfield cleanup funding for the development.

40 **STAFF RECOMMENDATION**

41 This item is for informational purposes and questions/feedback for the consultant and staff.

42 **REQUESTED COUNCIL ACTION**

43 This item is for informational purposes and questions/feedback for the consultant and staff.

Prepared by: Paul Bilotta, Community Development Director
Attachments: A: Letter from Terracon
B: Terracon Process Diagram



TO: Paul Bilotta – Community Development Director, City of Roseville

FROM: Eric Hesse, PE – Terracon Consultants, Inc.

DATE: March 9, 2016

RE: Twin Lakes Development Environmental Review and Status Report

During the preparation of the Twin Lakes Development Area (TLDA) interactive mapping tool, the Terracon Team has had the opportunity to review environmental investigation and response action documentation for several of the properties located within the boundaries of the TLDA. This review, along with Terracon representatives' past work experience within the TLDA, has provided the necessary information to prepare the following summary of environmental conditions within the TLDA.

As you are aware, the TLDA has historically accommodated a large number of industrial businesses. These businesses included mainly trucking/hauling companies. However, demolition contractors, vehicle maintenance facilities and other industrial manufacturers have also occupied (or continue to occupy) parcels within the area.

Due to the number of trucking companies, contaminants of concern identified at many of the redeveloped properties in the TLDA consist mainly of petroleum based compounds such as gasoline range organics (GRO), diesel range organics (DRO), volatile organic compounds (VOCs) and lead (from leaks of leaded gasoline). However, non-petroleum VOCs (i.e. TCE), polyaromatic hydrocarbons (PAHs) and other metals have been detected within the boundaries of the TLDA. In addition, areas of buried waste (mainly demolition waste) have been documented in the past.

Soils, groundwater (both perched and glacial) and presumably sub-surface soil vapors within the TLDA have been documented to be impacted with the above contaminants. Past soil cleanup efforts have ranged from the excavation and off-site disposal of isolated areas of contaminated soils to the excavation, screening and off-site disposal/reuse of large deposits of buried waste. Some sites have completed cleanup activities while leaving some contaminated soils in place.

Based on its past investigation and cleanup work and review of ground water investigation work completed by DPRA in 2003-2005, Terracon understands that essentially three groundwater formations exist within the TLDA; an upper perched groundwater formation (8-20 feet below ground surface), a lower perched groundwater formation (20-50 feet below ground surface) and a glacial formation (60+ feet below ground surface). Contaminated perched groundwater encountered during construction activities has required management through pre-treatment and discharge to the storm sewer system or direct discharge to the sanitary sewer system. Contamination has been identified within some areas of the glacial formation, although below typical drinking water standards.

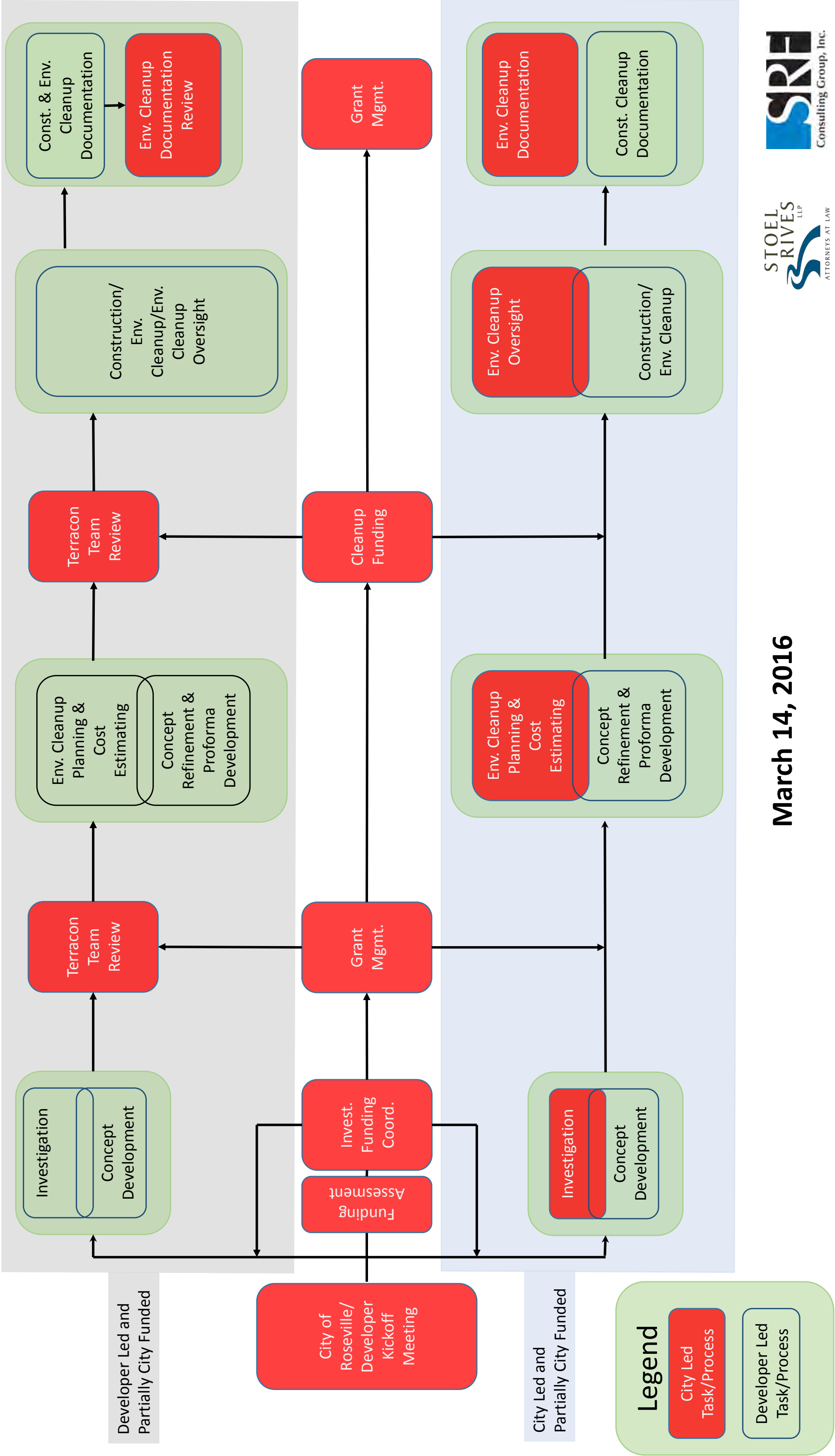


Sub-surface vapor mitigation has typically involved the installation of both passive and active (i.e. modified radon mitigation systems) sub-slab venting systems installed beneath structures. Terracon is only aware of passive systems installed within the TLDA to date.

A majority of the properties redeveloped over the past couple of decades within the TLDA have been investigated and cleaned up under the oversight of the Minnesota Pollution Control Agency (MPCA) Voluntary Brownfields Cleanup Program (VBCP). Investigation and remediation of contaminated properties through the VBCP assures that the sites are investigated and cleaned up in accordance with MPCA standards and allows for legal assurances to be obtained in order to significantly limit, if not eliminate, environmental liability associated with contaminated properties. In addition, securing the proper legal assurances through the MPCA VBCP assures properties are cleaned up to levels allowing for the reuse of these properties for commercial, recreational and residential purposes.

Based on its review to date, Terracon has not identified contamination conditions atypical of areas with similar historical use in the metropolitan area. In fact, many areas within the metropolitan area that have been redeveloped successfully in the past have exhibited contaminated conditions significantly greater than what has been identified in the TLDA to date. It is recommended that the City require investigation and cleanup (if necessary) of properties to be redeveloped within the TLDA and that these investigation and cleanup activities be conducted in accordance with the MPCA VBCP in order to secure the proper legal assurances for each property, as necessary.

The Terracon Team is also very familiar with grant funding opportunities available for redevelopment through federal, state and local sources that the City can apply for in order to support redevelopment of contaminated properties. These grant funds, if awarded, can be used for both investigation and cleanup efforts of contaminated properties.



March 14, 2016

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: Mar. 14, 2016
Item No.: 14.a

Department Approval

City Manager Approval



A handwritten signature in blue ink, appearing to read "M. J. Truog", is written over a white rectangular background.

Item Description: Finalize Community Survey Discussion and Survey Budget

BACKGROUND

On February 22, 2016, the City Council directed staff to obtain a proposal from the Morris Leatherman Company to conduct a community survey of Roseville residents. Council also directed staff to compile a framework of potential questions for the survey and that the framework should closely resemble the City's 2014 survey. All new or revised questions in the proposed survey are highlighted in yellow and included in Attachment A.

BUDGET IMPLICATIONS

The 2016 budget includes funds for a survey of Roseville residents. Morris Leatherman's proposal (Attachment B) includes conducting a 100-questions survey of 400 randomly selected residents. The cost to conduct a 400-resident survey (+/- 5.0% margin of error) is \$17,500. The proposal also includes pricing for additional questions of \$135 per question.

STAFF RECOMMENDATION

Staff recommends City Council approve the Morris Leatherman survey draft and final budget for a 400-resident community survey.

REQUESTED COUNCIL ACTION

Finalize the Morris Leatherman survey draft and approve a budget for a 400-resident, 100-question community survey.

Prepared by: Garry Bowman, Communications Manager
Attachments: A: Proposed framework of potential survey questions
B: Morris Leatherman survey pricing proposal

City of Roseville
 Residential Survey
 PROPOSED APRIL/MAY 2016

1. Approximately how many years have you lived in Roseville?
 - LESS THAN TWO YEARS.....
 - TWO TO FIVE YEARS.....
 - FIVE TO TEN YEARS.....
 - TEN TO TWENTY YEARS.....
 - 20 TO 30 YEARS.....
 - OVER THIRTY YEARS.....
 - DON'T KNOW/REFUSED.....

2. As things stand now, how long in the future do you expect to live in Roseville?
 - LESS THAN TWO YEARS.....
 - TWO TO FIVE YEARS.....
 - SIX TO TEN YEARS.....
 - OVER TEN YEARS.....
 - DON'T KNOW/REFUSED.....

3. How would you rate the quality of life in Roseville - excellent, good, only fair, or poor?
 - EXCELLENT.....
 - GOOD.....
 - ONLY FAIR.....
 - POOR.....
 - DON'T KNOW/REFUSED.....

4. What do you like most, if anything, about living in Roseville?
 - DON'T KNOW/REFUSED.....
 - NOTHING.....
 - CONVENIENT LOCATION....
 - NEIGHBORHOOD/HOUSING...
 - SAFE.....
 - FRIENDLY PEOPLE.....
 - CLOSE TO FAMILY.....
 - CLOSE TO JOB.....
 - SCHOOLS.....
 - PARKS/TRAILS.....
 - SHOPPING.....
 - QUIET AND PEACEFUL.....
 - SCATTERED.....

5. What do you think is the most serious issue facing Roseville today?
 - DON'T KNOW/REFUSED.....
 - NOTHING.....
 - HIGH TAXES.....
 - RISING CRIME.....
 - POOR CITY SPENDING.....
 - LACK OF JOBS/BUSINESS...
 - AGING POPULATION.....
 - AGING INFRASTRUCTURE....
 - STREET REPAIR.....
 - SCATTERED.....

6. All in all, do you think things in Roseville are generally headed in the right direction, or do you feel things are off on the wrong track?
- RIGHT DIRECTION.....
 WRONG TRACK.....
 DON'T KNOW/REFUSED.....

IF "WRONG TRACK," ASK: (n=18)

7. Please tell me why you feel things have gotten off on the wrong track?
- DON'T KNOW/REFUSED.....
 HIGH TAXES.....
 POOR CITY SPENDING.....
 STREET REPAIR.....
 RISING CRIME.....
 GROWING DIVERSITY.....
 CITY PLANNING.....
 TOO MUCH RETAIL.....
8. How would you rate the sense of community identity among residents in Roseville -- would you say it is very strong, somewhat strong, not too strong, or not at all strong?
- VERY STRONG.....
 SOMEWHAT STRONG.....
 NOT TOO STRONG.....
 NOT AT ALL STRONG.....
 DON'T KNOW/REFUSED.....
9. Please tell me which of the following do you feel the closest connection to -- the City of Roseville as a whole, your neighborhood, your School District or something else? (IF "SOMETHING ELSE," ASK:) What would that be?
- CITY OF ROSEVILLE.....
 NEIGHBORHOOD.....
 SCHOOL DISTRICT.....
 CHURCH.....
 WORKPLACE.....
 FAMILY/FRIENDS.....
 DON'T KNOW/REFUSED.....
10. Do you feel accepted in the City of Roseville?
- YES.....
 NO.....
 DON'T KNOW/REFUSED.....

IF "NO," ASK: (n=3)

11. Why do you feel that way?

DON'T KNOW NEIGHBORS, ; UNFRIENDLY PEOPLE, .

Let's spend a few minutes discussing the future of the City of Roseville.

12. When thinking about a city's
- DON'T KNOW/REFUSED.....

quality of life, what do you think is the most important aspect of that quality?

SAFETY.....
 SENSE OF COMMUNITY.....
 GOOD SCHOOLS.....
 UPKEEP OF CITY.....
 OPEN SPACE/NATURE.....
 PARKS/RECREATION.....
 UPKEEP OF HOUSING.....
 QUIET AND PEACEFUL.....
 SCATTERED.....

13. What aspects, if any, of the community should be fixed or improved in the future?
- DON'T KNOW/REFUSED.....
 NOTHING.....
 LOWER TAXES.....
 BETTER ROADS.....
 MORE JOBS.....
 MORE PUBLIC TRANSIT.....
 MORE SENIOR HOUSING.....
 LESS AFFORDABLE HOUSING.....
 SIDEWALKS.....
 SCATTERED.....

14. What, if anything, is currently missing from the City of Roseville which, if present, would greatly improve the quality of life for residents?
- DON'T KNOW/REFUSED.....
 NOTHING.....
 MORE PUBLIC TRANSIT.....
 MORE JOBS.....
 MORE ENTERTAINMENT.....
 MORE AFFORDABLE
 HOUSING.....
 SIDEWALKS.....
 SCATTERED.....

I would like to read a list of characteristics others have mentioned that indicate a city has a high quality of life.

15. Please tell me which one you think is most important for a city to have? (ROTATE AND READ LIST)
16. Which is second most important? (RE-READ LIST; OMITTING FIRST CHOICE)
17. Which is least important? (RE-READ LIST; OMITTING FIRST TWO CHOICES)

MOST SEC LST

HIGH PROPERTY VALUES.....
 WELL MAINTAINED PROPERTIES.....
 LOW PROPERTY TAXES.....

LOW CRIME RATE.....
 GOOD SCHOOL SYSTEM.....
 VARIETY OF SHOPPING OPPORTUNITIES.....
 VARIETY OF PARK AND RECREATION
 OPPORTUNITIES.....
 JOB OPPORTUNITIES.....
 COMMUNITY EVENTS AND FESTIVALS.....
 SENSE OF COMMUNITY.....
 ELSE.....
 DON'T KNOW/REFUSED.....

Let's discuss recreational opportunities in the community....

18. How would you rate park and recreational facilities in Roseville -- excellent, good, only fair, or poor?

EXCELLENT.....
GOOD.....
ONLY FAIR.....
POOR.....
DON'T KNOW/REFUSED.....
19. Which Roseville recreation facilities, if any, do you or members of your household use most frequently?

DON'T KNOW/REFUSED.....
NONE.....
TRAILS.....
NEIGHBORHOOD PARKS.....
ATHLETIC FIELDS.....
SCATTERED.....
20. How would you rate the upkeep and maintenance of Roseville City Parks -- excellent, good, only fair, or poor?

EXCELLENT.....
GOOD.....
ONLY FAIR.....
POOR.....
DON'T KNOW/REFUSED.....
21. In the past year, have you or any members of this household participated in any city-sponsored park and recreation programs?

YES.....
NO.....
DON'T KNOW/REFUSED.....
22. Are there any park and recreation programs you would like to see offered or expanded?

NO, ; SENIOR, ; CONCERTS IN THE PARK, ; COMMUNITY CENTER,
 ; SCATTERED,
23. How often do you or members of your household use the trail system, weather permitting -- twice or more per week, weekly, two or

TWICE OR MORE A WEEK...
WEEKLY.....
TWO/THREE PER MONTH....
MONTHLY.....

three times per month, monthly, QUARTERLY.....
 quarterly, less frequently or not LESS FREQUENTLY.....
 at all? NOT AT ALL.....
 DON'T KNOW/REFUSED.....

24. Are there any areas in the City of Roseville that are lacking trails or pathways? (IF "YES," ASK:) Where would that be?

UNSURE, ; NO, ; SIDEWALKS ALONG BUSY ROADS, ; COUNTRY ROAD B, ; NEAR LAKE OWASSO, ; RICE STREET, , SCATTERED, .

25. Which of the following would be your top priority for the City's trails and sidewalk system?

CONSTRUCTION OF ADDITIONAL TRAILS FOR
 EXERCISE WITHIN PARKS.....
 CONSTRUCTION OF TRAILS CONNECTING NEIGHBORHOODS
 AND PARKS.....
 CONSTRUCTION OF TRAILS CONNECTING NEIGHBORHOODS
 AND SHOPPING AND BUSINESS AREAS.....
 ELSE (SIDEWALKS).....
 DON'T KNOW/REFUSED.....

In the past year the City has opened new park buildings at Autumn Grove, Lexington, Rosebrook, Oasis, Sandcastle and Villa Parks.

26. Are you aware of these new park buildings? Yes...
 No....

27. Have you or members of your Yes...
 had a chance to visit or utilize No....
 one of the new park buildings

28. Do you feel the current mix of YES.....
 recreational or sports facilities NO.....
 meet the needs of members of your DON'T KNOW/REFUSED.....
 household?

IF "NO," ASK: (n=1)

29. What facilities do you feel are missing?

There have been on-going discussions in the community about the need for a Community Center that would provide community gathering space for recreation, programs and meetings.

30. Do you support or oppose the construction of a Community Center by the City of Roseville? (WAIT FOR RESPONSE) Do you feel strongly that way?
- STRONGLY SUPPORT.....
SUPPORT.....
OPPOSE.....
STRONGLY OPPOSE.....
DON'T KNOW/REFUSED.....
31. If a Community Center were built, how likely would you or members of your household be to use the facility -- very likely, somewhat likely, not too likely, or not at all likely?
- VERY LIKELY.....
SOMEWHAT LIKELY.....
NOT TOO LIKELY.....
NOT AT ALL LIKELY.....
DON'T KNOW/REFUSED.....

The construction of the Community Center would use property taxes. Suppose the City of Roseville proposed a Community Center development which you considered to be a reasonable approach.

32. How much would you be willing to see your property taxes increase to fund this construction? Let's say, would you be willing to see your monthly property taxes increase by \$____? (CHOOSE RANDOM STARTING POINT; MOVE UP OR DOWN DEPENDING ON RESPONSE) How about \$____ per month?
- NOTHING.....
\$3.00.....
\$6.00.....
\$9.00.....
\$12.00.....
\$15.00.....
\$18.00.....
DON'T KNOW/REFUSED.....

Moving on....

I would like to read you a list of a few city services. For each one, please tell me whether you would rate the quality of the service as excellent, good, only fair, or poor? (ROTATE)

EXCL GOOD FAIR POOR DK/R

33. Police protection?
34. Fire protection?
35. Emergency medical services?
36. Sewer and water?
37. Drainage and flood control?
38. Building inspections?
39. Animal control?
40. Code enforcement?

IF ANY SERVICES WERE RATED "ONLY FAIR" OR "POOR," ASK: (n=69)

41. Why did you rate _____ as (only fair/poor)?
- DON'T KNOW/REFUSED.....
 COULD IMPROVE.....
 FLOODING.....
 MORE PATROLLING.....
 POOR INSPECTIONS.....
 LOOSE ANIMALS.....
 RUNDOWN HOMES.....
 RUDE/UNFRIENDLY.....
 SCATTERED.....

Now, for the next four city services, please consider only their job on city-maintained streets and roads in neighborhoods. That means excluding interstate highways, state and county roads that are taken care of by other levels of government. Hence, Interstate 35W, Highway 36, Highway 36, County Road C or Lexington Avenue, should not be considered. How would you rate

EXCL GOOD FAIR POOR DK/R

42. Street repair and maintenance?
43. Snow plowing?
44. Trail and pathway plowing in parks?
45. Trail and pathway plowing in neighborhoods?
46. Do you consider the city portion of your property taxes to be very high, somewhat high, about average, somewhat low, or very low in comparison with neighboring cities?
47. Would you favor or oppose an increase in YOUR city property tax if it were needed to maintain city services at their current level?
48. When you consider the property taxes you pay and the quality of city services you receive, would
- VERY HIGH.....
 SOMEWHAT HIGH.....
 ABOUT AVERAGE.....
 SOMEWHAT LOW.....
 VERY LOW.....
 DON'T KNOW/REFUSED.....
- FAVOR.....
 OPPOSE.....
 DON'T KNOW/REFUSED.....
- EXCELLENT.....
 GOOD.....
 ONLY FAIR.....

you rate the general value of city POOR.....
 services as excellent, good, only DON'T KNOW/REFUSED.....
 fair, or poor?

For each of the following long-term infrastructure projects,
 please tell me if you strongly support the City continuing to
 invest in it, somewhat support, somewhat oppose or strongly
 oppose.

STS SMS SMO STO DKR

- 49. Water and sewer pipes?
- 50. City buildings?
- 51. Pedestrian pathways?
- 52. Bikeways?
- 53. City roads?

Changing topics....

- 54. Other than voting, do you feel YES.....
 that if you wanted to, you could NO
 have a say about the way the City DON'T KNOW/REFUSED.....
 of Roseville runs things?

- 55. From what you know, do you approve STRONGLY APPROVE.....
 or disapprove of the job the Mayor APPROVE.....
 and City Council are doing? (WAIT DISAPPROVE.....
 FOR RESPONSE) And do you feel STRONGLY DISAPPROVE.....
 strongly that way? DON'T KNOW/REFUSED.....

IF "DISAPPROVE" OR "STRONGLY DISAPPROVE," ASK: (n=15)

- 56. Why do you feel that way? POOR JOB.....
 POOR SPENDING.....
 COULD IMPROVE.....
 HIGH TAXES.....
 DON'T LISTEN.....

- 57. From what you have heard or seen, EXCELLENT.....
 how would you rate the job per- GOOD.....
 formance of the Roseville City ONLY FAIR.....
 staff -- excellent, good, only POOR.....
 fair, or poor? DON'T KNOW/REFUSED.....

IF "ONLY FAIR" OR "POOR," ASK: (n=6)

- 58. Why do you feel that way? POOR SPENDING.....

COULD IMPROVE.....
 DON'T LISTEN.....
 RUDE/UNPROFESSIONAL....

Thinking about another topic....

59. How would you rate the general condition and appearance of Roseville -- excellent, good, only fair, or poor? EXCELLENT.....
 GOOD.....
 ONLY FAIR.....
 POOR.....
 DON'T KNOW/REFUSED.....

IF "ONLY FAIR" OR "POOR," ASK: (n=17)

60. Why do you feel that way? DON'T KNOW/REFUSED.....
 RUNDOWN HOMES.....
 MESSY YARDS.....
 RUNDOWN BUSINESSES.....
 JUNK CARS.....

61. Over the past two years, has the appearance of Roseville improved, declined or remained the same? IMPROVED.....
 DECLINED.....
 REMAINED THE SAME.....
 DON'T KNOW/REFUSED.....

62. How would you rate the job the City does enforcing city codes on nuisances - excellent, good, only fair or poor? EXCELLENT.....
 GOOD.....
 ONLY FAIR.....
 POOR.....
 DON'T KNOW/REFUSED.....

IF "ONLY FAIR" OR "POOR," ASK: (n=32)

63. What nuisances does the City need to do a better job of enforcing? DON'T KNOW/REFUSED.....
 MESSY YARDS.....
 RUNDOWN HOMES.....
 JUNK CARS.....
 LOOSE ANIMALS.....

The City of Roseville offers a housing program for residential home improvements.

64. Prior to this survey, were you aware of this housing program? YES.....
 NO.....
 DON'T KNOW/REFUSED.....

The City also sponsors free home sweet home seminars and workshops at the Roseville Library. In the past these workshops have

featured information about home remodeling, landscaping and gardening, aging in place and energy efficiency.

65. Prior to this survey, were you aware of these workshops?

YES.....
NO.....
DON'T KNOW/REFUSED.....

Turning to the issue of public safety in the community....

I would like to read you a short list of public safety concerns.

66. Please tell me which one you consider to be the greatest concern in Roseville? If you feel that none of these problems are serious in Roseville, just say so.

FIRST

Violent crime.....
 Drugs.....
 Youth crimes and vandalism.....
 Break-ins and theft from automobiles.....
 Business crimes, such as shop-
 lifting and check fraud.....
 Residential crimes, such as
 burglary, and theft.....
 Traffic speeding.....
 Identity theft.....
 ALL EQUALLY.....
 NONE OF THE ABOVE.....
 DON'T KNOW/REFUSED.....

67. How would you rate the amount of patrolling the Roseville Police Department does in your neighborhood -- would you say they do too much, about the right amount, or not enough?

TOO MUCH.....
ABOUT RIGHT AMOUNT.....
NOT ENOUGH.....
DON'T KNOW/REFUSED.....

Changing topics...

I would like to read you a list of characteristics of a community. For each one, please tell me if you think Roseville currently has too many or too much, too few or too little, or about the right amount.

MANY	FEW/	ABT	DK/
/MCH	LITT	RGHT	REFD

68. Affordable rental units?
 69. Market rate rental units?
 70. Condominiums and townhomes?
 71. Affordable owner-occupied housing?
 72. "Move up" housing?
 73. Higher cost housing?
 74. Assisted living for seniors?
 75. Parks and open spaces?
 76. Trails and bikeways?
 77. Service and retail establishments?
 78. Entertainment and dining opportunities?
79. If you were going to move from your current home for upgrading, how committed would you be to stay in Roseville -- very committed, somewhat committed, not too committed or not at all committed?
80. And, if you were going to move from your current home for downsizing, how committed would you be to stay in Roseville -- very committed, somewhat committed, not too committed, or not at all committed?

VERY COMMITTED.....
 SOMEWHAT COMMITTED.....
 NOT TOO COMMITTED.....
 NOT AT ALL COMMITTED....
 DON'T KNOW/REFUSED.....

VERY COMMITTED.....
 SOMEWHAT COMMITTED.....
 NOT TOO COMMITTED.....
 NOT AT ALL COMMITTED....
 DON'T KNOW/REFUSED.....

IF "NOT TOO COMMITTED" OR "NOT AT ALL COMMITTED" IN QUESTIONS
 #79 OR #80, ASK: (n=40)

81. Is there anything missing or that could be improved in Roseville that would make you committed to staying?

NO, ; AFFORDABLE HOUSING, ; MOVE-UP HOUSING, ; PUBLIC
 TRANSIT, ; LESS TRAFFIC CONGESTION, .

Changing topics....

The City contracts with a local company for curbside recycling services. Currently, residents are provided with their choice of single-sort recycling cart and recyclables are picked up every two weeks.

82. Do you participate in the curbside recycling program by separating recyclable items from the rest of your garbage?

IF "NO" IN QUESTION #1, ASK:

83. Could you tell me one or two reasons why your household does not participate in the curbside recycling program?

84. Are there any changes or improvements in the service which could be made to induce you to participate in it?

GOTO QUESTION #__:

IF "YES" IN QUESTION #1, ASK:

85. How often do you put recyclables out for collection -- every two weeks, monthly, or less often?

When you think of the recyclables your household generates...

86. Would you favor or oppose a change to an every week collection schedule for recyclables? (WAIT FOR RESPONSE) Do you feel strongly that way?

IF "YES" IN QUESTION #5, ASK:

87. Would you still favor a change to an every week recycling collection schedule if it increased your costs?

88. Are there any changes or improvements in the curbside recycling program you would like to see?

Changing topics....

As you may know, some cities have begun a curbside collection program for compostable waste called "organics," such as food scraps and non-recyclable paper.

89. Do you support or oppose the City offering a curbside collection program for compostable waste for an additional fee? (WAIT FOR RESPONSE) Do you feel strongly that way?

IF A RESPONSE IS GIVEN, ASK:

18. Why do you feel that way?

90. If a curbside collection program for compostable waste was available, how likely would your household be to participate in it -- very likely, somewhat likely, not too likely or not at all likely?

Changing topics....

91. How would you rate the City's overall performance in communicating key local issues to residents in its publications, website, mailings, and on cable television -- excellent, good, only fair, or poor?
- EXCELLENT.....
GOOD.....
ONLY FAIR.....
POOR.....
DON'T KNOW/REFUSED.....
92. What is your primary source of information about the City of Roseville?
- DON'T KNOW/REFUSED.....
NONE.....
CITY NEWSLETTER.....
LOCAL NEWSPAPER.....
CITY WEBSITE.....
CABLE TELEVISION.....
WORD OF MOUTH.....
SCATTERED.....
93. How would you most prefer to receive information about Roseville City Government and its activities -- (ROTATE) e-mail, information on the city's website, city publications and newsletters, mailings to your home, local weekly newspaper coverage, cable television programming, the city's Facebook page or the City's Twitter feed?
- E-MAIL.....
CITY WEBSITE.....
PUBLICATIONS/NEWSLTRS..
MAILINGS TO HOME.....
LOCAL WEEKLY PAPERS....
CABLE TV.....
CITY FACEBOOK PAGE.....
TWITTER.....
WORD OF MOUTH.....
94. Do you recall receiving the City publication -- "Roseville City News" -- during the past year?
- YES.....
NO.....
DON'T KNOW/REFUSED.....

IF "YES," ASK: (n=342)

95. Do you or any members of your household regularly read it?
- YES.....
NO.....
DON'T KNOW/REFUSED.....

96. How effective is this city publication in keeping you informed about activities in the city -- very effective, somewhat effective, not too effective, or not at all effective?
- VERY EFFECTIVE.....
 SOMEWHAT EFFECTIVE.....
 NOT TOO EFFECTIVE.....
 NOT AT ALL EFFECTIVE.....
 DON'T KNOW/REFUSED.....

I would like to ask you about social media sources. For each one, tell me if you currently use that source of information; then, for each you currently use, tell me if you would be likely or unlikely to use it to obtain information about the City of Roseville.

NOT	USE	USE	DK/
USE	LIK	NLK	REF

97. Facebook?
 98. Twitter?
 99. YouTube?
 100. Nextdoor?
 101. E-mail?
 102. City website?
 103. Speak Up Roseville?

Now, just a few more questions for demographic purposes....

Could you please tell me how many people in each of the following age groups live in your household.

104. Persons 65 or over?
- NONE.....
 ONE.....
 TWO OR MORE.....
105. Adults between the ages of 50 and 64 years of age?
- NONE.....
 ONE.....
 TWO MORE.....
106. Adults between the ages of 18 and 49 years of age?
- NONE.....
 ONE.....
 TWO.....
 THREE OR MORE.....
107. School-aged children and pre-schoolers?
- NONE.....
 ONE.....
 TWO.....
 THREE OR MORE.....

108. Do you own or rent your present residence?
 OWN.....
 RENT.....
 REFUSED.....
109. What is your age, please?
 (READ CATEGORIES, IF NEEDED) 18-24.....
 25-34.....
 35-44.....
 45-54.....
 55-64.....
 65 AND OVER.....
110. Which of the following best describes your household: (READ)
 A. Single, no other family at home. SINGLE/NO OTHER.....
 B. Single parent with children at home. SINGLE PARENT.....
 C. Married or partnered, with children at home. MAR/PARTN/CHILDREN.....
 D. Married or partnered with no children or no children at home. MAR/PARTN/NO CHILD.....
 E. Something else. SOMETHING ELSE.....
 DON'T KNOW/REFUSED.....
111. Which of the following categories represents your ethnicity --
 White, African-American, Hispanic-Latino, Asian-Pacific Islander, Native American, or something else? (IF "SOMETHING ELSE," ASK:) WHITE.....
 What would that be? AFRICAN-AMERICAN.....
 HISPANIC-LATINO.....
 ASIAN-PACIFIC ISLAND.....
 NATIVE AMERICAN.....
 SOMETHING ELSE.....
 MIXED/BI-RACIAL.....
 DON'T KNOW.....
 REFUSED.....
112. Do you live north or south of Highway 36? (WAIT FOR RESPONSE) NORTHWEST.....
 Do you east or west of Snelling Avenue? NORTHEAST.....
 SOUTHEAST.....
 SOUTHWEST.....
 DON'T KNOW/REFUSED.....
113. Gender MALE.....
 FEMALE.....

PROJECT PROPOSAL

THE MORRIS LEATHERMAN COMPANY

3128 Dean Court
Minneapolis, Minnesota 55416
(612) 920-0337
Fax: (612) 929-1069

To: Garry Bowman

Date: March 8, 2016

From: Peter Leatherman

Subject: Survey Project Costs and Schedule

Residential Survey Parameters:

- 400 Random Sample of City of Roseville residents
- 100 Questions
- Quality of Life and City Service Survey

Costs:

- 400 Random Sample, ± 5.0 in 95 out of 100 cases \$17,500.00
 - Each additional question would be \$135.00

Project Schedule:

- Completion of all fieldwork within a three to four week period.
- Coding, data entry and preparation of the frequencies. The frequencies are available within two weeks after completion of the fieldwork.
- Presentation of the survey results at a City Council meeting.
- Delivery of the final written report to the City of Roseville, including presentation graphics. Afterwards, telephone consultation, as the need arises, will be provided about the study's findings and implications.

Work Products:

- Frequencies of Responses
- Cross-Tabulation Tables
- Written Analysis

Peter Leatherman
Vice President

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: March 14, 2016
Item No.: 14.b

Department Approval

City Manager Approval



Item Description: Appoint members to Community Engagement; Human Rights; Parks and Recreation; Planning; and Public Works Environment and Transportation Commissions

BACKGROUND

On March 7, the City Council interviewed applicants interested in appointment to various commissions. Since the application closed a commissioner resigned from the Finance Commission.

Council will consider applicants for:

- Community Engagement Commission - three vacancies; two for partial terms that expire March 31, 2017, and one for a full term that expires March 31, 2019
- Human Rights Commission – three vacancies; two for partial terms – one that expires March 31, 2017, one that expires March 31, 2018, and a full term that March 31, 2019
- Parks and Recreation Commission – two vacancies for terms that expires March 31, 2019
- Planning Commission - one vacancy for a term that expire March 31, 2019
- Public Works, Environment and Transportation Commission - one vacancy for term that expires March 31, 2019

REQUESTED COUNCIL ACTION

Appoint _____ to the Human Rights Commission for term ending March 31, 2017.

Appoint _____ to the Human Rights Commission for term ending March 31, 2018.

Appoint _____ to the Human Rights Commission for term ending March 31, 2019.

Appoint _____ and _____ to the Parks and Recreation Commission for terms ending March 31, 2019.

Appoint _____ to the Planning Commission for term ending March 31, 2019.

Appoint _____ to the Public Works Commission for term ending March 31, 2019.

Resolution #10782 Reappointment Process and Term Limits Policy Roseville Citizen Advisory Commissions states that:

E. If fewer applications are received than twice the number of openings, the City Council may establish a new application deadline and Council Meeting for interviews. If a new deadline is adopted, the vacancy will be re-advertised as described in "B": above.

Three people have applied for three vacancies on the Community Engagement Commission. The Council has the option of appointing commissioner(s) or direct staff to re-advertise for vacancies.

Appoint _____ and _____ to the Community Engagement Commission for terms ending March 31, 2017.

Appoint _____ to the Community Engagement Commission for a term ending March 31, 2018.

Or

Direct staff to re-advertise for ____ vacancies on the Community Engagement Commission, with application deadline of April 5, 2016.

And

Direct staff to advertise for one vacancy on the Finance Commission, with application deadline of April 5, 2016.

Prepared by: Carolyn Curti, Communications Specialist

Attachments: A: Council Preferences
B: Applications

Full Name: Amber Sattler
Last Name: Sattler
First Name: Amber
Company: Parks and Rec, Finance

Home Address: [REDACTED]
Roseville, MN 55113

Mobile: [REDACTED]

E-mail: [REDACTED]
E-mail Display As: Parks and Rec, Finance [REDACTED]
E-mail2 Display As: Amber Sattler
E-mail3 Display As: Amber Sattler

This application is for Roseville residents interested in volunteering with a City of Roseville Advisory 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	Amber
------------	-------

Last Name	Sattler
-----------	---------

Address 1	[REDACTED]
-----------	------------

Address 2	Field not completed.
-----------	----------------------

City	Roseville
------	-----------

State	MN
-------	----

Zip Code	55113
----------	-------

Home or Cell Phone Number	[REDACTED]
---------------------------	------------

Email Address	[REDACTED]
---------------	------------

How many years have you been a Roseville resident?	4
Commissions	Community Engagement, Finance, Parks & Recreation
Commission preference	Parks & Recreation
Commission preference	Finance
This application is for	New Term
If this is a student application please list grade in school	<i>Field not completed.</i>
Note <i>There is no character limit for the fields below.</i>	
Why do you want to serve on this Commission?	I am interesting becoming more involved in the community. I want to learn about what happens behind the scenes and how a City Council works. I think the City of Roseville is a great place to live and want to do everything I can to ensure that it stays that way. Specifically I am interested in the Parks & Rec board because I love Roseville Central park, I live nearby, volunteer there, and jog there daily. I also believe I might be a good fit on the Finance board due to my background in finance.
What is your view of the role of this Commission?	Identifying community concerns, gathering input from residents, compiling it, reviewing it, and providing recommendations to the City Council for them to make a decision. My understanding is that the purpose of the Commission is to the help the City Council make the best decision they can.
Civic and Volunteer Activities	Roseville Nature Center, Roseville, 2009-Present -Front Desk Volunteer, Special Events, Entertainment Coordinator (Live at the ROG) Mission Wearhouse Thrift Store, Little Canada, 2009-Present -General Volunteer Theresa Living Center, Overnight Volunteer, St. Paul, 2013-Present -Residential Overnight Volunteer
Work Experience	University of Minnesota, St. Paul, 2006-2008 -Personal Finance Teaching Assistant Auriton Solutions, Roseville, 2008-2010 -Financial/Housing Counselor Navicore Solutions, Roseville, 2010-Present -Financial/Housing Counselor

Education	University of Minnesota, St. Paul, 2004-2008 -Bachelor of Family Social Science/Personal Finance -Minor in Housing Studies
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Is there additional information you would like the City Council to consider regarding your application?	<i>Field not completed.</i>
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Additional Information if you become Board or Commission Member
Additional information may be emailed to info@cityofroseville.com 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
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Minnesota Statute §13.601. subd. 3(b)	Email Address
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Acknowledgement	Yes
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Full Name: Chelsea Holub
Last Name: Holub
First Name: Chelsea
Company: Human Rights, Community Engagement

Home Address: [REDACTED]
[REDACTED]
Roseville, MN 55113

Mobile: [REDACTED]

E-mail: [REDACTED]
E-mail Display As: Chelsea Holub ([REDACTED])
E-mail2 Display As: Chelsea Holub
E-mail3 Display As: Chelsea Holub

This application is for Roseville residents interested in volunteering with a City of Roseville Advisory Commission.

In order to complete this application, you will need a valid email address. All items marked with a star () are required fields.*

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First Name	Chelsea
------------	---------

Last Name	Holub
-----------	-------

Address 1	[REDACTED]
-----------	------------

Address 2	[REDACTED]
-----------	------------

City	Roseville
------	-----------

State	MN
-------	----

Zip Code	55113
----------	-------

Home or Cell Phone Number	[REDACTED]
---------------------------	------------

Email Address	
How many years have you been a Roseville resident?	~2
Commissions	Community Engagement, Human Rights
Commission preference	Human Rights
Commission preference	Community Engagement
This application is for	New Term
If this is a student application please list grade in school	<i>Field not completed.</i>
Note <i>There is no character limit for the fields below.</i>	
Why do you want to serve on this Commission?	I would like to be a part of strengthening Roseville as a community. This is achieved by making the city more accessible to people and people more accessible to each other. It means getting to know all of our neighbors, especially those with backgrounds different than ourselves, work accomplished by the City's Commissions. I have experience combating sex trafficking and working with refugees that has given me skills to build bridges across communities. It has also caused me to reconsider my previous perceptions of Minnesota's suburbs as generic and monolithic (a view shared especially by millennials like myself). Problems like sex trafficking reach all communities, as do domestic violence, drug addiction, mental illness, and many others. In addition, Roseville is becoming increasingly diverse, a reality that the City and its Commissions are in a prime position to embrace. I look forward to the opportunity to engage in Roseville's work to reach and represent all its residents.
What is your view of the role of this Commission?	Each commission makes recommendations to the City Council to increase the city's outreach to community members. In particular, the Human Rights Commission leads in ideas for engaging diverse populations and tackling community challenges. The Community Engagement Commission works to bring neighborhoods and people together in civic decision-

making.

Civic and Volunteer Activities	Secretary, Twin Cities Rotaract ESL Classroom Volunteer, Hubbs Center Past: Middle school debate coach, MN Urban Debate League Outreach intern, HOME Line Tutor, East African Women's Center & Cedar-Riverside Adult Education Collaborative
--------------------------------	--

Work Experience	Ramsey County Attorney's Office (June 2013-present) Coordinator, Safe Harbor Training & Protocol Development Target (May 2012-July 2014) Team Member & Team Trainer Keith Ellison for Congress (June 2012-November 2012) Canvasser
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Education	University of Minnesota Twin Cities B.A., English and African American & African Studies (May 2014) Minors in History, Spanish, and Comparative Race & Ethnicity
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Is there additional information you would like the City Council to consider regarding your application?	<i>Field not completed.</i>
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Additional Information if you become Board or Commission Member
Additional information may be emailed to info@cityofroseville.com 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
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Minnesota Statute §13.601. subd. 3(b)	Email Address
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Acknowledgement	Yes
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Full Name: Cynthia Warzecha
Last Name: Warzecha
First Name: Cynthia
Company: Park and Rec

Home Address: [REDACTED]
Roseville, MN 55113

Mobile: [REDACTED]

E-mail: [REDACTED]
E-mail Display As: Cynthia Warzecha [REDACTED]
E-mail2 Display As: Cynthia Warzecha
E-mail3 Display As: Cynthia Warzecha

The following form was submitted via your website: Commission Application

Please check commission applying for: Parks and Recreation Commission

If Other, please list name:

How did you learn about this Commission position?: Roseville Review newspaper

If Other, please describe:

This application is for:: New Term

If this is a student application, please list your grade:

Name:: Cynthia Warzecha
Address:: [REDACTED]
City, State, Zip: Roseville, MN 55113

Preferred Phone Number:: [REDACTED]

Email address:: [REDACTED]

How many years have you lived in Roseville?: 5 months

Work Experience (especially as it relates to the Commission/Board for which you are applying): Planner - Minnesota Department of Natural Resources (October 2014 to present)

Use planning principles and practices to conduct environmental review of metallic mining projects. Coordinate with inter-disciplinary teams (internal and external) to address a wide range of potential environmental impacts. Prepare environmental documents that explain complicated concepts in a logical manner so that they can be understood by the public, agencies, and stakeholder groups.

Associate - Environmental Planning - SRF Consulting Group, Inc. (October 2008 to October 2014)

Coordinated with inter-disciplinary teams to conduct environmental review of transportation projects for MnDOT, WisDOT, as well as Washington, Olmsted, Carver, and Hennepin counties. Developed successful working relationships with internal staff, municipalities, consultants, and state and federal agencies. Managed the environmental review schedule and budget for road, bridge, and trail projects.

Area Extension Agent - Natural Resources - University of Arizona Cooperative Extension (April 2007 to October 2008)

Conducted natural resources needs assessment, outreach, and education for Coconino County. Developed and maintained effective working relationships with a wide range of individuals and organizations at the local, state, and federal level to promote environmental stewardship. Managed the Master Naturalist/Master Watershed Steward Program. Partnered with the Flagstaff Fire Department to bring Firewise training to local residents. Responded to natural resources inquiries. Published several informational articles for the University of Arizona Cooperative Extension. At the request of the Center for Desert Archaeology, I authored the outdoor recreation theme section for the Little Colorado River Valley National Heritage Area Feasibility Study.

Planner - Environmental Section - Michigan Department of Transportation (MDOT) (July 2002 to April 2007)

Coordinated with resource specialists, engineers, and agency staff to assess environmental impacts of transportation projects. Worked with MDOT staff to promote Context Sensitive Solutions (CSS), a planning approach that considers the natural and social environment of transportation projects. Prepared educational materials for various audiences to enhance understanding of CSS. Made presentations to a broad range of audiences including bridge engineers, municipalities, and historic preservationists. Represented MDOT at public involvement meetings and interacted with diverse stakeholder groups.

Independent Consultant - Michigan State, Dept. of Park, Recreation, Tourism (September 2001 to October 2001)

Worked with an inter-disciplinary team to prepare a successful grant application for the Michigan Transportation Enhancement Program. The grant funded the study of tourism-generated economic benefits and security aspects of selected shared-use trails.

Research Specialist - University of Minnesota - Dept of Forest Resources (January 2000 to May 2001)

Was responsible for survey design and development, data collection and analysis, database management, and preparation of technical reports for the National Park Service. Collaborated with principal investigators and resource managers to conduct research projects to assist in the management of National Park sites. Visitor surveys were used as a public engagement tool to assess public interest, satisfaction, and desired experiences.

Education:: University of Minnesota,
M.S., Forestry
Outdoor Recreation Emphasis

University of Minnesota, B.S.
B.S., Natural Resources & Environmental Studies
Minor: Resources Assessment

Civic and Volunteer Activities (Past and Present):: Open Spaces Commission (Flagstaff, AZ) – 2007/2008

Served as an appointed member of the Flagstaff Open Spaces Commission. The commission serves as an advisory body to the Flagstaff City Council on the acquisition, management, use, restoration, enhancement, protection, and conservation of open space land.

Potter Park Zoological Society Docent (Lansing, MI) - 2002/2003

Volunteered more than 100 hours of service to support the zoo's extensive public education program. Supported the zoo's mission by providing interactive outreach for diverse groups of various ages and ethnic backgrounds at schools and community events.

Wildlife Rehabilitation Center (University of Minnesota St. Paul Campus)

As a student, I volunteered several spring/summer seasons feeding and caring for baby birds.

Please state your reasons for wanting to serve on the Commission/Board:: I am a strong believer in the benefits recreational opportunities provide to individuals and society as a whole. I would like to be of service to the community and become involved with the workings of Roseville's park system. Additionally, I would bring a professional and academic perspective to the commission.

What is your view of the role of this Commission/ Board?: My role would be to participate in the advisory committee and provide input to the Director of Parks and Recreation, the City Manager and the Roseville City Council on issues related to parks and recreation programs, facilities and services. I would share information from Roseville citizens regarding their recreational interests, needs, and preferences.

Any further information you would like the City Council to consider or that you feel is relevant to the appointment or reappointment you are seeking.: As a relatively new member of the Roseville, I have been impressed by the park system and the wide variety of recreational opportunities available.

I understand that information provided in this application may be distributed by the City to the public including, but not limited to, being posted on the City of Roseville website. I agree to waive any and all claims under the Minnesota Government Data Practices Act, or any other applicable state and federal law, that in any way related to the dissemination to the public of information contained in this application that would be classified as private under such laws. I understand that I may contact the responsible authority for the City of Roseville if I have any questions regarding the public or private nature of the information provided.: Yes

Occasionally City staff gets requests from the media or from the public for ways to contact Commission members. The Commission roster is periodically made available. Please indicate which information the City may release to someone who requests it or that may be included on the Commission roster. Under MN Statute §13.601. subd. 3(b), either a telephone or electronic mail address (or both) where you can be reached must be made available to the public. Please indicate at least one phone number or one

email address to be available to the public, and fill in the corresponding information in the below.: Cell
Phone Number

Home Phone :

Work Phone :

Cell Phone:

Preferred Email Address:

I have read and understand the statements on this form, and I hereby swear or affirm that the
statements on this form are true. : Yes

Full Name: Diane Graham-Raff
Last Name: Graham-Raff
First Name: Diane
Company: Park and Rec

Home Address: [REDACTED]
Roseville, MN 55113

Mobile: [REDACTED]

E-mail: [REDACTED]
E-mail Display As: Diane Graham-Raff [REDACTED]
E-mail2 Display As: Diane Graham-Raff
E-mail3 Display As: Diane Graham-Raff

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	Diane
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Last Name	Graham-Raff
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Address 1	[REDACTED]
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Address 2	Field not completed.
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City	Roseville
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State	MN
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Zip Code	55113
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Home or Cell Phone Number	[REDACTED]
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Email Address	[REDACTED]
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How many years have you been a Roseville resident?	14
Boards and Commissions	Parks & Recreation
Board or commission preference	Parks & Recreation
	<i>Field not completed.</i>
This application is for	New Term
If this is a student application please list grade in school	<i>Field not completed.</i>
Note <i>There is no character limit for the fields below.</i>	
Why do you want to serve on this Board or Commission?	As someone who has an understanding of recreation management combined with many years working with youth and seniors, I think I bring a well rounded perspective. I believe it is very important that our Parks and Recreation planning be an integral part of making Roseville a place where people can age in community, where all residents are welcomed and served, and where the majority of adults engage in life-long activities.
What is your view of the role of this Board or Commission?	I think this board helps set strategic goals and helps ensure that diverse perspectives go into the planning and allocation of resources.
Civic and Volunteer Activities	Current: Member and past Secretary of the Minnesota Leadership Council on Aging 2011-present Past: Board Member, Episcopal Homes of Minnesota 2002-2011 Minnesota Boychoir chaperon (2003-2008). Member and Co-Chair - St. Paul Public Schools Citizens Budget and Finance Committee (1998-2001). Camp Fire Group Leader (1979-82, 1983-5 and 1998-2002).
Work Experience	Current - Director of the Living At Home Network - since 2011 (the state-wide network of Minnesota's 36 Living At Home Block Nurse Programs) and Director of Neighborhood Network for Seniors - since 1997 (the Living At Home Network program serving the St. Paul Neighborhoods of Union Park and Summit

University). Past - Volunteer Director - Abbott Northwestern Hospital (1997-2000) Manager of Volunteers - Camp Fire Boys and Girls (1996-97)

Education

B.A. in Recreation and Leisure Studies - San Francisco State University 1982 M.Div - UTS of the Twin Cities 1995

Is there additional information you would like the City Council to consider regarding your application?

Field not completed.

Additional Information if you become Board or Commission Member
Additional information may be emailed to info@cityofroseville.com 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)

Email Address

Acknowledgement

Yes

Full Name: Edward Johnson
Last Name: Johnson
First Name: Edward
Company: Human Rights, Ethics

Home Address: [REDACTED]
Roseville, MN 55113

Home: [REDACTED]

E-mail: [REDACTED]
E-mail Display As: Edward Johnson [REDACTED]
E-mail2 Display As: Edward Johnson
E-mail3 Display As: Edward Johnson

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

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First Name	Edward
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Last Name	Johnson
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Address 1	[REDACTED]
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Address 2	Field not completed.
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City	Roseville
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State	MN
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Zip Code	55113
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Home or Cell Phone Number	[REDACTED]
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Email Address	[REDACTED]
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How many years have you been a Roseville resident?	three years
Boards and Commissions	Ethics, Human Rights, Police Civic Service
Board or commission preference	Human Rights
	Ethics
This application is for	New Term
If this is a student application please list grade in school	<i>Field not completed.</i>
Note <i>There is no character limit for the fields below.</i>	
Why do you want to serve on this Board or Commission?	It has been sometime since I have served on any public or for that matter private agency. I have been blessed with good health and feel it is time to pay back. In previous employment have dealt with Human Rights issues and agencies and would like to again be a part of that field.
What is your view of the role of this Board or Commission?	When asked what it is that I like about Roseville is the diversity of the community. I feel that all to often, we are conceived as a white, urban, bedroom community of the Twin Cities. I feel this Board can and does help to show the welcoming nature of our city.
Civic and Volunteer Activities	Help and provide transportation to seniors in the building I reside in.
Work Experience	Worked with major retailer in Human Resources 17 years experience in Chemical Dependency for non profit
Education	BS Degree +
Is there additional information you would like the City Council to consider regarding your application?	I am open minded, enjoy working with people and like to see underserved or underserving groups get involved in the working of the city.

Additional Information if you become Board or Commission Member
Additional information may be emailed to info@cityofroseville.com 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
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Minnesota Statute §13.601. subd. 3(b)	Home/Cell Phone, Email Address
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Acknowledgement	Yes
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Full Name: Erik Tomlinson
Last Name: Tomlinson
First Name: Erik
Company: Community Engagement, Planning

Home Address: [REDACTED]
Roseville, MN 55113

Home: [REDACTED]

E-mail: [REDACTED]
E-mail Display As: Erik Tomlinson
E-mail2 Display As: Erik Tomlinson
E-mail3 Display As: Erik Tomlinson

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

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First Name	Erik
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Last Name	Tomlinson
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Address 1	[REDACTED]
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Address 2	Field not completed.
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City	Roseville
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State	MN
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Zip Code	55113
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Home or Cell Phone Number	[REDACTED]
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Email Address	[REDACTED]
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How many years have you been a Roseville resident?	3
Boards and Commissions	Community Engagement, Planning
Board or commission preference	Community Engagement
	Planning
This application is for	New Term
If this is a student application please list grade in school	<i>Field not completed.</i>
Note <i>There is no character limit for the fields below.</i>	
Why do you want to serve on this Board or Commission?	My family and I have recently settled in Roseville and I would love to become more involved in our community. I have a strong passion for community engagement, planning and policy development and believe that I can apply my work and life experiences as a member of the Roseville Community Engagement or Planning Commission.
What is your view of the role of this Board or Commission?	Community Engagement Assist and provide recommendations to the City Council on public outreach and engagement efforts (i.e. opportunities, methods, contacts, messages, etc.) Planning Commission Assist and provide recommendations to the City Council on planning applications, projects and policies. Help identify planning opportunities and projects and help develop methods or policies to address those opportunities.
Civic and Volunteer Activities	MN Environmental Quality Board (EQB) Citizen Member (2009-present) Engineers Without Borders-MN Professional Chapter Treasurer/Fundraising Committee Chair (2008 to 2010) Big Brothers Big Sisters Volunteer Miami-Dade FL Chapter (2005-2007) FL Section Region VII American Water Works Association Planning Committee Chair (2006) FL Chapter US Green Building Council Member (2006-2007)
Work Experience	• Strong project and contract management skills • Skilled at aggregating information from multiple sources to formulate recommendations • Experienced in public outreach and

education • Superb written and oral communication skills •
Ability to work independently or with teams Owner/President
Source Water Solutions, LLC, 2011- Present Project
Hydrogeologist SEH, Inc., 2008- 2011 Project Manager WRS
Environment and Infrastructure, 5/2007- 10/2007 Staff
Hydrogeologist Earth Tech, 2000-2007

Education	Masters Coursework in Environmental Law and GIS University of Minnesota-Twin Cities Campus, Minneapolis, MN B.S., Geology with Hydrogeology and Water Chemistry Emphasis University of Wisconsin-Eau Claire, Eau Claire, WI Web Development Professional Certificate Minneapolis Community and Technical College
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Is there additional information you would like the City Council to consider regarding your application?	For over six years I have represented the citizens of MN as a member of the MN Environmental Quality Board. The EQB brings nine state agency heads and five citizen members to evaluate and develop inter-agency plans for cross cutting and emerging environmental issues. It also serves as a public forum for citizens to learn about and provide public feedback on these issues. A large part of my role has been reaching out to citizens to find out how they can best be represented and to serve as a voice for them during Board meetings. An even larger part of this role, that I am especially passionate about, is the public interaction, outreach and education on the projects being worked on.
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Additional Information if you become Board or Commission Member
Additional information may be emailed to info@cityofroseville.com 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
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Minnesota Statute §13.601. subd. 3(b)	Email Address
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Acknowledgement	Yes
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Full Name: John Eichenlaub
Last Name: Eichenlaub
First Name: John
Company: Parks and Rec, PWET

Home Address: [REDACTED]
Roseville, MN 55113

Home: [REDACTED]

E-mail: [REDACTED]
E-mail Display As: Parks and Rec, PWET [REDACTED]
E-mail2 Display As: John Eichenlaub
E-mail3 Display As: John Eichenlaub

This application is for Roseville residents interested in volunteering with a City of Roseville Advisory 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
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Last Name	Eichenlaub
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Address 1	[REDACTED]
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Address 2	Field not completed.
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City	Roseville
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State	MN
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Zip Code	55113
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Home or Cell Phone Number	[REDACTED]
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Email Address	[REDACTED]
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How many years have you been a Roseville resident?	6
Commissions	Parks & Recreation, Public Works, Environment & Transportation
Commission preference	Parks & Recreation
Commission preference	Public Works, Environment & Transportation
This application is for	New Term
If this is a student application please list grade in school	<i>Field not completed.</i>
Note <i>There is no character limit for the fields below.</i>	
Why do you want to serve on this Commission?	I use the Parks department quite a lot, both for structured and unstructured activities. I think the Parks and Recreation department and commission are doing a terrific job, and I want to continue that wonderful track record. As far as the Public Works, Environment and Transportation commission, I think it's important that Roseville residents continue to have a city council ensuring the services that federal state and local government provide but maintaining a balance so that certain industries are not able to behave as monopolies.
What is your view of the role of this Commission?	Each commission is an advisory service to the city council, in that the Commission advises but the Council has the final decision on matters related to the specific issues at hand.
Civic and Volunteer Activities	I have volunteered for various political campaigns, and as of March 4, for a merchandise table in Bloomington at MarsCon. I have also worked with Lex-Ham Community Theatre and Bedlam Theatre.
Work Experience	I currently work in the accounting office at Berkley Risk. In the past, I have done accounting work for Identifix (in Roseville), Xcel Energy (Rice Street Campus) and Best Buy. I have also worked in a customer service capacity for Xcel, Best Buy and for Aprilaire. I think it's important to understand that every transaction made even when not customer facing affects the customer.

Education	I have a Bachelor of Arts with a major in History and a minor in Music from Clarke College (now Clarke University) in Dubuque IA.
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Is there additional information you would like the City Council to consider regarding your application?	I think Roseville is a fantastic place to live, work, and to raise children. The Roseville Area School district is wonderful. I find the programs offered by the Parks department to be affordable and high-quality. I have also had time to visit the Oval, and find it to be one of the greatest facilities I have encountered.
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Additional Information if you become Board or Commission Member
Additional information may be emailed to info@cityofroseville.com 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
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Minnesota Statute §13.601. subd. 3(b)	Email Address
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Acknowledgement	Yes
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Full Name: Josh Immerman
Last Name: Immerman
First Name: Josh
Company: Planning

Home Address: [REDACTED]
Roseville, MN 55113

Mobile: [REDACTED]

E-mail: [REDACTED]
E-mail Display As: Josh Immerman [REDACTED]
E-mail2 Display As: Josh Immerman
E-mail3 Display As: Josh Immerman

This application is for Roseville residents interested in volunteering with a City of Roseville Advisory 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	Josh
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Last Name	Immerman
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Address 1	[REDACTED]
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Address 2	Field not completed.
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City	Roseville
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State	MN
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Zip Code	55113
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Home or Cell Phone Number	[REDACTED]
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Email Address	[REDACTED]
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How many years have you been a Roseville resident?	30
Commissions	Planning
Commission preference	Planning
Commission preference	<i>Field not completed.</i>
This application is for	New Term
If this is a student application please list grade in school	<i>Field not completed.</i>
Note <i>There is no character limit for the fields below.</i>	
Why do you want to serve on this Commission?	As a long time Roseville resident, I want to be involved in the continuing development of Roseville. I believe my extensive time in Roseville will help me provide valuable input into the Planning Commission.
What is your view of the role of this Commission?	This commission is to help identify and address planning cases, hear input from residents and business owners and then make recommendations to the council.
Civic and Volunteer Activities	<i>Field not completed.</i>
Work Experience	City of Roseville Public Works Department 2006- current.
Education	Roseville Area High School 1996 Continuing education courses to maintain licenses and certifications in relation to my employment.
Is there additional information you would like the City Council to consider regarding your application?	<i>Field not completed.</i>
Additional Information if you become Board or Commission Member <i>Additional information may be emailed to info@cityofroseville.com or delivered to Administration Department, City of Roseville, 2660 Civic Center Drive, Roseville,</i>	

MN 55113 or faxed to 651-792-7020.

Minnesota Government Data Practices Act	Yes
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Minnesota Statute §13.601. subd. 3(b)	Home/Cell Phone, Email Address
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Acknowledgement	Yes
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Full Name: Julie Kimble
Last Name: Kimble
First Name: Julie
Company: Planning

Home Address: [REDACTED]
Roseville, Mn 55113

Mobile: [REDACTED]

E-mail: [REDACTED]

E-mail Display As: Julie Kimble [REDACTED]

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

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First Name	Julie
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Last Name	Kimble
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Address 1	[REDACTED]
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Address 2	Field not completed.
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City	Roseville
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State	MN
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Zip Code	55113
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Home or Cell Phone Number	[REDACTED]
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Email Address	[REDACTED]
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How many years have you been a Roseville resident?	52
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Boards and Commissions	Planning
Board or commission preference	Planning
	<i>Field not completed.</i>
This application is for	New Term
If this is a student application please list grade in school	<i>Field not completed.</i>
Note <i>There is no character limit for the fields below.</i>	
Why do you want to serve on this Board or Commission?	My 30+ year career has been in commercial real estate and economic development. I have had the opportunity to lead a real estate account across 32 countries and have developed over 4 million square feet of industrial, office, build to suit and multi-family housing across the U.S. I have deep experience working with planning commissions and city councils and I believe it is time for me to give back to the community I have lived in for so long from this deep pool of experience. I would like to be a part of making Roseville an optimal place to live and to work.
What is your view of the role of this Board or Commission?	It provides expertise on development planning and policies in the city. It reviews development applications and provides recommendations on such to the city council. It provides a place for community input on planning within the city. It provides objective analysis based upon current city policy and provides forward thinking to recommend policy changes as needed to keep Roseville competitive for its businesses and comfortable for its residents.
Civic and Volunteer Activities	PROFESSIONAL AND COMMUNITY INVOLVEMENT Governor, 2013 – present, UMore Development, LLC, a University of Minnesota company Board Member, Executive Committee 2007 - present, Feed My Starving Children (A global non-profit organization serving the hungry, consistently awarded a Charity Navigator 4 star rating) National Chair, 2008, CREW Foundation (CREW Network philanthropic arm with 8,000+ members and 65 chapters in the U.S.) Member, CREW Network Member, MNCREW (Minnesota Commercial Real Estate Women) Board Member, 2005 – 2008 President, 2007 Awards won: Networking (2004), Spotlight on Success winner (2006), Community Impact (2006), Career Advancement for Women (2007) Founding Member, 1992, Women in Real Estate, Chapter IV Member and MCR (Master of Corporate Real Estate) recipient, CoreNet Global Past Board Member, Progress Valley (A non-profit organization providing chemical health treatment) Past

Board Member, Energy Park – Mayor's Advisory Council Past Board Member and Founding Member, Fellowship of Christian Business and Professional Women Past President, Landmark Towers Condominium Association

Work Experience

KIMBLE CONSULTING, LLC October, 2014 – present A woman-owned consulting firm specializing in commercial real estate services. President Current project: Providing real estate development consulting services to the Prospect North Partnership for the 370-acre University Avenue Innovation District. Articulate goals as District spokesperson while master developing and implementing innovative, sustainable and resilient District systems of street grid, green space network, parking, storm water and energy through collaboration and consensus amongst multiple stakeholders. JOHNSON CONTROLS, INC., Milwaukee, WI 2008 – October, 2014 A global Fortune 100 diversified technology and industrial leader serving customers in over 150 countries. VP/General Manager / Value Proposition Initiative Leader, Global Workplace Solutions (2012 – 2013) Based in London, UK Leader of a key pillar of the Global WorkPlace Solutions enterprise-wide transformation. VP/General Manager / Global Account Leader, Global Workplace Solutions (2010 – 2012) Based in London, UK Global leader of a \$350M customer account with 600 employees and operations in 32 countries. Accountable for business strategy, P & L, account growth, team leadership and customer satisfaction. VP/General Manager / Global Business Development, Global Workplace Solutions (2008 – 2010) OPUS COMPANIES, Minneapolis, MN 1994 – 2007 One of the largest developers of all product types in North America with 28 offices. Vice President, Opus South Corporation (2004 – 2007) Vice President, Opus Military Communities (2004 – 2006) Vice President, National Account Management (2000 – 2004) Promoted by senior management to newly created position to manage national build-to-suit program including business development with existing and new customers nation-wide. Directed business strategy, project sourcing, deal structuring, contract negotiation, project implementation and long-term relationship management. Provided single point of contact for Fortune 500 customers with build-to-suit needs. Managed a five person national business development team. Vice President, Asset Management (1998 – 2000) Director, Real Estate Development (1995 – 1998) Manager, Real Estate Development (1994 – 1995) ST. PAUL PORT AUTHORITY, St. Paul, MN (1989 – 1994) Quasi-political agency responsible for industrial economic development in St. Paul and surrounding East Metro areas. Vice President (1991 – 1994)

Education

EDUCATION ST. CATHERINE UNIVERSITY, St. Paul, MN – Business Administration LASALLE COLLEGE, Negros Island, Philippines –

General Education BROWN COLLEGE, Mendota Heights, MN – Radio
& Television

Is there additional information
you would like the City
Council to consider regarding
your application?

I would love to be part of keeping Roseville at the forefront as a premier
city and continuing to improve upon its great status.

Additional Information if you become Board or Commission Member

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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

Full Name: Kevin Wong
Last Name: Wong
First Name: Kevin
Company: Planning, Human Rights

Home Address: [REDACTED]
Roseville, MN 55113

Mobile: [REDACTED]

E-mail: [REDACTED]
E-mail Display As: [REDACTED]
E-mail2 Display As: Kevin Wong
E-mail3 Display As: Kevin Wong

Contact Information

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First Name	Kevin
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Last Name	Wong
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Address 1	[REDACTED]
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Address 2	Field not completed.
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City	Roseville
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State	MN
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Zip Code	55113
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Home or Cell Phone Number	[REDACTED]
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Email Address	[REDACTED]
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How many years have you been a Roseville resident?	[REDACTED]
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Boards and Commissions	Human Rights, Planning
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Board or commission preference	Planning
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	Human Rights
This application is for	New Term
If this is a student application please list grade in school	<i>Field not completed.</i>
Note <i>There is no character limit for the fields below.</i>	
Why do you want to serve on this Board or Commission?	I submitted application for Finance and Planning commissions a month ago but haven't heard back since then; now looks like Finance has no vacant spots left, so would like to apply for Planning and Human Rights instead. I am passionate in serving my city and interested in how to improve my community in various ways.
What is your view of the role of this Board or Commission?	Planning role helps making recommendation to city council for zone and development planning, lot split, update city codes, etc. As for Human Rights, the responsibilities include discussing any human right or diversity issues, and collect inputs from citizens who may have concerns in regards to these issues.
Civic and Volunteer Activities	Children ministry for my fellowship at Twin Cities for Chinese Christian Church (T4C) from 2012 to present; Interned at Saint Paul Public School (March 2014 to July 2014) to perform vulnerability and threat assessment on the use of mobile devices for staff and students
Work Experience	Network security analyst at Medtronic (Aug 2014 to present); Software developer at Thomson Reuters (Oct 2011 - July 2014)
Education	Bachelor of Science in Information Technology (Dec 2010); Master of Science in Security Technology (Aug 2014)
Is there additional information you would like the City Council to consider regarding your application?	I am willing to spare time each week to dedicate work for the city of Roseville. I am a fast learner and am passionate in making a difference in this city!
Additional Information if you become Board or Commission Member <i>Additional information may be emailed to info@cityofroseville.com or delivered to Administration Department, City of Roseville, 2660 Civic Center Drive, Roseville, MN 55113 or faxed to 651-792-7020.</i>	
Minnesota Government Data Practices Act	Yes
Minnesota Statute §13.601.	Email Address

subd. 3(b)

Acknowledgement

Yes

Full Name: Kristina Krepela
Last Name: Krepela
First Name: Kristina
Company: Human Rights, Parks and Rec

Home Address: [REDACTED]
Roseville, MN 55113

Home: [REDACTED]

E-mail: [REDACTED]
E-mail Display As: Human Rights ([REDACTED])

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	Kristina
------------	----------

Last Name	Krepela
-----------	---------

Address 1	[REDACTED]
-----------	------------

Address 2	Field not completed.
-----------	----------------------

City	Roseville
------	-----------

State	MN
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Zip Code	55113
----------	-------

Home or Cell Phone Number	[REDACTED]
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Email Address	[REDACTED]
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How many years have you been a Roseville resident?	4
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Boards and Commissions	Human Rights
Board or commission preference	Human Rights
	Parks & Recreation
This application is for	New Term
If this is a student application please list grade in school	<i>Field not completed.</i>
Note <i>There is no character limit for the fields below.</i>	
Why do you want to serve on this Board or Commission?	It is the responsibility of of all members of a community to do their part to have a better community. I participated in a diverse groups of volunteer work in down town Minneapolis and St Paul with St Thomas University and other non-profit organizations. I feel I could be doing more and and looking for a place.
What is your view of the role of this Board or Commission?	I have volunteered in a wide range of working with people from last place for chronic alcoholics and also chronic crippling diseases and local children schools. I see this as another way of working with people.
Civic and Volunteer Activities	Diversity Community -Mndot 2013 Sustainability Task Force -Mndot 2015 (new group) Volunteer at Lyngblomstem -2005 Roseville schools grades preschool - third grade - 2003 - present
Work Experience	MnDOT 2001 - 2003 State Patrol - 2003 - 2008 MnDOT 2008 - present
Education	Minnesota State University - Mankato 1997 AAS Accounting St Thomas University - St Paul 2008 BA Quantitative Methods and Computer Science
Is there additional information you would like the City Council to consider regarding your application?	I am more of a listener and speaker than a writer. I enjoy working in small groups like the Human Rights group.
Additional Information if you become Board or Commission Member <i>Additional information may be emailed to info@cityofroseville.com or delivered to Administration Department, City of Roseville, 2660 Civic Center Drive, Roseville, MN 55113 or faxed to 651-792-7020.</i>	
Minnesota Government Data Practices Act	Yes

Minnesota Statute §13.601. Email Address
subd. 3(b)

Acknowledgement Yes

Full Name: Kurtis Weber
Last Name: Weber
First Name: Kurtis
Company: PWET, Park and Rec

Home Address: [REDACTED]
Roseville, MN 55113

Mobile: [REDACTED]

E-mail: [REDACTED]
E-mail Display As: Kurtis Weber [REDACTED])
E-mail2 Display As: Kurtis Weber
E-mail3 Display As: Kurtis Weber

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	Kurtis
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Last Name	Weber
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Address 1	[REDACTED]
-----------	------------

Address 2	Field not completed.
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City	Roseville
------	-----------

State	MN
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Zip Code	55113
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Home or Cell Phone Number	[REDACTED]
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Email Address	[REDACTED]
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How many years have you been a Roseville resident?	5
Boards and Commissions	Parks & Recreation, Planning, Public Works, Environment & Transportation
Board or commission preference	Public Works, Environment & Transportation
	Parks & Recreation
This application is for	New Term
If this is a student application please list grade in school	<i>Field not completed.</i>
Note <i>There is no character limit for the fields below.</i>	
Why do you want to serve on this Board or Commission?	I am currently employed as an Engineering Technician with Hennepin County Public Works, and I believe that I can gain critical insight and understanding into the inner workings of Public Works from outside my normal perspective, as well as provide relative experience to the position. Additionally, since I do not work in my home city, I can bring a bit of what I like about my work closer to home.
What is your view of the role of this Board or Commission?	My view of the role of this Commission is to provide a resident view of what we as citizens would like to see out of future construction and maintenance projects in regards to aesthetics, environmental impact, convenience, and efficiency.
Civic and Volunteer Activities	I volunteered with the Volunteer Lawyers Network in my senior year in college. I did not perform any legal related duties, most of my work was clerical and advertisement.
Work Experience	1 year as an Operator Technician, and .5 year as an Engineering Technician with Hennepin County primarily performing Construction Inspection duties in the construction season, and as an OT performing deicing and plowing duties. 6 years as a landscape construction and maintenance foreman, and 4 prior years as crew leader and laborer.
Education	HS Diploma, Waterford Union HS, Waterford, WI BS Sociology

of Law, Criminality, and Deviance, University of Minnesota
Engineering related courses and certifications through
MNDOT: Signals and Lighting, Sediment and Erosion Control,
Landscape Specialist, Concrete Field 1&2, Bituminous Street
1&2, ADA training, Bridge Construction, Grading and Base
1&2, Aggregate Production

Is there additional
information you would
like the City Council to
consider regarding your
application?

I have a great interest in seeing aesthetically pleasing and long
lasting construction projects help our city develop. I feel like I
could be an asset to the City Council, PW Director, and the City
Manager in providing guidance toward making valuable
improvements to our city. As such, I would be interested in a
commission with Parks and Recreation as well as Planning,
should the Public Works Commission not be available to me.

Additional Information if you become Board or Commission Member
*Additional information may be emailed to info@cityofroseville.com 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

Full Name: Lauren Peterson
Last Name: Peterson
First Name: Lauren
Company: Human Rights

Home Address: [REDACTED]
Roseville, Mn 55113

Mobile: [REDACTED]

E-mail: [REDACTED]
E-mail Display As: Lauren Peterson [REDACTED]
E-mail2 Display As: Lauren Peterson
E-mail3 Display As: Lauren Peterson

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	Lauren
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Last Name	Peterson
-----------	----------

Address 1	[REDACTED]
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Address 2	Field not completed.
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City	Roseville
------	-----------

State	MN
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Zip Code	55113
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Home or Cell Phone Number	[REDACTED]
---------------------------	------------

Email Address	[REDACTED]
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How many years have you been a Roseville resident?	1
Boards and Commissions	Human Rights
Board or commission preference	Human Rights
	<i>Field not completed.</i>
This application is for	New Term
If this is a student application please list grade in school	<i>Field not completed.</i>
Note <i>There is no character limit for the fields below.</i>	
Why do you want to serve on this Board or Commission?	I am interested in serving on this board to become a more substantial part of this community and provide my expertise and knowledge. I enjoying giving back and believe this would a great way for me to do so.
What is your view of the role of this Board or Commission?	My view on the role of the Human Rights Board is to ensure that all persons living in Roseville are treated equally, humanely and civilly. I believe this board was enacted to serve as a way to ensure all rights for all Roseville citizens are secured and upheld. I also believe that it provides opportunities to focus on diversity in our community and ways to enhance this.
Civic and Volunteer Activities	I currently am a board member of the Minnesota chapter of Physicians for a National Health Plan. I have previously volunteered at many local agencies around the twin cities such as Bridging, Second Harvest Heartland, and People serving People.
Work Experience	I am a Certified Physician Assistant at Open Cities Health Center, a federally qualified health center, serving those who are uninsured and under insured in a racially and ethnically diverse population. I am actively involved in my work and enjoy working with undeserved diverse populations.
Education	I received my Masters in Physician Assistant Studies from St.

Catherine University in 2014. I received my Masters in Nutrition from the University of Nevada Reno in 2012. I received my Bachelors of Science in Nutrition from St. Catherine University in 2010.

Is there additional information you would like the City Council to consider regarding your application?

My husband and I recently moved to Roseville in March of 2014 where we were renting an apartment. We really fell in love with the city of Roseville and decided to make it a more permanent place. We purchased our first home here in Roseville and closed in December 2014. I am a very passionate and driven person who prefers to be busy rather than idle. It would be an amazing opportunity to be apart of this board and I would be very honored to serve in this capacity. Thank you for your consideration.

Additional Information if you become Board or Commission Member
Additional information may be emailed to info@cityofroseville.com 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)

Email Address

Acknowledgement

Yes



www.ci.roseville.mn.us

City of Roseville • 2660 Civic Center Drive • Roseville MN 55113

Phone: 651.792.7001 • Fax: 651.792.7030

Application for Citizen Advisory Commission

Please check commission applying for:

- ☐ Ethics Commission
- ☐ Grass Lakes Water Management Organization
- ☐ Human Rights Commission
- ☐ Park and Recreation Commission
- ☒ Planning Commission
- ☐ Police Civil Service Commission
- ☐ Public Works, Environment and Transportation Commission
- ☐ Community Committee/Task Force (name) _____

Name: Lisa McCormick

City/State/Zip: Roseville, MN 55113

Work Experience: Attorney

Education: William Mitchell College of Law

Civic and Volunteer Activities: (Past and Present)

Most recent and most relevant activities has been my ongoing civic engagement over the past 1 ½ -2 years.

Please state your reasons for wanting to serve on the Commission/Committee/Task Force:

(Be as specific as possible - use additional sheet if necessary)

Having been actively involved in both civic and community engagement over the past 1 ½ - 2 years, I am both familiar and aware of the upcoming issues, priorities and direction from the City Council. One such priority is the redevelopment of the Twin Lakes area. I consider serving in the capacity of a planning commissioner to be an opportunity to build on my past experience and assist in shaping the future redevelopment for the benefit of my community and the City.

Because of my education and experience as an attorney as well as my involvement in my community, I will bring skills that would be beneficial to the role and function of the planning commission.

What is your view of the role of this Commission/Committee/Task Force?

I see the role of the planning commission to evaluate development plans, policies and specific applications and offer recommendations to the city council. The planning commission also serves a vital role in providing a forum for citizen input on issues as well as holding legally required public hearings.

Other Comments: *(Include any further information you would like the City Council to consider or that you feel is relevant to the appointment you are seeking. You may also attach other materials you would like the Council to consider.)*

Considering the role of the planning commission, I feel I would have much to offer in regards to facilitating community involvement as well as bringing my knowledge and awareness of the legal requirements relating to public hearings and the ability to provide relevant findings in evaluating planning files, policies and procedures. In addition, I have established what I consider to be a positive working rapport with Mr. Paul Bilotta, Director of Community Development, and am familiar with all current planning commissioners and city council members.

Tennessen Warning - Some or all the information that you are asked to provide is classified by State law as either private or confidential. Private data is information that generally cannot be given to the public but can be given to the subject of the data. Confidential data is information that generally cannot be given to either the public or the subject of the data.

The City of Roseville is collecting the information to determine qualifications to serve on a Citizen Advisory Commission. You are not legally required to provide this information. However, if you do not supply the information, you may not serve on a Citizen Advisory Commission.

Other persons or entities authorized by law to receive this information are City Council members, staff, residents of Roseville and interested others.

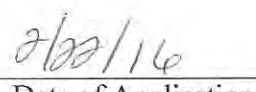
I understand that all information provided in this application, except my telephone numbers, fax number and email address, may be distributed by the City to the public including, but not limited to, being posted on the City of Roseville website. I agree to waive any and all claims under the Minnesota Government Data Practices Act, or any other applicable state and federal law, that in any way related to the dissemination to the public of information contained in this application that would be classified as private under such laws. I understand that I may contact the responsible authority for the City of Roseville if I have any questions regarding the public or private nature of the information provided.

I understand that the City will not publish my phone or fax numbers or email address without my authorization and do hereby allow the City to publish (check all that apply): **email address to be provided if appointed.**

☐ home telephone number ☐ work telephone number ☐ other telephone number
☐ home fax number ☐ work fax number
☐ home email address ☐ work email address



Signature of Applicant



Date of Application

The following information is requested to process your application.

Name: Lisa McCormick

Address: _____

City/State/Zip: Roseville, MN 55113

Roseville Resident: 25 Years

Daytime Telephone: [REDACTED] Evening Telephone: _____

Home Telephone: _____ Work Telephone: _____

Home Fax: _____ Work Fax: _____

Home Email: _____

Work Email: [REDACTED]

Student Applicant: ☐ Yes, Grade _____

☒ No

May we contact you using your work email or fax: Yes ☒ _____

No _____

Full Name: Nicole Dailey
Last Name: Dailey
First Name: Nicole
Company: Human Rights

Home Address: [REDACTED]
Roseville, MN 55113

Home: [REDACTED]

E-mail: [REDACTED]
E-mail Display As: Nicole Dailey [REDACTED]

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	Nicole
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Last Name	Dailey
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Address 1	[REDACTED]
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Address 2	Field not completed.
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City	Roseville
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State	MN
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Zip Code	55113
----------	-------

Home or Cell Phone Number	[REDACTED]
---------------------------	------------

Email Address	[REDACTED]
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How many years have you been a Roseville resident?	6 years and attended an additional 7 years in Roseville schools.
Boards and Commissions	Human Rights
Board or commission preference	Human Rights
	Human Rights
This application is for	New Term
If this is a student application please list grade in school	<i>Field not completed.</i>
Note <i>There is no character limit for the fields below.</i>	
Why do you want to serve on this Board or Commission?	I wish to serve on the Commission of Human Rights for the city of Roseville because I am passionate about civil service and I believe it is my professional duty to do so. In May of 2016 I will be taking my board exam to become a registered nurse in the state of Minnesota. The Minnesota Nursing Practice Act outlines very clearly that part of my role as a nurse in Minnesota is to work to protect and advocate for the health and overall wellbeing of the citizens of Minnesota. At the University of Minnesota School of Nursing I have learned that social factors are the greatest determinant of a persons health and ability to live a fulfilling life. A violation of a persons human rights would directly and indirectly take away from their wellbeing. I feel that by taking an active role on this issue I am fulfilling my professional duty to the people of Roseville and Minnesota.
What is your view of the role of this Board or Commission?	The role of the Human Rights commission is to protect and uphold the human rights of the citizens living in Roseville. This commission enables a conversation about human rights issues in Roseville between the citizens of Roseville on the Commission in a respectful and organized manner. The Commission can then advise the council if policy or legal action is required.
Civic and Volunteer Activities	Minnesota State Senate Intern - As a Senate intern I assisted former Senator of Roseville John Marty during the 2015

Session. My duties included attending the committee on Health, Housing and Human Services, constituent outreach, and assistance on health policy issues. I had a particular focus on Senator Marty's bill, Minnesota Health Plan, a single-payer system that provides healthcare to all Minnesotans. Healthcare Volunteer - Since 2011, I have volunteered at Hennepin County Medical Center and Fairview Health Systems while receiving my nursing education at the University of Minnesota. My volunteer experiences include both direct and indirect patient care. I spent over 200 hours visiting with patients in their hospital rooms when loved ones were unable to be with the patient, and in the Emergency Department at HCMC as a source of support and comfort to anxious and frightened patients. I assisted HCMC's Employee Health Clinic is data enter during influenza season so employees could focus on providing vaccines in order to protect the patient population. Lastly, I spent a semester providing free blood pressure screenings and foot care to Dayton's Bluffs Seniors in St. Paul.

Work Experience

I am currently working in the Employee Occupation Health and Wellness clinic at Hennepin County Medical Center. My duties include health profile management of the hospital's 300 volunteers and 400 medical residents, providing customer service to those seeking information in our clinic, and policy and educational material development for the clinic. I am passionate about assisting our employees through difficult times, such as after a body fluid exposure while working, and being a resource in their overall health and wellness. I have been in this position four 2.5 years after volunteering in the clinic for six months. While attending Roseville Area High School I worked at St. John's Hospital in the Nutrition Services department. My role included preparing meals for patients, delivering meals, and providing customer service to employees and families in the cafeteria. I remained in this position for 3 years. In the summer of 2012 I travelled across Minnesota, Wisconsin, and Iowa as a cheering instructor for the Universal Cheerleading Association. I provided instruction of cheerleading skills and routines as well as the important role of cheerleaders in the community and development of leadership skills.

Education

Roseville Area High School, Class of 2011. University of Minnesota School of Nursing, Bachelor of Science in Nursing, Class of 2016.

Is there additional information you would like the City Council to consider regarding your application?

While at the University of Minnesota I was a four-year member of the All-Women's Cheerleading Team and served in a leadership role as a captain of the 2014-2015 season. This unique experience has solidified my understanding of the importance of making meaningful human connections. In addition to my nursing education, work and volunteer experience, the connection to the public I made through cheerleading has given me a vast view of the people of the twins cities. Through my role as a team member and captain I have learned the art and skill of respectful communication and developed my ability to be a leader in my community.

Additional Information if you become Board or Commission Member
Additional information may be emailed to info@cityofroseville.com 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

Full Name: Pete Sparby
Last Name: Sparby
First Name: Pete
Company: Planning PWET

Home Address: [REDACTED]
Roseville, MN 55113

Mobile: [REDACTED]

E-mail: [REDACTED]

E-mail Display As: Pete Sparby [REDACTED]

E-mail2 Display As: Pete Sparby

E-mail3 Display As: Pete Sparby

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	Pete
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Last Name	Sparby
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Address 1	[REDACTED]
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Address 2	Field not completed.
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City	Roseville
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State	MN
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Zip Code	55113
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Home or Cell Phone Number	[REDACTED]
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Email Address	[REDACTED]
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How many years have you been a Roseville resident?	1
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Boards and Commissions	Finance, Planning, Public Works, Environment &
------------------------	--

	Transportation
Board or commission preference	Planning
	Public Works, Environment & Transportation
This application is for	New Term
If this is a student application please list grade in school	<i>Field not completed.</i>
Note	<i>There is no character limit for the fields below.</i>
Why do you want to serve on this Board or Commission?	My wife and I purchased our first home in Roseville last year and I am very excited about the opportunity to be involved in the community and take an active role in helping make Roseville an even better place to live.
What is your view of the role of this Board or Commission?	For the Planning Commission and Public Works, Environment and Transportation Commission, I view the role as an opportunity to provide critical review and scrutiny regarding development and projects throughout the community as well as serve a liaison between citizens, staff, and the Mayor/City Council. Most importantly, I believe the role of the members of any commission is to be engaged and active in the community to provide insight and constructive input to better any development or project that comes before them.
Civic and Volunteer Activities	-Minnesota State Bar Association -Minnesota Justice Foundation -William Mitchell Alumni -William Mitchell Business Law Clinic (Legal Assistance) -Rosalie E. Wahl Moot Court -St. Scholastica Alumni -St. Scholastica Men's Tennis -St. Scholastica Student Senate Chairman -Judge Lloyd B. Zimmerman (Hennepin County) (Externship) -Judge Jay M. Quam (Hennepin County) (Externship)
Work Experience	Open Access Technology International, Inc., Minneapolis, MN (Attorney/Corporate Counsel (Energy Sector))

Education	William Mitchell College of Law, St. Paul, MN Juris Doctor College of St. Scholastica, Duluth, MN Bachelor of Arts, History and Political Science American University, Washington, D.C. Washington Semester, Justice Program
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Is there additional information you would like the City Council to consider regarding your application?	<i>Field not completed.</i>
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Additional Information if you become Board or Commission Member
Additional information may be emailed to info@cityofroseville.com 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
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Minnesota Statute §13.601. subd. 3(b)	Email Address
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Acknowledgement	Yes
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Full Name: Ronald Bole
Last Name: Bole
First Name: Ronald
Company: Park and Rec

Home Address: [REDACTED]
Roseville, MN 55113

Home: [REDACTED]

E-mail: [REDACTED]
E-mail Display As: Ronald Bole [REDACTED]
E-mail2 Display As: Ronald Bole
E-mail3 Display As: Ronald Bole

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	ronald
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Last Name	bole
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Address 1	[REDACTED]
-----------	------------

Address 2	Field not completed.
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City	Roseville
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State	MN
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Zip Code	55113
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Home or Cell Phone Number	[REDACTED]
---------------------------	------------

Email Address	[REDACTED]
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How many years have you been a Roseville resident?	45
Boards and Commissions	Parks & Recreation
Board or commission preference	Parks & Recreation
	<i>Field not completed.</i>
This application is for	New Term
If this is a student application please list grade in school	<i>Field not completed.</i>
Note <i>There is no character limit for the fields below.</i>	
Why do you want to serve on this Board or Commission?	Life long interest in lifetime sports skills and outdoor recreation. Served on pathway advisory committees in the 1975-1985 period. I want to help continue the excellent community parks history in Roseville.
What is your view of the role of this Board or Commission?	Advisory to the city council.
Civic and Volunteer Activities	North Star Ski Touring Board MN Distance Runners Association founding member Roseville Senior Program Volunteer Roseville Pathways Committee Church Audit Committee Church Finance Committee Ride leader for MN Spokes n Folks bicycle club Team Captain for MS TRAM[the ride across Minnesota]
Work Experience	University of MN professor in Physical Education Collaborated with John Rose at Emmet Williams Elementary in Perceptual Motor Skills development Investment and risk management at National City Bank, Michigan National, EF Hutton, and Minnesota Power
Education	BA Macalester College MA Central Michigan University PhD University of Illinois, Champaign-Urbana
Is there additional	Applied two years ago.

information you would like the City Council to consider regarding your application?

Additional Information if you become Board or Commission Member
Additional information may be emailed to info@cityofroseville.com 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
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Minnesota Statute §13.601. subd. 3(b)	Email Address
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Acknowledgement	Yes
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Full Name: Thomas Trainor
Last Name: Trainor
First Name: Thomas
Company: PWET, Planning

Home Address: [REDACTED]
Roseville, MN 55113

Home: [REDACTED]

E-mail: [REDACTED]
E-mail Display As: Thomas Trainor [REDACTED]
E-mail2 Display As: Thomas Trainor
E-mail3 Display As: Thomas Trainor

This application is for Roseville residents interested in volunteering with a City of Roseville Advisory 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	Thomas
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Last Name	Trainor
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Address 1	[REDACTED]
-----------	------------

Address 2	Field not completed.
-----------	----------------------

City	Roseville
------	-----------

State	MN
-------	----

Zip Code	55113
----------	-------

Home or Cell Phone Number	[REDACTED]
---------------------------	------------

Email Address	[REDACTED]
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How many years have you been a Roseville resident?	15
Commissions	Planning, Public Works, Environment & Transportation
Commission preference	Public Works, Environment & Transportation
Commission preference	Planning
This application is for	New Term
If this is a student application please list grade in school	<i>Field not completed.</i>
Note <i>There is no character limit for the fields below.</i>	
Why do you want to serve on this Commission?	If my background seems helpful to the City, I'd be very glad to be a part of the citizen advisory commissions. Roseville is a terrific City and I'd be honored to play a small part in helping to guide the future directions.
What is your view of the role of this Commission?	Maintain an interest in the appropriate areas. Advise and make recommendations as needed to staff and Council.
Civic and Volunteer Activities	Gracepoint Church, New Brighton City of St Paul, annual traffic counts
Work Experience	USAF, 22 years of service. Work primarily as pilot, instructor, and staff officer. Worked for two years at the Pentagon in charge of \$300 million program. Captain, Northwest Airlines, 17 years (some overlap with AF service) VP Facilities & Planning, Bethel University, 8 years. Retired medically in 2015
Education	BS United States Air Force Academy, Management, 1976 MS University of Southern California (USC), Systems Management, 1989
Is there additional information you would like the City Council to consider regarding your application?	Although I wasn't able to continue full time work at Bethel, I'm very capable of serving in this part-time capacity on an advisory commission with the City.

Additional Information if you become Board or Commission Member
Additional information may be emailed to info@cityofroseville.com 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)	Email Address
--	---------------

Acknowledgement	Yes
-----------------	-----

Advisory Commission TalliesCommission**Community Engagement**

1 vac, 3 yrs
2 vac, 1 year each
(3 vac total)

<u>Councilmember</u>	<u>Choice A</u>	<u>Choice B</u>	<u>Choice C</u>	<u>Choice D</u>
<i>Etten</i>	Sattler	Tomlinson	Eichenlaub	
<i>Laliberte</i>	Holub	Tomlinson	Sattler	
<i>McGehee</i>	Tomlinson			
<i>Willmus</i>	Sattler	Holub	Tomlinson	
<i>Mayor Roe</i>	Holub	Sattler	Tomlinson	
<i>Chair Becker (ref)</i>	Sattler	Tomlinson	Holub	

Council Tally:

Holub	3
Sattler	4
Tomlinson	5

Commission**Human Rights**

1 vac, 3 yrs
1 vac, 2 yrs
1 vac, 1 yr
(3 vac total)

<u>Councilmember</u>	<u>Choice A</u>	<u>Choice B</u>	<u>Choice C</u>	<u>Choice D</u>
<i>Etten</i>	Holub	Peterson	Dailey	
<i>Laliberte</i>	Johnson	Peterson	Wong	
<i>McGehee</i>	Dailey	Holub	Peterson	*Johnson
<i>Willmus</i>	Johnson	Wong	Peterson	
<i>Mayor Roe</i>	Dailey	Peterson	Wong	
<i>Chair Groff (ref)</i>	Holub	Krepela	Peterson	

*Pending contact

Council Tally:

Dailey	3
Holub	2
Johnson	2
Krepela	0
Peterson	5
Wong	3

Commission**Parks & Recreation**

2 vac, 3 yrs each

<u>Councilmember</u>	<u>Choice A</u>	<u>Choice B</u>	<u>Choice C</u>	<u>Choice D</u>
<i>Etten</i>	Graham-Raff	Bole		
<i>Laliberte</i>	Bole	Warzecha		
<i>McGehee</i>	Bole	Warzecha		
<i>Willmus</i>	Warzecha	Bole		
<i>Mayor Roe</i>	Bole	Graham-Raff		
<i>Chair Stoner (ref)</i>	Warzecha	Bole		

Council Tally:

Bole	5
Eichenlaub	0
Graham-Raff	2
Krepela	0
Sattler	0
Warzecha	3
Weber	0

Advisory Commission Tallies

Commission

Planning

1 vac, 3 yrs

<u>Councilmember</u>	<u>Choice A</u>	<u>Choice B</u>	<u>Choice C</u>	<u>Choice D</u>
<i>Etten</i>	Kimble	Trainor		
<i>Laliberte</i>	Kimble			
<i>McGehee</i>	Kimble	Sparby		
<i>Willmus</i>	Kimble			
<i>Mayor Roe</i>	Kimble	Sparby		
<i>Chair Boguszewski (ref)</i>	Kimble			

Council Tally:

Immerman	0
Kimble	5
Sparby	2
Tomlinson	0
Trainor	1
Wong	0

Commission

PWET

1 vac, 3 yrs

<u>Councilmember</u>	<u>Choice A</u>	<u>Choice B</u>	<u>Choice C</u>	<u>Choice D</u>
<i>Etten</i>	Trainor	Weber		
<i>Laliberte</i>	Trainor			
<i>McGehee</i>	Sparby	Trainor		
<i>Willmus</i>	Trainor			
<i>Mayor Roe</i>	Trainor	Weber		
<i>Chair Stenlund (ref)</i>				

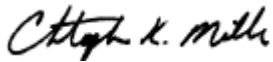
Council Tally:

Eichenlaub	0
Sparby	1
Trainor	5
Weber	2

REQUEST FOR COUNCIL ACTION

Date: 3/14/2016
Item No.: 15.a

Department Approval



City Manager Approval



Item Description: Discuss Long-Term Facility Options for the Roseville License Center

BACKGROUND

Since 1999, the Roseville License Center has been located in the Lexington Shopping Center just north of the City Hall Main Campus. The current lease includes 3,332 square feet and expires on January 31, 2017.

Over the past decade there have been several discussions regarding the location of the License Center and whether it's more advantageous to continue leasing or secure space in a city-owned facility. The upcoming expiration of the existing lease necessitates that we revisit this discussion once-again.

From Staff's perspective, there are three primary considerations when contemplating this decision. They include:

- 1) Operational Considerations
- 2) Financial Considerations
- 3) Business Risk & Other Considerations

Each of these primary categories are discussed in greater detail below.

Operational Considerations

The License Center's operational needs include:

- ☐ Current and future space needs for customers and staff
- ☐ Functionality of the current office design
- ☐ Overall condition and general aesthetics of the facility

These needs are briefly addressed below.

The current layout was originally designed in 2000 and modified in 2005 to accommodate passports. Since that time, the License Center has experienced significant growth in all service categories resulting in less functionality and some overcrowding in customer service and staffed areas.

Over the next several years, customer transaction volumes are projected to increase and when coupled with State and Federal *in-person* customer requirements, the diminished functionality and overcrowding will only worsen.

In addition, the general condition and aesthetics of the facility has steadily declined reflecting the decision to delay many capital improvements until the License Center's Strategic Plan was completed and a long-term location had been determined. The facility is in need of new carpeting, painting, furniture, and office redesign. These leasehold improvements will be needed to transform the License Center from its current dated and institutional feel, to a warm inviting space for customers.

To accommodate this growth and create a more functional and welcoming environment, it is suggested that 4,500-5,500 square feet of overall space be secured – an increase from the current 3,332 square feet of space.

Financial Considerations

In contemplating the decision on whether to continue leasing or move into a city-owned facility, there are a number of financial factors that should also be considered including:

- ❑ The current lease amount is \$63,775 per year and if renewed, is projected to rise 3-4% annually over the next several years.
- ❑ An additional 1,170–2,170 in leased space would likely require \$20,000-40,000 in additional rent bringing the total to \$85,000-105,000 annually plus inflation.
- ❑ An estimated \$100,000 in leasehold improvements would be recommended to return the License Center to a more customer-friendly and functional workspace.

As an alternative to paying higher rents and incurring significant leasehold improvements, the City could dedicate these funds to pay off financing costs associated with the expansion or construction of a city-owned facility that could accommodate the License Center.

For example, a \$100,000 annual commitment (in lieu of rent) would be sufficient to pay the annual debt service on a \$1.3 million bond issue over a 15-year period. If we coupled the bond proceeds with \$200,000-300,000 in cash reserves from the License Center Fund, there should be enough monies to construct a 5,000 square foot facility. The License Center's cash reserves are projected to be approximately \$550,000 by the end of 2016 so it could easily accommodate a spend-down of reserves for this purpose. It should be noted however, that the License Center continues to provide significant financial support for police, fire, streets, information technology, and other programs. That level of support may need to be adjusted to accommodate the financing of a new facility.

Based on these preliminary estimates, the License Center's future space needs could be accommodated with a new city-owned facility for the same financial commitment as it could with leasing. The major difference is that the City would own the new facility outright after 15 years. This obviously would not be the case with the leasing option.

When you factor in suggested leasehold improvements and rising lease rates, the financial commitment for city-owned space becomes even less. This is depicted in the charts below using a 15-year timeframe.

City of Roseville License Center Location Analysis
Lease vs. Purchase Option (a)

	Lease Option				Purchase Option			
		Debt	Capital			Debt	Capital	
	<u>Rent</u>	<u>Financing</u>	<u>Improv.</u>	<u>Total</u>	<u>Rent</u>	<u>Financing</u>	<u>Improv.</u>	<u>Total</u>
2017	\$ 95,000	\$ -	\$ 100,000	\$ 195,000	\$ -	\$ 91,532	\$ -	\$ 91,532
2018	97,850	-	-	97,850	-	91,532	-	91,532
2019	100,786	-	-	100,786	-	91,532	-	91,532
2020	103,809	-	-	103,809	-	91,532	-	91,532
2021	106,923	-	-	106,923	-	91,532	-	91,532
2022	110,131	-	-	110,131	-	91,532	-	91,532
2023	113,435	-	-	113,435	-	91,532	-	91,532
2024	116,838	-	-	116,838	-	91,532	-	91,532
2025	120,343	-	-	120,343	-	91,532	-	91,532
2026	123,953	-	-	123,953	-	91,532	-	91,532
2027	127,672	-	50,000	177,672	-	91,532	50,000	141,532
2028	131,502	-	-	131,502	-	91,532	-	91,532
2029	135,447	-	-	135,447	-	91,532	-	91,532
2030	139,511	-	-	139,511	-	91,532	-	91,532
2031	143,696	-	-	143,696	-	91,532	-	91,532
				\$ 1,916,897				\$ 1,422,980

(a) Based on an estimated 15-year Lease vs. Purchase financial comparison and the utilization of 5,000 square feet.

As shown in the table, over the next 15 years the purchase option (new construction) is approximately \$493,000 *less* expensive compared to leasing. This does not include any land acquisition or building demolition costs that might be associated with a new city-owned facility.

Business Risk & Other Considerations

Finally, when assessing the decision on whether to renew the lease or seek a city-owned facility option, there are a number of other considerations including business risk to measure.

In this context, business risk can perhaps be defined as a decline in space needs or revenue generation due to lower transaction volumes such as those that might result from increased competition or a loss in the City's ability to function as a Deputy of the State of Minnesota or as a Passport Acceptance Agency on behalf of the U.S. Department of Homeland Security.

These are legitimate concerns, but they are not vastly different than those associated with other City programs or functions which also must compete for customers. In the case of the License Center, it has consistently remained one of the highest volume and highest rated licensing facilities in the entire state. Roseville's reputation is strong in both the State and Federal government's eyes.

If it's determined in the future that a License Center is no longer viable or desirable, an expanded or new city-owned facility could be re-purposed or sold.

106 There are a number of other *general* considerations that might be a factor in this decision including:
107

- 108 ☐ The License Center generates approximately 150,000 walk-in customers annually which
109 presents an opportunity to create greater synergy and awareness of other City programs and
110 services if it is located in or near other city-owned facilities.
- 111 ☐ Any potential location should consider the synergies that could be created within the main
112 campus or other city facilities.
- 113 ☐ It may be impractical or ill-advised to construct a stand-alone 5,000 square foot facility unless it
114 is designed and scaled to accommodate future additions that could serve other purposes.
- 115 ☐ Beyond the License Center, there may be office-type space needs for other city purposes.
- 116 ☐ Partnership opportunities may exist with area quasi-government or non-profits that may be
117 interested in leasing space from a new city-owned facility.
118

119 Staff will be available at the Council meeting to provide additional information and address any
120 inquiries.

121 **POLICY OBJECTIVE**

122 Not applicable.

123 **FINANCIAL IMPACTS**

124 Not applicable.

125 **STAFF RECOMMENDATION**

126 Not applicable.

127 **REQUESTED COUNCIL ACTION**

128 General direction on whether to pursue lease extension negotiations for the License Center with the
129 Lexington Shopping Center or explore other options.
130

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

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: March 14, 2016
Item No. 15.b

Department Approval



City Manager Approval



Item Description: National League of Cities Sewer and Water Line Warranty Program

BACKGROUND

In January, staff made a presentation to the City Council about a program offered by Utility Service Partners, Inc. (USP) and promoted by the National League of Cities called the “NLC Service Line Warranty Program. Following is information from the original RCA:

Over the past several months the City Council and the Public Works, Environment and Transportation Commission (PWETC) have had discussions regarding the ownership and maintenance of private service lines for sanitary and water. The PWETC has had detailed conversations at their meetings since September regarding this item. Several times the question of the availability of an insurance program for these services has been raised.

Staff has done some research and in November brought forward to the PWETC a program promoted through the National League of Cities and administered by Utility Service Partners, Inc. d/b/a Service Line Warranties of America. This program offers residents an opportunity to provide a “warranty” program for either or both their water and sanitary sewer service line and pays for the repair of the line in the event of a failure.

From the National League of Cities website:

“The NLC Service Line Warranty Program, administered by Utility Service Partners, Inc. (USP), is an affordable home protection solution that helps your residents save thousands of dollars on the high cost of repairing broken or leaking water or sewer lines.

The NLC Service Line Warranty Program gives your residents who have not set aside money to pay for an unexpected, expensive utility line repair the opportunity to obtain a low cost warranty that will provide repairs for a low monthly fee, with no deductibles or service fees. The work is performed by licensed, local plumbers who will call the customer within one hour of filing a claim. The repair is performed professionally and quickly, typically within 24 hours. USP provides a personally staffed 24/7 repair hotline for residents, 365 days a year.

There is no cost to your city to participate in the program. PLUS, your city receives a share of the revenues collected! Implementation is easy and USP provides all of the required services.”

In order to offer this program to our residents, the City would enter into a Marketing License Agreement. A draft of this agreement is included as Attachment A.

Also attached are examples of the Home Service Contracts water, sewer and internal plumbing, which is another option available to our residents.

Several Minnesota Cities offer this program to their residents including Oak Park Heights and St. Louis Park. Attached is a snapshot of a survey of residents that had claims in the City of St Louis Park between May 1, 2013 and May 1, 2015. OF the 206 total claims in that timeframe, 45 residents completed the survey. 41 of those claims indicated they would recommend this program to others.

The PWETC received a presentation from Utility Service Partners in November and after that presentation passed a motion “recommending to the City Council that they pursue a potential agreement for this warranty opportunity with Utility Service Partners.” During the presentation the Commission members asked several questions and seemed very impressed with the program. An excerpt of the draft minutes from the November meeting is attached.

A representative from Utility Service Partners, Inc. will present to the Council about the program and answer any questions. **(end previous RCA information)**

At the January 11th meeting, the Council asked for more information from Cities in Minnesota that currently have an agreement with USP to offer the Service Line Warranty Program. Staff has done some research but we have not received any significant information from the Cities that currently support this program. Attached is a summary of the information we did receive, mostly from the City of St. Michael. Also attached is information previously received from the City of St. Louis Park.

USP has provided the following information about this program throughout the State of Minnesota:

Active Enrollments in MN:	Over 5,800
Number of Claims Filed in MN:	Over 650
Amount of Claims Paid in MN:	Over \$430,000
Customer Satisfaction in MN:	Over 90% of returned surveys rated Excellent of Very Good

The current USP City Partners in Minnesota are:

- Oak Park Heights (population 4,788)
- Columbia Heights (population 19,674)
- St Louis Park (population 47,411)
- Hawley (population 2,083)
- Pelican Rapids (population 2,463)
- Perham (population 3,087)
- St Michael (population 16,921)

The Cities of Richfield (population 36,175) and Falcon Heights (population 5,491) also approved the marketing agreement within the past month.

In response to the Council’s question on backflow preventers, USP has responded that the installation of backflow preventers will now be a covered expense in the warranty program.

FINANCIAL IMPACTS

There is no cost to the City to offer this program. There is an option for the City to receive a share of the revenues. The City could opt out of this revenue share which would reduce the monthly fee to the resident.

STAFF RECOMMENDATION

Staff recommends the Council approve the Marketing License Agreement with Utility Service Partners, Inc., subject to final review and approval by the City Attorney.

71 **REQUESTED COUNCIL ACTION**

72 Motion approving the Marketing License Agreement with Utility Service Partners, Inc., subject to
73 final review and approval by the City Attorney.

74 Prepared by: Marc Culver, Public Works Director
Attachments: A: Marketing License Agreement
B: Sample Terms and Conditions for water, sewer and in home coverage
C: Sample Marketing Letter
D: St Louis Park Survey Results
E: Presentation
F: Excerpt from DRAFT PWETC November Meeting Minutes

Attachment A

**MARKETING LICENSE AGREEMENT BETWEEN THE CITY OF
ROSEVILLE, MINNESOTA, AND UTILITY SERVICE PARTNERS PRIVATE LABEL,
INC. D/B/A SERVICE LINE WARRANTIES OF AMERICA**

This MARKETING LICENSE AGREEMENT ("Agreement") entered into as of [_____, 20__] ("Effective Date"), by and between the City of Roseville, Minnesota ("City"), and Utility Service Partners Private Label, Inc. d/b/a Service Line Warranties of America ("SLWA"), herein collectively referred to singularly as "Party" and collectively as the "Parties".

RECITALS:

WHEREAS, sewer and water line laterals between the mainlines and the connection on residential private property are owned by individual residential property owners ("Residential Property Owner"); and

WHEREAS, City desires to offer Residential Property Owners the opportunity, but not the obligation, to purchase a service line warranty and other similar products ("Warranty"); and

WHEREAS, SLWA is the administrator of the National League of Cities Service Line Warranty Program and has agreed to provide the Warranty to Residential Property Owners subject to the terms and conditions contained herein; and

NOW, THEREFORE, in consideration of the foregoing recitals, and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, and with the intent to be legally bound hereby, the Parties agree as follows:

AGREEMENT

1. **Purpose.** City hereby grants to SLWA the right to offer the Warranty to Residential Property Owners subject to the terms and conditions herein.
2. **Grant of License.** City hereby grants to SLWA a non-exclusive license ("License") to use City's name and logo on letterhead, bills and marketing materials to be sent to Residential Property Owners from time to time, and to be used in advertising, all at SLWA's sole cost and expense and subject to City's prior review and approval, which will not be unreasonably conditioned, delayed, or withheld. City agrees that it will not extend a similar license to any competitor of SLWA during the term of this Agreement.
3. **Term.** The term of this Agreement ("Term") shall be for three (3) years from the Effective Date. The Agreement will automatically renew for additional one (1) year terms ("Renewal Term") unless one of the Parties gives the other written notice at least ninety (90) days prior to end of the Term or of a Renewal Term that the Party does not intend to renew this Agreement. In the event that SLWA is in material breach of this Agreement, the City may terminate this Agreement thirty (30) days after giving written notice to SLWA of such breach, if said breach is not cured during said thirty (30) day period. SLWA will be permitted to complete any marketing initiative initiated or planned prior to termination of this Agreement after which time, neither Party will have any further obligations to the other and this Agreement will terminate. During the Term, SLWA shall conduct seasonal campaigns each year in accordance with the schedules set forth in Exhibit A. The pricing for each such campaign shall be in accordance with Exhibit A attached hereto.

4. Consideration. As consideration for such license, SLWA will pay to City a License Fee of Fifty-Cents (\$.50) for each month a Warranty shall be in force (and for which payment is received by SLWA) for a Residential Property Owner ("License Fee") during the term of this Agreement. The first payment shall be due by January 30th of the year following the conclusion of first year of the Term. Succeeding License Fee payments shall be made on an annual basis throughout the Term and any Renewal Term, due and payable on January 30th of the succeeding year. Each License Fee payment herein shall be paid within thirty (30) days after it becomes due. SLWA shall include with each License Fee payment to City a statement signed by an SLWA corporate officer certifying the calculation of the License Fee. City will have the right, at its sole expense, to conduct an audit, upon reasonable notice and during normal business hours, of SLWA's books and records pertaining to any fees due under this Agreement while this Agreement is in effect and for one (1) year after any termination of this Agreement.

5. Indemnification. SLWA hereby agrees to protect, indemnify, and hold the City, its elected officials, officers, employees and agents (collectively or individually, "Indemnatee") harmless from and against any and all claims, damages, losses, expenses, suits, actions, decrees, judgments, awards, attorneys' fees and court costs (individually or collectively, "Claim"), which an Indemnatee may suffer or which may be sought against or are recovered or obtainable from an Indemnatee, as a result of, or by reason of, or arising out of or in consequence of any act or omission, negligent or otherwise, of the SLWA or its officers, employees, contractors, subcontractors, agents or anyone who is directly or indirectly employed by, or is acting in concert with, the SLWA or its officers, its employees, contractors, subcontractors, or agents in the performance of this Agreement; provided that the applicable Indemnatee notifies SLWA of any such Claim within a time that does not prejudice the ability of SLWA to defend against such Claim. Any Indemnatee hereunder may participate in its, his, or her own defense, but will be responsible for all costs incurred, including reasonable attorneys' fees, in connection with such participation in such defense.

6. Notice. Any notice required to be given hereunder shall be deemed to have been given when notice is (i) received by the Party to whom it is directed by personal service, (ii) telephonically faxed to the telephone number below provided confirmation of transmission is received thereof, or (iii) deposited as registered or certified mail, return receipt requested, with the United States Postal Service, addressed as follows:

To: City:
ATTN: Marc Culver
City of Roseville
2660 Civic Center Drive
Roseville, MN 55113-1899
Phone: (651) 792-7041

To: SLWA:
ATTN: Vice President, Business Development

Utility Service Partners Private Label, Inc.
11 Grandview Circle, Suite 100
Canonsburg, PA 15317
Phone: (724) 749-1003

7. **Modifications or Amendments/Entire Agreement.** Any and all of the representations and obligations of the Parties are contained herein, and no modification, waiver or amendment of this Agreement or of any of its conditions or provisions shall be binding upon a party unless in writing signed by that Party.
8. **Assignment.** This Agreement and the License granted herein may not be assigned by SLWA without the prior written consent of the City, such consent not to be unreasonably withheld.
9. **Counterparts/Electronic Delivery.** This Agreement may be executed in counterparts, all such counterparts will constitute the same contract and the signature of any Party to any counterpart will be deemed a signature to, and may be appended to, any other counterpart. Executed copies hereof may be delivered by facsimile or e-mail and upon receipt will be deemed originals and binding upon the Parties hereto, regardless of whether originals are delivered thereafter.
10. **Choice of Law/Attorney Fees.** The governing law shall be the laws of the State of Minnesota. In the event that at any time during the Term or any Renewal Term either Party institutes any action or proceeding against the other relating to the provisions of this Agreement or any default hereunder, then the unsuccessful Party shall be responsible for the reasonable expenses of such action including reasonable attorney's fees, incurred therein by the successful Party.
11. **Incorporation of Recitals and Exhibits.** The above Recitals and Exhibit A attached hereto are incorporated by this reference and expressly made part of this Agreement.

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement on the day and year first written above.

**MARKETING LICENSE AGREEMENT BETWEEN THE CITY OF ROSEVILLE AND
UTILITY SERVICE PARTNERS PRIVATE LABEL, INC. D/B/A SERVICE LINE
WARRANTIES OF AMERICA**

CITY OF ROSEVILLE

By: _____

UTILITY SERVICE PARTNERS PRIVATE LABEL, INC.

By: _____

Brad H. Carmichael, Vice President

By: _____

Exhibit A
NLC Service Line Warranty Program
City of Roseville, MN
Term Sheet
December 1, 2015
(Term Sheet valid for 90 days)

- I. Term of agreement
 - a. Initial term
 - i. Three years guaranteed (total of 9 campaigns)
- II. Annual royalty – \$0.50 per month per paid warranty contract
 - a. City logo on letterhead, advertising, billing, and marketing materials
 - b. Signature by City official
- III. Products offered
 - a. External sewer line warranty
 - b. External water line warranty
 - c. In-home plumbing warranty
- IV. Scope of Coverage
 - a. External sewer line warranty
 - i. Scope is from the city main tap until line daylights inside home...of which includes the service line under the concrete floor. [Note: **If homeowner responsibility is different than this language, please advise.**]
 - b. External water line warranty
 - i. Extended coverage: Scope is from the city main tap until line daylights inside home...of which includes the service line under the concrete floor. [Note: **If homeowner responsibility is different than this language, please advise.**]
 - ii. Extended coverage: Scope includes thawing of frozen external water line.
 - c. In-home plumbing warranty
 - i. Scope covers residential in-home water supply lines and in-home sewer lines and all drain lines connected to the main sewer stack that are broken or leaking inside the home after the point of entry. Coverage includes broken or leaking water, sewer, or drain lines that may be embedded under the slab or basement floor. Coverage also includes repair of clogged toilets.
- V. Marketing Campaigns – three seasonal campaigns per year (Spring, Fall and Winter)
 - a. 2016 Spring - Sewer
 - b. 2016 Fall - Water
 - c. 2016 Winter - In-home plumbing
 - d. 2017 Spring - Sewer
 - e. 2017 Fall - Water
 - f. 2017 Winter - In-home plumbing
 - g. 2018 Spring - Sewer
 - h. 2018 Fall - Water
 - i. 2018 Winter - In-home plumbing

VI. Campaign Pricing

a. Sewer

- i. Year 1 - \$7.75 per month; \$88.00 annually
- ii. Year 2 - \$7.75 per month; \$88.00 annually (subject to annual review)
- iii. Year 3 - \$7.75 per month; \$88.00 annually (subject to annual review)

b. Water

- i. Year 1 - \$6.75 per month; \$76.00 annually
- ii. Year 2 - \$6.75 per month; \$76.00 annually (subject to annual review)
- iii. Year 3 - \$6.75 per month; \$76.00 annually (subject to annual review)

c. In-home plumbing

- i. Year 1 - \$6.99 per month; \$78.99 annually
- ii. Year 2 - \$6.99 per month; \$78.99 annually (subject to annual review)
- iii. Year 3 - \$6.99 per month; \$78.99 annually (subject to annual review)



HOME SERVICE CONTRACT COVER PAGE
OUTSIDE **WATER** SERVICE LINE

CONTRACT HOLDER:

[Name]
[Address line]
[City, ST ZIP]

PROVIDER:

Utility Service Partners Private Label, Inc. d.b.a.:
Service Line Warranties of America ("SLWA")
11 Grandview Circle, Suite 100
Canonsburg, PA 15317-9840
Website: www.slwofa.com
Phone: 866-922-9006

Account No.: To be assigned
Confirmation No.: To be assigned

ENROLLMENT DATE: [MM/DD/YYYY]
EFFECTIVE DATE: [MM/DD/YYYY]

SERVICE ADDRESS:

[Name]
[Address line]
[City, ST ZIP]

Dear [Name],

Thank you for enrolling in the Service Line Warranties of America Outside **Water** Line Service Program. This Home Service Contract is for your Outside Water Line only and is subject to the enclosed "TERMS & CONDITIONS".

In addition to our enclosed standard Terms & Conditions, the following additions are required by State Law or negotiated on your behalf by your city. These additions supersede any provision to the contrary in the Terms and Conditions;

Obligations of SLWA under this Home Service Contract are backed by the full faith and credit of SLWA and are not guaranteed by a service contract reimbursement insurance policy. THIS IS NOT A CONTRACT OF INSURANCE.

You have thirty (30) days from the date you enroll in the Service Program to cancel and receive a full refund of any payment you have made. If SLWA does not issue a refund owed to you within forty-five (45) days of cancellation, a ten percent per month penalty will be added to the amount that is owed to you. You may cancel the Service Program at any time, and you will be reimbursed the pro rata share of any amount you paid for any portion of the Service Program period subject to cancellation, less any costs paid towards a claim filed on your account; provided, however, SLWA may not pay any refund which is less than \$6.00, unless requested by you.

This contract begins at noon local time, thirty (30) calendar days after the enrollment date, unless otherwise noted or disclosed, and continues thereafter so long as you make timely payments. There is no deductible or service fee per occurrence.

Should you need to file a claim, please contact our emergency hot line at **1-866-922-9006**. Representatives are available to take your call 24 hours a day, seven days a week, including holidays.

We hope that you never experience an emergency, but if you do, we are here to service your needs.

Thank you again for your business.

Sincerely,

Service Line Warranties of America

Please retain these documents for your reference.
Enclosed: MN 3.0 Outside **WATER** Line Terms & Conditions

**TERMS AND CONDITIONS OF THE
SERVICE LINE WARRANTIES OF AMERICA ("SLWA")
OUTSIDE WATER SERVICE LINE PROGRAM ("SERVICE PROGRAM")**

This Home Service Contract covers the consumer-owned portion of the **primary water service** line from a public or municipal water system up to the internal point of entry to your single-family home, (including a primary water line which may be buried or embedded in a concrete slab under your home) and provides service or repair for the broken or leaking **primary water** line serving your residential home **where the flow of the line is interrupted due to normal wear and tear**. This Home Service Contract is limited to \$4,000 per line repair occurrence. If public street or public sidewalk cutting is required to repair the line, an additional allowance is provided; up to \$4,000 for public street repair and up to \$500 for public sidewalk repair. Determination of how a covered water line is to be serviced, repaired or replaced is entirely within the discretion of SLWA based on its professional judgment.

By enrolling, you represent that your water line is in good working order.

This Home Service Contract covers only the home listed on the cover page. You may not assign or transfer this Home Service Contract to another person or to another home or property.

To initiate a service call under this Service Program, you must call SLWA, toll free at 866-922-9006 (assistance is available 24 hours per day, 7 days a week) before any work is performed. All work must be performed by an authorized SLWA contractor. Any exceptions to this are at the sole discretion of SLWA and in no event will SLWA's liability for reimbursement on work performed by a non-SLWA contractor exceed \$500. If a permit or line location is required, we will secure proper permitting **before** work will commence; any repair will conform to applicable plumbing/excavating codes.

Please note that our approved contractors must have safe and clear access to, and safe working conditions at and around the work area.

This Home Service Contract starts thirty (30) days after the enrollment date noted on the cover page, unless otherwise noted or disclosed, and continues thereafter so long as you make timely payments. This Home Service Contract may be canceled for nonpayment. Your account must be in good, current standing to receive any service or repair under this program.

This Home Service Contract **DOES NOT COVER:**

- a) any shared water line that provides service to multiple properties, detached houses, secondary buildings or branch lines including water systems for sprinklers, pools, hot tubs, and/or other outdoor systems, whether known or unknown; repair of meters, meter vaults, repair or replacement of curb valves or curb boxes;
- b) service lines owned by any utility or connected to a commercial facility or a mobile home, or the cost of repairing or replacing a meter(s) that is not being relocated as a means of repairing or replacing your water supply line;
- c) updating and/or moving lines where the flow of water is not disrupted, in order to meet code, law, or ordinances or to satisfy directives of the water utility company or others;
- d) damage to a water line that is caused directly or indirectly by you, a third party, natural disasters, acts of God, or by any insurable causes;
- e) any damage/cleanup to the inside of the home, including personal property, or replacement or "matching" of any floor covering or affected area (e.g. carpet, hard wood, marble, ceramic tile, dry wall, paint, plaster or wallpaper, etc.). Restoration does not include landscaping services, such as replacing trees, sod or shrubs or repairing private paved and/or concrete surfaces, walkways leading to the home, or structures on your property.

After a water line is repaired, SLWA will provide basic site restoration service to the affected area limited to filling trenches, mounding (to allow for settling), raking and seeding (weather permitting) excluding sod. If slab cutting within the foundation walls is necessary to repair a broken water line, the resulting trench will be filled with gravel and covered with asphalt or cement as appropriate. Debris will be removed from the work area.

You have thirty (30) days from the date you enroll in the Service Program to cancel and receive a full refund of any payment you have made. After 30 days, you may cancel the Service Program at any time, and you will be reimbursed the pro rata share of any amount you paid, less 1) any costs paid towards a claim filed on your account, and 2) a \$6.00 processing fee. SLWA will not pay any refund which is less than \$6.00, unless requested by you.

SLWA may modify the Service Program by giving you thirty (30) days' written notice and may terminate the Service Program for nonpayment within thirty (30) days of the payment due date and with ninety (90) days' written notice for any other reason. If SLWA cancels the program for reasons other than nonpayment, you will be reimbursed the pro rata share of any amount you paid for any portion of the Service Program period subject to cancellation.

IMPORTANT: Please retain this document for your records. The cover letter and these Terms and Conditions are the official copy of your Home Service Contract.

**Service Line Warranties of America
is a private brand name owned and operated by
UTILITY SERVICE PARTNERS PRIVATE LABEL, INC.**

11 Grandview Circle, Suite 100
Canonsburg, PA 15317-9840
Phone: 866-922-9006
Web Site: www.slwofa.com



HOME SERVICE CONTRACT COVER PAGE
OUTSIDE SANITARY SEWER LINE

CONTRACT HOLDER:

[Name]
[Address line]
[City, ST ZIP]

PROVIDER:

Utility Service Partners Private Label, Inc. d.b.a.:
Service Line Warranties of America ("SLWA")
11 Grandview Circle, Suite 100
Canonsburg, PA 15317-9840
Website: www.slwofa.com
Phone: 866-922-9006

Account No.: To be assigned
Confirmation No.: To be assigned

ENROLLMENT DATE: [MM/DD/YYYY]
EFFECTIVE DATE: [MM/DD/YYYY]

SERVICE ADDRESS:

[Name]
[Address line]
[City, ST ZIP]

Dear [Name],

Thank you for enrolling in the Service Line Warranties of America Outside **Sanitary Sewer** Line Service Program. This Home Service Contract is for your Outside Sanitary Sewer Line only and is subject to the enclosed "TERMS & CONDITIONS".

In addition to our enclosed standard Terms & Conditions, the following additions are required by State Law or negotiated on your behalf by your city. These additions supersede any provisions to the contrary in the Terms and Conditions;

Obligations of SLWA under this Home Service Contract are backed by the full faith and credit of SLWA and are not guaranteed by a service contract reimbursement insurance policy. THIS IS NOT A CONTRACT OF INSURANCE.

You have thirty (30) days from the date you enroll in the Service Program to cancel and receive a full refund of any payment you have made. If SLWA does not issue a refund owed to you within forty-five (45) days of cancellation, a ten percent per month penalty will be added to the amount that is owed to you. You may cancel the Service Program at any time, and you will be reimbursed the pro rata share of any amount you paid for any portion of the Service Program period subject to cancellation, less any costs paid towards a claim filed on your account; provided, however, SLWA may not pay any refund which is less than \$6.00, unless requested by you.

This contract begins at noon local time, thirty (30) calendar days after the enrollment date, unless otherwise noted or disclosed, and continues thereafter so long as you make timely payments. There is no deductible or service fee per occurrence.

Should you need to file a claim, please contact our emergency hot line at **1-866-922-9006**. Representatives are available to take your call 24 hours a day, seven days a week, including holidays.

We hope that you never experience an emergency, but if you do, we are here to service your needs.

Thank you again for your business.

Sincerely,

Service Line Warranties of America

**TERMS AND CONDITIONS OF THE
SERVICE LINE WARRANTIES OF AMERICA ("SLWA")
OUTSIDE SANITARY SEWER LINE PROGRAM ("SERVICE PROGRAM")**

This Home Service Contract covers the **primary sanitary sewer** line from the point of entry at your home (including a primary sanitary sewer line which may be buried or embedded in a concrete slab under your single-family home) to the point of public or municipal sewer responsibility (typically the main service line) and provides service or repair to restore flow to the primary sanitary sewer line serving your residential home ***where the flow of the line is impeded due to normal wear and tear or tree roots***. This Home Service Contract is limited to \$4,000 per line repair occurrence. If public street or public sidewalk cutting is required to repair the line, an additional allowance is provided; up to \$4,000 for public street repair and up to \$500 for public sidewalk repair. Determination of how a covered sanitary sewer line claim is to be serviced, repaired or replaced is entirely within the discretion of SLWA based on its professional judgment. **Please note that this Home Service Contract does not cover repairs that might be needed to meet local regulatory requirements or utility directives for matters unrelated to the ability of the line to maintain an unimpeded flow, such as failed smoke or dye tests, or ground or storm water infiltration.**

By enrolling, you represent that your outside sanitary sewer line is in good working order.

This Home Service Contract covers only the home listed on the cover page. You may not assign or transfer this Home Service Contract to another person or to another home or property.

To initiate a service call under this Service Program, you must call SLWA, toll free at 866-922-9006 (assistance is available 24 hours per day, 7 days a week) before any work is performed. All work must be performed by an authorized SLWA contractor. Any exceptions to this are at the sole discretion of SLWA and in no event will SLWA's liability for reimbursement on work performed by a non-SLWA contractor exceed \$500. If a permit or line location is required, proper permitting will be secured **before** work will commence; any repair will conform to applicable plumbing/excavating codes. *Please note that our approved contractors must have safe and clear access to, and safe working conditions at and around the work area.*

This Home Service Contract starts thirty (30) days after the enrollment date noted on the cover page, unless otherwise noted or disclosed, and continues thereafter so long as you make timely payments. This Home Service Contract may be canceled for nonpayment. Your account must be in good, current standing to receive any service or repair under this program.

This Home Service Contract **DOES NOT COVER:**

- a) updating and/or moving lines where the flow of sewage is not impeded, in order to meet code, law, or ordinances or to satisfy directives of the sewer utility company or others, including inflow and infiltration issues (failed smoke or dye tests, ground water infiltration into the line);
- b) mandated separation of storm and sanitary drain lines;
- c) any shared sewer line that provides service to multiple properties, detached houses, secondary buildings or branch lines, whether known or unknown; commercial properties, mobile homes, primary sanitary lines that are over 6 inches in diameter, lift stations or lift pumps, sump, trash or grinder pumps or storm sewer lines;
- d) damage to a sewer line that is caused directly or indirectly by you, a third party, natural disasters, acts of God, or by any insurable causes;
- e) any damage/cleanup to the inside of the home, including personal property, or replacement or "matching" of any floor covering or affected area (e.g. carpet, hard wood, marble, ceramic tile, dry wall, paint, plaster or wallpaper, etc.). Restoration does not include landscaping services, such as replacing trees, sod or shrubs or repairing private paved and/or concrete surfaces, walkways leading to the home, or structures on your property.

After a sewer line is repaired, SLWA will provide basic site restoration service to the affected area limited to filling trenches, mounding (to allow for settling), raking and seeding (weather permitting) excluding sod. If slab cutting within the foundation walls is necessary to repair a broken sewer line, the resulting trench will be filled with gravel and covered with concrete. Debris will be removed from the work area.

You have thirty (30) days from the date you enroll in the Service Program to cancel and receive a full refund of any payment you have made. After 30 days, you may cancel the Service Program at any time, and you will be reimbursed the pro rata share of any amount you paid, less 1) any costs paid towards a claim filed on your account, and 2) a \$6.00 processing fee. SLWA will not pay any refund which is less than \$6.00, unless requested by you.

SLWA may modify the Service Program by giving you thirty (30) days' written notice and may terminate the Service Program for nonpayment within thirty (30) days of the payment due date and with ninety (90) days' written notice for any other reason. If SLWA cancels the program for reasons other than nonpayment, you will be reimbursed the pro rata share of any amount you paid for any portion of the Service Program period subject to cancellation.

IMPORTANT: Please retain this document for your records. The cover letter and these Terms and Conditions are the official copy of your Home Service Contract.

**Service Line Warranties of America
is a private brand name owned and operated by
UTILITY SERVICE PARTNERS PRIVATE LABEL, INC.**

11 Grandview Circle, Suite 100
Canonsburg, PA 15317-9840
Phone: 866-922-9006 Web Site: www.slwofa.com



HOME SERVICE CONTRACT COVER PAGE
IN-HOME PLUMBING REPAIR PROGRAM

CONTRACT HOLDER:

[Name]
[Address line]
[City, ST ZIP]

PROVIDER:

Utility Service Partners Private Label, Inc. d/b/a
Service Line Warranties of America (“SLWA”)
11 Grandview Circle, Suite 100
Canonsburg, PA 15317-9840
Website: www.slwofa.com
Phone: 866-922-9006

Account No.: To be assigned
Confirmation No.: To be assigned

ENROLLMENT DATE: [MM/DD/YYYY]
EFFECTIVE DATE: [MM/DD/YYYY]

SERVICE ADDRESS:
[Name]
[Address line]
[City, ST ZIP]

Dear [Name],

Thank you for enrolling in the Service Line Warranties of America *In-Home Plumbing Repair Program*. This Home Service Contract is for your In-Home Plumbing only and is subject to the enclosed “TERMS & CONDITIONS.” The pricing for this Home Service Contract will be as provided in the marketing letter to which you responded in making your enrollment and may be subject to adjustment from time to time in accordance with the attached Terms and Conditions.

In addition to our enclosed standard Terms & Conditions, the following additions are required by State Law or negotiated on your behalf by your city. These additions supersede any provisions to the contrary in the Terms and Conditions;

Obligations of SLWA under this Home Service Contract are backed by the full faith and credit of SLWA and are not guaranteed by a service contract reimbursement insurance policy. THIS IS NOT A CONTRACT OF INSURANCE.

You have thirty (30) days from the date you enroll in the Service Program to cancel and receive a full refund of any payment you have made. If SLWA does not issue a refund owed to you within forty-five (45) days of cancellation, a ten percent per month penalty will be added to the amount that is owed to you. You may cancel the Service Program at any time, and you will be reimbursed the pro rata share of any amount you paid for any portion of the Service Program period subject to cancellation, less any costs paid towards a claim filed on your account; provided, however, SLWA may not pay any refund which is less than \$6.00, unless requested by you.

This contract begins at midnight, local time, as of the Effective Date noted above, and continues thereafter so long as you make timely payments. There is no deductible or service fee per occurrence.

Should you need to file a claim, please contact our emergency hotline at 1-866-922-9006. Representatives are available to take your call 24 hours a day, seven days a week, including holidays.

We hope that you never experience an emergency, but if you do, we are here to service your needs.

Thank you again for your business.

Sincerely,

Service Line Warranties of America

**TERMS AND CONDITIONS OF THE
SERVICE LINE WARRANTIES OF AMERICA ("SLWA")
IN-HOME PLUMBING REPAIR PROGRAM ("HOME SERVICE CONTRACT")**

This Home Service Contract covers residential (single-family, detached dwelling units) in-home water supply lines and in-home sewer lines and all drain lines connected to the main sewer stack that are broken or leaking inside the home after the point of entry. Broken or leaking water, sewer, or drain lines that may be embedded under the slab or basement floor are also covered. This warranty also covers the repair of clogged toilets. Coverage is limited to \$3,000 per occurrence.

In order for a claim under this Home Service Contract to be valid, you must call SLWA at 1-866-922-9006 before any repair work is performed. All repair work must be performed by an authorized SLWA contractor. No payments will be made for repair work performed by a contractor not authorized by SLWA to make a repair.

By enrolling, you represent that your interior plumbing and draining systems are in good working order.

The Home Service Contract does not cover lines that you were aware needed repair before you enrolled in the Home Service Contract. You agree to permit SLWA contractors to come into your home to service, repair or replace your lines under the Home Service Contract.

This Home Service Contract covers only the home listed on the cover page. You may not assign or transfer this Home Service Contract to another person or to another home or property.

Coverage under this Home Service Contract starts on the enrollment date noted on the cover page, unless otherwise noted or disclosed, and continues thereafter so long as you make timely payments. Coverage may be canceled for nonpayment. Your account must be in good, current standing to receive repair service under this program.

This Home Service Contract does not cover:

- (a) any lines before the point of entry to your home, including the main water and sewer service laterals;
- (b) sprinkler systems, faucets, fixtures, spigots, garbage disposals, appliances; the cost of repairing, replacing or moving meter(s); and thawing frozen pipes;
- (c) lines not installed according to code;
- (d) low water pressure due to calcium deposits and/or corrosion inside the lines;
- (e) anything other than broken or leaking water supply lines and a broken, clogged or leaking main sewer line or stack or drain lines inside the home and clogged toilets;
- (f) updating and/or moving non-leaking pipes to meet code, law or ordinance requirements;
- (g) removal or replacement of obstacles to access the line(s);
- (h) damage to a line caused, directly or indirectly, by you, third parties, natural disasters, acts of God, or other insurable causes, or any consequential damages;
- (i) service lines owned by the utility or connected to any commercial facility, condominium, multi-family, or manufactured home (also known as a mobile home).

Determination of how a covered in-home water or in-home sewer/drain claim is to be serviced, repaired or replaced is entirely within the discretion of SLWA based on its professional judgment, including obtaining a second opinion.

After a line is repaired or replaced, SLWA will test the repaired section of pipe for leaks and do a general cleanup. If slab cutting is necessary, the resulting trench will be patched. The Home Service Contract does not cover restoration of the affected areas (e.g., floor covering, including carpet, hard wood, marble, ceramic tile, or restoring concrete, dry wall, paint, plaster or wallpaper, etc.).

You have thirty (30) days from the date you enroll in the Home Service Contract to cancel and receive a full refund of any payments you have made. You may cancel the Home Service Contract at any time, and you will be reimbursed the pro rata share of any amount you paid, less 1) any costs paid towards a claim filed on your account; and 2) a \$6.00 processing fee. SLWA will not pay any refund which is less than \$6.00, unless requested by you.

SLWA may modify this Home Service Contract, including, but not limited to, from time to time, making changes to pricing, by giving you thirty (30) days' written notice and may terminate the Home Service Contract for nonpayment within thirty (30) days of the payment due date and with ninety (90) days' written notice for any other reason. If SLWA cancels the program for reasons other than nonpayment, you will be reimbursed the pro rata share of any amount you paid for any portion of the warranty period subject to cancellation.

IMPORTANT: **Please retain this document for your records. It is the official copy of your warranty agreement.**

**Service Line Warranties of America is a subsidiary of
UTILITY SERVICE PARTNERS PRIVATE LABEL, INC.
11 Grandview Circle, Suite 100
Canonsburg, PA 15317-9840
Phone: 1-866-922-9006
Website: www.slwofa.com**



City of Anywhere

State



T1 P1 *****AUTO**5-DIGIT26301
Customer Name
Customer Address
Customer City, State, Zip



Contact ID: [Contact ID] Re: Optional Service Line Repair Coverage for [City] Homeowners [Date]

Dear [Customer Name],

Did you know that necessary repairs to the sewer line that runs between your home and the public utility connection are the responsibility of the homeowner? These lines have been subjected to the same elements that have caused our public service lines to decay – age, ground shifting, root invasion, fluctuating temperatures and more.

As [City] homeowners and city officials, we understand the importance of water conservation and protecting the environment. While efforts are underway in many communities to improve public water and sewer systems, these fixes don’t address the sewer line located on your property. Homeowners can spend from hundreds to upwards of \$3,500 to repair a broken or leaking sewer line on their property – and that can be hard on a budget.

This is why we are pleased to introduce a new voluntary service line repair program which provides repair coverage for your outside sewer line, up to \$4,000 per incident with no deductibles. The Service Line Warranties of America (SLWA) Sewer Line Warranty Program is the only service line protection program for homeowners fully supported by [City] and endorsed by the National League of Cities. The program provides coverage 24 hours a day, 365 days a year.

SLWA, an independent organization, administers the program and is an accredited BBB organization with an A+ rating. SLWA has helped more than 100,000 homeowners across the country save more than \$64 million in service line repair costs.

Pay just \$_____ per month – a savings of more than XX% on the standard price, or save even more with an annual payment of \$_____ – a savings of more than XX%. Plus, SLWA will waive the 30-day waiting period so you’ll get immediate coverage! To receive these benefits, enroll by [DATE].

Enroll in this optional program by returning the completed bottom portion of this letter in the enclosed, self-addressed stamped envelope or call **1-800-000-000** to speak with an SLWA agent Monday through Friday 9:00 am to 5:00 pm. Or visit www.slwofa.com where you can enroll online – and learn about other service line warranty products available in your area.

Sincerely,

City of _____

Complete warranty terms and conditions will be provided following enrollment. Program participation may be terminated at any time. You have 30 days from the date you enroll to receive a full refund. After 30 days, you will be reimbursed the pro rata share of any amount you paid for any portion of the warranty period subject to cancellation.

-----✂-----
Cut here [LetterCD]



To enroll or view the Terms and Conditions, please visit www.slwofa.com

Please mark your selection below:

[Customer Name]
[Customer Address]
[Customer City, State, Zip Code]
[Contact ID]

- ☐ Yes, please enroll me in the Sewer Line Warranty for just \$_____ per month.
- ☐ I want to save more. Enroll me in the Sewer Line Warranty for \$_____ per year.

I certify to the best of my knowledge that my service line is in good working order.

Signature: _____ Email: _____ Date: _____

To protect your privacy, we do not share your information.



Customer Satisfaction Surveys

Begin Date (mm-dd-yyyy)



End Date (mm-dd-yyyy)



Customer Satisfaction Survey Results

This report shows the results of surveys sent to customers after a claim has been completed

Date range selected: 5-1-2013 to 5-1-2015

Number of responses by question:

	Poor	Fair	Good	Very Good	Excellent
Telephone Experience					
a) Ease of getting through to service representative	0	3	8	8	26
b) Courtesy of service representative	0	1	7	10	27
c) Knowledge of service representative	1	1	9	10	24
On-Site Service Experience					
a) Promptness of contractor's callback	3	3	2	9	28
b) Convenience of scheduled appointment	1	2	3	12	27
c) Promptness of meeting scheduled appointment	1	2	3	10	29
d) Courtesy of contractor	1	0	1	7	36
e) Professionalism of contractor	1	1	0	5	37
f) Quality of work preformed	1	0	1	7	36
Overall Satisfaction with this service experience	1	0	3	10	30
Number of Responses					
	Yes	No	No Answer		
Does this warranty positively influence your opinion of the city?	31	5	9		
Comments?	14	31	0		
Would you recommend this program to others?	41	3	1		
Excellent, Very Good, and Good Rating:	94.44%				
Excellent and Very Good Rating:	86.22%				
Number of Surveys:	45				
Number of Claims:	206				

City of St. Michael Feedback on
Utility Service Partners, Inc., Service Line Warranty Program

Number of residents subscribed to service: 208

No claims to date (that they are aware of, they admit they may not be aware of claims for just sewer blockages)

From the Director of Public Works: "We still wish they'd have offered both sewer and water all at once but understand their points. We did get some complaints as I discussed with you from folks annoyed that they city would allow this to be sent from the City but now knowing that we have residents signing up I think makes it worthwhile."

As a reminder, USP will send separate letters quarterly to residents for each warranty program offered, i.e. sewer, water and internal plumbing. So residents will get at least three letters over several months. Some residents become annoyed by this. USP has indicated that they will remove residents from the mailing list upon request.



Service Line Warranty Program

City of Roseville, MN

Ashley Shiwarski
ashiwarski@utilitysp.net
724-749-1097



Building Peace of Mind, One Community at a Time

Why you should partner with Utility Service Partners

- Partnership with the National League of Cities
- Offers Solution
- Experience
- Reputation



National League of Cities (NLC)



“Our goal at the National League of Cities (NLC) is to be a resource and advocate for your city and its residents. NLC recognized the growing problem of aging infrastructure and the dire need to find a solution for not only cities, but for its residents.

As a result, NLC and Utility Service Partners created the NLC Service Line Warranty Program to help city residents save money, ease the frustration over utility line failures and introduce a new service offering to your community. The National League of Cities is proud to partner with Utility Service Partners because we’ve found it to be the most reputable and reliable program – one that will educate your residents on their water and sewer line responsibilities.”

– **Clarence E. Anthony**,
Executive Director, NLC

National League of Cities (NLC)

- NLC is the nation's oldest and largest organization advocating for cities.
- After thorough vetting, NLC selected USP to administer the NLC Service Line Warranty Program.
- NLC endorsement adds another layer of oversight, which further protects the city brand.

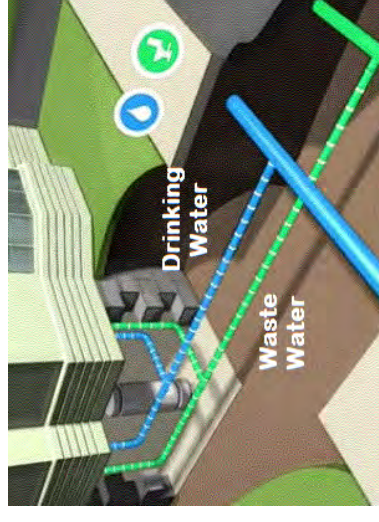


Infrastructure Challenges ... *a National Problem*

- ❑ American Society of Civil Engineers gave our national public infrastructure a **D+ rating** in 2013.
- ❑ **EPA** estimates over the next 20 years **\$77 billion** will be spent on repair/replacement of public water distribution systems, **\$10 billion** on wastewater collection system upgrades, **\$22 billion** for new sewer construction and **\$45 billion** for controlling combined sewer overflows.
- ❑ Municipalities will spend **\$7 billion** to control municipal storm water.
- ❑ More than **850** water main breaks occur **every day** across the country

Challenges for Homeowners

- ❑ Lateral lines are subjected to the same elements as public lines ... ground shifting, fluctuating temperatures, tree root penetration, corrosion and more.
- ❑ Out-of-sight, out-of-mind; water and sewer lines are located outside the home and usually underground.
- ❑ Failed lines waste thousands of gallons of water and present an environmental hazard.
- ❑ Many homeowners believe the city is responsible for maintenance of the water and sewer lines on their property OR that repairs are covered by their homeowner's policy.



Municipality Solution for Homeowners

Homeowner repair protection for leaking, clogged or broken water and sewer lines from the point of utility connection to the home exterior

Coverage includes:

- Educating homeowners about their service line responsibilities.
- Up to \$4,000 coverage per repair incident.
- Additional allowance for public street (\$4,000) and public sidewalk (\$500) repair.
- No annual or lifetime limits.
- No deductibles, service fees, forms, or paperwork.
- 24/7/365 availability.
- Repairs made only by licensed, local contractors.
- Affordable rates and multiple payment methods.

Municipality Solution for Homeowners

Homeowner repair protection for in-home water supply lines and in-home sewer lines and all drain lines connected to the main sewer stack that are broken or leaking inside the home after the point of entry.

Coverage includes:

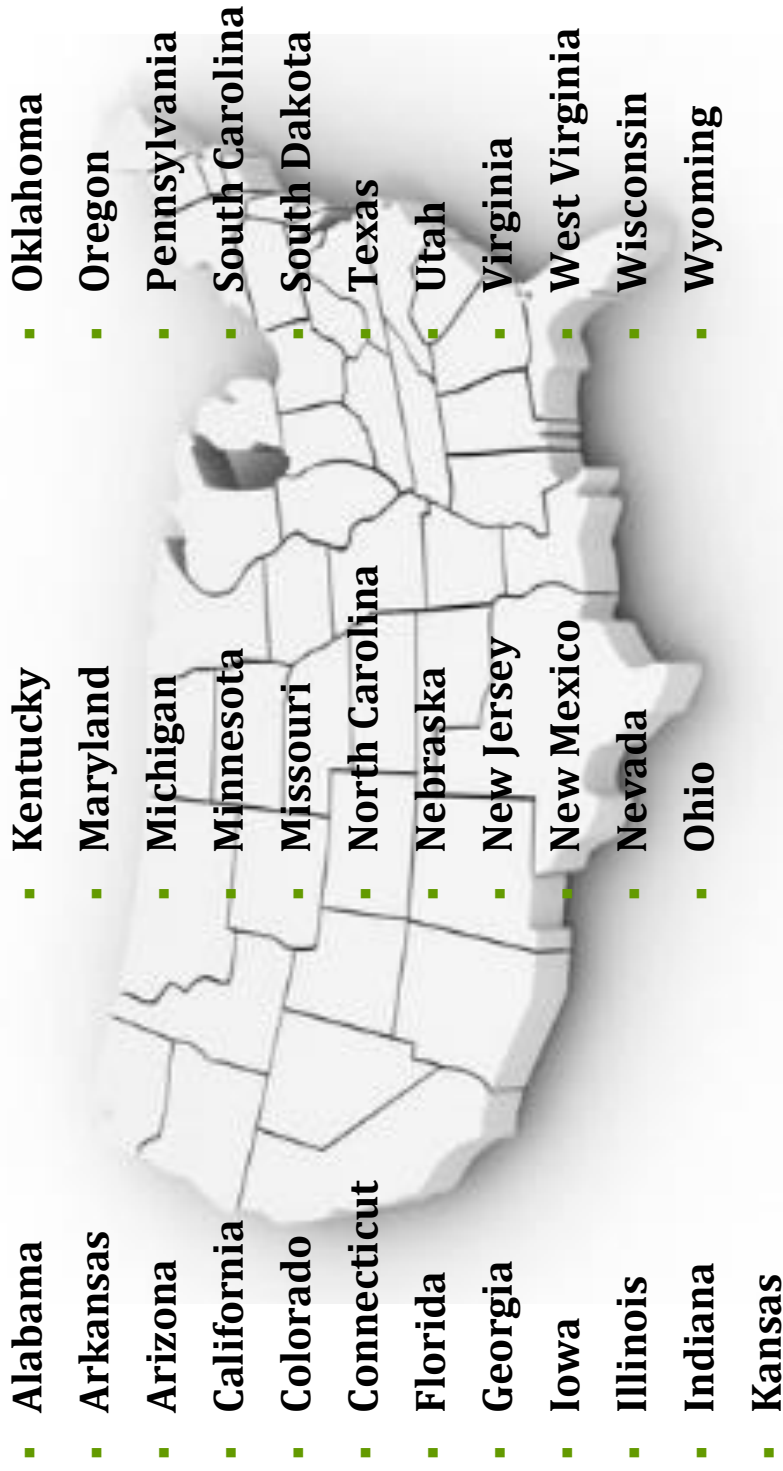
- Up to \$3,000 coverage per repair incident.
- Repair of clogged toilets
- Includes coverage for broken or leaking water, sewer, or drain lines under the slab or basement floor
- No annual or lifetime limits.
- 24/7/365 availability
- No deductibles, service fees, forms, or paperwork.
- Repairs made only by licensed, local contractors.
- Affordable rates and multiple payment methods.

Experience

- **Utility Service Partners is the administrator for the National League of Cities Service Line Warranty Program**
 - ❖ Over 290 cities are participating in the program
 - ❖ Invested more than \$64 million in private infrastructure repairs
 - ❖ Returned nearly \$4 million to cities through revenue sharing component
- **Management team that has provided these types of services for over 15 years**
- **USP is a solution provider**
 - ❖ Educate homeowners about their responsibility
 - ❖ Provide an affordable repair solution
- **Keep our promise to your homeowners**
 - ❖ 97% claim approval rating
 - ❖ 95% customer satisfaction rating

Over 290 Partners in 34 States

...Including 7 in the State of Minnesota



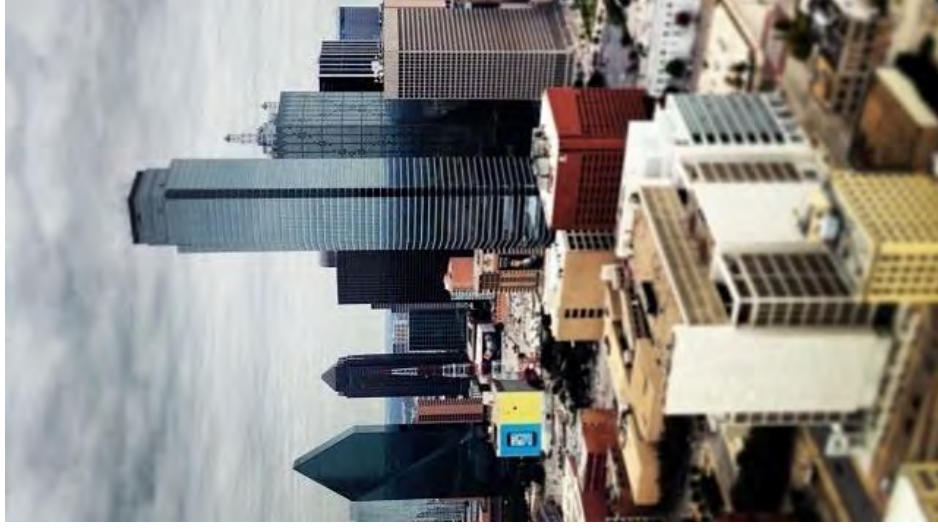
Reputation

- Brand stewardship
 - ❖ 2013 BBB Torch Award for Marketplace Ethics
 - ❖ A+ Accredited BBB rating
- Commitment to local government
 - ❖ ***Only*** service line warranty provider that will never market to consumers without the consent and support of the City
- Respect for homeowner's privacy
 - ❖ Limited mailings to residents



Closing

- USP's Partnership with **NLC + Experience + Reputation = Trust** for you and your residents
- USP will keep its promise to our customers
- USP has proven that a company committed to providing exceptional service and a valuable product at a fair-market price can successfully partner with local government



City Official Comments

“The program has already paid out over \$1 million in repairs and replacements for our homeowner’s lateral service lines. My constituents are happy that we have provided this option for city homeowners. We use the revenue associated with the program to assist lower income homeowners with repairs to their service lines. I am sure your City will be pleased with the NLC Service Line Program.”

- Felicia Moore, City Councilwoman - Atlanta GA

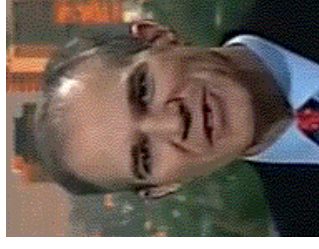


“This program has been available to Clarksburg’s residents for nearly two years, and it’s a real winner. Resident satisfaction is high and it’s a lot easier to tell citizens about this great service rather than explain why they are on the hook for costly repairs.”

- James C. Hunt, past NLC President and former Council Member - Clarksburg, WV

“The Service Line Protection Program helps Phoenix residents and the city government. Revenue from the program goes to core city services like police, fire, parks, libraries and senior centers. The warranties give residents an affordable option for repairs to their sewer and water lines.”

- Jon Brodsky, Public Information Officer – Phoenix, AZ



Excerpt from DRAFT City of Roseville Public Works, Environment and Transportation Commission
Meeting Minutes

November 24, 2015

Continuation of Sewer and Water Private Services Discussion

As a follow-up to previous service line warranty program discussions, Mr. Culver provided historical information and references he'd pursued from other communities using this service; with all providing positive reviewed with the exception of one.

Mr. Culver introduced Ms. Shiwerski with Utility Service Partners in Pittsburgh, PA, for a short presentation to the PWETC and available to answer any questions of the PWETC afterward.

Ashley Shiwerski, Inside Sales Manager with Utility Service Partners, Inc., administrator of the service line warranty program through the National League of Cities

Ms. Shiwerski provided more detailed information than available in tonight's agenda packet as a bench handout, attached hereto and made a part hereof.

Ms. Shiwerski reviewed their program, including the educational aspects; typical listing by cities of available plumbers to perform work as needed through their firm's own research or by allowing the city to be as involved as they chose to be; and the three separate programs offered to customers by their firm: external water lines, external sewer lines, and internal plumbing.

Specific to Roseville with residents responsible for maintenance of their laterals up to the city main, as part of their premium, Ms. Shiwerski noted that Roseville residents would receive up to \$4,000 per repair incident, with no annual, calendar, or lifetime limits, a separation between their firm and others offering this service. Ms. Shiwerski noted there was also up to \$4,000 available toward each public street repair and \$500 for each sidewalk repair incident, with no deductibles or service fees.

At the request of Chari Stenlund, Ms. Shiwerski advised that their firm based their premiums on a standard across the United States, with 90% of their claims falling within that range cap of \$4,000. By request of current city partners, Ms. Shiwerski advised that their firm had tested out the option of providing in-home plumbing for several years before offering that option, initiated last year, and representing their newest offering by their firm after the point of entry of the laterals.

Ms. Shiwerski noted this could provide another small revenue stream, as their firm provided a 50 center/month revenue sharing plan to the municipality for each contract they received from individual homeowners as a form of royalty allotted to the city every January. Ms. Shiwerski advised that cities did a variety of things with that revenue, with the most common thing to develop a fund to assist low-income families with their utility bills or for those experiencing a high water bill due to a leak, and used to offset some of

the cost for that resident. Ms. Shiwarski noted other municipalities chose to put that revenue back into the public infrastructure program.

Specific to marketing their warranty program, Ms. Shiwarski reported that they do not do any door-to-door solicitation, but plan three separate campaigns in the spring, fall and winter to market each of their three products separately to limit confusion for residents. Ms. Shiwarski advised that residents could choose all three warranty programs, or any combination of the three. Ms. Shiwarski further reported that their firm did not send out any mailing to residents in a community without prior city review and approval of the marketing letter itself and envelope in which it will be sent. Ms. Shiwarski advised that this procedure was followed for each and every campaign, even if previously mailings had been approved by the municipality, allowing the city to have input on the mailing itself and the exact mailing dates. Ms. Shiwarski advised that their firm worked with each municipality on tools to limit calls to the city for the initial campaign, and to customize press releases for the media of the city's choice. Ms. Shiwarski advised that this typically involved a letter offering the city partnership and their firm's contact information, a customized web banner for the city website featuring a live chat for residents to visit with a customer service agent at their preference.

Once their firm partners with a municipality, Ms. Shiwarski reported that each city partner had access to their firm's online partner portal for city access and up-to-date resident enrollment for each product and a list of the number of claims and accruing royalty for the municipality. Ms. Shiwarski noted that each resident was surveyed to determine their satisfaction and to immediately address any problem areas.

Of their 290 municipal partners across the United States, Ms. Shiwarski noted there were seven in the State of MN as listed in the information provided to the PWETC tonight, including the City of St. Louis Park.

At the request of Member Cihacek, Ms. Shiwarski reviewed standard pricing for water, sewer and in-home plumbing averaging \$6.765, \$7.75 and \$6.99 respectively. Ms. Shiwarski noted that a resident could cancel at any time, and receive a refund of remaining premiums submitted.

At the further request of Member Cihacek, Ms. Shiwarski addressed how their firm maintained premium rates based on infrastructure prices nationally moving forward by basing their standard pricing on cities under 50,000 households and transferring that risk across the United States. Ms. Shiwarski noted that one city or year may result in a lot of claims, and others not, but by transferring those risks they were able to maintain that standard pricing to-date.

At the request of Member Cihacek, Ms. Shiwarski advised that their firm had not seen a significant price escalation over the last two years, and not typically with their current customer base. Ms. Shiwarski advised that their first client had been in West Virginia and their rates had been grandfathered in, with newer partners providing an opportunity to adjust rates accordingly to address risk.

Chair Stenlund asked if the rates escalated if using the service a lot.

Ms. Shiwarski responded that they did not, with every resident in a community paying the same rate no matter if or how often they used the warranty service. Ms. Shiwarski admitted there was no way to get around those who consistently abused the system, but reported that when the majority of their customers discovered what a repair could have cost compared to their premium, they were well satisfied and stayed with the warranty program.

At the request of Member Seigler, Ms. Shiwarski advised that their firm didn't need to legally get the city's approval before marketing its residents, but stated that their firm chose not to do so without city approval. By partnering with the city, Ms. Shiwarski noted that they were able to reach a greater amount of people and more generous coverage through that partnership with the National League of Cities than they could accomplish without that partnership; and therefore had chosen not to market independent of that partnership.

At the request of Member Lenz, Ms. Ashley confirmed that this warranty program was only available to single-family homes, unless a duplex had a single service line they could cover; but clarified it was not yet available to commercial properties.

If the city allows marketing of this program, Member Heimerl asked if it was accepting any additional legal risk or financial obligation for the city in endorsing this group.

Ms. Shiwarski advised that their agreement held the city harmless; with Mr. Culver noting that the City Attorney would need to review and report to the City Council providing assurances there was no city liability.

In referencing the three mailings by this firm, Member Wozniak asked if their focus was on educating the public by explaining their responsibility to maintain these utilities or simply aimed at selling them a policy. Member Wozniak opined that educating residents, as previously addressed by the PWETC, sounded attractive to help residents understand their responsibilities and cost liabilities for catastrophic failure of their service lines.

Ms. Shiwarski offered to provide Mr. Culver with a copy of their standard letter that started out stating the educational aspects for dissemination to the PWETC; but noted each municipality had input in that language as well and could customize it for their community and infrastructure situation.

At the request of Mr. Culver, Ms. Shiwarski confirmed that their firm typically sent out the letter to residents on city logo and including a co-signature by a city official, designated staff person or the city as a whole, at the preference of each municipality.

Mr. Culver reported that, during his research with another Minnesota community using the warranty program, some of its residents had become annoyed with the letter they were receiving after already subscribing to the warranty program but still receiving continued

mailings. Mr. Culver sought clarification from Ms. Shiwarski as to whether a resident would continue being solicited once they subscribed to the program.

Ms. Shiwarski advised that they would not receive additional solicitations for any service to which they subscribed, but may receive them for those services they had initially chosen not to receive. However, Ms. Shiwarski noted that all a resident had to do was call their firm and ask to be removed from future mailings. Ms. Shiwarski advised that their firm used their own mailing list by using their own mapping software, and not one provided by the city's utility company. Ms. Shiwarski advised that this way a city could state they were introducing this warranty program and assure their residents that the city wasn't giving out their personal utility information.

Chair Stenlund asked, without doing a community survey, if the city could seek interest of the community via an educational input, and receive their input to alert the public that this warranty program was being considered and seeking public comment and interest for such a program.

Mr. Culver suggested the Speak Up! Roseville website as another potential option.

If Roseville is interested, Ms. Shiwarski offered the services of their marketing team to help put that information out there.

Members agreed that there may be some concern among residents of another area of government intervention that they would prefer to avoid.

Member Cihacek opined that, as he heard the program described, he wasn't sure if that argument would hold weight for him, since residents had the option of accepting or opting out.

Member Lenz opined she found this fascinating, admitting before appointment to the PWETC, she had been unaware of her responsibilities as a homeowner for this infrastructure.

Member Seigler opined he was ready to sign up now.

At the request of Member Cihacek, Ms. Shiwarski advised the agreement between their warranty firm and a municipality was three years, with a 90-day opt out for either party.

Mr. Culver asked, if the city decided for whatever reason to discontinue the program after initially approving it, what would happen to those residents enrolled in the warranty program or whether they would be automatically removed from the program.

Ms. Shiwarski advised that any current customers would continue their service provided they continued their monthly premium payment; but no new customers would be enrolled.

Motion

Member Cihacek moved, Member Lenz seconded, recommending to the City Council that they pursue a potential agreement for this warranty opportunity with Utility Service Partners.

At the request of Member Seigler, Mr. Culver reported that he saw many positives for this warranty program and the only staff concern or negative he was aware of to-date was removing any incentive for residents to think long-term and consider proactive maintenance of their system. Mr. Culver opined that any resident subscribing to this warranty program would see no need to spend money on their line to protect against any current or future problems (e.g. root invasion).

Chair Stenlund concurred, noting that lack of interest would also be evident when a street construction project in area provided a good opportunity for that proactive maintenance or line replacement.

Mr. Stenlund advised that participation in this program would come into play with the City's I & I issues and requirements of the city by the Metropolitan Council to respond to and reduce that sanitary infiltration and inflow. If residents were not incented to be proactive in lining their sanitary lines, those cracked lines would continue to seep into the groundwater. However, Mr. Culver noted that the issue could still be resolved by implementing a point-of-sale requirement such as done by the City of Golden Valley and other municipalities. Mr. Culver advised that the city could work toward that even with this program in place and provide a financial savings to residents as well as easing their peace of mind. As Ms. Shiwarski stated, Mr. Culver agreed that the city was the first call made by a resident. Mr. Culver expressed his interest in taking this recommendation from the PWETC to the City Council to get their initial feedback.

Chair Stenlund reiterated his agreement that this would take away any incentive for residents to address their aging lateral infrastructure issues.

Ms. Shiwarski offered to provide Mr. Culver a report with information from various cities on I & I issues, showing residents are actually more proactive when having this warranty coverage. While it may be a slow leak and fear a large bill for repairs, Ms. Shiwarski noted the warranty program provided them with protection in place without deductible or service fees in addition to that coverage.

Ayes: 7

Nays: 0

Motion carried.

Given this action, Mr. Culver asked if the PWETC wished to continue their discussion of lateral line ownership yet tonight. If this program is made available for residents, Mr. Culver noted it removed the risk of where that ownership ends. Mr. Culver noted Member Seigler's previous suggestion to cap costs to take care of the far side and near side issues through setting a cap at a certain limit or slightly above it and still provide some protection

to residents. Mr. Culver noted this would require a cost for the city and impact utility rates accordingly to offer such a cap. While it wouldn't cover the total costs of such a program, Mr. Culver suggested municipal revenue royalties from such an insurance program could serve to offset those costs.

Chair Stenlund stated he was not prepared to talk about an inspection cap at the property line any more at this time.

Member Cihacek stated that this remained his pet project and that he remained interested in pursuing potential bid alternatives in neighborhoods under construction for those residents desiring such an option, and for new construction moving forward but not old residences. With this program, Member Cihacek stated he was less concerned, as clean-up could be taken care of over time; but agreed to tabling further conversation on it until February or March of 2016 to review this program first to determine how well it would perform. However, Member Cihacek opined it provided a good solution for many of Roseville's residents and the aging infrastructure throughout the community.

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: March 14, 2016
Item No.: 15.c

Department Approval



City Manager Approval



Item Description: Private Sewer Service Lining Discussion

BACKGROUND

Over the past couple of years, staff and the City Council have had discussions about the maintenance of private sewer and water connections including current policies related to the ownership limits of the service lines and how can and/or should the City assist in the maintenance of these service lines.

At their February meeting, the Public Works, Environment and Transportation Commission (PWETC) received a presentation from a consultant who is a regional expert in the trenchless rehabilitation of utility lines. This expert, Paul Pasko from SEH, Inc., provided a summary of what other agencies around us, and some nationally, are doing to either require residents to line or replace their service lines, or provide an option for rehabilitation. He also reviewed current technologies and the differences between main sewer line lining techniques and service line techniques.

Staff will provide a summary of this presentation at this Council meeting, but we encourage the City Council and any interested residents to watch the PWETC meeting to hear the presentation from Mr. Pasko. This archived video can be found by going to the following webpage:

<http://www.cityofroseville.com/79/Public-Works>

and clicking on “Archived webstreamed meetings” and then selecting the 2016-02-23 meeting. The Sewer Services lining discussion begins at 13:00 minutes into the meeting and lasts about one hour. There is some very good information in this presentation the Commission members asked several good questions.

Staff will particularly focus on questions related to policy and if the City should require the inspection of sanitary services and the lining of these services if they do not “pass” inspection. This justification for this requirement would focus mostly on the long term prevention of Infiltration and Inflow (I&I) that results in storm and/or ground water entering our sanitary sewer system and causing additional expenses for the treatment of that water. However, this policy would also provide a program that would result in rehabilitated sewer lines providing long term peace of mind for residents.

Attached are the minutes from the PWETC meeting.

FINANCIAL IMPACTS

There are no recommended costs to the City at this time however a policy discussion of contributing to the costs of rehabilitating private service lines would result in City expenses from the respective utility fund.

31 **STAFF RECOMMENDATION**

32 Staff requests that the City Council receive this summarized presentation from staff and provide
33 guidance going forward on a possible new policy and/or program for the lining of private sewer
34 services.

35 **REQUESTED COUNCIL ACTION**

36 Receive presentation and provide guidance to staff on further steps, if any.

37 Prepared by: Marc Culver, Public Works Director
Attachments: A: Presentation
B: Excerpt from the February 23, 2016 PWETC meeting

Private Sewer Services Lining Options

Attachment A

Public Works, Environment & Transportation
Commission

February 23, 2016

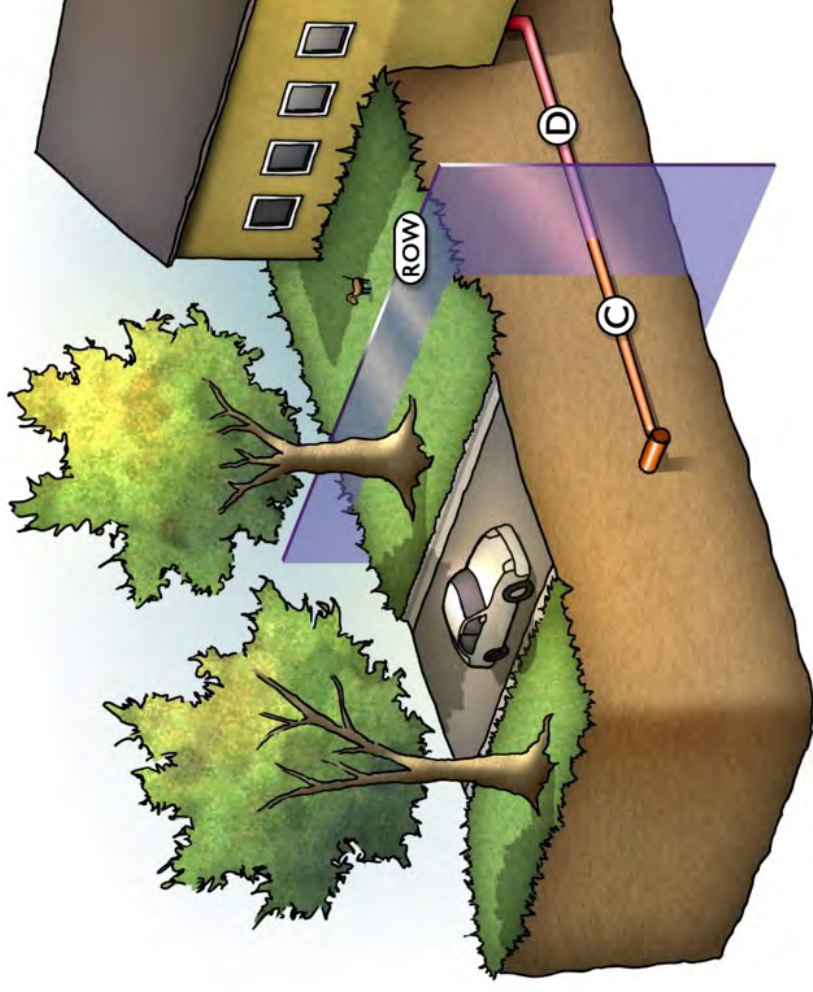


Agenda

- Why rehabilitate a lateral?
- Administratively, how do other communities do it?
- What Tools are They Using?
- How much do the tools cost to use?

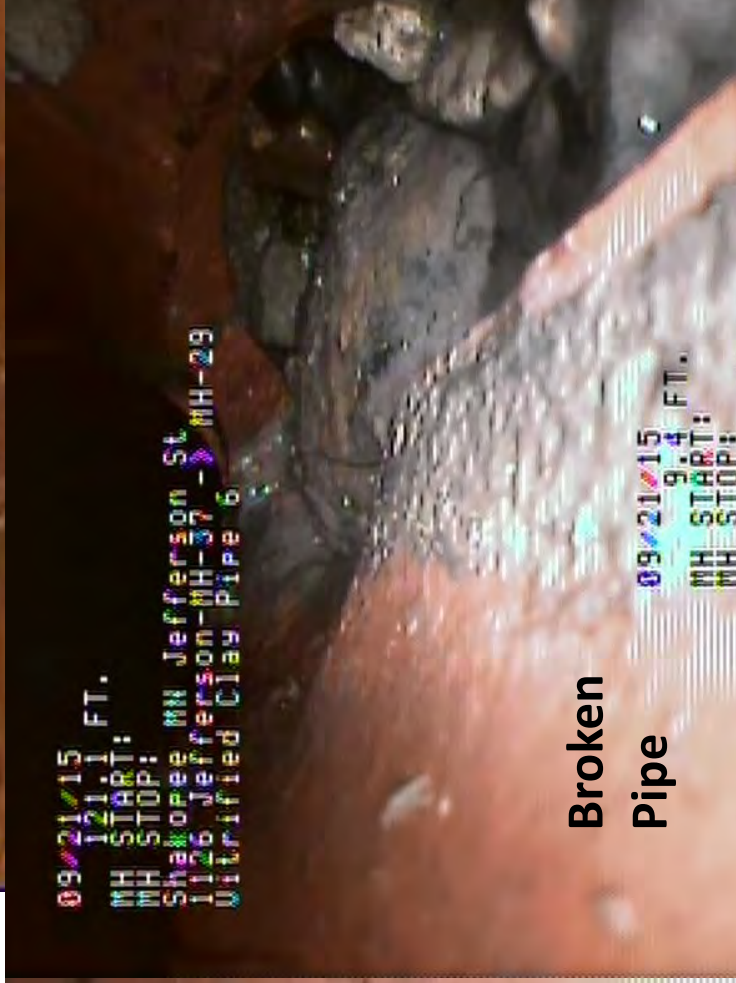
Why Rehabilitate a Lateral ?

- Age - increasing failure rates
- Oldest infrastructure in ROW?
 - Previous street reconstruction addressed
 - pavement,
 - curb and gutter
 - boulevards
 - sanitary and storm sewer
 - Water main
 - gas main

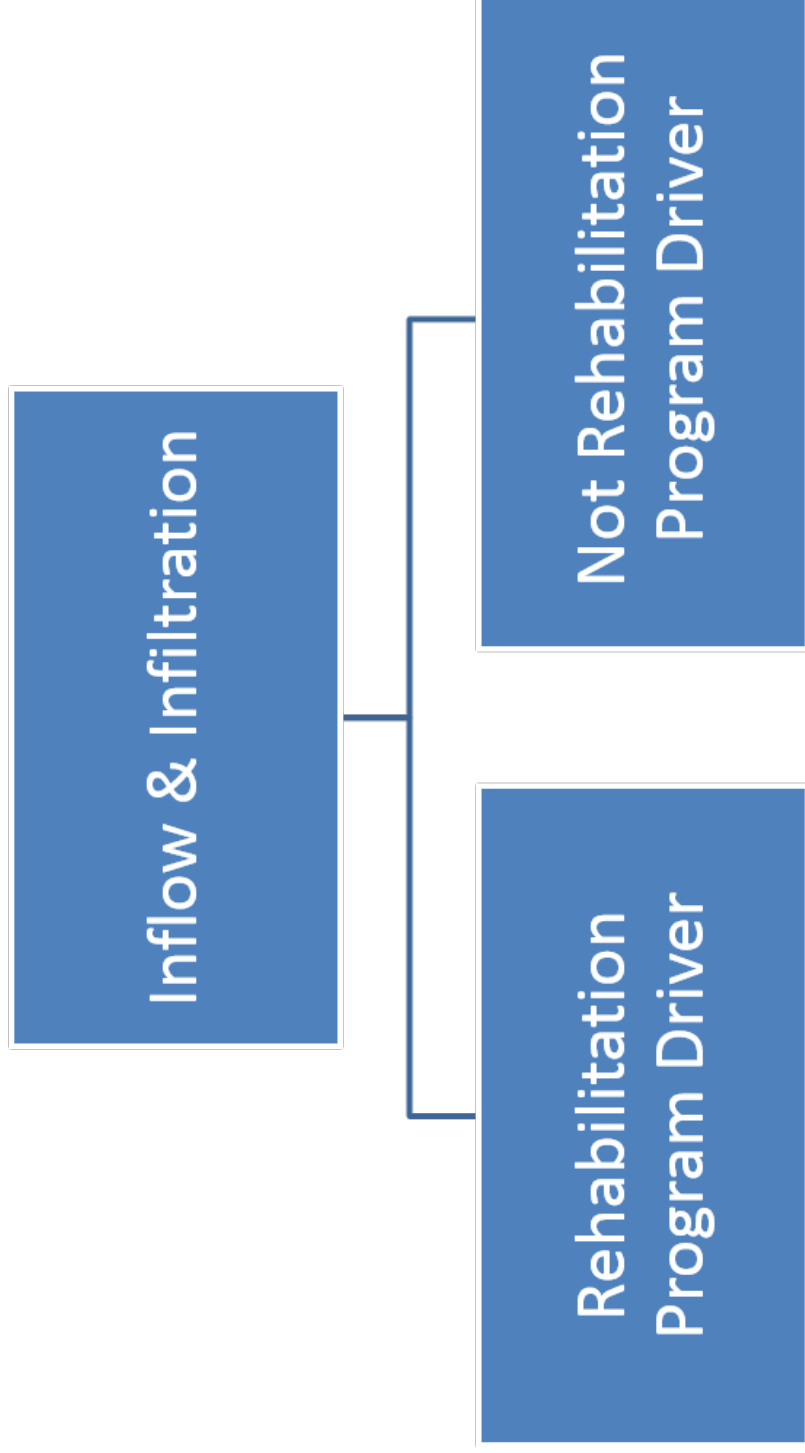


Why Rehabilitate a Lateral ?

- Manage inflow / infiltration
- Broken Pipe?
- Root intrusion?
- ~\$12K - \$15K to dig & replace laterals under street

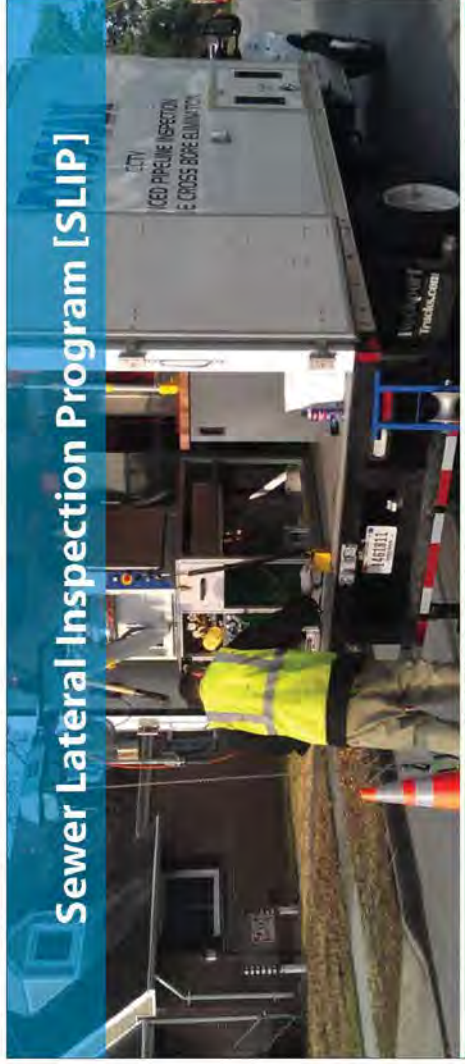


Administratively, how do other communities do it?





Administratively, how do other communities do it?



HRSD has embarked on a pilot project that will identify and repair defective laterals (the pipes in yards that connect a house's plumbing to the city sewer pipeline in the street) at no cost to the homeowner. On the back of this flyer you will find a diagram of a sewer system and information about the methods of repair to be used if the tests explained below show that a lateral requires replacement.

The data we gather and the feedback we receive from the pilot participants will help us determine whether this is a program we should implement in other parts of Hampton Roads. If expanded, the project areas will be selected through coordinated efforts among HRSD and the localities it serves. Each future project would most likely include several hundred homes.

THE THREE TESTS

How Do We Plan To Find The Leaks?

Three different tests will be performed, most likely on different days. Two will take place on your property with your permission. Our testing firms will notify you in advance of their plans to test by hanging a notice on your door. They also will knock on your door on the day of the test to let you know they are about to begin work. One of the goals of the pilot project is to learn how best to schedule the tests, the amount of time to allow for this work, and which tests are most appropriate to perform.



Smoke Testing

During this test of the entire sewer system (which does not require access to your property), non-toxic, artificially created smoke is blown into access points (manholes) in the pipes. This smoke will

escape through defects in the

Pressure Testing (AKA "The Mattress Test")

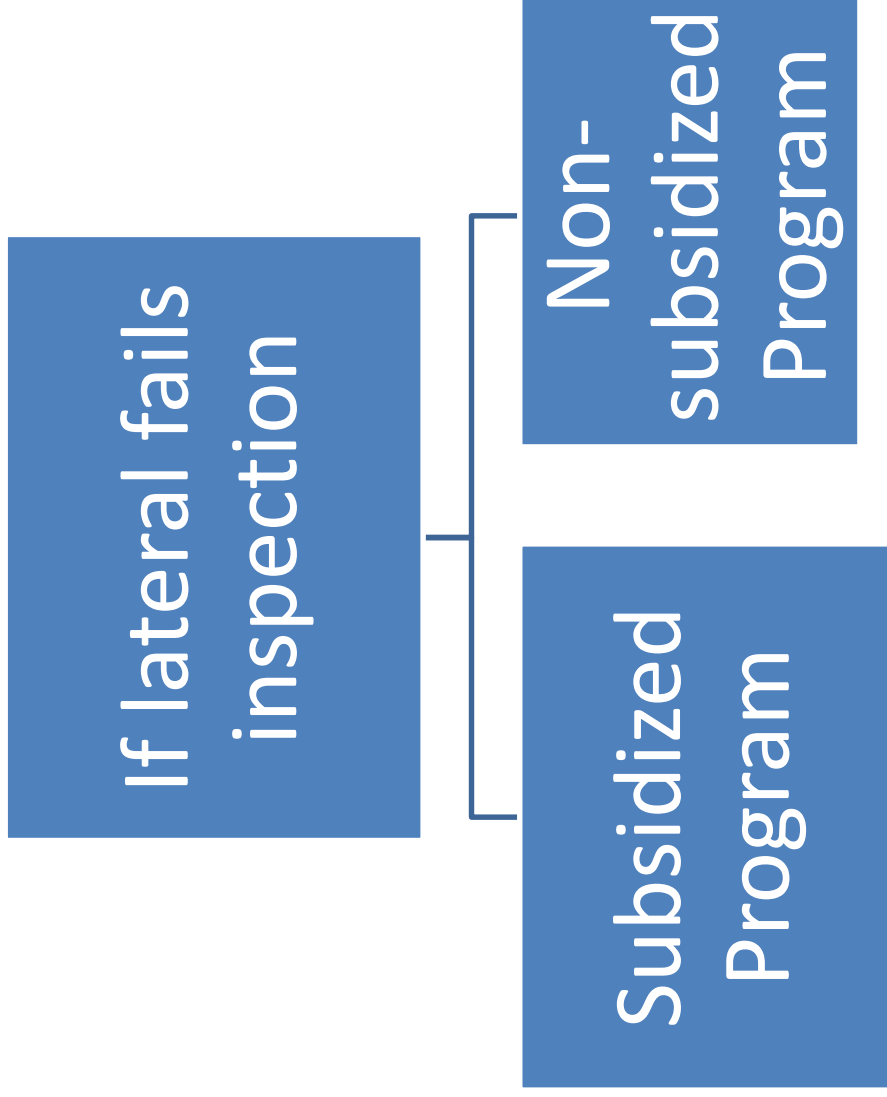
Imagine your air mattress has a small hole in it that is too small to see. No matter how much air you pump into the mattress, it will always slowly deflate. This same theory applies for the Pressure Test except it is done using an air compressor to blow air into the pipe under low pressure. If your sewer lateral does not lose pressure under this test, then we know that it is not defective.



Wet Weather Simulation/Television Inspection Testing

The best way to determine whether your roof leaks is to wait for a big storm and then look for water in your attic. The same is true for your sewer lateral. However, rather than waiting for a big storm to perform a wet

Administratively, how do other communities do it?

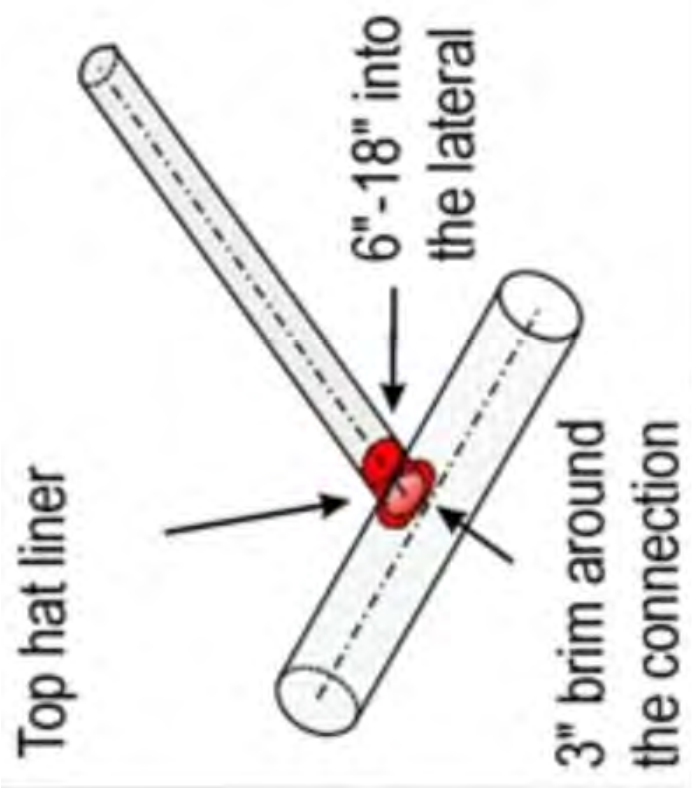


Administratively, how do other communities do it?

City	Inspections	Subsidized Rehabilitation	Lower Lateral - City Contractor			Upper Lateral	
			Wye	To Edge of Road	To ROW	City Contractor	Private Contractor
Edina	N	Y/N					X
Golden Valley	Y	N	X				X
Shakopee	N	Y		X			X
Hastings	N	Y			X		?
Rockford	Y	Y/N				X	
Hampton Roads, Va	Y	Y				X	

What Tools are They Using? - Lower Lateral

- “Top-Hat” style liner does not fully wrap the trunk sewer main, and extends < 18” into the lateral pipe



What Tools are They Using? -Lower Lateral

- “Shorty” style liner does fully wrap the trunk sewer main, and extends 1 – 2 feet into the lateral pipe



What Tools are They Using ? - Lower and Upper Lateral

- “Longer” style liner fully wraps the trunk sewer main, and extends > 2 feet into the lateral pipe
- Can be done with or without installing cleanouts



What Tools do They Use? – When to Use Robotic Tools?

- Prevent damage to a lateral liner - line main first
- sharp main liner edges must be “brushed”
- prevents tearing of the lateral liner



What Tools are They Using? – Lower and Upper Lateral



What Tools are They Using? - Cleanouts



How much do the tools Cost to Use?

Limit of Lateral Rehabilitation	<u>Very</u> Schematic Level Opinion of Construction Cost
Wye	~\$2,000
To Edge of Road	~\$3,000 - \$7,000
To ROW	
Upper Lateral	~\$1,000-\$2,000



Thank You!

Paul Pasko, SEH Project Manager –
952.912.2611 or ppasko@sehinc.com



Building a Better World for All of Us®

34 potential relocation to the sites of former shelters; report by staff of four watermain
35 breaks over the last month; and attendance by staff at the recent meeting of the St. Paul
36 Regional Water Services for its external customers.

37
38 Further discussion included the City's utility base rate structure being the envy of other
39 metropolitan communities and intended to provide for future capital improvement
40 program (CIP) planning for infrastructure updates and needs; and a future staff report to
41 the PWETC on how and where tree trimmings end up.

42
43 Specific to PWETC questions related to the City of Roseville's purchase of water from
44 St. Paul Regional Water Services (SPRWS), Mr. Culver advised that SPRWS's rate
45 structure would be facing challenges to pay for improvements to their treatment facility
46 and distribution system. Mr. Culver reported that the trend is for less water sales, and
47 without a base rate, not as much may be sold as anticipated. Mr. Culver noted that the
48 SPRWS's intent is to implement a base rate in the future that would theoretically build
49 those treatment costs into it. While Roseville maintained its own infrastructure, that rate
50 change may convolute the rate structure for Roseville; but he did anticipate future rate
51 increases, but hoped they wouldn't be too excessive and impactful for Roseville
52 residents. Mr. Culver noted that Roseville's water rates had not increased this year, while
53 other customers had experienced increases.

54 55 **5. Private Sewer Services Lining Options**

56 Mr. Culver introduced Paul Pasko, Project Engineer and-Principal at S.E.H., Inc. and his
57 credentials as someone considered in the industry as an experienced expert with lining
58 technologies and practices in the Midwest area. Mr. Culver reported that Mr. Pasko had
59 recently provided a presentation at a recent city engineer's conference based on his
60 experience with watermain linings in the City of Hastings, MN. As a result of that very
61 informative presentation, Mr. Culver advised that he had invited Mr. Pasko to share that
62 presentation with the PWETC to outline options and what other metropolitan
63 communities were doing to respond to this and similar issues.

64
65 Mr. Culver briefly reiterated, for background purposes, previous discussions of the
66 PWETC about ownership of service laterals and the City Council's charge to the
67 commission to recommend if any changes were evident. Mr. Culver reported that the
68 City Council continued to question if there was more the City could do since it was
69 pursuing an aggressive lining program for its aging sewer lines and in conjunction with
70 that address some of those older laterals for which residents were responsible and to
71 better protect those residents. As part of that consideration, Mr. Culver noted the yet-to-
72 be-determined impact of inflow and infiltration (I & I) that the City of Roseville was
73 undertaking as a mandate from the Metropolitan Council.

74
75 Mr. Pasko introduced his associate, Jen Schueman, in the audience, who worked with
76 him on projects throughout Iowa, Wisconsin and Minnesota in addition to other Midwest
77 areas.

79 Mr. Pasko noted that his presentation would essentially ask and provide information on
80 the following items:

- 81 • Why rehabilitate laterals?
- 82 • Administratively, how do other communities do it?
- 83 • What tools are they using?
- 84 • How much do the tools cost to use?

85
86 Mr. Pasko reviewed some points to consider, including those communities where I & I
87 were drivers and the various options used in communities for rehabilitation of those
88 laterals up to street reconstruction lines via assessment, including some of that work done
89 by the City's contractor or a private owner's contractor, but still allowed to be applied as
90 an assessment to property taxes.

91
92 Mr. Pasko reviewed the variables in the upper and lower laterals and options and
93 challenges in both. If I & I is the driver, and the attempt is to hit the upper lateral, Mr.
94 Pasko advised that many East Coast communities in the United States insist they have a
95 right to make sure those lines are in compliance with code and that private property
96 owners meet that code.

97
98 Mr. Pasko noted that care was needed to ensure clear ordinance language that protected a
99 citizen's Fourth Amendment Rights as it relates to unjust or arbitrary inspections of
100 private property, frequently debated by courts, but able to be sufficiently addressed with a
101 comprehensive ordinance in place prior to inspections and to protect municipalities. Mr.
102 Pasko noted that this involved access to private property and parameters for that access,
103 since there was obviously a potential liability for the city accessing private property
104 and/or laterals (considered private property) through main manholes, especially when
105 dealing with mishaps in using robotics. Mr. Pasko noted that if an unanticipated problem
106 occurred with the robotics, there was always the possibility that the lateral line would
107 need to be dug up to rescue the equipment; and suggested that would not be a good first
108 test of a city ordinance.

109
110 Mr. Pasko also noted the need for an ordinance addressing expenditure of public money
111 to rehabilitate private property and clearly defining those parameters or potential
112 circumstances, such as the municipality subsidizing a portion of the rehabilitation of
113 longer laterals. Mr. Pasko emphasized the need to make sure the ordinance was very
114 clear about how, when and why public monies would be expended. Other than in several
115 instances in the State of WI, Mr. Pasko advised that those Fourth Amendment questions
116 were being sufficiently addressed from his perspective as long as the ordinances were
117 enacted before rehabilitation was undertaken.

118
119 Specific to options used by other communities, Mr. Pasko reported on one who applied a
120 \$50/month surcharge for private property owners choosing not to rehabilitate those
121 private laterals as an incentive to encourage them to do so; while others used a subsidy
122 for rehabilitation; and others chose not to provide any subsidy. Another community, for
123 those property owners choosing not to rehabilitate their private laterals, chose to install an

inflatable ball where the city's line met the private lateral to prevent use of the main line beyond their lateral until the property owner chose to correct problem areas.

Mr. Pasko reported other variables among communities: total subsidy for rehabilitation borne by the city, options for lower lateral rehabilitation by a city contractor only, and some of those done up to the wye, some to the edge of the road, and some up to the rights-of-way. Mr. Pasko noted that upper lateral lining was done by either using private or city contractors.

Specific to Minnesota communities, Mr. Pasko provided a matrix of the options used by the Cities of Edina, Golden Valley, Shakopee, Hastings, and Rockford; and for comparison purposes, he included the City of Hampton Roads, VA in that matrix.

Overall, Mr. Pasko opined that the most successful option he observed around the country was real estate transaction based, such as used by the City of Golden Valley, MN with point-of-sale inspections performed from within the home allowing a holistic viewpoint for both the upper and lower laterals. Mr. Pasko reported that some communities choose a dye or smoke test when possible. On the east coast, Mr. Pasko reported that over the last four years, they had experienced a turnover of homes at 10% to 15%, making those inspections a sustainable program, with the same home inspected periodically over a fifteen year period, and thereby compiling a database of information for the City's GIS system for comparison purposes. Mr. Pasko noted this was also possible for inspecting new homes being constructed annually and adding that data for future comparison purposes as well.

Lower Lateral Tools Being Used:

- **"Top-hat"** style liner with the potential that it may be unable to fully wrap the trunk sewer main and only able to extend <18" into the lateral pipe. Mr. Pasko noted further problems with this tool include the brim not always being wide enough to find its way through or around tree roots, causing communities to shy away from using it.
- **"Shorty"** style liner that does fully wrap the trunk sewer main, and extends 1-2' into the lateral pipe.
- **"Longer"** style liner that fully wraps the trunk sewer main and extends >2' into the lateral pipe and can be done with or without installing cleanouts. Mr. Pasko reported that the City of Shakopee, MN currently uses this tool.

When to Use Robotic Tools:

- To prevent damage to a lateral liner, you must line the main line first
- Any sharp main liner edges must be brushed to prevent tearing of the lateral liner

What Tools are They Using?

- Many communities use dig and replace in lower and upper laterals – depending on specific situations
- Use of cleanouts vary among communities and depends on their location, whether above or below ground

170 • Some communities choose to use vacuum excavating
171 Mr. Pasko noted that again, these choices are based on individual community ordinances
172 and their specific issues.

173
174 How Much Do the Tools Cost to Use?

175 Mr. Pasko again provided a matrix comparing the cost for various options, and limits of
176 the lateral rehabilitation, including:

- 177 • Up to the wye: estimated at \$2,000;
- 178 • Up to the edge of the road: estimated at \$3,000 to 7,000;
- 179 • Up to the rights-of-way (same as above)
- 180 • With the upper lateral, Mr. Pasko opined that most of the cost was the
181 contractor's mobilization to get to the site; with the actual length of the lining
182 not that problematic beyond the cost of the base project itself; estimating it at
183 \$1,000 to \$2,000 based on his very schematic level opinion of construction
184 costs.

185 As an example, in the City of Edina, with most of their single-family homes built pre- or
186 post-World War II, they may experience 60% to 70% of those homeowners using private
187 contractors.

188
189 If the City had cast iron laterals, Mr. Pasko suggested the city not bother and just leave
190 them along. However, if the majority of the city's pipes were clay or orange bird piping,
191 Mr. Pasko suggested that the city seriously consider a lateral lining initiative.

192
193 Based on his experience, Mr. Pasko briefly addressed lateral insurance or warranty
194 programs, and reported on various communities throughout the country.

195
196 Mr. Pasko provided one example of the city forces undertaking that private lateral work
197 themselves rather than hiring an outside contractor, essentially using city labor and
198 equipment. Mr. Pasko advised that part of their rationale was that it provided them
199 another opportunity to interact with customers in a positive way, and whether or not the
200 lateral rehabilitation program is also subsidized or not, they claim they've been
201 successful in their endeavors.

202
203 Mr. Pasko provided other examples, such as in the Philadelphia area where the
204 municipality chose a for-profit warranty program at reasonable rates. However, Mr.
205 Pasko noted that this created some significant increases in utility rates of up to a \$1
206 increase in one year; and some communities were limited in the number of contractors
207 serving in this capacity. Mr. Pasko noted that most of the warranty program agreements
208 allow the municipality to build in a clause for choosing contractors or only quotes from
209 local contractors. Mr. Pasko cautioned that there were pros and cons with this type of
210 warranty program, one of which was whether or not the municipality may be endorsing
211 certain plumbers above others. Mr. Pasko noted that he had found with municipalities
212 partnering with these warranty programs, their residents had been engulfed with mass
213 mailings from the plumbing industry.

215 Again, Mr. Pasko emphasized the need for appropriate ordinance language to protect the
216 municipality and its residents.

217
218 Q & A

219 During and after the presentation, Mr. Pasko responded to questions of the PWETC.

220
221 Chair Stenlund noted that, overall, the lower laterals in Roseville were not typically a
222 problem for I & I.

223
224 Given the age of the community and its infrastructure, Mr. Pasko opined that this was
225 most likely due to backfilling of pipes in rights-of-way done to a higher standard with
226 inspection staff on-site than may be found in current construction efforts. Mr. Pasko
227 noted that the other side of the laterals were usually more problematic outside that right-
228 or-way line with private contractors being less diligent in packing soils. Mr. Pasko noted
229 that this was problematic nationwide, with findings that the lower lateral is better
230 compacted than the upper lateral as it related to I & I.

231
232 Chair Stenlund noted that some mains were not under the road in Roseville, but may be
233 located on one side or the right-of-way or the other, and affected homeowners
234 accordingly for rehabilitation costs. Member Stenlund questioned if those situations
235 would be redlined as good candidates to consider for lining sooner than later.

236
237 Mr. Pasko responded that lining was paid for by the foot; and as an example, there were
238 many situations where whether or not that lateral was on the short or long side, those
239 homeowners on the short side got more of a bargain than those on the long side. Mr.
240 Pasko noted that some communities stipulate that all property owners pay the same to
241 equalize factors; but if not a lot of those situations, that was not taken into consideration
242 beyond a unique situation. Mr. Pasko noted that there were many different ways for a
243 community to approach that inequity.

244
245 Chair Stenlund questioned problems with flows coming toward the lining and creating a
246 plug.

247
248 Mr. Pasko responded that there were not, and as an engineer, a pre-lining television
249 inspection (after cleaning the line) was performed and if active I & I was found, it may be
250 addressed with a plug, while tree roots were removed. After that, Mr. Pasko noted that
251 the end cap was cut off and then inspected again, and if the problem or indication of a
252 problem during installation was observed, it was removed and the process done again.
253 Mr. Pasko advised that he uses a two-year inspection clause for lining contractors,
254 requiring them to re-inspect and correct any problems on their own dime. While it varies
255 with contractors, Mr. Pasko advised that the best lining contractors average 2% or less
256 with problem areas.

257
258 At the request of Chair Stenlund, Mr. Pasko advised that the liner has a built-in taper,
259 with minimal identification loss, and while there may many roots and problems within
260 the pipes, there was little problem or evidence of problems from flushable items getting

261 caught in the laterals with the smaller and smoother liner applications now available with
262 improved technologies.

263
264 Member Wozniak asked if there was a limit to the pipe condition in which lining would
265 work (e.g. broken, disjointed or disconnected) that determined if and when the liner tool
266 would still prove effective.

267
268 Mr. Pasko advised that the only problem was a pipe was a pipe with 50% or more
269 missing; and even then if technicians were gentle in the lining, they could still blow right
270 through that broken or missing area, essentially creating a pipe within the pipe. Mr.
271 Pasko noted that the only problematic situations he'd observed were if a pipe had been
272 crushed or offset and became oval or teardrop shaped. At that point, Mr. Pasko suggested
273 it may be better to dig and replace that spot, or in areas with a sag. Again, Mr. Pasko
274 noted the need to address that clearly in ordinance language to address rights and
275 responsibilities for laterals for homeowners and the municipality.

276
277 At the request of Chair Stenlund, Mr. Pasko estimated the typical cost for each cleanout
278 would be \$1,500 to \$2,500 each, and perhaps up to \$3,000 for vacuuming.

279
280 Based on his experience, Member Seigler asked Mr. Pasko if those communities offering
281 a warranty program were happy with it.

282
283 Mr. Pasko opined that it varied: with older communities getting more than new
284 communities; along with some property owners pushing back or not wanting to
285 participate based on their preference for less government intervention.

286
287 Chair Stenlund asked staff to report on the percentage overall in Roseville of PVC, clay
288 or cast iron laterals.

289
290 Mr. Culver noted that, with the majority of the Roseville sewer system installed in the
291 late 1950's, and primarily in the 1960's, most lines were clay, but he wasn't able to
292 identify how much if any were cast iron. Mr. Culver noted that, obviously, new lines
293 were of PVC construction, but those were few and far between unless in new
294 construction situations.

295
296 Mr. Pasko noted that this would fit in with most of the upper Midwest and national
297 averages, with clay popular at the turn of the century through the 1970's until use of cast
298 iron, then trending to PVC once that technology became available.

299
300 Given the age of most of the homes in Roseville, Member Seigler asked when a large
301 amount of lateral failures could be anticipated.

302
303 Mr. Pasko advised that it had a lot to do with soil type and trees in their vicinity. Based
304 on the amount of Roseville's tree cover, Mr. Pasko opined that there was probably a lot
305 of root damage that had already occurred or was occurring right now. Mr. Pasko noted
306 that the sub-grade soils around Roseville varied; and if you had heavy clay soils, any

defect in joints when the laterals were put together were probably leaking water. If those soils were sandy, Mr. Pasko opined that most of the surrounding trees were drinking water out of those laterals and had been doing so for some time.

Mr. Culver referenced the permit information previously supplied to the PWETC for sewer services (September 2015) and advised that those numbers continued to increase. When televising city mains, Mr. Culver reported that they looked the short distance available into laterals, and when seeing an obvious root intrusion, those property owners were sent a standard courtesy letter alerting them to that observation.

Mr. Pasko briefly reviewed some of the new inspection tools available in that ever-changing technology and ability for television inspections that can pan and tilt about 1' into the lateral. Also, if no root intrusions are observed, Mr. Pasko advised that a small crawler attached to the main robot can be deployed to move up the lateral into the home carried by a tether.

If there are too many roots present or a sag, Mr. Pasko noted there is also technology for a mobile probe through the home's inside cleanout consisting of a low voltage probe to hit the pipe, then another section grounded to a sign post or fire hydrant to ground it and complete the circuit. Mr. Pasko advised that this allows the operator to measure how much current arrives at that ground from the probe and from the amount of current back estimate or calculate the amount of I & I that can go in. Mr. Pasko noted that this also provided a nice and repeatable measure from one year to the next. However, Mr. Pasko noted that it also depended on the operators on those cameras and their skill levels; again requiring ordinance parameters that clearly define potential problem areas and variables.

At the request of Member Cihacek, Mr. Pasko confirmed that the contractors performing lining of mains and those lining laterals were two separate specialties with their equipment also radically different at this time. Mr. Pasko noted that lining of mains was becoming more common and specialized, and those contractors didn't want to stop that process to deal with laterals. Mr. Pasko advised that he had yet to see any contractor make lining laterals part of lining main lines. Mr. Pasko noted that it was more common to line the mains one year and return the next year to line laterals.

In the City of Edina, Mr. Pasko reported that when they do street reconstruction, they will also rehabilitate or line laterals, but that is typically done by a different contractor while still allowing private owners to take advantage of a better rate for that contractor to do multiple linings once mobilized. In other words, as suggested by Member Cihacek, if the City of Roseville bid street reconstruction, and chose to bid laterals while the street was torn up, it made sense to do so, but otherwise there was no benefit to bidding them together. Mr. Pasko reiterated that he didn't see those technologies merging anytime soon; since those operating the joysticks differ. Mr. Pasko advised that the skill sets of most of those operators were amazing; with some of the best he'd observed having previously been drone pilots, and transferring those skills to this technique.

From his perspective, Chair Stenlund asked Mr. Pasko for his opinion on why or how a homeowner could be responsible for a portion of the line under the street and beyond his right-of-way; and without any power on their part to control what occurs around or near that line, such as compaction or traffic vibrations. Chair Stenlund also sought Mr. Pasko's observations of other communities and their practice.

Based on his experience across the country, Mr. Pasko advised that he was only personally aware of one community that stops ownership at the property line or right-of-way. Mr. Pasko advised that the responsibility of the owner usually went to the main and includes the wye, with the private property owner responsible for the lateral and wye connection that comes into the main to make it a complete pipe. Furthermore, Mr. Pasko noted that it was common on the east coast for ownership of the wye and lateral up to the main. Mr. Pasko recognized that the wye was generally the first part to break.

Mr. Pasko noted that the State of MN was actually progressive in that a private property owner didn't own water service to the main or half or all of the curb stop box; and advised that many communities across the nation do so.

Mr. Pasko opined that depending on the situations and technology to employ them, he suspected that the use of cleanouts was coming to an end. Mr. Pasko noted that it wasn't unusual for private plumbers to carry liners into home basements or install cleanouts next to the foundation wall but not in a right-of-way.

Member Seigler asked if water laterals and linings had the same issues as that of sanitary sewer lines as far as deterioration.

While water mains were similar in terms of trouble spots and many can be rehabilitated using similar technology, Mr. Pasko noted that it depended on the community and its type of soil. Mr. Pasko advised that 30% to 60% of pipe wall loss was being experienced in communities with 1920's era infrastructure. Mr. Pasko anticipated that in the next ten years, technologies will be available allowing for water service pipes of 1/2" diameter to be lined, once the materials used are certified; with some being experimented with now.

Mr. Culver reported that S.E.H., Inc. will be designing and administering a Roseville project lining the water main on Heinel Drive due to it being a long dead-end street and creating difficulties for those residents if an open cut process was used. Mr. Culver advised that this new technology for water main lining was different than the previous pilot program using 3M spray-on material.

On behalf of the PWETC, Chair Stenlund thanked Mr. Pasko for his informative presentation and discussion.

- 6. Roseville Recycling Request for Proposals (RFP) – continued from January**
Mr. Culver referenced the staff report and attachments; highlighting specific items remaining for PWETC recommendation. Mr. Culver also provided a summary of the 60 comments and questions received via the Speak Up! Roseville website.