



City Council Agenda

Monday, March 9, 2009

Commission Interviews: 3:45 p.m.

Regular Meeting: 6:00 p.m.

Additional Interviews: 7:10 p.m.

Regular Meeting Continues: 8:40 p.m.

City Council Chambers

(Times are Approximate)

Commission Interviews

3:50 p.m.	Thomas Lund	Parks & Recreation
4:00 p.m.	Brent Huberty	Parks & Recreation
4:10 p.m.	Jason Etten	Parks & Recreation
4:20 p.m.	Robert Murray	Parks & Recreation
4:30 p.m.	David Holt	Parks & Recreation
4:50 p.m.	Jeff Boldt	Parks & Recreation & Pub Wks Env Trsp
5:00 p.m.	James Campbell	Police Civil Service
5:10 p.m.	Steve Gjerdingen	Public Works, Environ & Transportation
5:20 p.m.	David Horsager	Ethics

Note: Parks & Recreation Commission applicants William Olein and Mary Holt; and, Planning and Public Works, Environment and Transportation Commissions applicant Glenn Cook are unavailable for an interview on 3/09; they remain very interested in consideration for appointment. Parks & Recreation Commission applicant Bradley Peper has withdrawn his application.

Recess

- | | |
|-----------|---|
| 6:00 p.m. | 1. Roll Call
Voting & Seating Order for March: Pust; Ihlan; Johnson;
Roe; Klausing |
| 6:02 p.m. | 2. Approve Agenda |
| 6:05 p.m. | 3. Public Comment |
| 6:10 p.m. | 4. Council Communications, Reports, Announcements and
Housing and Redevelopment Authority Report |
| 6:15 p.m. | 5. Recognitions, Donations, Communications

a. Recognize and Accept Lake Ridge Care Center \$500
Donation |

- b. Recognize and Accept Minnesota 100 Club \$3,500 Donation to Officer Jorgensen

6:25.m. **6. Approve Minutes**

- a. Approve Minutes of February 23, 2009 Meeting

6:30 p.m. **7. Approve Consent Agenda**

- a. Approve Payments
- b. Approve Business License
- c. Set a Public Hearing for Key's Café Liquor License
- d. Receive Update on *Imagine Roseville 2025* Medium and Long Term Goals
- e. Authorize Acceptance of Metropolitan Emergency Services Board Grant for 800 Megahertz Radios for Public Works Supervisors
- f. Approve Change Order; Adopt a Resolution to Accept the Work Completed; Authorize Final Payment of \$52,077.28; and Commence the One-Year Warranty Period on the 2008 Contract B Street Improvement Project
- g. Amend Contract with WSB to Prepare a Response Action Plan for the Twin Lakes AUAR Subarea I Infrastructure Improvements

6:40 p.m. **8. Consider Items Removed from Consent**

9. General Ordinances for Adoption

6:50 p.m. **10. Presentations**

- a. Hear a Presentation and Adopt a Resolution regarding Early Voting and Vote by Mail

Commission Interviews

7:10 p.m.	Tim Johnson	Parks & Recreation & Planning
7:20 p.m.	John Gisselquist	Planning
7:30 p.m.	Keith Miller	Planning & Human Rights
7:40 p.m.	Gary Grefenberg	Planning & Human Rights
7:50 p.m.	Peg Kennedy	Human Rights
8:00 p.m.	Liz Jaeger	Human Rights
8:10 p.m.	George Bondy	Human Rights
8:20 p.m.	Barbara Yates	Human Rights
8:30 p.m.	Howard Wagner	Human Rights

11. Public Hearings

12. Business Items (Action Items)

- 8:40 p.m. a. Update of Centennial Gardens Apartments Non-Compliance
- 9:00 p.m. b. Adopt a Resolution Authorizing the use of Eminent Domain for the acquisition of parcels for street and utility purposes within the Twin Lakes Redevelopment Area

13. Business Items – Presentations/Discussions

- 9:15 p.m. a. Discussion on the 2009 Utility Rates
- 9:30 p.m. b. Continue Discussions on an Alternative Budgeting Process for 2010
- 9:40 p.m. c. Update on 2009 Budget Adjustments
- 9:45 p.m. d. Discuss City Manager Evaluation Process

9:50 p.m. 14. City Manager Future Agenda Review

15. Councilmember Initiated Items for Future Meetings

- 9:55 p.m. a. Twin Lakes Property Maintenance Code Enforcement - Ihlan

16. Adjourn

Some Upcoming Public Meetings.....

Tuesday	Mar 10	7:00 p.m.	Human Rights Commission
Monday	Mar 16	-	ISD 633 and 621 1 st day of Spring Break
Tuesday	Mar 17 Mar 31	6:00 p.m.	Housing & Redevelopment Authority <i>Postponed to 3/31</i>
Monday	Mar 23	6:00 p.m.	City Council Meeting
Tuesday	Mar 24	6:30 p.m.	Public Works, Environment & Transportation Commission
Monday	Mar 30	6:00 p.m.	City Council Meeting
Tuesday	Mar 31	6:00 p.m.	Housing & Redevelopment Authority
Tuesday	Apr 7	6:30 p.m.	Parks & Recreation Commission
Wednesday	Apr 8	6:30 p.m.	Planning Commission
Monday	Apr 13	6:00 p.m.	City Council Meeting

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

Applicants for Commissions, March 2009

1. William Olein	Parks and Recreation
2. Tim Johnson	Parks and Recreation & Planning
3. Thomas Lund	Parks and Recreation
4. Jason Etten	Parks and Recreation
5. Bradley Peper	Parks and Recreation
6. Brent Huberty	Parks and Recreation
7. Robert Murray	Parks and Recreation
8. Mary Holt	Parks and Recreation
9. David Holt	Parks and Recreation
10. Jeff Boldt	Parks and Recreation and Public Work, Environment and Transportation
11. Steve Gjerdingen	Public Work, Environment and Transportation
12. Glenn Cook	Public Work, Environment and Transportation and Planning
13. John Gisselquist	Planning
14. Keith Miller	Planning and Human Rights
15. Gary Grefenberg	Planning Human Rights
16. Peg Kennedy	Human Rights
17. Liz Jaeger	Human Rights
18. George Bondy	Human Rights
19. Howard Wagner	Human Rights
20. Barbara Yates	Human Rights
21. James Campbell	Police Civil Service
22. David Horsager	Ethics

Margaret Driscoll

FEB 12 2009

From: support@civicplus.com
Sent: Thursday, February 12, 2009 9:10 PM
To: Carolyn Curti; Margaret Driscoll
Subject: Online Form Submittal: Commission Application

The following form was submitted via your website: Commission Application

Please check commission applying for: Parks and Recreation Commission

If other, please list name:

Name:: William Olein

Address:: 2403 N. Dunlap St.

City, State, Zip: Roseville, MN 55113

Work Experience: I worked for the City of Roseville for more than 30 years. I began as a summer playground leader and a warming house attendant at Lexington Park in 1962. After graduating from high school, I worked in the park maintenance department for several years while in college and before I became the Director of the Roseville Skating Center in 1975, a position I held until retirement in 2005.

Education:: University Of Minnesota Minneapolis, Mn
December 1973 Bachelor of Science
Major: Park & Recreation Administration

Alexander Ramsey Sr. High School Roseville, Mn
June 1964 Diploma

Civic and Volunteer Activities (Past and Present):: Roseville Volunteer Fire Department !
971 - 1994

--Rank of Lieutenant

--Medal of Honor 1992

--Distinguished Service Award, American Heart Association 1992

--Certificate of Commendation, American Legion 1992

American Bandy Association 1987-1992

North Suburban Youth Foundation 1986-1993, 2005-Present

Please state your reasons for wanting to serve on the Commission/Committee/Task Force::
When I began my career at the City of Roseville, it was during a period of time when the park system was first under development. A referendum was passed in the early 60's that allowed the City to purchase parcels of land to develop our park system as we know it today. I worked on many of our parks as they were developed from swamp or low lands into beautiful neighborhood parks. It was especially rewarding to work on Central Park and help with the early development of this "Gem" of our park system. I would very much like to return to my "roots" in this wonderful park system, to further serve the community in the continued development and implementation of our parks and recreation programs.

What is your view of the role of this Commission/ Committee/Task Force?: I realize that the Park and Recreation Commission is an advisory commission to the City Council. That its role is to listen to the wishes of the community as they pertain to the park and recreation setting, and then to make wise and fair decisions that can be passed on to the Council for their review.

Any further information you would like the City Council to consider or that you feel is relevant to the appointment you are seeking.: I would like to inform you that I have an out of state commitment from March 5 through March 13, and would not be available during the scheduled interview time frame. I'm hopeful that if considered, an alternative interview date might be available.

I'm very excited about the possibility of being selected to serve on the Park and Recreation Commission. I would consider it a tremendous honor to serve this great and wonderful community, especially during this time of economic crisis.

I understand that all information provided in this application, except my telephone number, 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.: Yes

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).: Home telephone number

Daytime Phone: 651-484-9184

Evening Phone:

Cell Phone: [REDACTED]

Home Phone (if different):

Work Phone (if different):

Home Fax:

Work Fax:

Home Email: [REDACTED]

Work Email:

Student Application: No

If yes, please list your grade:

May we contact you using your work email or fax?: No

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

Additional Information:

Form submitted on: 2/12/2009 9:09:36 PM

Submitted from IP Address: [REDACTED]

Form Address: <http://www.cityofroseville.com/forms.asp?FID=237>

FEB 26 2009

Margaret Driscoll

From: support@civicplus.com
Sent: Wednesday, February 25, 2009 7:08 PM
To: Carolyn Curti; Margaret Driscoll
Subject: Online Form Submittal: Commission Application

The following form was submitted via your website: Commission Application

Please check commission applying for: Parks and Recreation Commission, Planning Commission

If other, please list name:

Name:: Tim Johnson

Address:: 1161 Garden Ave

City, State, Zip: Roseville, MN 55113

Work Experience: Accounting 1989 to present.

Real Estate 2004 to present.

Education:: B.A. Bethel College, Business Administration w/ Emphasis in Accounting. 1989.

Civic and Volunteer Activities (Past and Present):: City Council Candidate 2008.

Volunteer in Ukrainian Orphanages 2003 and 2004.

Please state your reasons for wanting to serve on the Commission/Committee/Task Force:: I want to be more involved in the community.

What is your view of the role of this Commission/ Committee/Task Force?: To provide community input to the city council and/or city staff.

Any further information you would like the City Council to consider or that you feel is relevant to the appointment you are seeking.: During the 2008 campaign season I talked to a lot of residents and gained a lot of insight that would be beneficial to either commission. I think my background in real estate and accounting would also be beneficial to either the Park and Rec or Planning Commission.

I understand that all information provided in this application, except my telephone number, 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.: Yes

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):
Other telephone number

Daytime Phone: [REDACTED]

Evening Phone: [REDACTED] 3

Cell Phone: [REDACTED]

Home Phone (if different):

Work Phone (if different):

Home Fax:

Work Fax:

Home Email:

Work Email:

Student Application: No

If yes, please list your grade:

May we contact you using your work email or fax?: Yes

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

Additional Information:

Form submitted on: 2/25/2009 7:07:55 PM

Submitted from IP Address:

Form Address: <http://www.ci.roseville.mn.us/forms.asp?FID=237>

Margaret Driscoll

From: support@civicplus.com
Sent: Thursday, January 29, 2009 5:05 PM
To: Carolyn Curti; Margaret Driscoll
Subject: Online Form Submittal: Commission Application

The following form was submitted via your website: Commission Application

Please check commission applying for: Parks and Recreation Commission

If other, please list name:

Name:: Thomas E. Lund

Address:: 1038 Sherren Street West

City, State, Zip: Roseville, MN 55113

Work Experience: US Army - 3 years

Minnesota Supreme Court - 1 year

Private attorney concentrating on employee benefits - 30 years

Education:: B.A. Stanford University

J.D. University of Minnesota

Civic and Volunteer Activities (Past and Present):: Youth Basketball Coach RYBA - 8 years

Board Member and Volunteer Attorney - Southern Minnesota Regional Legal Services 21 years

Merit Badge Coach - Boy Scouts - 6 years

Roseville Area High School Athletic Booster Club - 3 years

Please state your reasons for wanting to serve on the Commission/Committee/Task Force:: I believe that Roseville's parks and recreation programs are vital to the health and desirability of our community. I want to help ensure that the quality of the facilities and programs remains high and that they meet the needs of citizenry that is growing more and more diverse.

What is your view of the role of this Commission/ Committee/Task Force?: I view the commission as (a) a vehicle for citizen's input to the city government and (b) a means of ensuring that the city management's priorities for the parks and the recreation programs are aligned with those of the people for whom they are maintained.

Any further information you would like the City Council to consider or that you feel is relevant to the appointment you are seeking.: I have lived in Roseville for 34 years. My children grew up using Roseville parks and participating in the recreation programs. I continue to use and value them and would be honored to take part in the stewardship of this valuable community resource.

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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)::
Home telephone number, Home email address

Daytime Phone: [REDACTED]

Evening Phone: 651-487-2357

Cell Phone: [REDACTED]

Home Phone (if different):

Work Phone (if different):

Home Fax:

Work Fax: [REDACTED]

Home Email: tomelund@aol.com

Work Email: [REDACTED]

Student Application: No

If yes, please list your grade:

May we contact you using your work email or fax?: Yes

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

Additional Information:

Form submitted on: 1/29/2009 5:04:46 PM

Submitted from IP Address: [REDACTED]

Form Address: <http://www.ci.roseville.mn.us/forms.asp?FID=237>

FEB 17 2009 ✓

Margaret Driscoll

From: support@civicplus.com
Sent: Sunday, February 15, 2009 10:19 PM
To: Carolyn Curti; Margaret Driscoll
Subject: Online Form Submittal: Commission Application

The following form was submitted via your website: Commission Application

Please check commission applying for: Parks and Recreation Commission

If other, please list name:

Name:: Jason Etten

Address:: 2054 Cohansey Blvd

City, State, Zip: Roseville, MN 55113

Work Experience: .Music Teacher: Mounds View Public Schools. Fall 1999 - present
(Irondale High School Choir Director, Fall 1999 - present; Irondale Orchestra Director,
Fall 2001- Spring 2004; Edgewood Middle School Choir director, Fall 1999 - Spring 2001)

Conductor: Greater Twin Cities Youth Symphonies (Fall 2003-Spring 2008)

Conductor: Cannon Valley Youth Orchestra program, Northfield, MN (Fall 1999-Spring 2002)

High School Vocal Music Teacher: Edina High School (Fall 1998-Spring 1999)

Secondary Vocal Music Teacher: St. Anthony/New Brighton Middle and High School (January 1998-June 1998)

Education:: .University of Minnesota, Twin Cities Campus; Major course work completed
towards Master's in Education with an emphasis in Music Education (Summer 2006-present)

St. Olaf College, Northfield, MN; B.A. Magna Cum Laude

Major: K-12 Vocal and Instrumental Music Education

Roseville Area High School, Roseville, MN; honors graduate

Civic and Volunteer Activities (Past and Present):: I am an active member of our two local
neighborhood associations, the Cohansey Blvd and McCarrons Lake Neighborhood associations.
In June of 2008 I organized a neighborhood park cleanup for Villa Park and Reservoir Woods
and included members of the local National Guard Unit based on North McCarrons Blvd. I am
presently working to organize a cleanup again for this spring as part of a goal to make
the effort an annual event.

My wife and I are members at St. Michael's Lutheran Church on County Road B where we often
contribute to the music for services.

In my job as a music teacher we regularly perform for community organizations, churches
and nursing homes in the cities of Mounds View, New Brighton and Roseville.

Please state your reasons for wanting to serve on the Commission/Committee/Task Force:: I
want to be part of the Parks and Recreation Commission because I love the parks of
Roseville and appreciate all of the many different recreation activities that are offered.
With two young children we are heavy users of the Parks and Rec system and plan to only do
more in the coming years. I have developed a good relationship with Lonnie Brokke through
participation in various Parks and Rec activities as well as working to organize
improvements at Villa Park. I hope to continue to build those ties and to work with the

entire staff to help maintain the amazing system we have and look for ways to make it even better.

In addition, I am very interested in finding ways to further serve the Roseville community. I see this commission as an excellent way to help people across the city.

What is your view of the role of this Commission/ Committee/Task Force?: The commission serves to make the Parks and Recreation system responsive to the needs and wants of Roseville residents while working to create long-term plans to strengthen the system. The Commission serves to assist the Parks and Recreation staff by working on committees, providing direct communication with city residents, and providing recommendations on Parks and Recreation work. One of the great challenges that will face all city governments in the next several years is a funding crisis. I know that the commission members will need to work hard to find ways to keep the system strong while struggling with limited resources.

Any further information you would like the City Council to consider or that you feel is relevant to the appointment you are seeking.: Since moving back to Roseville in 2004 we have had regular involvement in Parks and Recreation activities. I purposefully came back to live in Roseville with my family because I value the community we have. I would be honored to serve Roseville as a member of the Parks and Recreation Commission.

I understand that all information provided in this application, except my telephone number, 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.: Yes

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).: Home telephone number, Home email address

Daytime Phone: [REDACTED]

Evening Phone: 651-765-6364

Cell Phone:

Home Phone (if different):

Work Phone (if different):

Home Fax:

Work Fax:

Home Email: jason.etten@gmail.com

Work Email: [REDACTED]

Student Application: No

If yes, please list your grade:

May we contact you using your work email or fax?: Yes

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

Additional Information:

Form submitted on: 2/15/2009 10:19:18 PM

Submitted from IP Address: [REDACTED]

Form Address: <http://www.cityofroseville.com/forms.asp?FID=237>

Margaret Driscoll

From: support@civicplus.com
Sent: Saturday, February 21, 2009 12:52 PM
To: Carolyn Curti; Margaret Driscoll
Subject: Online Form Submittal: Commission Application

The following form was submitted via your website: Commission Application

Please check commission applying for: Parks and Recreation Commission

If other, please list name:

Name:: Bradley Peper

Address:: 1835 Gluek Lane

City, State, Zip: Roseville, MN 55113

Work Experience: Current - Project Manager at RBC Wealth Management (formerly Dain Rauscher in Mpls.

Past - Business Analyst at GMAC-RFC, Systems Analyst at McKesson, Systems Analyst at GE Capital.

If you would like more detail I can provide a resume.

Education:: MBA at Bethel University

BA in MIS at Augsburg College with a minor in Business Admin

Civic and Volunteer Activities (Past and Present):: Roseville Planning Commission Member
5th grade basketball coach
Courage Center Volunteer

Please state your reasons for wanting to serve on the Commission/Committee/Task Force:: I want to become more involved in what is happening with the Parks and Recreation. I currently enjoy our Parks in the Roseville area and I think they are important to our community. I have two kids Sam (5) and Lily (4) who will be using these parks for years to come and I want to help make sure the appropriate decisions are made to keep the funding and service level needed to make this happen. I served on the Planning Commission so I understand constraints of City Code.

What is your view of the role of this Commission/ Committee/Task Force?: Communicate with the team members and provide input on current issues.

Research how other communities are addressing current problems.

Help project future parks and recreations budget, programs, needs and other topics.

Volunteer in various events and help in the community as much as possible.

Listen and learn from others in the community and bring their view points to the commission.

Any further information you would like the City Council to consider or that you feel is relevant to the appointment you are seeking.: I have two kids sitting in my lap as I am filling out this application, if you want more detail I would be glad to provide it. I like being involved in the community and I enjoy the outdoors, this seems like a nice fit for me. I like working with people. Thank you for your consideration.

I understand that all information provided in this application, except my telephone number, 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.: Yes

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).: not checked

Daytime Phone: [REDACTED]

Evening Phone: [REDACTED]

Cell Phone: [REDACTED]

Home Phone (if different):

Work Phone (if different):

Home Fax:

Work Fax:

Home Email: bradpeper@gmail.com

Work Email:

Student Application: No

If yes, please list your grade:

May we contact you using your work email or fax?: No

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

Additional Information:

Form submitted on: 2/21/2009 12:52:12 PM

Submitted from IP Address: [REDACTED]

Form Address: <http://www.ci.roseville.mn.us/forms.asp?FID=237>

Margaret Driscoll

From: support@civicplus.com
Sent: Thursday, January 29, 2009 4:39 PM
To: Carolyn Curti; Margaret Driscoll
Subject: Online Form Submittal: Commission Application

The following form was submitted via your website: Commission Application

Please check commission applying for: Parks and Recreation Commission

If other, please list name:

Name:: Brent Huberty

Address:: 900 Grandview Ave. W.

City, State, Zip: Roseville, MN 55113

Work Experience: Eleven years as a pharmaceutical and medical device microbiologist, the last 4 of which with St. Jude Medical in Little Canada.

Education:: B.S. in Microbiology from the University of Minnesota

Civic and Volunteer Activities (Past and Present):: Tutoring elementary age children through a YMCA program at Little Canada Elementary.

Please state your reasons for wanting to serve on the Commission/Committee/Task Force:: As a lifelong resident of Roseville, I have an interest in the park system as it promotes healthy individuals, healthy families, and therefore, a more health community.

What is your view of the role of this Commission/ Committee/Task Force?: To advise the Parks & Rec Director.

Any further information you would like the City Council to consider or that you feel is relevant to the appointment you are seeking.:

I understand that all information provided in this application, except my telephone number, 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.: Yes

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).: Home email address

Daytime Phone: [REDACTED]

Evening Phone: [REDACTED]

Cell Phone: [REDACTED]

Home Phone (if different):

Work Phone (if different):

Home Fax:

Work Fax:

Home Email: bwhubert@comcast.net

Work Email: [REDACTED]

Student Application: No

If yes, please list your grade:

May we contact you using your work email or fax?: Yes

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

Additional Information:

Form submitted on: 1/29/2009 4:38:38 PM

Submitted from IP Address: [REDACTED]

Form Address: <http://www.cityofroseville.com/forms.asp?FID=237>

FEB 27 2009

Margaret Driscoll

From: support@civicplus.com
Sent: Friday, February 27, 2009 2:51 PM
To: Carolyn Curti; Margaret Driscoll
Subject: Online Form Submittal: Commission Application

The following form was submitted via your website: Commission Application

Please check commission applying for: Parks and Recreation Commission

If other, please list name:

Name:: Robert Murray

Address:: 1433 W Roselawn Ave

City, State, Zip: Roseville, MN 55113

Work Experience: I had worked for a Landscaper and Nursery out in Alexandria VA for over 18 months.

I started and operated a Commercial and Residential Cleaning Service The Master's Touch for almost twenty years in the King of Prussia/Valley Forge area in Pennsylvania. I did some landscaping for some of my cutomers.

My wife died of cancer and I moved back to Minnesota.

Education:: I graduated as a 91-G20 Clinical Psychologist from Brooks Army Medical Center Ft. Sam Houston in San Antonio TX. I worked in the Command Consultation Clinic at Ft. Riley KS. In addition I have been trained and worked in Drug Rehab in the U.S. Army HQ & A 1st Medical Battalion 1st Infantry Division at Fort Riley KS. I was crossed trained as a Medic 91-C and work in the Ambulance Platoon.

I have an Associate Degree in Theology.

Civic and Volunteer Activities (Past and Present):: I was a Meal on Wheels volunteer in Pennsylvania with my wife.

Please state your reasons for wanting to serve on the Commission/Committee/Task Force:: I appreciate the wonderful Parks and Recreational Facilities we have right here in Roseville.

I lived in the Philadelphia area for 18 years where there was an absence of even grass in the many of the yards. I want to do my part to help preserve this for future generations.

I enjoy growing my own plants from the seeds from last year's harvest. I grow all my vegetables fruits and herbs organically. Thanks to Rodale's which is located in Emmaus Pennsylvania by the use of companion plating I never ever use any type of pesticide. By planting Chamomile by Roses I have no aphid problem. The Chamomile attracts lady bugs that eat them.

I surround my garden with Tansy and Yarrow and other various flowers which attract such an abundance of beneficiary insects. I at times let my Parsley go to full bloom because its flowers are so small that it attracts other beneficiary insects that protect my tomatoes.

What is your view of the role of this Commission/ Committee/Task Force?: I believe the role of this Parks and Recreation Advisory Commission is to be a liaison function which would help both the Roseville City Council and the residence to work more effectively in preserving our outstanding Parks and Recreation Facilities.

We are here for the purpose of assisting the Roseville City Council in seeing that the

needs of its residents are taken care of.

Any further information you would like the City Council to consider or that you feel is relevant to the appointment you are seeking.: I want to help give something back to the community where I now call my home.

I understand that all information provided in this application, except my telephone number, 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.: Yes

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).: not checked

Daytime Phone: [REDACTED]

Evening Phone:

Cell Phone:

Home Phone (if different):

Work Phone (if different):

Home Fax:

Work Fax:

Home Email: [REDACTED]

Work Email:

Student Application: No

If yes, please list your grade:

May we contact you using your work email or fax?: Yes

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

Additional Information:

Form submitted on: 2/27/2009 2:50:36 PM

Submitted from IP Address: [REDACTED]

Form Address: <http://www.ci.roseville.mn.us/forms.asp?FID=237>

FEB 27 2009 ✓

Margaret Driscoll

From: support@civicplus.com
Sent: Friday, February 27, 2009 11:04 AM
To: Carolyn Curti; Margaret Driscoll
Subject: Online Form Submittal: Commission Application

The following form was submitted via your website: Commission Application

Please check commission applying for: Parks and Recreation Commission

If other, please list name:

Name:: Mary Holt

Address:: 1880 Alta Vista Drive

City, State, Zip: Roseville, MN 55113

Work Experience: I have been a physical therapist for 25 years, the last 8 of which have been part-time in the Roseville School District.

Education:: 5 yr. BS from the College of St. Scholastica with a physical therapy degree

Civic and Volunteer Activities (Past and Present):: Served on a citizen's committee for Reservoir Woods under Bob Bierscheid. Chaired concessions for traveling boy's basketball for 5 years. PTA secretary for 2 years. Served on Children's Ministry committee for 4 years.

Please state your reasons for wanting to serve on the Commission/Committee/Task Force:: I have wanted to be more involved with having input to Roseville's growth as a city, and my main area of interest is in the area of promoting healthy living. I love the opportunities the city offers at this time for outdoor recreation and would like to see positive changes made for the use of indoor space.

What is your view of the role of this Commission/ Committee/Task Force?: The role of the committee includes having a well-rounded group of citizens that can give community input and perspective to the decision making parties in Roseville. The persons on this committee must have time and be willing to work on projects that arise.

Any further information you would like the City Council to consider or that you feel is relevant to the appointment you are seeking.: Having raised 3 sons in Roseville, our family has lived the life of enjoying the Parks and Recreation programs across many spectrums, inclusive of baseball, tennis, running, basketball, football, and of having great sites for walking the dog or strolling around a lake. I would like to see Roseville maintain and grow the programs so that all citizens can live a healthy lifestyle with the facilities and space to do so right in their own backyard.

I understand that all information provided in this application, except my telephone number, 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.: Yes

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):
not checked

Daytime Phone: [REDACTED]

Evening Phone:

Cell Phone: [REDACTED]

Home Phone (if different):

Work Phone (if different):

Home Fax:

Work Fax:

Home Email: [REDACTED]

Work Email:

Student Application: No

If yes, please list your grade:

May we contact you using your work email or fax?: Yes

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

Additional Information:

Form submitted on: 2/27/2009 11:03:33 AM

Submitted from IP Address: [REDACTED]

Form Address: <http://www.ci.roseville.mn.us/forms.asp?FID=237>

Carolyn Curti

From: support@civicplus.com
Sent: Friday, February 27, 2009 3:39 PM
To: Carolyn Curti; Margaret Driscoll
Subject: Online Form Submittal: Commission Application

The following form was submitted via your website: Commission Application

Please check commission applying for: Parks and Recreation Commission

If other, please list name:

Name:: David Holt

Address:: 1880 Alta Vista Dr

City, State, Zip: Roseville, MN 55113

Work Experience: President, Residential Property Management, Inc.

Education:: BS degree University of Minnesota Health Services Administration

Civic and Volunteer Activities (Past and Present):: Currently coaching RYBA. Have helped coach baseball, basketball and football on and off through Roseville rec over the past 14 years. Was on the Facilities Planning Committee several years back.

Please state your reasons for wanting to serve on the Commission/Committee/Task Force:: To get more involved with our city programs now that my kids are getting older.

What is your view of the role of this Commission/ Committee/Task Force?: Planning and oversight of the use and future development of our parks and recreational programs.

Any further information you would like the City Council to consider or that you feel is relevant to the appointment you are seeking.: Past President of the National Association of Residential Property Managers.

I understand that all information provided in this application, except my telephone number, 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.: Yes

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):. Home telephone number, Work telephone number, Work fax number, Work email address

Daytime Phone: 612-465-0421

Evening Phone: 651-489-9292

Cell Phone: [REDACTED]

Home Phone (if different):

Work Phone (if different):

Home Fax:

Work Fax: 612-379-8067

Home Email:

Work Email: dave@rpmgmt.com

Student Application: No

If yes, please list your grade:

May we contact you using your work email or fax?: Yes

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

Additional Information:

Form submitted on: 2/27/2009 3:39:19 PM

Submitted from IP Address [REDACTED]

Form Address: <http://www.cityofroseville.com/forms.asp?FID=237>

FEB 27 2009 ✓

Margaret Driscoll

From: support@civicplus.com
Sent: Thursday, February 26, 2009 8:21 PM
To: Carolyn Curti; Margaret Driscoll
Subject: Online Form Submittal: Commission Application

The following form was submitted via your website: Commission Application

Please check commission applying for: Parks and Recreation Commission, Public Works, Environment and Transportation Commission

If other, please list name:

Name:: Jeff M. Boldt

Address:: 1900 Lexington Ave N. #9

City, State, Zip: Roseville, MN 55113

Work Experience: State of Minnesota
Department of Veterans Affairs, 2006 to present. Buyer 1
Department of Commerce, 2003
to 2006, Accounting Technician
Department of Trade & Economic Development, 1998 - 2003 Accounting Clerk/Technician.
Office of Secretary of State, 1995-1998, Office Admin. Specialist.
Department of Trade & Economic Development, 1992-1995, Clerk/Typist 1

Education:: High School Diploma - St. Paul Washington
College: Century College, White Bear Lake, Mn. Business, computer classes.
St. Paul College, St. Paul, Mn. Accounting courses

Civic and Volunteer Activities (Past and Present):: 3M PGA Senior Golf Tournament, 2002
-2008 volunteer
WCHA Men's College Hockey Hospitality Committee volunteer, yearly since 2004.
NCAA Regional Mens Hockey and Basketball volunteer 2001-2003
Minnesota State Government contract committees for copiers/office machines; conference
planning;
MN Natl Government Insititute of Purchasing member.

Please state your reasons for wanting to serve on the Commission/Committee/Task Force::
Involvement in community, interest in public affairs and ongoing projects.
Bring citizen skills to areas of interest.
Be a pro-active citizen to help make city and community better.
Interest in being involved and informed citizen of Roseville.

What is your view of the role of this Commission/ Committee/Task Force?: To help serve the
city and council in providing information and making decisions.
Providing input that can be used in community projects or other areas to help Roseville
citizens and city council.

Any further information you would like the City Council to consider or that you feel is
relevant to the appointment you are seeking.: Active citizen who enjoys the wonderful
parks in Roseville and surrounding areas.
Experience in State Government work could be helpful in these areas; experience with
Accounting, Purchasing, Office Administrative work and customer service.

I understand that all information provided in this application, except my telephone
number, 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.: Yes

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).: Home telephone number, Work telephone number, Work fax number, Home email address, Work email address

Daytime Phone: 651-484-3813

Evening Phone: 651-484-3813

Cell Phone:

Home Phone (if different):

Work Phone (if different): 612-721-0657

Home Fax:

Work Fax: 612-728-1216

Home Email: jboldt@usfamily.net

Work Email: jeff.boldt@state.mn.us

Student Application: No

If yes, please list your grade:

May we contact you using your work email or fax?: Yes

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

Additional Information:

Form submitted on: 2/26/2009 8:20:42 PM

Submitted from IP Address: [REDACTED]

Form Address: <http://www.ci.roseville.mn.us/forms.asp?FID=237>

FEB 27 2009✓

Margaret Driscoll

From: support@civicplus.com
Sent: Friday, February 27, 2009 8:36 AM
To: Carolyn Curti; Margaret Driscoll
Subject: Online Form Submittal: Commission Application

The following form was submitted via your website: Commission Application

Please check commission applying for: Public Works, Environment and Transportation Commission

If other, please list name:

Name:: Steve Gjerdingen

Address:: 2553 Fisk Street

City, State, Zip: Roseville, MN 55113

Work Experience: Jan 2008 - Present: Worked as an employee of Pareo Inc. an IT contracting firm. Currently stationed at Northwestern College doing help desk and desktop support.

June 2006 - December 2007: Worked as an independent contractor for Pareo Inc. an IT contracting firm. Stationed at Northwestern College most of the time, doing help desk and desktop support.

Education:: 2003-2006: B.A. in Psychology from Bethel University

Civic and Volunteer Activities (Past and Present):: I haven't done a lot of organized volunteer work, but I've done some side activities here and there. For example: the other day though I shovelled the path from my house to Central Park that the city didn't get around to doing. Last summer I helped someone move who I didn't know very well, but they were poor and needed assistance.

Lately, I have been attending a lot of meetings regarding city projects, both in Roseville and in other cities like St. Paul and Minneapolis. Most of these meetings have been to advocate for non-motorized transportation in various corridors.

Please state your reasons for wanting to serve on the Commission/Committee/Task Force:: I want to serve on the transportation committee because Roseville needs to have a greater vision when it comes to transportation needs here, particularly in the non-motorized realm. Bicyclists and pedestrians need greater support in this city. Roseville also needs to consider better connectivity of roadways for all users (including automobiles). Currently, there are certain pockets of Roseville that are hard to move around in, whether you are in a car or on a bike. Also, pulic transit needs to be improved within this city.

While my primary focus is in transportation, I feel that I could contribute towards other things that this committee discusses. I have an interest in what gets changed here, what happens to places like Har Mar mall, our parks, etc.

What is your view of the role of this Commission/ Committee/Task Force?: I believe this committee's primary goal is to determine what is best for this city in the areas of public works, environment and transportation. Hearing from the public is important as ultimately they are the ones who determine what happens here, as they should be. At the same time, the focus needs to be on all areas of Roseville and they way the city functions within the metropolitan area. One can't be too narrowly focused on one segment of a community, but likewise they segments need to be heard out.

Any further information you would like the City Council to consider or that you feel is relevant to the appointment you are seeking.: I have a strong interest in helping Roseville become a more desirable city for everyone to live in. I feel that this city

needs to become more desirable for a variety people regardless of their age range, income level, single/married, ethnicity, etc.

I understand that all information provided in this application, except my telephone number, 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.: Yes

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)..: not checked

Daytime Phone: [REDACTED]

Evening Phone: [REDACTED]

Cell Phone: [REDACTED]

Home Phone (if different):

Work Phone (if different):

Home Fax:

Work Fax:

Home Email: [REDACTED]

Work Email: [REDACTED]

Student Application: No

If yes, please list your grade:

May we contact you using your work email or fax?: No

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

Additional Information:

Form submitted on: 2/27/2009 8:36:03 AM

Submitted from IP Address: [REDACTED]

Form Address: <http://mn-roseville.civicplus.com/forms.asp?FID=237>

Carolyn Curti

From: support@civicplus.com
Sent: Monday, January 19, 2009 5:21 PM
To: Carolyn Curti; Margaret Driscoll
Subject: Online Form Submittal: Commission Application

The following form was submitted via your website: Commission Application

Please check commission applying for: Planning Commission, Public Works, Environment and Transportation Commission

If other, please list name:

Name:: Glenn R. Cook

Address:: 2292 Western Avenue N.

City, State, Zip: Roseville, MN 55113

Work Experience: Civil Engineer with Bonestroo Rosene Anderlik & Asso. - 40 years
Mn/Dot technician 2 years

Education:: BS Civil Engineering - Univ of Minn.

Civic and Volunteer Activities (Past and Present):: Coached Baseball & Basketball(traveling) - Roseville
Cub Scouts & Boy Scouts.

City Engineers asso. (CEAM) - Planning Comm.

American Public Works Asso.(APWA)

American Council of Engineering Companies (ACEC) - President

Minnesota Engineering & Surveying Society (MSES)

Church - St. Odelia

Please state your reasons for wanting to serve on the Commission/Committee/Task Force:: Public Works, Environment and Transportation - I am interested in helping the city preserve it's infrastructure. Having worked in this area all of my career it will be easy to catch up and provide valuable insite to projects and activities the city is working on. I a very interested in doing what we can to improve our environment at a reasonable cost.

Planning Commision - I have worked with several city planning commisions over the years. Providing advice on subdivisions, site work and utilities. I have completed comprehensive plans for storm water , Transportation and Utilities. Most of these plans have been built out.

What is your view of the role of this Commission/ Committee/Task Force?: Public Works, Environment and Transportation Commision. - Provide Assistance to the Public Works Department with planning and implementation of the cities goals.

Planning Commision - Provide assistance to the Planning department with planning and implementation of the cities goals.

Any further information you would like the City Council to consider or that you feel is relevant to the appointment you are seeking.: I am familar with the city having lived here for 39 years.
I have the time available to research issues and provide input.
I would like our city to continue its evolution in a quality way.

I understand that all information provided in this application, except my telephone number, 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.: Yes

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).: Home telephone number

Daytime Phone: [REDACTED]

Evening Phone:

Cell Phone: [REDACTED]

Home Phone (if different):

Work Phone (if different):

Home Fax:

Work Fax:

Home Email: [REDACTED]

Work Email:

Student Application: No

If yes, please list your grade:

May we contact you using your work email or fax?: Yes

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

Additional Information:

Form submitted on: 1/19/2009 5:20:50 PM

Submitted from IP Address: [REDACTED]

Margaret Driscoll

FEB 26 2009 ✓

From: support@civicplus.com
Sent: Thursday, February 26, 2009 4:30 PM
To: Carolyn Curti; Margaret Driscoll
Subject: Online Form Submittal: Commission Application

The following form was submitted via your website: Commission Application

Please check commission applying for: Planning Commission

If other, please list name:

Name:: John Gisselquist

Address:: 1881 Shryer Avenue

City, State, Zip: Roseville, MN 55113

Work Experience:

I've held numerous positions at West, a Thomson-Reuters Company (1994 to present) including,

Manager, Litigation Product Development

2006 - Present, Thomson-Reuters, Eagan, MN

 Develop new online and print products for Attorneys

Reference Attorney Divisional Manager

2002 - 2006, Thomson-West, Eagan, MN

 Supervised the daily work of second-tier customer support professionals ensuring that their work met department objectives

Technology Communications Manager

2001 - 2002, Thomson-West, Eagan, MN

 Managed the writing, production, and distribution of technology documentation for customers (e.g. online help systems, web sites, user guides, "how to" brochures, quick referencing fliers, installation guides, tutorials, and demos

Legal Product & Client Communications Writer/Editor

2000 - 2001, Thomson-West, Eagan, MN

 Developed and executed plans for communications materials customized to promote and support Thomson-West products and services among legal professionals

Reference Attorney Team Coordinator

1997 - 2000, West Group, Eagan, MN

 Supervised and planned the daily work of customer support professionals ensuring that their work met department objectives

Reference Staff Attorney

1994 - 1997, West Group, Eagan, MN

 Provided research support for legal professionals using West Group's online and proprietary software

Several positions in state and municipal government:

Minneapolis City Attorney's Office

Law Clerk (while attending law school, 1990 - 1992)

Minneapolis City Council

Council Member Assistant (1986 - 1989)

Assisted Minneapolis City Council member with a variety of tasks, primarily constituent services (answering phones and mail).

Minnesota State Senate

Committee Clerk (1986)
Assisted State Senator with legislative duties and constituent services.

Education:: University of St. Thomas - St. Paul MN
 M.B.A. Program, 1999 - 2005

University of Minnesota Law School - Minneapolis, MN
 J.D. 1992

Augsburg College - Minneapolis, MN
 Bachelor of Arts, Magna Cum Laude, 1984

Civic and Volunteer Activities (Past and Present):: Den Leader, Pack 150, Roseville
(2008-2009)

Assistant Basketball Coach, RYBA, (2008-2009)

Active in political campaigns at the municipal, state, and national levels while attending high school, college, and several years beyond (1980 - 1992)

Please state your reasons for wanting to serve on the Commission/Committee/Task Force:: As a Roseville resident and parent, I'm interested in helping plan for the future economic vitality of our community. I want to ensure that Roseville continues to attract new and vital businesses - while serving as a great place to live and raise families. By serving on the Planning Commission, I could help make decisions about future development that serve the long-term economic interest of Roseville and its citizens.

What is your view of the role of this Commission/ Committee/Task Force?: The Planning Commission serves to gather citizen input on upcoming development projects and advise the City Council on development matters.

Any further information you would like the City Council to consider or that you feel is relevant to the appointment you are seeking:: In addition my recent work experience in the private sector, I've worked for both city and state governments. My work for the City of Minneapolis, as an employee of the City Council and law clerk with the City Attorney's office, provided a strong background on legal issues related to development and land-use palnning.

I understand that all information provided in this application, except my telephone number, 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.: Yes

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)::
Home telephone number, Work email address

Daytime Phone: 651-687-1635

Evening Phone: [REDACTED]

Cell Phone:

Home Phone (if different):

Work Phone (if different):

Home Fax:

Work Fax:

Home Email:

Work Email: john.gisselquist@thomsonreuters.com

Student Application: No

If yes, please list your grade:

May we contact you using your work email or fax?: Yes

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

Additional Information:

Form submitted on: 2/26/2009 4:29:38 PM

Submitted from IP Address: 

Form Address: <http://www.ci.roseville.mn.us/forms.asp?FID=237>

Margaret Driscoll

23 2009 ✓

From: support@civicplus.com
Sent: Monday, February 23, 2009 9:55 AM
To: Carolyn Curti; Margaret Driscoll
Subject: Online Form Submittal: Commission Application

The following form was submitted via your website: Commission Application

Please check commission applying for: Human Rights Commission, Planning Commission

If other, please list name:

Name.: Keith Miller

Address.: 2918 Asbury St

City, State, Zip: Roseville, MN 55113

Work Experience: E-Marketing Specialist at Bellacor.com
Marketing Specialist at World Data Products

Education.: B.A. Computer Information Systems, University of St. Thomas, St. Paul
B.A. General Business Management, University of St. Thomas, St. Paul

Civic and Volunteer Activities (Past and Present):. Mothers Against Drunk Driving.
Various churches I have been a member of throughout my life.

Please state your reasons for wanting to serve on the Commission/Committee/Task Force.: I feel compelled to serve the city of Roseville because I have lived here for almost 5 years. I am under 30 years of age and feel I could give a great perspective or at least learn what it takes to help in the future.

What is your view of the role of this Commission/ Committee/Task Force?: I am new to civic duty but I feel the role of these positions is to determine how to best meet the numerous needs and demands for public services throughout the community. One must comply with state and federal mandates while trying to minimize the financial impact on the city.

Any further information you would like the City Council to consider or that you feel is relevant to the appointment you are seeking.:

I understand that all information provided in this application, except my telephone number, 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.: Yes

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):.
not checked

Daytime Phone: [REDACTED]

Evening Phone: [REDACTED] 5

Cell Phone: [REDACTED]

Home Phone (if different):

Work Phone (if different): [REDACTED]

Home Fax:

Work Fax:

Home Email:

Work Email:

Student Application: No

If yes, please list your grade:

May we contact you using your work email or fax?: Yes

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

Additional Information:

Form submitted on: 2/23/2009 9:55:13 AM

Submitted from IP Address:

Form Address: <http://www.ci.roseville.mn.us/forms.asp?FID=237>

FEB 27 2009

From: support@civicplus.com
Sent: Friday, February 27, 2009 2:30 PM
To: Carolyn Curti; Margaret Driscoll
Subject: Online Form Submittal: Commission Application

The following form was submitted via your website: Commission Application

Please check commission applying for: Planning Commission

If other, please list name:

Name:: Gary Grefenberg

Address:: 91 Mid Oaks Lane

City, State, Zip: Roseville, MN 55113

Work Experience: twenty-one years as Executive Secretary of Minnesota's Capitol Area and Architectural Board
Legislative Aide Minnesota State Senate

Education:: BA in Philosophy, St. Paul Seminary, St. Paul MN
MA in Teaching(MAT), St. Thomas University, St. Paul
Graduate work in American History

Civic and Volunteer Activities (Past and Present):: St. Paul Riverfront Corporation Board of Directors (1994-1998);
Roseville Election Judge (2002-present);
Active in Roseville Community Visioning process and cochair of its Cochair of its Community Life & Civic Engagement Subcommittee (2006);
Single Family Residential Lot Split Study (2007);and
Steering Committee for the Comprehensive Plan Update (2007-2008).

Please state your reasons for wanting to serve on the Commission/Committee/Task Force:: I would like to apply my work and community experience to the Planning Commission, especially now as it begins to codify many of the Roseville 2025 goals and objectives into zoning regulations, and to review, adopt, and apply relevant planning policies contained in the new Roseville Comprehensive Plan.

What is your view of the role of this Commission/ Committee/Task Force?: To advise City Council and staff on all planning and zoning issues that come before the Commission for its review and recommendation.

Any further information you would like the City Council to consider or that you feel is relevant to the appointment you are seeking.: "Roseville, as an inner-ring suburb, has the opportunity to have the best of both world,urban and suburban. It can be an urbane and community which vlues its existing suburban culture but recognixes that change will occur,and recognizes that our only real choice is whether to plan or react to it." I wrote this in applying for the Planning Commission a year ago, and remain convinced that this goal is worth my efforts. I would only now add that Roseville should welcome the change as well as plan for it.

I understand that all information provided in this application, except my telephone number, 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.: Yes

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):
Home telephone number, Home email address

Daytime Phone: 645-6161

Evening Phone: as above

Cell Phone:

Home Phone (if different):

Work Phone (if different):

Home Fax:

Work Fax:

Home Email: ggrefenberg@comcast.net

Work Email: as above

Student Application: No

If yes, please list your grade:

May we contact you using your work email or fax?: Yes

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

Additional Information:

Form submitted on: 2/27/2009 2:29:41 PM

Submitted from IP Address: [REDACTED]

Form Address: <http://www.ci.roseville.mn.us/forms.asp?FID=237>

FEB 27 2009

Margaret Driscoll

From: support@civicplus.com
Sent: Friday, February 27, 2009 2:57 PM
To: Carolyn Curti; Margaret Driscoll
Subject: Online Form Submittal: Commission Application

The following form was submitted via your website: Commission Application

Please check commission applying for: Human Rights Commission

If other, please list name:

Name:: Gary Grefenberg

Address:: 91 Mid Oaks Lane

City, State, Zip: Roseville, MN 55113

Work Experience: Please see Planning Commission application.

Education:: BA in Philosophy, St. Paul Seminary, St. Paul, Minnesota;
MA in Teaching, College of St. Thomas, St. Paul;
Graduate work in American History, University of Minnesota

Civic and Volunteer Activities (Past and Present):: Civil Rights Worker in southern Georgia under the auspices of the Southern Christian Leadership Conference (summer of 1965);
Active in voter registration efforts aimed at minority communities in Minnesota since 1972;
Member of Stop Racism Now, a Twin Cities community project (1973-1976);
Chair of the Minnesota Committee for Gay and Lesbian Rights (1980-1985), and cofounder of Gay Community Services of Minnesota (1975-1976) and the DFL Gay & Lesbian Caucus(1980;
Election Judge in Roseville for past six years;
Co-chair of the Community Life & Civic Engagement Subcommittee of Imagine Roseville (2006);
Roseville Single Family Residential Lot Split Study (2007); and
Steering Committee for Updating the Roseville Comprehensive Plan 92007-2008).

Please state your reasons for wanting to serve on the Commission/Committee/Task Force:: I believe my community organizing experience will be an asset to the Commission and the community of Roseville.

What is your view of the role of this Commission/ Committee/Task Force?: The Commission currently advises the Council and city staff on issues and policies relating to Human Rights. If the Commission's role is broadened to include Diversity and Neighborhoods I believe my past experience in community organizing and more recent experience in neighborhood planning and diversity issues would also be of benefit.

Any further information you would like the City Council to consider or that you feel is relevant to the appointment you are seeking.:

I understand that all information provided in this application, except my telephone number, 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.: Yes

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).:
Home telephone number, Home email address

Daytime Phone: 651/645-6161

Evening Phone: as above

Cell Phone:

Home Phone (if different):

Work Phone (if different):

Home Fax:

Work Fax:

Home Email: ggrefenberg@comcast.net

Work Email: as above

Student Application: No

If yes, please list your grade:

May we contact you using your work email or fax?: Yes

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

Additional Information:

Form submitted on: 2/27/2009 2:57:28 PM

Submitted from IP Address: [REDACTED]

Form Address: <http://www.ci.roseville.mn.us/forms.asp?FID=237>

Carolyn Curti

From: support@civicplus.com
Sent: Thursday, January 15, 2009 9:21 PM
To: Carolyn Curti; Margaret Driscoll
Subject: Online Form Submittal: Commission Application

The following form was submitted via your website: Commission Application

Please check commission applying for: Human Rights Commission

If other, please list name:

Name:: Peg Kennedy

Address:: 525 Heinel Drive

City, State, Zip: Roseville, MN 55113

Work Experience: Cultural Services Manager - Roseville Area Schools
Targeted Services, Youth Development/Service Learning, Facilities & Aquatics Manager - Roseville Schools
Urban Youth Programs Extension Educator - University of Minnesota
NW Regional Director - Center for Reducing Rural Violence

Education:: M.Ed. Public Administration
M.Ed. Adult Education
B.A. Family and Consumer Science, Family Education

Civic and Volunteer Activities (Past and Present):: Northwest Youth & Family Services - Board member
Emmet Williams PTA
Suburban Ramsey Family & Youth Collaborative
Minnesota Care and Education Council
Minnesota Council for Violence Free Communities

Please state your reasons for wanting to serve on the Commission/Committee/Task Force:: To create a welcoming community for new immigrant and refugee families.

What is your view of the role of this Commission/ Committee/Task Force?: Look for ways to improve community services and outreach for diverse families

Any further information you would like the City Council to consider or that you feel is relevant to the appointment you are seeking.:

I understand that all information provided in this application, except my telephone number, 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.: Yes

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).: Home telephone number

Daytime Phone: [REDACTED]

Evening Phone: 651-486-8806

Cell Phone: 612-940-3111

Home Phone (if different):

Work Phone (if different):

Home Fax:

Work Fax: [REDACTED]

Home Email:

Work Email: [REDACTED]

Student Application: No

If yes, please list your grade:

May we contact you using your work email or fax?: Yes

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

Additional Information:

Form submitted on: 1/15/2009 9:21:07 PM

Submitted from IP Address: [REDACTED]

Form Address: <http://www.ci.roseville.mn.us/forms.asp?FID=237>

FEB 12 2009 ✓

From: support@civicplus.com
Sent: Wednesday, February 11, 2009 9:17 PM
To: Carolyn Curti; Margaret Driscoll
Subject: Online Form Submittal: Commission Application

The following form was submitted via your website: Commission Application

Please check commission applying for: Human Rights Commission

If other, please list name:

Name:: Liz Jaeger

Address:: 1307 W. Roselawn Ave.

City, State, Zip: Roseville, MN 55113

Work Experience: Writer, editor for medical publications
Middle School and High School English Teacher, adjunct faculty for St. Mary's University,
Winona, MN
Certificate in ESL/ELL will be complete in May 2009 from St. Thomas University, St. Paul,
MN

Education:: Bachelor's Degree, Marquette University, Milwaukee, WI
Postbac. Degree in English Education, University of Minnesota, TC
Master's Degree in English Education, University of Minnesota, TC
ESL/ELL certification (expected completion May 2009), St. Thomas University, St. Paul, MN

Civic and Volunteer Activities (Past and Present):: Girl Scouts - leader, core team
member, service unit manager, day camp director(past)
Girl Scouts - outdoor skills trainer (current)
Boy Scouts Committee Chair (past)
St. Rose of Lima Pastoral Council (current)
St. Rose of Lima Christian Service Committee (current)
Red Cross Trainer - water safety/small craft safety (current)
Choir - St. Rose of Lima and St. Odilia (current)
CARE advisor for student organization at Hill-Murray School that focuses on promoting
healthy choices (current)
Pine Tree Apple Tennis Classic fund-raising event for pediatric cancer research - public
relations coordinator, committee chair, volunteer (past)

Please state your reasons for wanting to serve on the Commission/Committee/Task Force:: I
am especially interested in how Roseville is working with refugees and immigrants who are
moving into our community. I believe that my education, experience, and outlook would
benefit the committee.

What is your view of the role of this Commission/ Committee/Task Force?: I see the
commission has an advocate for the rights of all citizens of Roseville.

Any further information you would like the City Council to consider or that you feel is
relevant to the appointment you are seeking.:

I understand that all information provided in this application, except my telephone
number, 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.: Yes

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)..
Home telephone number, Work telephone number

Daytime Phone:

Evening Phone: 651-646-8198

Cell Phone:

Home Phone (if different):

Work Phone (if different): 651-748-2256

Home Fax:

Work Fax:

Home Email: [REDACTED]

Work Email: [REDACTED]

Student Application: No

If yes, please list your grade:

May we contact you using your work email or fax?: Yes

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

Additional Information:

Form submitted on: 2/11/2009 9:16:57 PM

Submitted from IP Address: [REDACTED]

Form Address: <http://www.ci.roseville.mn.us/forms.asp?FID=237>

Margaret Driscoll

REC 23 2009 ✓

From: support@civicplus.com
Sent: Saturday, February 21, 2009 3:05 PM
To: Carolyn Curti; Margaret Driscoll
Subject: Online Form Submittal: Commission Application

The following form was submitted via your website: Commission Application

Please check commission applying for: Human Rights Commission

If other, please list name:

Name:: George Bondy

Address:: 1856 Ryan Ave. W.

City, State, Zip: Roseville, MN 55113

Work Experience: Retired from Deluxe Corporation in 1999. I am an electrical engineer that designed machine controls and other related activities in a 25 year career with Deluxe in Shoreview.

Education:: Degree in Electrical Engineering from Wayne State University.
Graduate level courses in engineering at the University of Minnesota.

Civic and Volunteer Activities (Past and Present):: very few.
I am a Neighborhood Watch Captain.

Please state your reasons for wanting to serve on the Commission/Committee/Task Force:: I need to increase my service to my community. Being on this commission is one way to that.

What is your view of the role of this Commission/ Committee/Task Force?: That the commission is a necessary body of government that exists to aid and protect the interests of the citizens and that of the city government. It also provides an entry point for human rights concerns and conflicts to be addressed by city government.

Any further information you would like the City Council to consider or that you feel is relevant to the appointment you are seeking.: My primary goal is to increase my service to this community. If this commission is not were I should be, I am open to some other role.

I understand that all information provided in this application, except my telephone number, 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.: Yes

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)::
Home telephone number

Daytime Phone: 651-644-0257

Evening Phone:

Cell Phone:

Home Phone (if different):

Work Phone (if different):

Home Fax:

Work Fax:

Home Email:

Work Email:

Student Application: No

If yes, please list your grade:

May we contact you using your work email or fax?: Yes

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

Additional Information:

Form submitted on: 2/21/2009 3:04:50 PM

Submitted from IP Address:

Form Address: <http://www.cityofroseville.com/forms.asp?FID=237>

Margaret Driscoll

From: support@civicplus.com
Sent: Tuesday, February 24, 2009 5:32 PM
To: Carolyn Curti; Margaret Driscoll
Subject: Online Form Submittal: Commission Application

The following form was submitted via your website: Commission Application

Please check commission applying for: Human Rights Commission

If other, please list name:

Name:: Howard M. Wagner

Address:: 1148 Autumn St

City, State, Zip: Roseville, MN 55113

Work Experience: Now Retired

Was a Business Area Manager for FMC Naval Systems Division

for a Missile Launcher then for the Engineering R&D area

Was a Staff System Design Engineer with Sperry UNIVAC Defense Division

Education:: Under graduate degree in Electrical Engineering w/Math Minor

Graduate Certificate in Government Contract Law

Degree in Finance

Masters degree in Business

Civic and Volunteer Activities (Past and Present):: Presently volunteer at the Hamline Branch of the County Library

Presently Volunteer at the Twin City Model Railroad Museum

Tutored students in Math and Science at the Adult High School

Volunteered at the Midwat Hospital until it closed

Served on the Roseville Human Rights Commission for at least 3 years

Please state your reasons for wanting to serve on the Commission/Committee/Task Force::
Did it once, felt like doing it again.

What is your view of the role of this Commission/ Committee/Task Force?: To do what we can to improve human relations within the city.

Helping people who may feel they have been discriminated against.

Providing information to citizens to help them .

Any further information you would like the City Council to consider or that you feel is relevant to the appointment you are seeking.:

I understand that all information provided in this application, except my telephone number, 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.: Yes

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):
Home telephone number, Home email address

Daytime Phone: 651.488.6286

Evening Phone: 651.488.6286

Cell Phone:

Home Phone (if different):

Work Phone (if different):

Home Fax:

Work Fax:

Home Email: how413!att.net

Work Email:

Student Application: No

If yes, please list your grade:

May we contact you using your work email or fax?: Yes

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

Additional Information:

Form submitted on: 2/24/2009 5:31:37 PM

Submitted from IP Address: [REDACTED]

Form Address: <http://www.cityofroseville.com/forms.asp?FID=237>

27 2009

Margaret Driscoll

From: support@civicplus.com
Sent: Friday, February 27, 2009 3:32 PM
To: Carolyn Curti; Margaret Driscoll
Subject: Online Form Submittal: Commission Application

The following form was submitted via your website: Commission Application

Please check commission applying for: Human Rights Commission

If other, please list name:

Name:: Barbara Yates

Address:: 3057 Wheeler St. N.

City, State, Zip: Roseville, MN 55113

Work Experience: Resources for Child Caring, Executive Director
Minnesota Early Learning Foundation, Co-Executive Director
Minnesota Department of Human Services, Director of Child Development Services
Minnesota Department of Education, Deputy Commissioner, Asst. Commissioner, Manager, Supervisor

Education:: Institute for Educational Leadership, Washington, D.C.
Education Policy Fellowship Program

University of Minnesota, Minneapolis
M.A. Graduate studies - Educational Psychology

Metropolitan State University
B.A. degree, Human Services

University of Minnesota
Secondary Education

Civic and Volunteer Activities (Past and Present):: President, League of Women Voters, Roseville, Maplewood, Falcon Heights
Parkview Center School Site Council
Sunday School Teacher, Roseville Lutheran Church
Volunteer, Kids Count
Member, University of Minnesota Center for Early Education and Development Advisory Committee
Roseville School District School Age Care Advisory Committee
Member, University of Minnesota's Children, Youth and Family Consortium Advisory Committee

Please state your reasons for wanting to serve on the Commission/Committee/Task Force::
The changing face of our community creates many opportunities and challenges. I believe that the economic vitality of our city is directly impacted by our ability to be a welcoming, diverse community and I would hope the Commission would find ways to give voice to experiences and concerns of those that typically have not had the opportunity to be heard, foster a positive dialogue and climate, and provide a vehicle to discuss concerns and ways to work and live in harmony.

What is your view of the role of this Commission/ Committee/Task Force?: The role is advisory to the City Council. Within that, I would hope to be able to facilitate citizen input for the Council on policies related to human rights issues, specifically from those that may be new to our community or country. I think the Human Rights Commission can also be helpful in identifying and reducing barriers to involvement for those from the variety of cultures that now make up our citizenry.

Any further information you would like the City Council to consider or that you feel is relevant to the appointment you are seeking.:

I understand that all information provided in this application, except my telephone number, 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.: Yes

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).: not checked

Daytime Phone: [REDACTED]

Evening Phone: [REDACTED]

Cell Phone: [REDACTED]

Home Phone (if different):

Work Phone (if different):

Home Fax:

Work Fax:

Home Email: [REDACTED]

Work Email: [REDACTED]

Student Application: No

If yes, please list your grade:

May we contact you using your work email or fax?: Yes

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

Additional Information:

Form submitted on: 2/27/2009 3:31:30 PM

Submitted from IP Address: [REDACTED]

Form Address: <http://www.ci.roseville.mn.us/forms.asp?FID=237>

Carolyn Curti

From: support@civicplus.com
Sent: Monday, January 19, 2009 3:33 PM
To: Carolyn Curti; Margaret Driscoll
Subject: Online Form Submittal: Commission Application

The following form was submitted via your website: Commission Application

Please check commission applying for: Police Civil Service Commission

If other, please list name:

Name:: James A. Campbell (Jim)

Address:: 375 Oakcrest Lane

City, State, Zip: Roseville, MN 55113

Work Experience:

I have recently retired from 3M Corporation after 24 years of managerial service. For the last 10 years I have been the Manager of Compliance Auditing for worldwide 3M and supplier adherence to U. S. and international pharmaceutical and medical device requirements.

Previously, I've had: engineering leadership assignments, technical writing experience, and corporate internal security responsibilities with Medtronic and Control Data Corporation.

Education::

- * BS Electrical Engineering and post-graduate university work.

- * U.S. Naval Security and Intelligence assignments (NAV group 9-10 requiring a 'Top Secret' crypto security clearance).

- * Numerous other industry educational courses as an attendee as well as a speaker.

Civic and Volunteer Activities (Past and Present)::

- * I served in the Roseville Reserve Police Officer program for five years in the 1980's.

- * I also served as Chairman of the City of New Hope Minnesota Civil Service Commission for about five years in the 1970's and prior to permanently moving to Roseville.

- * Currently, I am volunteering as a regular performing organist at three assisted living facilities in Roseville and the surrounding area as well as selected special mentoring activities.

Please state your reasons for wanting to serve on the Commission/Committee/Task Force::

I feel that I would be able to complement the existing Police Commission members' record of results with my own background and directly related human resources and law enforcement involvement. While I previously applied for the March 2008 opening on this Commission, I would like to be considered one more time for the current opening.

What is your view of the role of this Commission/ Committee/Task Force?:

I think that it is beneficial to have directly qualified and experienced Roseville residents on all of the commissions and task forces to ensure unbiased and well thought-out recommendations and in-depth analyses. It would seem to me that the Police Commission would particularly embrace these principles and I would consider it a privilege if I am asked to serve Roseville once again in this important volunteer capacity.

Any further information you would like the City Council to consider or that you feel is relevant to the appointment you are seeking.:

I also served on the Corporate Integrity Task force at Control Data dealing with employee and corporate ethics.

Through my years of experience at 3M and elsewhere, I have been able to work with all levels of individuals from many ethnic and diversity situations that I feel should be of considerable relevance and sensitivity for matters brought before this commission.

My family and I have resided in Roseville for 27 years and our two daughters graduated from Roseville High School. I would like you to consider my familiarity with our community along with my Reserve Officer experience in assessing my suitability for your consideration in the appointment you decide upon.

Thank you all once again for your consideration.

I understand that all information provided in this application, except my telephone number, 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.: Yes

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).: not checked

Daytime Phone: [REDACTED]

Evening Phone:

Cell Phone:

Home Phone (if different):

Work Phone (if different):

Home Fax:

Work Fax:

Home Email: [REDACTED]

Work Email:

Student Application: No

If yes, please list your grade:

May we contact you using your work email or fax?: Yes

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

Additional Information:

Form submitted on: 1/19/2009 3:33:24 PM

Submitted from IP Address: [REDACTED]

Form Address: <http://www.cityofroseville.com/forms.asp?FID=237>

FEB 27 2009

Margaret Driscoll

From: support@civicplus.com
Sent: Friday, February 27, 2009 1:21 PM
To: Carolyn Curti; Margaret Driscoll
Subject: Online Form Submittal: Commission Application

The following form was submitted via your website: Commission Application

Please check commission applying for: Ethics Commission

If other, please list name:

Name:: David Horsager

Address:: 2040 Lexington Ave. N

City, State, Zip: Roseville, MN 55113

Work Experience: Horsager Leadership Studio
Chief Executive Officer
Roseville, MN 2002 - Present

Special Delivery Productions, LLC
President
St. Paul, MN 1999 - 2002

K-Life, Inc.
Area Director
Harrison, AR 1995 - 1999

Adjunct Professor:
Organizational Leadership
Bethel University 2008 - Present
Teach Master's level courses "Philosophy and Ethics of Leadership" and "Courageous Leadership;" serve as Adviser to students working on capstone projects and research.

Education:: Bethel University, Arden Hills, MN 2007
M.A. Organizational Leadership

Bethel University, Arden Hills, MN 1995
B.A. Communications

Civic and Volunteer Activities (Past and Present)::
COMMUNITY ACTIVITIES

President 2001 - Present
Dignified Housing, LLC
Organization dedicated to offering dignified living at a fair price while caring about people.

Member 2002 - Present
National Speakers Association

Member 2005 - Present
Minnesota Society of Association Executives

Member, Board of Directors/Volunteer 2007 - 2008
National Speakers Association / MN Chapter

Lecturer 2002 - Present
U.S. Coast Guard Academy, Northwestern College, University of St. Thomas, and Bethel University
Lectured on leadership and related topics.

Member, Board of Directors 2002 - 2005
Aniimae, Minnesota
Provided leadership and accountability to international nonprofit mural ministry sharing love and meeting needs in third world communities around the globe.

Member, Board of Trustees 1991 - 1993
University of Minnesota Extension Foundation

Executive Producer 2005 - 2006
Imaginary Theatre/Flom Show (Branson, MO)

Keynote Speaker 1995 - Present
For hundreds of profit/nonprofit events.

HONORS

Certified Speaking Professional 2007
National Speakers Association
Elite designation earned by less than 7% of professional speakers nationally.

Minnesota Communication Arts Champion 1991
Award included all-expense paid visit with Israel's Prime Minister's Press Secretary.

Please state your reasons for wanting to serve on the Commission/Committee/Task Force::
Serve my City in a way I can help and give expertise and add value.

What is your view of the role of this Commission/ Committee/Task Force?: Give input and expertise around ethical issues brought before the Commission that encourage accountability and an ethically run government and City.

Any further information you would like the City Council to consider or that you feel is relevant to the appointment you are seeking.:

I understand that all information provided in this application, except my telephone number, 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.: Yes

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).:
Work telephone number

Daytime Phone: 651-340-6555

Evening Phone:

Cell Phone: [REDACTED]

Home Phone (if different):

Work Phone (if different):

Home Fax:

Work Fax:

Home Email:

Work Email:

Student Application: No

If yes, please list your grade:

May we contact you using your work email or fax?: Yes

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

Additional Information:

Form submitted on: 2/27/2009 1:20:31 PM

Submitted from IP Address:

Form Address: <http://www.ci.roseville.mn.us/forms.asp?FID=237>

REQUEST FOR COUNCIL ACTION

Date: March 9, 2009
Item No.: 5.a

Department Approval

City Manager Approval



Item Description: **Accept Lake Ridge Health Care Center Donation**

BACKGROUND

Lake Ridge Health Care Center has contacted the Roseville Police Department to offer funds to be allocated for the purchase of public safety equipment. After careful consideration, it was decided that funds received from the Lake Ridge Health Care Center would be used to augment the cost of an automated external defibrillator. Automated external defibrillators have saved many lives that would otherwise be lost simply because time is such a critical issue with heart related problems. Automated external defibrillators are lightweight, portable devices that jumpstart a victim's heart by using an electrical pulse called a biphasic shock. The defibrillator will be placed in one of the police department's marked vehicles and used by patrol officers—the first responders on the scene in a 911 medical emergency. It is the department's goal to have an automated external defibrillator available in each of its marked vehicles.

POLICY OBJECTIVE

Upon approval from the Council to accept the funds, the department will arrange the purchase of one automated external defibrillator.

FINANCIAL IMPACTS

An automated external defibrillator costs \$1,600. Lake Ridge Health Care Center will provide the police department \$500; the police department will absorb the remaining \$1,100 through its 2009 operating budget.

STAFF RECOMMENDATION

Motion to accept the Lake Ridge Health Care Center donation of \$500 to the Police Department to be used to offset a portion of the cost of one defibrillator.

REQUESTED COUNCIL ACTION

Motion to accept the Lake Ridge Health Care Center donation of \$500 to the Police Department to be used to offset a portion of the cost of one defibrillator.

Prepared by:
Attachments: A:

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: March 9, 2009
Item No.: 5.b

Department Approval



City Manager Approval



Item Description: **Recognize and Authorize Acceptance of Minnesota 100 Club Donation**

BACKGROUND

Thursday, December 18, 2009, at approximately 4:00 am, the East Metro SWAT in partnership with the Ramsey County SWAT executed a high risk drug warrant at 727 Terrace Drive, Roseville. The police department's lead narcotic investigator provided intelligence that the target of this investigation was manufacturing methamphetamine, exhibiting extreme paranoia, in possession of high caliber weapons, and had threatened to kill any officer who attempted to arrest him.

When East Metro SWAT operators made entrance into the lower level of 727 Terrace Drive and breached the suspect's bedroom, the team immediately encountered gunfire from the 37-year old suspect. During the ensuing exchange of gunfire, Roseville Police Officer/Team Leader John Jorgensen was shot in the right wrist.

Officer Jorgensen was immediately evacuated from the scene and transported to Region's Hospital where he underwent six surgeries to his right wrist/hand. After eighteen days in the hospital, John was released and has since been recovering comfortably at home.

In 1972, a group of local Northeast Minneapolis businessmen and a labor leader organized the first Minnesota 100 Club. This group took the lead from other 100 Clubs formed in the United States. At that time, the sole purpose of the Club was to provide financial relief to surviving families of public servants killed or injured in the line of duty.

In mid-January, the Minnesota 100 Club made contact with the Roseville Police Department requesting further information about Officer Jorgensen's injury in the line of duty. The Club was considering a donation to Officer Jorgensen. After reviewing the information provided, the Minnesota 100 Club graciously came forward with a donation of \$3,500.00 for the Jorgensen family.

29 Now in its 36th year, the Minnesota 100 Club has provided over \$340,000.00 to 250 families.
30 All donations come from private individuals or organizations.

31 **POLICY OBJECTIVE**

32 Not applicable

33 **FINANCIAL IMPACTS**

34 None.

35 **STAFF RECOMMENDATION**

36 Authorize Acceptance of Minnesota 100 Club Donation of \$3,500.00 presented by President
37 John Derus to Office Jorgensen.

38 **REQUESTED COUNCIL ACTION**

39 Authorize Acceptance of Minnesota 100 Club Donation of \$3,500.00 presented by President
40 John Derus to Office Jorgensen.

Prepared by: Lorne Rosand – Police Lieutenant

Date: 3/09/09
Item: 6.a
Minutes of 2/23/09
Regular Meeting

No Attachment

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 3/9/2009
Item No.: 7.a

Department Approval

City Manager Approval

Christopher K. Miller

W. J. Mahinen

Item Description: Approval of 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	\$540,770.05
54420-54561	\$374,125.48
Total	\$914,895.53

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 Report

Accounts Payable

Checks for Approval

User: mjenson

Printed: 03/03/2009 - 10:41 AM

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
0	02/18/2009	General Fund	Training	Pennwell Books-ACH	Training Supplies	185.04
0	02/18/2009	General Fund	Training	Pennwell Books-ACH	Training Supplies	130.99
0	02/18/2009	General Fund	Training	Pennwell Books-ACH	Training Supplies	216.19
0	02/18/2009	General Fund	Use Tax Payable	Pennwell Books-ACH	Sales/Use Tax	-7.99
0	02/18/2009	General Fund	Use Tax Payable	Pennwell Books-ACH	Sales/Use Tax	-13.19
0	02/18/2009	General Fund	Use Tax Payable	Pennwell Books-ACH	Sales/Use Tax	-11.29
0	02/18/2009	General Fund	Operating Supplies	Rainbow Foods-ACH	Dinner for Holiday Duty	37.78
0	02/18/2009	Boulevard Landscaping	Operating Supplies	Minnesota Glove Inc- ACH	Ear Plugs, Gloves	49.02
0	02/18/2009	General Fund	Operating Supplies	Minnesota Glove Inc- ACH	Ear Plugs, Gloves	49.02
0	02/18/2009	Storm Drainage	Operating Supplies	Minnesota Glove Inc- ACH	Ear Plugs, Gloves	49.02
0	02/18/2009	Information Technology	Contract Maintenance	Local Link, Inc.-ACH	Hosting, Domain Names	117.50
0	02/18/2009	Recreation Fund	Operating Supplies	Mills Fleet Farm-ACH	Hose Clamp, Couplings	8.28
0	02/18/2009	Recreation Fund	Operating Supplies	Home Depot- ACH	Supplies	42.81
0	02/18/2009	Recreation Fund	Operating Supplies	Home Depot- ACH	Refund	-42.81
0	02/18/2009	Info Tech/Contract Cities	North St. Paul Computer Equip	Network Solutions-ACH	Domain Name	87.98
0	02/18/2009	General Fund	Training	U of M CCE Online-ACH	City Engineers Annual Conference- Giga	265.00
0	02/18/2009	Solid Waste Recycle	Operating Supplies	World Centric-ACH	Compostable Products	218.42
0	02/18/2009	Solid Waste Recycle	Use Tax Payable	World Centric-ACH	Sales/Use Tax	-13.33
0	02/18/2009	Information Technology	Operating Supplies	Stillworks-ACH	Computer Equipment	189.57
0	02/18/2009	Information Technology	Use Tax Payable	Stillworks-ACH	Sales/Use Tax	-11.57
0	02/18/2009	General Fund	Worksession Expenses	Byerly's- ACH	Cake for Swearing In Reception	96.98
0	02/18/2009	General Fund	Operating Supplies	HP Home Store-ACH	Ink Cartridge	96.06
0	02/18/2009	Community Development	Operating Supplies	Byerly's- ACH	Meat & Cheese, Vegetable Platters	136.66
0	02/18/2009	License Center	Office Supplies	Walgreens-ACH	Dish Soap, Air Freshener	5.96
0	02/18/2009	Recreation Fund	Operating Supplies	Design Works-ACH	Costumes	43.00
0	02/18/2009	Boulevard Landscaping	Operating Supplies	Mn Green Expo-ACH	Recertification	100.00
0	02/18/2009	Recreation Fund	Operating Supplies	UPS Store-ACH	Shipping for Posts	13.68
0	02/18/2009	General Fund	Memberships & Subscriptions	NTOA-ACH	Membership Renewal	150.00
0	02/18/2009	Sanitary Sewer	Training	Pollution Control-ACH	Training Certification	840.00
0	02/18/2009	General Fund	Training	Pollution Control-ACH	Training Certification	280.00
0	02/18/2009	General Fund	Training	Special Operations-ACH	Tactical Training-Arneson, jorgensen	500.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
0	02/18/2009	General Fund	Operating Supplies	Weather Source-ACH	Hourly Weather Information	12.95
0	02/18/2009	Recreation Fund	Operating Supplies	Office Max-ACH	Skating School Supplies	81.08
0	02/18/2009	Recreation Fund	Operating Supplies	Redbox-ACH	No Receipt	1.07
0	02/18/2009	Sanitary Sewer	Clothing	Mills Fleet Farm-ACH	Boots	67.49
0	02/18/2009	Recreation Fund	Operating Supplies	Party America-ACH	NYE Party Favors	116.14
0	02/18/2009	Recreation Fund	Operating Supplies	Leo's Dancewear-ACH	Dancewear	970.20
0	02/18/2009	Water Fund	Clothing	Log Cabin-ACH	Clothing	189.89
Check Total:						5,247.60
0	02/18/2009	Recreation Fund	Furniture & Fixtures	Becker Arena Products, Inc.	Protective Netting	4,704.64
0	02/18/2009	License Center	Transportation	Jill Theisen	Mileage Reimbursement	63.18
0	02/18/2009	General Fund	Transportation	Jolinda Stapleton	Mileage Reimbursement	7.61
0	02/18/2009	Information Technology	Transportation	Mike Moncur	Mileage Reimbursement 1/08-10/08	212.94
0	02/18/2009	Recreation Fund	Transportation	Roxann Maxey	Mileage Reimbursement 6/08-7/08	85.99
0	02/18/2009	Recreation Fund	Transportation	Roxann Maxey	Mileage Reimbursement 7/08-12/08	138.64
0	02/18/2009	General Fund	Transportation	Debra Bloom-Heiser	Mileage Reimbursement Oct Thru Nov 08	355.10
0	02/18/2009	General Fund	Transportation	Debra Bloom-Heiser	Mileage Reimbursement Dec 08	111.15
0	02/18/2009	Recreation Fund	Transportation	Jeff Evenson	Mileage Reimbursement 10/08-11/08	164.97
0	02/18/2009	Telecommunications	Memberships & Subscriptions	North Suburban Access Corp	Webstreaming Oct-Dec 2008	825.00
0	02/18/2009	Water Fund	St. Paul Water	City of St. Paul	Water Usage 11/26/08-12/31/08	265,065.26
0	02/18/2009	TIF District #17-Twin Lakes	Professional Services	WSB & Associates, Inc.	Professional Services 11/1/08-11/30/08	64,561.46
0	02/18/2009	TIF District #17-Twin Lakes	Professional Services	WSB & Associates, Inc.	Professional Services 12/1/08-12/31/08	54,866.67
Check Total:						391,162.61
0	02/18/2009	Recreation Fund	Clothing	John Brown	Boots Per Union Contract	104.00
0	02/18/2009	Recreation Fund	Professional Services	Joe Tricola	CPR Class	150.00
0	02/18/2009	Storm Drainage	Operating Supplies	Gretchen Carlson-Laundry	Retirement Party Supplies	19.78
0	02/18/2009	General Fund	Vehicle Supplies	Force America, Inc.	Shop Supplies	409.64
0	02/18/2009	General Fund	Employer Insurance	Delta Dental Plan of Minnesota	Dental Insurance Premium for Jan 09	31.00
0	02/18/2009	General Fund	Employer Insurance	Delta Dental Plan of Minnesota	Dental Insurance Premium for Jan 09	31.00
0	02/18/2009	Information Technology	Employer Insurance	Delta Dental Plan of Minnesota	Dental Insurance Premium for Jan 09	62.00
0	02/18/2009	General Fund	Employer Insurance	Delta Dental Plan of Minnesota	Dental Insurance Premium for Jan 09	61.67
0	02/18/2009	General Fund	Employer Insurance	Delta Dental Plan of Minnesota	Dental Insurance Premium for Jan 09	682.00
0	02/18/2009	General Fund	Employer Insurance	Delta Dental Plan of Minnesota	Dental Insurance Premium for Jan 09	31.00
0	02/18/2009	General Fund	Employer Insurance	Delta Dental Plan of Minnesota	Dental Insurance Premium for Jan 09	31.00
0	02/18/2009	General Fund	Employer Insurance	Delta Dental Plan of Minnesota	Dental Insurance Premium for Jan 09	62.00
0	02/18/2009	General Fund	Employer Insurance	Delta Dental Plan of Minnesota	Dental Insurance Premium for Jan 09	93.00
0	02/18/2009	General Fund	Employer Insurance	Delta Dental Plan of Minnesota	Dental Insurance Premium for Jan 09	31.00
0	02/18/2009	Recreation Fund	Employer Insurance	Delta Dental Plan of Minnesota	Dental Insurance Premium for Jan 09	62.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
0	02/18/2009	P & R Contract Maintenance	Employer Insurance	Delta Dental Plan of Minnesota	Dental Insurance Premium for Jan 09	93.00
0	02/18/2009	General Fund	Employer Insurance	Delta Dental Plan of Minnesota	Dental Insurance Premium for Jan 09	31.00
0	02/18/2009	Community Development	Employer Insurance	Delta Dental Plan of Minnesota	Dental Insurance Premium for Jan 09	31.00
0	02/18/2009	Community Development	Employer Insurance	Delta Dental Plan of Minnesota	Dental Insurance Premium for Jan 09	31.00
0	02/18/2009	License Center	Employer Insurance	Delta Dental Plan of Minnesota	Dental Insurance Premium for Jan 09	123.67
0	02/18/2009	Sanitary Sewer	Employer Insurance	Delta Dental Plan of Minnesota	Dental Insurance Premium for Jan 09	62.00
0	02/18/2009	Water Fund	Employer Insurance	Delta Dental Plan of Minnesota	Dental Insurance Premium for Jan 09	93.00
0	02/18/2009	Storm Drainage	Employer Insurance	Delta Dental Plan of Minnesota	Dental Insurance Premium for Jan 09	61.67
0	02/18/2009	Risk Management	Employer Insurance	Delta Dental Plan of Minnesota	Dental Insurance Premium for Jan 09	-1,704.01
0	02/18/2009	Risk Management	Employer Insurance	Delta Dental Plan of Minnesota	Dental Insurance Premium for Jan 09	6,152.89
0	02/18/2009	Recreation Fund	Professional Services	Caitlin Bean	Assistant Dance Instructor	58.00
0	02/18/2009	Recreation Fund	Professional Services	Julie Risinger	Assistant Dance Instructor	32.00
0	02/18/2009	Recreation Fund	Professional Services	Rebecca Fandrich	Assistant Dance Instructor	7.00
0	02/18/2009	Recreation Fund	Professional Services	Alaina Bean	Assistant Dance Instructor	26.00
0	02/18/2009	Information Technology	Telephone	Douglas Barber	Mileage Reimbursement	147.95
0	02/18/2009	Community Development	Office Supplies	Jamie Radel	Twin Lakes Postcard Reimbursement	3.20
0	02/18/2009	General Fund	Op Supplies - City Hall	Hirshfield's Inc.	Paint	116.41
0	02/18/2009	General Fund	Vehicle Supplies	Catco Parts & Service Inc	Red Lamp	15.14
0	02/18/2009	P & R Contract Maintenance	Operating Supplies	Able Hose & Rubber Inc	Band/Clamp, Labor	8.55
0	02/18/2009	General Fund	Operating Supplies	Able Hose & Rubber Inc	Band/Clamp, Labor	8.55
0	02/18/2009	Sanitary Sewer	Operating Supplies	Able Hose & Rubber Inc	Band/Clamp, Labor	8.55
0	02/18/2009	Recreation Fund	Operating Supplies	North Heights Hardware Hank	Shop Supplies	96.04
0	02/18/2009	P & R Contract Maintenance	Operating Supplies	North Heights Hardware Hank	Transmission Funnel	10.11
0	02/18/2009	P & R Contract Maintenance	Operating Supplies	North Heights Hardware Hank	Plexiglass Supplies	152.63
0	02/18/2009	Vehicle Revolving	Vehicles & Equipment	Advanced Graphix Inc	Reflective Squad Car Graphics	295.00
0	02/18/2009	General Fund	Clothing	Metro Fire	Attached Graphics	719.47
0	02/18/2009	Recreation Fund	Professional Services	Metro Volleyball Officials	Volleyball Officiating	742.00
0	02/18/2009	Golf Course	Merchandise For Sale	Spartan Promotional Group	Khaki's	122.60
0	02/18/2009	General Fund	Vehicle Supplies	Factory Motor Parts	Air Filter	16.46
0	02/18/2009	General Fund	Professional Services	Jensen, Bell, Converse & Erick	Professional Services Through Jan 31, 09	11,467.20
0	02/18/2009	General Fund	Contract Maintenance	Ancom Communications, Inc.	Pager Swap	13.50
0	02/18/2009	General Fund	Vehicle Supplies	Napa Auto Parts	Air Filter	12.54
0	02/18/2009	Recreation Fund	Operating Supplies	Grainger Inc	Lamp, Soap	65.74
0	02/18/2009	General Fund	Vehicle Supplies	Larson Companies Peterbilt North	Filters	128.62
0	02/18/2009	General Fund	Vehicle Supplies	Larson Companies Peterbilt North	Filter	33.73
0	02/18/2009	General Fund	Other Improvements	Streicher's	Latex Gloves, Red VP Powder	21.27
0	02/18/2009	General Fund	Use Tax Payable	Streicher's	Sales/Use Tax	-1.29
0	02/18/2009	General Fund	Other Improvements	Streicher's	Red VP Powder	249.51
0	02/18/2009	General Fund	Use Tax Payable	Streicher's	Sales/Use Tax	-15.22
0	02/18/2009	Recreation Fund	Contract Maintenance	Green View Inc.	Ice Arena Cleaning	2,261.26
0	02/18/2009	Recreation Fund	Use Tax Payable	Green View Inc.	Sales/Use Tax	-138.01
0	02/18/2009	Recreation Fund	Clothing	North Image Apparel, Inc.	Industrial Clothing	215.00
0	02/18/2009	General Fund	Clothing	North Image Apparel, Inc.	Industrial Clothing	26.25

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
Check Total:						23,762.07
0	02/26/2009	General Fund	Utilities	Xcel Energy	Civil Defense	70.16
0	02/26/2009	General Fund	Utilities	Xcel Energy	Fire #1	1,611.31
0	02/26/2009	Golf Course	Utilities	Xcel Energy	Golf	697.59
0	02/26/2009	P & R Contract Maintenance	Utilities	Xcel Energy	P&R	3,808.77
0	02/26/2009	General Fund	Utilities	Xcel Energy	Fire #2	1,248.88
0	02/26/2009	Sanitary Sewer	Utilities	Xcel Energy	Sewer	1,109.31
0	02/26/2009	Recreation Fund	Utilities	Xcel Energy	Skating	26,720.71
0	02/26/2009	General Fund	Utilities	Xcel Energy	Street Light	348.04
0	02/26/2009	Storm Drainage	Utilities	Xcel Energy	Storm Water	15.75
0	02/26/2009	General Fund	Utilities	Xcel Energy	Traffic Signal	2,115.88
0	02/26/2009	Water Fund	Utilities	Xcel Energy	Water	4,824.00
0	02/26/2009	General Fund	Utilities	Xcel Energy	Street Light	13,213.79
Check Total:						55,784.19
0	02/26/2009	License Center	Professional Services	Marsden Building Maint., Inc.	Janitorial Services-Feb 09	632.61
0	02/26/2009	Recreation Fund	Contract Maintenance	Marsden Building Maint., Inc.	Janitorial Services-Feb 09	799.82
0	02/26/2009	Recreation Fund	Contract Maintenance	Marsden Building Maint., Inc.	Janitorial Services-Feb 09	1,513.37
0	02/26/2009	General Fund	Professional Services	Marsden Building Maint., Inc.	Janitorial Services-Feb 09	741.24
0	02/26/2009	General Fund	Professional Services	Marsden Building Maint., Inc.	Janitorial Services-Feb 09	5,598.71
0	02/26/2009	Recreation Fund	Operating Supplies	R & R Specialties Inc	Cable Brake	41.45
0	02/26/2009	Grass Lake Water Mgmt. Org	Professional Services	Barr Engineering Co., Inc.	Professional Services 11/29/08-12/26/08	10,699.50
0	02/26/2009	Recreation Fund	Transportation	Jeff Evenson	Green Expo Parking Reimbursement	23.50
0	02/26/2009	General Fund	Professional Services	Ratwik, Roszak & Maloney, PA	Legal Services-Jan 2009	1,193.43
0	02/26/2009	General Fund	Training	Matt Marshall	Lunch During Training	26.75
0	02/26/2009	General Fund	Conferences	Carol Sletner	Airfare Reimbursement-IAWP Conference	269.20
0	02/26/2009	Police Forfeiture Fund	Professional Services	Karen Rubey	12/18 Incident-Food Reimbursement	84.00
0	02/26/2009	General Fund	Training	Greg Levendoski	Lunch During Training	16.83
0	02/26/2009	Housing & Redevelopment A	Operating Supplies	Jeanne Kelsey	Reimbursement	7.46
0	02/26/2009	Housing & Redevelopment A	Miscellaneous	Jeanne Kelsey	Reimbursement	34.10
0	02/26/2009	Housing & Redevelopment A	Miscellaneous	Jeanne Kelsey	Reimbursement	112.61
0	02/26/2009	Housing & Redevelopment A	Training	Jeanne Kelsey	Reimbursement	48.00
0	02/26/2009	Housing & Redevelopment A	Miscellaneous	Jeanne Kelsey	Reimbursement	9.99
0	02/26/2009	Housing & Redevelopment A	Miscellaneous	Jeanne Kelsey	Reimbursement	14.52
0	02/26/2009	Housing & Redevelopment A	Printing	Jeanne Kelsey	Reimbursement	134.55
0	02/26/2009	Community Development	Training	Jan Rosemeyer	Mileage Reimbursement	7.92
0	02/26/2009	General Fund	211402 - HCMA - Medical Exp.		Flexible Benefit Reimbursement	119.92
0	02/26/2009	General Fund	211402 - HCMA - Medical Exp.		Flexible Benefit Reimbursement	96.82

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
0	02/26/2009	General Fund	211403 - Day Care Expense Ded.		Dependent Care Reimbursement	400.00
0	02/26/2009	General Fund	211000 - Deferered Comp.	ICMA Retirement Trust 457-3002	Payroll Deduction for 2/24 Payroll	5,429.18
0	02/26/2009	General Fund	210700 - Minnesota Benefit Ded	MN Benefit Association	Payroll Deduction For Feb	1,130.44
0	02/26/2009	General Fund	Vehicle Supplies	Catco Parts & Service Inc	Credit	-113.53
0	02/26/2009	General Fund	Vehicle Supplies	Catco Parts & Service Inc	Control Head	124.49
0	02/26/2009	General Fund	Vehicle Supplies	Catco Parts & Service Inc	Credit	-44.60
0	02/26/2009	General Fund	Vehicle Supplies	Catco Parts & Service Inc	POS Lock Head	44.74
0	02/26/2009	General Fund	Vehicle Supplies	Catco Parts & Service Inc	Vent Plug	14.27
0	02/26/2009	General Fund	Professional Services	City of St. Paul	Wireless & RMS Services-Feb 09	4,358.00
0	02/26/2009	General Fund	Contract Maintenance	City of St. Paul	Street Light Maintenance-Jan 09	2,019.61
0	02/26/2009	Grass Lake Water Mgmt. Org	Professional Services	Barr Engineering Co., Inc.	Professional Services 10/4/08-10/31/08	1,785.00
0	02/26/2009	Grass Lake Water Mgmt. Org	Professional Services	Barr Engineering Co., Inc.	Professional Services 11/1/08-11/28/08	3,135.50
0	02/26/2009	General Fund	Training	ATOM	Training-Scheider	275.00
0	02/26/2009	General Fund	Training	ATOM	Training-Levendoski	150.00
0	02/26/2009	General Fund	Training	ATOM	Training-Ganley, Jennings	800.00
0	02/26/2009	Recreation Fund	Memberships & Subscriptions	DMX Music	Skating Center Music	286.53
0	02/26/2009	General Fund	Contract Maintenance Vehicles	Midway Ford Co	Vehicle Repair	1,605.62
0	02/26/2009	General Fund	Vehicle Supplies	MacQueen Equipment	Bearings, Seals	844.64
0	02/26/2009	General Fund	Vehicle Supplies	MacQueen Equipment	STRGT IRFS FIT	14.70
0	02/26/2009	General Fund	Vehicle Supplies	McMaster-Carr Supply Co	Mountable Battery	42.02
0	02/26/2009	General Fund	Use Tax Payable	McMaster-Carr Supply Co	Sales/Use Tax	-2.56
0	02/26/2009	General Fund	Vehicle Supplies	Kath Fuel Oil Service, Inc.	Grease	260.93
0	02/26/2009	Recreation Fund	Professional Services	Metro Volleyball Officials	Volleyball Officiating	980.50
0	02/26/2009	Golf Course	Operating Supplies	Spartan Promotional Group	Trek Bottles	759.04
0	02/26/2009	Golf Course	Clothing	Spartan Promotional Group	Shirts	166.03
0	02/26/2009	General Fund	Vehicle Supplies	Factory Motor Parts	Credit	-80.64
0	02/26/2009	General Fund	Vehicle Supplies	Factory Motor Parts	Motor & Fan Asy.	268.85
0	02/26/2009	Police - DWI Enforcement	Professional Services	Jensen, Bell, Converse & Erick	Legal Services Jan 09	1,487.50
0	02/26/2009	General Fund	Contract Maint. - City Garage	Yale Mechanical, LLC	Repaired Heating Unit	810.11
0	02/26/2009	General Fund	Contract Maint. - City Hall	Yale Mechanical, LLC	Repaired Dampers	991.10
0	02/26/2009	Recreation Fund	Contract Maintenance	Northland Fire & Security Inc	Semi-Annual Fire Inspection	110.62
0	02/26/2009	Water Fund	Other Improvements	Gopher State One Call	Tickets	84.57
0	02/26/2009	Sanitary Sewer	Other Improvements	Gopher State One Call	Tickets	84.57
0	02/26/2009	Storm Drainage	Professional Services	Gopher State One Call	Tickets	84.56
0	02/26/2009	General Fund	Vehicle Supplies	Napa Auto Parts	Battery	158.56
0	02/26/2009	General Fund	Vehicle Supplies	Napa Auto Parts	Belt	14.78
0	02/26/2009	Recreation Fund	Operating Supplies	Grainger Inc	Safety Cans	194.19
0	02/26/2009	Recreation Fund	Operating Supplies	Grainger Inc	Ballast, Wire Connector	28.86
0	02/26/2009	Recreation Fund	Operating Supplies	Grainger Inc	AC Converter	104.24
0	02/26/2009	Recreation Fund	Operating Supplies	Grainger Inc	Thermometer	44.09
0	02/26/2009	Water Fund	Operating Supplies	Grainger Inc	Liquid Filled Gauge	20.32
0	02/26/2009	P & R Contract Maintenance	Operating Supplies	Grainger Inc	Plastic Lens	10.42
0	02/26/2009	P & R Contract Maintenance	Operating Supplies	Eagle Clan Enterprises, Inc	Roll Towels, Toilet Tissue	253.47
0	02/26/2009	General Fund	Vehicle Supplies	Larson Companies Peterbilt North	Fuel Filter	56.08

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
0	02/26/2009	General Fund	Vehicle Supplies	Larson Companies Peterbilt North	Fuel Filter	24.25
0	02/26/2009	General Fund	Training	Streicher's	Rifle, Rifle Accessories	1,810.50
0	02/26/2009	General Fund	Training	Streicher's	.40 S&W, Ultrasonic Cleaner	67.08
0	02/26/2009	General Fund	Training	Streicher's	.49SW Tactical	504.34
0	02/26/2009	General Fund	Training	Streicher's	.49SW Tactical, Ammunition	4,741.50
0	02/26/2009	General Fund	Contract Maint. - City Garage	Green View Inc.	Public Works Cleaning	573.77
0	02/26/2009	General Fund	Use Tax Payable	Green View Inc.	Sales/Use Tax	-35.01
0	02/26/2009	General Fund	Vehicle Supplies	Fastenal Company Inc.	Shop Parts	534.31
0	02/26/2009	General Fund	Office Supplies	Innovative Office Solutions	Office Supplies	7.89
0	02/26/2009	General Fund	Operating Supplies	Innovative Office Solutions	Office Supplies	928.48
0	02/26/2009	General Fund	Office Supplies	Innovative Office Solutions	Office Supplies	182.31
0	02/26/2009	General Fund	Office Supplies	Innovative Office Solutions	Office Supplies	1,327.12
0	02/26/2009	General Fund	Office Supplies	Innovative Office Solutions	Office Supplies	58.77
0	02/26/2009	General Fund	Office Supplies	Innovative Office Solutions	Office Supplies	69.17
0	02/26/2009	Recreation Fund	Office Supplies	Innovative Office Solutions	Office Supplies	349.47
0	02/26/2009	Community Development	Office Supplies	Innovative Office Solutions	Office Supplies	871.63
0	02/26/2009	License Center	Office Supplies	Innovative Office Solutions	Office Supplies	94.08
0	02/26/2009	Water Fund	Operating Supplies	Northern Water Works Supply	Hydrant Marker	423.03
0	02/26/2009	Water Fund	Operating Supplies	Northern Water Works Supply	Lug Repair Clamp	326.57
0	02/26/2009	Water Fund	Operating Supplies	Northern Water Works Supply	SB Sleeve, Out of Service Sign	222.45
0	02/26/2009	General Fund	Vehicle Supplies	Carlson Tractor & Equip. Co.	Kennametal Bit	313.77
Check Total:						64,813.58
54420	02/17/2009	Risk Management	Community Development Claims	Abra Auto Body	Vehicle Repair	858.80
Check Total:						858.80
54421	02/18/2009	Water Fund	Other Improvements	Ace Blacktop, Inc.	Bituminous Removal	2,625.00
Check Total:						2,625.00
54422	02/18/2009	General Fund	Professional Services	Brighton Veterinary Hospital	Animal Control Services	1,300.00
Check Total:						1,300.00
54423	02/18/2009	General Fund	Clothing	Cintas Corporation #470	Uniform Cleaning	33.20
54423	02/18/2009	P & R Contract Maintenance	Clothing	Cintas Corporation #470	Uniform Cleaning	2.66
54423	02/18/2009	General Fund	Clothing	Cintas Corporation #470	Uniform Cleaning	33.20
54423	02/18/2009	P & R Contract Maintenance	Clothing	Cintas Corporation #470	Uniform Cleaning	2.66
Check Total:						71.72

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
54424	02/18/2009	Recreation Fund	Contract Maintenance	Gene's Commercial Refrigeratio	Repaired Freezer Compressor	83.00
					Check Total:	83.00
54425	02/18/2009	General Fund	Professional Services	IFP, TEST SERVICES	Psychological Evaluations	1,185.00
					Check Total:	1,185.00
54426	02/18/2009	Building Improvements	MN Grant Professional Svcs	Karges-Faulkonbridge, Inc.	Professional Services Through 10/31/08	5,000.00
					Check Total:	5,000.00
54427	02/18/2009	Water Fund	Operating Supplies	Larson Contracting	Sand	1,171.50
					Check Total:	1,171.50
54429	02/18/2009	General Fund	Contract Maintenance	Ramsey County	Maintenance Cost on EVP	138.57
					Check Total:	138.57
54430	02/18/2009	Sanitary Sewer	Contract Maintenance	United Rentals Northwest, Inc.	Misc. Merchandise	303.52
54430	02/18/2009	Storm Drainage	Contract Maintenance	United Rentals Northwest, Inc.	Misc. Merchandise	303.53
					Check Total:	607.05
54431	02/18/2009	Water Fund	Professional Services	Valley-Rich Co., Inc.	Tractor Breaker, Lowboy	1,162.00
54431	02/18/2009	Water Fund	Professional Services	Valley-Rich Co., Inc.	Tractor Breaker, Lowboy	998.00
					Check Total:	2,160.00
54432	02/18/2009	Water Fund	Professional Services	Water Conservation Service, In	Leak Repair	1,128.30
					Check Total:	1,128.30
54433	02/18/2009	General Fund	Training	Thomas centro	Test Reimbursement	70.00
					Check Total:	70.00
54434	02/18/2009	General Fund	Clothing	Aspen Mills Inc.	Oxford RT	64.35

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
Check Total:						64.35
54435	02/18/2009	General Fund	Operating Supplies	Centro Print Solutions	1099 Forms	83.15
54435	02/18/2009	General Fund	Use Tax Payable	Centro Print Solutions	Sales/Use Tax	-5.07
Check Total:						78.08
54436	02/18/2009	General Fund	Clothing	Cintas Corporation #470	Uniform Cleaning	33.20
54436	02/18/2009	P & R Contract Maintenance	Clothing	Cintas Corporation #470	Uniform Cleaning	2.66
54436	02/18/2009	General Fund	Clothing	Cintas Corporation #470	Uniform Cleaning	33.20
54436	02/18/2009	P & R Contract Maintenance	Clothing	Cintas Corporation #470	Uniform Cleaning	2.66
Check Total:						71.72
54437	02/18/2009	Community Development	Professional Services	City of White Bear Lake	2009-Ramsey County GIS Users Group Fees	3,392.58
Check Total:						3,392.58
54438	02/18/2009	General Fund	Professional Services	Complete Helicopters Inc	Deer Count Flight	285.00
Check Total:						285.00
54439	02/18/2009	Recreation Fund	Operating Supplies	Cool Air Mechanical, Inc.	Camco 717-HT	509.92
Check Total:						509.92
54440	02/18/2009	Charitable Gambling	Professional Services - Bingo	Cornell Kahler Shidell & Mair	Midway Speedskating Bingo-Jan 09	1,837.08
54440	02/18/2009	Charitable Gambling	Professional Services - Bingo	Cornell Kahler Shidell & Mair	Rsvl. Youth Hockey Bingo-Jan 09	2,279.34
Check Total:						4,116.42
54441	02/18/2009	P & R Contract Maintenance	Operating Supplies	EESCO	Reflex T6	120.08
54441	02/18/2009	General Fund	Op Supplies - City Hall	EESCO	Ballast, Lights	26.64
Check Total:						146.72
54442	02/18/2009	Golf Course	Advertising	Entertainment Publications, In	10 Twin Cities Happenings	280.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
Check Total:						280.00
54443	02/18/2009	General Fund	Memberships & Subscriptions	Fire Marshal's Assoc of MN	2009 Membership Renewal-Loftus	35.00
Check Total:						35.00
54444	02/18/2009	General Fund	Training	Ted Fish	MN Com. Vehicle Inspector Recert.	95.00
Check Total:						95.00
54445	02/18/2009	General Fund	Contract Maintenance Vehicles	GCR Truck Tire Centers	Service Call Fire Truck #38	173.28
Check Total:						173.28
54446	02/18/2009	General Fund	Professional Services	Goodpointe Technology	ICON Standard PMS support Agreement 200	1,750.00
54446	02/18/2009	Pathway Maintenance Fund	Operating Supplies	Goodpointe Technology	ICON Standard PMS Support Agreement 2009	750.00
Check Total:						2,500.00
54447	02/18/2009	General Fund	Office Supplies	GS Direct, Inc.	Economy II Plot Bond	114.65
Check Total:						114.65
54448	02/18/2009	Recreation Fund	Operating Supplies	Handy Industries	Hose, Hose Caddy	37.50
54448	02/18/2009	Recreation Fund	Use Tax Payable	Handy Industries	Sales/Use Tax	-2.28
Check Total:						35.22
54449	02/18/2009	General Fund	Motor Fuel	Hartland Fuels	2009 Blanket PO for Fuel	6,804.80
Check Total:						6,804.80
54450	02/18/2009	Recreation Improvements	Other Improvements	Harty Mechanical, Inc.	Furnace Intallation-Nature Center	2,528.28
54450	02/18/2009	Recreation Improvements	Use Tax Payable	Harty Mechanical, Inc.	Sales/Use Tax	-294.19
54450	02/18/2009	Recreation Improvements	Other Improvements	Harty Mechanical, Inc.	Furnace Intallation-Nature Center	2,291.91
Check Total:						4,526.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
54451	02/18/2009	General Fund	Professional Services	Hildi, Inc	GASB 45 Compliance Report	3,000.00
					Check Total:	3,000.00
54452	02/18/2009	Recreation Fund	Fee Program Revenue	David Hintzman	Safety Awareness Class Reimbursement	76.00
					Check Total:	76.00
54453	02/18/2009	Recreation Fund	Professional Services	Rebecca Jacobson	Music Editing-Skating Show	657.75
					Check Total:	657.75
54454	02/18/2009	Recreation Fund	Fee Program Revenue	Ann Keller	Fit Together Class Refund	73.00
54454	02/18/2009	Recreation Fund	Fee Program Revenue	Ann Keller	Fit Together Class Refund	2.00
					Check Total:	75.00
54455	02/18/2009	Sanitary Sewer	Professional Services	Lone Oak Companies, Inc.	Folding, inserting, mailing, utility sta	132.06
54455	02/18/2009	Water Fund	Professional Services	Lone Oak Companies, Inc.	Folding, inserting, mailing, utility sta	132.06
54455	02/18/2009	Storm Drainage	Professional Services	Lone Oak Companies, Inc.	Folding, inserting, mailing, utility sta	132.07
					Check Total:	396.19
54456	02/18/2009	Recreation Fund	Operating Supplies	Metro Athletic Supply, Inc.	100 Dozen 12 inch softballs (summer orde	3,828.68
					Check Total:	3,828.68
54457	02/18/2009	Recreation Fund	Professional Services	Michael Miller/ISN	72 Games, Adult basketball Game official	3,600.00
					Check Total:	3,600.00
54458	02/18/2009	Recreation Fund	Professional Services	Megan Miner	Assistant Dance Instructor	106.00
					Check Total:	106.00
54459	02/18/2009	Recreation Fund	Professional Services	Minnesota Women's Press, Inc.	Ad in 3/1 Issue	220.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
					Check Total:	220.00
54460	02/18/2009	Recreation Fund	Memberships & Subscriptions	Mn Assoc. for Volunteer Admin.	2009 Membership	50.00
					Check Total:	50.00
54461	02/18/2009	Recreation Fund	Memberships & Subscriptions	MN Dept of Public Safety	Hazardous Materials Fee	100.00
					Check Total:	100.00
54462	02/18/2009	Golf Course	Operating Supplies	MN DNR Waters	Permit Request	140.00
					Check Total:	140.00
54463	02/18/2009	General Fund	Memberships & Subscriptions	MN State Fire Chiefs Associati	2009 Membership Dues 2009	40.00
					Check Total:	40.00
54464	02/18/2009	General Fund	MN State Retirement	MN State Retirement System	Payroll Deduction for 02/10 Payroll	16,842.47
					Check Total:	16,842.47
54465	02/18/2009	Recreation Fund	Fee Program Revenue	June Mosner	Tai Chi Class Refund	17.00
54465	02/18/2009	Recreation Fund	Fee Program Revenue	June Mosner	Tai Chi Class Refund	8.00
					Check Total:	25.00
54466	02/18/2009	Telecommunications	Memberships & Subscriptions	North Suburban Comm Commission	City Contribution to NSCC 2009	88,794.67
					Check Total:	88,794.67
54467	02/18/2009	Recreation Fund	Rental	On Site Sanitation, Inc.	Regular Monthly Service.	39.33
					Check Total:	39.33
54468	02/18/2009	General Fund	211403 - Day Care Expense Ded.		Dependent Care Reimbursement	184.62
					Check Total:	184.62
54469	02/18/2009	Recreation Fund	Postage	Postmaster- Cashier Window #5	Brochure Postage-Permit #2437	4,900.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
					Check Total:	4,900.00
54470	02/18/2009	Storm Drainage	Contract Maintenance	Railroad Management Co. III, L	Rent	90.75
					Check Total:	90.75
54471	02/18/2009	Recreation Fund	Operating Supplies	Reflections Printing Inc.	Signs	440.91
					Check Total:	440.91
54472	02/18/2009	Recreation Improvements	Other Improvements	Stonewear, Inc.	Floor Plates	1,575.66
54472	02/18/2009	Recreation Improvements	Use Tax Payable	Stonewear, Inc.	Sales/Use Tax	-96.16
					Check Total:	1,479.50
54473	02/18/2009	General Fund	Professional Services	Sheila Stowell	Special City Council Meeting Minutes	362.25
54473	02/18/2009	General Fund	Professional Services	Sheila Stowell	Mileage Reimbursement	4.79
54473	02/18/2009	Community Development	Professional Services	Sheila Stowell	Planning Commission Meeting Minutes	293.25
54473	02/18/2009	Community Development	Professional Services	Sheila Stowell	Mileage Reimbursement	9.58
					Check Total:	669.87
54474	02/18/2009	Recreation Fund	Operating Supplies	Suburban Ace Hardware	Batteries	17.53
54474	02/18/2009	Community Development	Operating Supplies	Suburban Ace Hardware	Rope	4.25
					Check Total:	21.78
54475	02/18/2009	General Fund	211402 - HCMA - Medical Exp.		Flexible Benefit Reimbursement	184.00
					Check Total:	184.00
54476	02/18/2009	Singles Program	Operating Supplies	Martha Weller	Single Supplies	10.00
					Check Total:	10.00
54478	02/26/2009	Equipment Replacement Fun	Other Improvements	Access Communications Inc	Fiber Optic-Grounding @ Parkview Elem.	522.41
54478	02/26/2009	Equipment Replacement Fun	Other Improvements	Access Communications Inc	Fiber Optic-Grounding @ Nature Cent.	481.28
54478	02/26/2009	Equipment Replacement Fun	Other Improvements	Access Communications Inc	Fiber Optics-Grounding @ Fire Hall	1,255.59
54478	02/26/2009	Equipment Replacement Fun	Other Improvements	Access Communications Inc	Fiber Optics-Grounding @ Park Elem.	373.11

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
54478	02/26/2009	General Fund	Salaries - Regular	Access Communications Inc	Installation for Fiber Project	629.33
54478	02/26/2009	Equipment Replacement	FunOther Improvements	Access Communications Inc	Fiber Optic Instal. @ Dale Fire Station	4,989.14
54478	02/26/2009	Equipment Replacement	FunOther Improvements	Access Communications Inc	Installation of Fiber @ Dale Corridor	36,296.55
54478	02/26/2009	Equipment Replacement	FunOther Improvements	Access Communications Inc	Pr Project IT-2008-01 Dale Corridor	67,331.00
54478	02/26/2009	Information Technology	Contract Maintenance	Access Communications Inc	Fiber- Annual Fee for Nature Center	1,437.50
54478	02/26/2009	Information Technology	Contract Maintenance	Access Communications Inc	Locate Services Annual Billing	2,688.12
Check Total:						116,004.03
54479	02/26/2009	Building Improvements	MN Grant Professional Svcs	Arizona State University	Geothermal-Project Mgmt. Training	5,000.00
Check Total:						5,000.00
54480	02/26/2009	General Fund	Vehicle Supplies	Astleford International Trucks	Labor on Vehicle	114.40
54480	02/26/2009	General Fund	Vehicle Supplies	Astleford International Trucks	Labor on Vehicle	114.40
54480	02/26/2009	General Fund	Vehicle Supplies	Astleford International Trucks	Motor	41.80
Check Total:						270.60
54481	02/26/2009	General Fund	Contract Maintenance Vehicles	Auto Body Plus, Inc.	Towing	214.06
Check Total:						214.06
54482	02/26/2009	General Fund	Operating Supplies	Batteries Plus, Inc.	AAA Bulk Pack	90.48
Check Total:						90.48
54483	02/26/2009	General Fund	Operating Supplies	Bituminous Roadways Inc	Winter Mix	279.12
Check Total:						279.12
54484	02/26/2009	Recreation Fund	Memberships & Subscriptions	BMI General Licensing, Inc.	Music License Fee	766.33
Check Total:						766.33
54485	02/26/2009	General Fund	Professional Services	Brighton Veterinary Hospital	Animal Control Services	650.00
Check Total:						650.00
54486	02/26/2009	License Center	Contract Maintenance	Brite-Way Window Cleaning Sv	Window Cleaning-License Center	29.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
Check Total:						29.00
54487	02/26/2009	General Fund	Clothing	Cintas Corporation #470	Uniform Cleaning	33.20
54487	02/26/2009	P & R Contract Maintenance	Clothing	Cintas Corporation #470	Uniform Cleaning	2.66
Check Total:						35.86
54488	02/26/2009	General Fund	Training	City of Brooklyn Park	Mentoring/Coaching Class-Mathwig	150.00
Check Total:						150.00
54489	02/26/2009	General Fund	Non Business Licenses - Pawn	City of Minneapolis	Dec Pawn Transactions	1,532.00
Check Total:						1,532.00
54490	02/26/2009	Information Technology	Telephone	Comcast Cable	High Speed Internet	159.90
54490	02/26/2009	Information Technology	Telephone	Comcast Cable	High Speed Internet	159.90
Check Total:						319.80
54491	02/26/2009	T.I.F. District # 11	Professional Services	Dahlen, Dwyer & Foley Inc.	Appraisal Report-2785 Fairview	7,500.00
Check Total:						7,500.00
54492	02/26/2009	Water Fund	Water Meters	Dakota Supply Group	Meter Covers	47.19
Check Total:						47.19
54493	02/26/2009	Community Development	Training	Donald Salverda & Associates	Advanced Effective Mgmt. Class	600.00
Check Total:						600.00
54494	02/26/2009	General Fund	Clothing	Franci Ellsworth	Uniform Pants Reimbursement	107.94
Check Total:						107.94
54495	02/26/2009	General Fund	Vehicle Supplies	First Call	Latex Gloves	57.46
Check Total:						57.46

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
54496	02/26/2009	General Fund	Operating Supplies	Freestyle Productions, Inc.	Crime Prevention Video	30.88
Check Total:						30.88
54497	02/26/2009	General Fund	Training	Mark Ganley	Meal Reimbursement-Range Instructor	34.19
Check Total:						34.19
54498	02/26/2009	Sanitary Sewer	Operating Supplies	General Industrial Supply Co.	Fiberglass Tape	30.78
54498	02/26/2009	Sanitary Sewer	Operating Supplies	General Industrial Supply Co.	Simple Green 5 Gallon	66.56
54498	02/26/2009	Sanitary Sewer	Operating Supplies	General Industrial Supply Co.	Shovel, Scraper	76.51
Check Total:						173.85
54499	02/26/2009	Sanitary Sewer	Operating Supplies	General Repair Service	O-Ring	50.29
Check Total:						50.29
54500	02/26/2009	Water Fund	Accounts Payable	GLIDDEN PAINTS	Refund check	111.11
Check Total:						111.11
54501	02/26/2009	General Fund	Memberships & Subscriptions	IAPE, Inc.	Membership Dues-2009	50.00
Check Total:						50.00
54502	02/26/2009	General Fund	211600 - PERA Employers Share	ICMA Retirement Trust 401-1099	401a William Malinen-Employer Portion	309.50
Check Total:						309.50
54503	02/26/2009	Telephone	Telephone	Integra Telecom	Telephone Service	148.68
Check Total:						148.68
54504	02/26/2009	Water Fund	Professional Services	IRTH Solutions, Inc.	IRTHNet Annual Subscription	491.67
54504	02/26/2009	Sanitary Sewer	Professional Services	IRTH Solutions, Inc.	IRTHNet Annual Subscription	491.67
54504	02/26/2009	Storm Drainage	Professional Services	IRTH Solutions, Inc.	IRTHNet Annual Subscription	491.66
Check Total:						1,475.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
54505	02/26/2009	Recreation Fund	Professional Services	B. Patricia Jemie	Stretch & Strengthen Instructor	108.00
					Check Total:	108.00
54506	02/26/2009	Water Fund	Accounts Payable	JUSTINAYNA KOTKE	Refund check	21.54
					Check Total:	21.54
54507	02/26/2009	General Fund	Operating Supplies	Language Line Services	Interpreter Services	83.02
					Check Total:	83.02
54508	02/26/2009	Water Fund	Operating Supplies	Larson Contracting	Sand	852.00
54508	02/26/2009	Water Fund	Use Tax Payable	Larson Contracting	Sales/Use Tax	-52.00
54508	02/26/2009	Water Fund	Operating Supplies	Larson Contracting	Fill Sand	2,130.00
54508	02/26/2009	Water Fund	Use Tax Payable	Larson Contracting	Sales/Use Tax	-130.00
					Check Total:	2,800.00
54509	02/26/2009	General Fund	Vehicle Supplies	Maaco Collision and Paint	2007 Ford	160.00
					Check Total:	160.00
54510	02/26/2009	Recreation Fund	Professional Services	David Martin	Tennis Instructor-Winter 2009 Class	91.87
					Check Total:	91.87
54511	02/26/2009	Police Forfeiture Fund	Professional Services	MASA Consulting, Inc.	Consulting Services	1,800.00
					Check Total:	1,800.00
54512	02/26/2009	Police - DWI Enforcement	Professional Services	Mid America Auction	Forfeited Vehicles Storage Fees	865.00
					Check Total:	865.00
54513	02/26/2009	P & R Contract Maintenance	Training	Minnesota Recreation & Park As	National Playground Safety Institute	400.00
					Check Total:	400.00
54514	02/26/2009	General Fund	Professional Services	MMKR	Progress Billing-2008 Audit	7,500.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
					Check Total:	7,500.00
54515	02/26/2009	General Fund	Conferences	MN Chiefs of Police	ETI Expo	325.00
					Check Total:	325.00
54516	02/26/2009	General Fund	211200 - Financial Support	MN Child Support Payment Cntr	Payroll Deduction for 2/24 Payroll	587.50
					Check Total:	587.50
54517	02/26/2009	General Fund	Operating Supplies City Garage	MN Dept of Public Safety	Hazardous Chemical Inventory Fee	25.00
					Check Total:	25.00
54518	02/26/2009	General Fund	MN State Retirement	MN State Retirement System	Payroll Deduction for 2/24 Payroll	4,049.84
					Check Total:	4,049.84
54519	02/26/2009	Recreation Fund	Operating Supplies	MN State University-Mankato	Job Fair-Intern Recruiting	20.00
					Check Total:	20.00
54520	02/26/2009	Recreation Fund	Operating Supplies	Mobile Radio Engineering, Inc.	Repair Mobile	306.22
					Check Total:	306.22
54521	02/26/2009	Water Fund	Accounts Payable	BRENDA MORALES	Refund check	290.96
					Check Total:	290.96
54522	02/26/2009	Golf Course	Contract Maintenance	Nardini Fire Equipment Co, Inc	Restaurant Maintenance-Feb 09	117.97
					Check Total:	117.97
54523	02/26/2009	General Fund	Training	New Brighton Dept. of Public S	Range Use	1,600.00
					Check Total:	1,600.00
54524	02/26/2009	P & R Contract Maintenance	Rental	On Site Sanitation, Inc.	Regular Service	40.47
54524	02/26/2009	P & R Contract Maintenance	Rental	On Site Sanitation, Inc.	Regular Service	40.47

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
54524	02/26/2009	P & R Contract Maintenance	Rental	On Site Sanitation, Inc.	Regular Service	40.47
54524	02/26/2009	P & R Contract Maintenance	Rental	On Site Sanitation, Inc.	Regular Service	40.47
Check Total:						161.88
54525	02/26/2009	Recreation Fund	Contract Maintenance	OSI Environmental Inc	Ammoniated Oil	64.00
54525	02/26/2009	General Fund	Vehicle Supplies	OSI Environmental Inc	Filters	50.00
Check Total:						114.00
54526	02/26/2009	Water Fund	Accounts Payable	MICHAEL PECK	Refund check	23.04
Check Total:						23.04
54527	02/26/2009	General Fund	211402 - HCMA - Medical Exp.		Flexible Benefit Reimbursement	299.60
Check Total:						299.60
54528	02/26/2009	General Fund	Employer Insurance	Premier Bank	HSA Feb 09	996.90
54528	02/26/2009	General Fund	Employer Insurance	Premier Bank	HSA Feb 09	284.17
54528	02/26/2009	General Fund	Employer Insurance	Premier Bank	HSA Feb 09	284.17
54528	02/26/2009	P & R Contract Maintenance	Employer Insurance	Premier Bank	HSA Feb 09	240.63
54528	02/26/2009	License Center	Employer Insurance	Premier Bank	HSA Feb 09	226.88
54528	02/26/2009	General Fund	Employer Insurance	Premier Bank	HSA Feb 09	169.59
54528	02/26/2009	Recreation Fund	Employer Insurance	Premier Bank	HSA Feb 09	135.21
54528	02/26/2009	General Fund	Employer Insurance	Premier Bank	HSA Feb 09	91.67
54528	02/26/2009	General Fund	Employer Insurance	Premier Bank	HSA Feb 09	91.67
54528	02/26/2009	Community Development	Employer Insurance	Premier Bank	HSA Feb 09	91.67
54528	02/26/2009	Water Fund	Employer Insurance	Premier Bank	HSA Feb 09	91.67
54528	02/26/2009	Information Technology	Employer Insurance	Premier Bank	HSA Feb 09	77.92
54528	02/26/2009	General Fund	Employer Insurance	Premier Bank	HSA Feb 09	77.92
54528	02/26/2009	Community Development	Employer Insurance	Premier Bank	HSA Feb 09	77.92
54528	02/26/2009	General Fund	Employer Insurance	Premier Bank	HSA Feb 09	57.29
54528	02/26/2009	General Fund	Employer Insurance	Premier Bank	HSA Feb 09	57.29
Check Total:						3,052.57
54529	02/26/2009	Recreation Fund	Professional Services	Bill Pringle	Broomball Official	697.50
Check Total:						697.50
54530	02/26/2009	Recreation Fund	Contract Maintenance	Printers Service Inc	Knife Sharpening, New Blade	374.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
54530	02/26/2009	Recreation Fund	Operating Supplies	Printers Service Inc	Knife Sharpening, New Blade	330.15
					Check Total:	704.15
54531	02/26/2009	Police Forfeiture Fund	Professional Services	Pro-Tec Design, Inc.	Prox Pro Reader	487.98
					Check Total:	487.98
54532	02/26/2009	General Fund	Training	Qualification Targets Inc	Total Control Robot	1,773.80
					Check Total:	1,773.80
54533	02/26/2009	Water Fund	Professional Services	Quality Restoration Services,	Road Closed Signs, Barricades	145.50
					Check Total:	145.50
54534	02/26/2009	Telephone	St. Anthony Telephone	Qwest	Telephone Service	78.85
54534	02/26/2009	Telephone	St. Anthony Telephone	Qwest	Telephone Service	50.07
54534	02/26/2009	Telephone	St. Anthony Telephone	Qwest	Telephone Service	186.01
54534	02/26/2009	Telephone	Telephone	Qwest	Telephone Service	312.01
54534	02/26/2009	Telephone	Telephone	Qwest	Telephone Service	38.49
54534	02/26/2009	Telephone	Telephone	Qwest	Telephone Service	100.72
54534	02/26/2009	Telephone	Falcon Hghts Telephone	Qwest	Telephone Service	67.00
					Check Total:	833.15
54535	02/26/2009	Water Fund	Other Improvements	Railroad Management Co. III, L	Rent	90.75
					Check Total:	90.75
54536	02/26/2009	General Fund	Dispatching Services	Ramsey County	911 Dispatch Service Jan 09	13,232.58
54536	02/26/2009	General Fund	Professional Services	Ramsey County	Fleet Support Jan 09	492.80
54536	02/26/2009	Grass Lake Water Mgmt. Org	Professional Services	Ramsey County	Extra Analysis-Lake Owasso	2,548.75
					Check Total:	16,274.13
54537	02/26/2009	General Fund	211200 - Financial Support	Rausch Sturm Israel & Hornik	Case #CV074555	351.16
					Check Total:	351.16
54538	02/26/2009	Water Fund	Accounts Payable	ADAM & MINA RICHARDSON	Refund check	18.76

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
Check Total:						18.76
54539	02/26/2009	Recreation Fund	Professional Services	Norm Rolando	Safety Awareness/Self Defense Instructor	1,610.70
Check Total:						1,610.70
54540	02/26/2009	Recreation Fund	Professional Services	Roseville Area Schools	Volunteer Appreciation-Entertainment	75.00
Check Total:						75.00
54541	02/26/2009	Recreation Fund	Professional Services	Speco Charter LLC	Motor Coach-Roseville Light Tour	455.00
Check Total:						455.00
54542	02/26/2009	P & R Contract Maintenance	Telephone	Sprint	Cell Phones	47.99
54542	02/26/2009	Water Fund	Telephone	Sprint	Cell Phones	47.99
54542	02/26/2009	Information Technology	Telephone	Sprint	Cell Phones	95.99
54542	02/26/2009	General Fund	Telephone	Sprint	Cell Phones	146.36
54542	02/26/2009	Storm Drainage	Telephone	Sprint	Cell Phones	200.24
54542	02/26/2009	General Fund	Telephone	Sprint	Cell Phones	16.26
54542	02/26/2009	Sanitary Sewer	Telephone	Sprint	Cell Phones	265.50
54542	02/26/2009	Recreation Fund	Telephone	Sprint	Cell Phones	132.15
54542	02/26/2009	Recreation Fund	Telephone	Sprint	Cell Phones	36.63
54542	02/26/2009	P & R Contract Maintenance	Telephone	Sprint	Cell Phones	171.18
54542	02/26/2009	Golf Course	Telephone	Sprint	Cell Phones	33.17
54542	02/26/2009	Community Development	Telephone	Sprint	Cell Phones	108.90
54542	02/26/2009	General Fund	Telephone	Sprint	Cell Phones	32.69
54542	02/26/2009	General Fund	Telephone	Sprint	Cell Phones	16.26
54542	02/26/2009	General Fund	Telephone	Sprint	Cell Phones	65.05
54542	02/26/2009	General Fund	Telephone	Sprint	Cell Phones	388.53
54542	02/26/2009	General Fund	Telephone	Sprint	Cell Phones	362.10
54542	02/26/2009	General Fund	Telephone	Sprint	Cell Phones	925.68
Check Total:						3,092.67
54543	02/26/2009	General Fund	Employer Insurance	Standard Insurance Company	Life Insurance Premium-March 2009	26.40
54543	02/26/2009	General Fund	Employer Insurance	Standard Insurance Company	Life Insurance Premium-March 2009	44.00
54543	02/26/2009	Information Technology	Employer Insurance	Standard Insurance Company	Life Insurance Premium-March 2009	52.80
54543	02/26/2009	General Fund	Employer Insurance	Standard Insurance Company	Life Insurance Premium-March 2009	26.40
54543	02/26/2009	General Fund	Employer Insurance	Standard Insurance Company	Life Insurance Premium-March 2009	26.40
54543	02/26/2009	General Fund	Employer Insurance	Standard Insurance Company	Life Insurance Premium-March 2009	26.40

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
54543	02/26/2009	General Fund	Employer Insurance	Standard Insurance Company	Life Insurance Premium-March 2009	422.40
54543	02/26/2009	General Fund	Employer Insurance	Standard Insurance Company	Life Insurance Premium-March 2009	52.80
54543	02/26/2009	General Fund	Employer Insurance	Standard Insurance Company	Life Insurance Premium-March 2009	79.20
54543	02/26/2009	General Fund	Employer Insurance	Standard Insurance Company	Life Insurance Premium-March 2009	70.40
54543	02/26/2009	General Fund	Employer Insurance	Standard Insurance Company	Life Insurance Premium-March 2009	17.60
54543	02/26/2009	Telecommunications	Employer Insurance	Standard Insurance Company	Life Insurance Premium-March 2009	8.80
54543	02/26/2009	Solid Waste Recycle	Employer Insurance	Standard Insurance Company	Life Insurance Premium-March 2009	8.80
54543	02/26/2009	Recreation Fund	Employer Insurance	Standard Insurance Company	Life Insurance Premium-March 2009	52.80
54543	02/26/2009	Recreation Fund	Employer Insurance	Standard Insurance Company	Life Insurance Premium-March 2009	8.80
54543	02/26/2009	P & R Contract Maintenance	Employer Insurance	Standard Insurance Company	Life Insurance Premium-March 2009	61.60
54543	02/26/2009	Recreation Fund	Employer Insurance	Standard Insurance Company	Life Insurance Premium-March 2009	44.00
54543	02/26/2009	General Fund	Employer Insurance	Standard Insurance Company	Life Insurance Premium-March 2009	17.60
54543	02/26/2009	Community Development	Employer Insurance	Standard Insurance Company	Life Insurance Premium-March 2009	52.80
54543	02/26/2009	Community Development	Employer Insurance	Standard Insurance Company	Life Insurance Premium-March 2009	17.60
54543	02/26/2009	Community Development	Employer Insurance	Standard Insurance Company	Life Insurance Premium-March 2009	17.60
54543	02/26/2009	Community Development	Employer Insurance	Standard Insurance Company	Life Insurance Premium-March 2009	8.80
54543	02/26/2009	License Center	Employer Insurance	Standard Insurance Company	Life Insurance Premium-March 2009	96.80
54543	02/26/2009	Sanitary Sewer	Employer Insurance	Standard Insurance Company	Life Insurance Premium-March 2009	35.20
54543	02/26/2009	Water Fund	Employer Insurance	Standard Insurance Company	Life Insurance Premium-March 2009	44.00
54543	02/26/2009	Golf Course	Employer Insurance	Standard Insurance Company	Life Insurance Premium-March 2009	8.80
54543	02/26/2009	Golf Course	Employer Insurance	Standard Insurance Company	Life Insurance Premium-March 2009	8.80
54543	02/26/2009	Storm Drainage	Employer Insurance	Standard Insurance Company	Life Insurance Premium-March 2009	17.60
54543	02/26/2009	General Fund	210500 - Ramsey Co. Life Ins.	Standard Insurance Company	Life Insurance Premium-March 2009	1,897.05
Check Total:						3,252.25
54544	02/26/2009	Recreation Fund	Operating Supplies	Suburban Ace Hardware	Tape	5.83
54544	02/26/2009	Housing & Redevelopment A	Operating Supplies	Suburban Ace Hardware	Clamps for Signs	17.00
54544	02/26/2009	Housing & Redevelopment A	Operating Supplies	Suburban Ace Hardware	Stretch Cord	4.25
Check Total:						27.08
54545	02/26/2009	General Fund	Training	The Other Guys Tactical	Fox MK3 Cop Top	918.46
54545	02/26/2009	General Fund	Use Tax Payable	The Other Guys Tactical	Sales/Use Tax	-56.06
Check Total:						862.40
54546	02/26/2009	Water Fund	Operating Supplies	Toll Gas & Welding Supply	Anchor 3001 Lighter	5.55
54546	02/26/2009	General Fund	Vehicle Supplies	Toll Gas & Welding Supply	Industrial Cyls	18.54
Check Total:						24.09
54547	02/26/2009	General Fund	Vehicle Supplies	Tri State Bobcat	Tooth Holder	181.66

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Description	Amount
Check Total:						181.66
54548	02/26/2009	Police - DWI Enforcement	Professional Services	Twin Cities Transport & Recove	Towing	122.46
54548	02/26/2009	Police - DWI Enforcement	Professional Services	Twin Cities Transport & Recove	Towing	90.53
54548	02/26/2009	Police - DWI Enforcement	Professional Services	Twin Cities Transport & Recove	Towing	122.48
54548	02/26/2009	Police Forfeiture Fund	Professional Services	Twin Cities Transport & Recove	Towing	90.53
54548	02/26/2009	Police - DWI Enforcement	Professional Services	Twin Cities Transport & Recove	Towing	90.53
54548	02/26/2009	Police - DWI Enforcement	Professional Services	Twin Cities Transport & Recove	Towing	293.56
54548	02/26/2009	Police - DWI Enforcement	Professional Services	Twin Cities Transport & Recove	Towing	218.84
54548	02/26/2009	General Fund	Contract Maintenance Vehicles	Twin Cities Transport & Recove	Towing	159.75
54548	02/26/2009	Police - DWI Enforcement	Professional Services	Twin Cities Transport & Recove	Towing	122.48
Check Total:						1,311.16
54549	02/26/2009	Water Fund	Professional Services	Twin City Water Clinic, Inc.	Bacterial Analysis Jan 09	400.00
Check Total:						400.00
54550	02/26/2009	General Fund	Clothing	Uniforms Unlimited, Inc.	Shirts, Pants	164.95
54550	02/26/2009	General Fund	Clothing	Uniforms Unlimited, Inc.	Vests	799.50
54550	02/26/2009	General Fund	Clothing	Uniforms Unlimited, Inc.	Vests	1,085.45
54550	02/26/2009	General Fund	Clothing	Uniforms Unlimited, Inc.	Jacket	286.95
54550	02/26/2009	General Fund	Clothing	Uniforms Unlimited, Inc.	Name Bars	17.87
Check Total:						2,354.72
54551	02/26/2009	Water Fund	Operating Supplies	United Rentals Northwest, Inc.	Paint	47.15
54551	02/26/2009	Sanitary Sewer	Operating Supplies	United Rentals Northwest, Inc.	Paint	47.16
Check Total:						94.31
54552	02/26/2009	General Fund	Operating Supplies	Verizon Wireless	Cell Phones	71.12
Check Total:						71.12
54553	02/26/2009	Recreation Fund	Operating Supplies	Vernon Sales Promotion	25oz. Stainless Steel Bottle - H8-V535T,	1,331.93
Check Total:						1,331.93

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 03-09-09
Item No.: 7.b

Department Approval

City Manager Approval

Christopher K. Miller

W. J. Mahinen

Item Description: Approval of 2009 Business Licenses

BACKGROUND

Chapter 301 of the City Code requires all applications for business licenses to be submitted to the City Council for approval. The following application is submitted for consideration

Game Room License Application

Amusement Device License Application

Imane El Impahi

@ Arcades (Rosedale)

10 Rosedale Center

Roseville MN 55113

POLICY OBJECTIVE

Required by City Code

FINANCIAL IMPACTS

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

STAFF RECOMMENDATION

Staff has reviewed the application(s) and has determined that the applicant(s) meet all City requirements.

REQUESTED COUNCIL ACTION

Motion to approve the business license application as submitted.

Prepared by: Chris Miller, Finance Director

Attachments: A: Application



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

Game Room License Application

Business Name ARCades.
Business Address 10 Rosedale Center, Roseville, MN 55113
Business Phone 952-200-4502
Email Address _____

Person to Contact in Regard to Business License:

Name IMANE EL IMLAHI
Address 10 Rosedale Center, Roseville, MN 55113
Phone 952-200-4502

I hereby apply for the following license(s) for the term of one year, beginning July 1, 2008, and ending June 30, 2009, in the City of Roseville, County of Ramsey, State of Minnesota.

License Required

Fee

Game Room

\$175.00

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

Signature

A handwritten signature in dark ink, appearing to read "Imane El Imlahi", written over a horizontal line.

Date

02-24-09

A fire inspection is required before issuance on a license. Please call 651-792-7341 to set up an inspection.

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



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

Amusement Device License Application

Business Name ARCades
 Business Address 10 Rosedale Center, Roseville MN 55113
 Business Phone 952 200 1502
 Email Address _____

Person to Contact in Regard to Business License:

Name THANE R IMPAHE
 Address _____
 Phone _____

I hereby apply for the following license(s) for the term of one year, beginning July 1, 2008, and ending June 30, 2009, in the City of Roseville, County of Ramsey, State of Minnesota.

<u>License Required</u>	<u>Fee</u>	<u>Quantity</u>	<u>Total</u>
Amusement Device	\$15.00 (per machine)	<u>12</u>	<u>180</u>

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

Signature Thane R Impahe
 Date 02-24-09

A fire inspection is required before issuance of a license. Please call 651-792-7341 to set up an inspection.

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

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 03-09-09
Item No.: 7.c

Department Approval

City Manager Approval

Christopher K. Miller

W. J. Mahinen

Item Description: Set a Public Hearing to Consider On Sale Wine and 3.2% Liquor for Keys Café.

Background

Keys Cafe has applied for On-Sale Wine and 3.2% Liquor License at 1682 Lexington Avenue. The City Attorney will review the application prior to the issuance of the license to ensure that it is in order. A representative from Keys Cafe will attend the hearing to answer any questions the Council may have.

Financial Implications

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

Council Action

Motion to set a public hearing for an On-Sale Wine and 3.2% Liquor License for Keys Cafe to be held on March 23, 2009.

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



Minnesota Department of Public Safety
ALCOHOL AND GAMBLING ENFORCEMENT DIVISION
 444 Cedar St., Suite 133, St. Paul, MN 55101-5133
 (651) 201-7507 FAX (651) 297-5259 TTY (651) 282-6555
 WWW.DPS.STATE.MN.US



APPLICATION FOR COUNTY/CITY ON-SALE WINE LICENSE
 (Not to exceed 14% of alcohol by volume)

EVERY QUESTION MUST BE ANSWERED. If a corporation, an officer shall execute this application. If a partnership, LLC, a partner shall execute this application.

Workers compensation insurance company. Name THE HARTFORD COMPANY # 4111424554
 LICENSEE'S MN SALES & USE TAX ID # MMN025130 To apply for MN Sales Tax # call (651) 296-6181
 LICENSEE'S FEDERAL TAX ID # 41-1825730 - STATE SALES & USE TAX ID: 2468690

Applicants Name (Business, Partnership, Corporation) HUNN INC		Trade Name or DBA KEYS CAFE & BAKERY	
Business Address 1682 LEXINGTON AVE		Business Phone (651) 488-1828	Applicant's Home Phone ()
City Roseville		County Ramsey	State MN. Zip Code 55113
Is this application ☒ New or a ☐ Transfer	If a transfer, give name of former owner		License period From To

If a corporation, give name, title, address and date of birth of each officer. If a partnership, LLC, give name, address and date of birth of each partner.

Partner/Officer Name and title ROY HUNN - PRESIDENT	Address 1682 LEXINGTON AVE	Social Security # 1	DOB 1
Partner/Officer Name and Title JEAN HUNN - SECRETARY	Address 1682 LEXINGTON AVE	Social Security # 1	DOB 1
Partner/Officer Name and Title	Address	Social Security #	DOB
Partner/Officer Name and Title	Address	Social Security #	DOB

CORPORATIONS

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

BUILDING AND RESTAURANT

Name of building owner		Owner's address	
Are Property Taxes delinquent? ☐ Yes ☒ No	Has the building owner any connection, direct or indirect, with the applicant? ☐ Yes ☒ No	Restaurant seating capacity 150	
Hour's food will be available ALL OPEN HRS	No. of people restaurant employs 60	No. of months per year restaurant will be open 12	Will food service be the principle business? ☒ Yes ☐ No

Describe the premises to be licensed

STRIP MALL

If the restaurant is in conjunction with another business (resort etc.), describe business

NO

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



Minnesota Department of Public Safety
Alcohol and Gambling Enforcement Division (AGED)
444 Cedar Street, Suite 133, St. Paul, MN 55101-5133
Telephone 651-201-7507 Fax 651-297-5259 TTY 651-282-6555

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

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

Name of City or County Issuing Liquor License Roseville License Period From: 2009 To: 2010

Circle One: New License License Transfer _____ Suspension Revocation Cancel _____
(former licensee name) (Give dates)

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

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

Licensee Name: JEAN HUNN-COLLYARD DOB _____ Social Security # _____
(corporation, partnership, LLC, or Individual)

Business Trade Name Keys Cafe + Bakery Business Address 1682 N. LEXINGTON City Roseville

Zip Code 55113 County Ramsey Business Phone 651-488-1828 Home Phone _____

Home Address _____ City _____ Licensee's MN Tax ID # 41-1825730

Licensee's Federal Tax ID # 41-1825730
(To apply call IRS 800-829-4933) (To Apply call 651-296-6181) 2468690

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

Partner/Officer Name (First Middle Last)	DOB	Social Security #	Home Address
<u>ROY HUNN</u>			
<u>JEAN HUNN-COLLYARD</u>			

Intoxicating liquor licensees must attach a certificate of Liquor Liability Insurance to this form. The insurance certificate must contain all of the following:

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

Circle One: (Yes ☒) During the past year has a summons been issued to the licensee under the Civil Liquor Liability Law?

Workers Compensation Insurance is also required by all licensees: Please complete the following:

Workers Compensation Insurance Company Name: The Hartford Comp Policy # 1

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

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

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

OTHER INFORMATION

- ☒ Yes ☐ No 1. Has the applicant or associates been granted an on-sale non-intoxicating malt beverage (3.2) and/or a "set-up" license in conjunction with this wine license?
- ☐ Yes ☒ No 2. Is the applicant or any of the associates in this application a member of the county board or the city council, which will issue this license? If yes, in what capacity? _____ (If the applicant is the spouse of a member of the governing body, or another family relationship exists, the member shall not vote on this application.)
- ☐ Yes ☒ No 3. During the past license year, has a summons been issued under the liquor civil liability (Dram Shop) (M.S. 340A.802). If yes, attach a copy of the summons.
- ☐ Yes ☒ No 4. Has applicant, partners, officers or employees ever had any liquor law violations in Minnesota or elsewhere. If so, give names, dates, violations and final outcome. _____
- ☐ Yes ☒ No 5. Does any person other than the applicants, have any right, title or interest in the furniture, fixtures or equipment in the licensed premises? If yes, give names and details. _____
- ☐ Yes ☒ No 6. Have the applicants any interests, directly or indirectly, in any other liquor establishments in Minnesota? If yes, give name and address of the establishment. _____

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

Signature of Applicant

The licensee must have one of the following: (Check one)

- ☐ A. Liquor Liability Insurance (Dram Shop) \$50,000 per person; \$100,000 more than one person; \$10,000 property destruction; \$50,000 and \$100,000 for loss of means of support. ATTACH "CERTIFICATE OF INSURANCE" TO THIS FORM.
- ☐ B. A Surety bond from a surety company with minimum coverage as specified above in A.
- ☐ C. A certificate from the State Treasurer that the Licensee has deposited with the State, Trust Funds having a market value of \$100,000 or \$100,000 in cash or securities.

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

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

Signature County Attorney

County

Date

REPORT BY POLICE OR SHERIFF'S DEPARTMENT

This is to certify that the applicant and the associates, named herein have not been convicted within the past five years for any violation of Laws of the State of Minnesota, Municipal or County Ordinances relating to Intoxicating Liquor, except as follows: _____

Signature

Department and Title

Date

IMPORTANT NOTICE

ALL RETAIL LIQUOR LICENSEES MUST HAVE A CURRENT FEDERAL SPECIAL OCCUPATIONAL STAMP. FOR INFORMATION REGARDING OBTAINING THIS STAMP, CONTACT THE BUREAU OF ALCOHOL TOBACCO AND FIREARMS AT (651) 726-0220 (PS9114-2006)

NOTICE

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

**Imagine Roseville 2025
Medium & Long Term Goals
March 2009 Update**

Medium Term Goals

Encourage businesses with family-sustaining jobs	❑ Began the design work for the Twin Lakes public infrastructure to better position the project to take advantage of development opportunities when they arise. <i>PT 3/09</i> ❑ This past spring, the City created the Twin Lakes Public Financial Participation Framework that created a high priority in granting TIF funds within Twin Lakes to projects that create family-sustaining jobs. <i>PT 7/08</i>
More actively support existing businesses	❑ No new activity to report at this time. <i>PT 3/09</i> ❑ Given the budget dollars, funding is not possible for 2009. <i>PT 10/08</i> ❑ Staff has brought forward to the Council about participating in the Twin Cities Capital Community Fund, which will lend money to businesses in participating communities. Decision pending. <i>PT 7/08</i>
Increase funding for and more actively promote housing redesign program	❑ The RHRA has discontinued the redesign program due to a lack of interest. However, the RHRA has instituted a new multi-family loan program to assist property owners to make exterior improvements and incorporate energy efficient improvements in their buildings. <i>PT 3/09</i> ❑ Given the limited participation, the RHRA is proposing to no longer fund the program and utilize funding for existing loan programs and marketing of RHRA services to reach more residents. The RHRA is preparing to create a multi-family rehab program to allow for reinvestment in aging properties. <i>PT 10/08</i> ❑ In the past six months, the Roseville HRA has reviewed the existing redesign program and has changed some of the program guidelines to make it available to more people. Improvements to program ongoing. <i>PT 7/08</i>
Provide loans and other assistance to help people maintain property	❑ The RHRA has created a new multi-family loan program to foster reinvestment into the community's multi-family housing stock. In addition, the City has improved its code enforcement policies and procedures to better inform residents and property owners. <i>PT 3/09</i> ❑ In 2008, the Roseville HRA consolidated its loan program into one program for easier convenience. The RHRA also continues to contract with the Housing Resource Center which provides Roseville residents technical assistance and advice regarding making improvements to their property. <i>PT 10/08</i> ❑ In the past six months, the Roseville HRA has reviewed its existing loan programs and has consolidated two loan programs into one and have made the funds more available for residents to make exterior and interior improvements. The Roseville HRA also added another \$133,000 to the loan pool. The Roseville HRA continues to contract with the Housing Resource Center which provides Roseville residents technical assistance and advice regarding making improvements to their property. <i>PT 7/08</i>
Seek collaborative partners and alternative funding mechanisms	❑ Engaged the City of Lake Elmo to provide Accounting Services generating surplus monies. <i>CM 3/09</i>

	❑ Provided City Manager proposal for creating a Streetlight Utility for funding installation and operation of streetlights citywide. <i>DS 10/08</i> ❑ Alternative funding mechanisms have been discussed briefly but not yet researched to determine whether viable. <i>CM 7/08</i>
Foster youth leadership and development	❑ Re-implementation of the Police Explorers Program in 2008. <i>CS 3/09</i> ❑ Improved relatively new Leaders in Training (LIT) program. No new programs have begun at this time. <i>LB 7/08</i>
Citywide transportation system	❑ Will explore opportunities for connection from new Park N Ride facility. <i>DS 3/09</i> ❑ Researching possibilities of moving youngsters to and from programs and facilities? <i>LB 7/08</i>
Update Master Plans (to include parks and community facilities) throughout Parks & Recreation System.	❑ RFPs issued, proposals received and analyzed. Plan to bring to City Council in March, 2009 for consideration. Difficult as no funding for the project has been identified. <i>LB 3/09</i> ❑ Pathway Master Plan approved by City Council in September. <i>DS 10/08</i> ❑ RFP being finalized with Parks and Recreation Commission. Will soon bring to City Council for input and authorization to issue. <i>LB 10/08</i> ❑ Pathway Plan update underway. <i>DS 7/08</i> ❑ Met with six firms to gather pre request for proposal (RFP) information. Plan to discuss further with Parks and Recreation Commission at an upcoming meeting. <i>LB 7/08</i>
Include shade pavilions and/or park shelters at all parks to promote neighborhood connections and accommodate neighborhood gatherings	❑ Will be incorporated into the anticipated Master Plan process to determine need and locations. <i>LB 7/08</i>
Revise water rates from use base to conservation base incentives for 10-20% reduction in residential and business usage	❑ For 2009, adopted a conservation-based rate structure to encourage water conservation and greater transparency in actual costs. <i>CM 3/09</i> ❑ PWETC recommendation for 2009 implementation at September 08 meeting. Anticipate Council discussion November 2008. <i>DS 10/08</i> ❑ Discussed with PWETC April, 2008 Council discussion August/September 2008. <i>DS 7/08</i> ❑ Initial discussions are expected in the Fall of '08, but our rate structure is heavily dependent on high water users to support utility operations. It is unlikely that our rate structure could be changed to a conservation base until 2010. <i>CM 7/08</i>
Fund Citywide traffic model	❑ No new activity (funding challenges). <i>DS 3/09</i> ❑ No new activity. <i>DS 10/08</i> ❑ CIP discussion item. <i>DS 7/08</i>
Encourage development of transit, walkability and alternate transportation	❑ The City recently approved a new Metro Transit Park and Ride Facility in the Twin Lakes area that will provide access to transit services. <i>PT 3/09 - see also Long Term Goals</i> ❑ Comp Plan Transportation section discusses each of these items. Council discussion October 08. <i>DS 10/08</i> ❑ Livable Communities concepts incorporated into design guidelines, Pathway Master Plan discusses ped and bike goals and policies. <i>DS 7/08</i>
Long Term Goals	
Develop program to provide fire, safety, CPR, fire extinguisher training to businesses	❑ The Fire Department started offering fire training classes and CPR classes to businesses and community members who request such training. This started with the adoption of the City Fee Schedule on

	November 17, 2008. <i>RG 3/09</i> ❑ The Fire Dept will begin offering CPR/AED at a rate of \$80 per student and Safety Training at a rate of \$80 per hour. Costs will cover prorated trainer's salary/benefits, books, training materials, administrative time. These services will be offered to businesses once the City's fee schedule is amended to include these fees and this <i>IR2025</i> goal will be complete. <i>RG 7/08</i>
Community Center Discussion	❑ Will be incorporated into the anticipated Master Plan process to determine need and locations. <i>LB 7/08</i>
Establish a Community Resource and Volunteer Center/Network with support and coordinating staff to recruit, train, nurture volunteers.	❑ Proposal accepted by the 2009 Leadership St. Paul Program to assign a group to Roseville to enhance the volunteer program by creating a comprehensive community volunteer model. <i>LB 3/09</i> ❑ Researching possible resources needed to establish such a program and what a program of this type would look like. <i>LB 7/08</i>
Identify segments with poor or no connection. Follow Master plan guide. Address Hwy 36 and Snelling crossing barriers: tunnels or bridges at Lydia, Co C, Co B, or Roselawn	❑ Developing Fairview NTP Pathway project for 2009 construction. Seeking funding opportunities. <i>DS 3/09</i> ❑ Pathway Master Plan adopted September 08. Seeking funding opportunities. <i>DS 10/08</i> ❑ Discussed as part of Pathway Plan update, incorporate into final draft plus additional locations. <i>DS 7/08</i>
Consider Roundabouts, if space and buying R.O.W. is feasible	❑ Roundabout included in Phase I Twin Lakes improvements construction 2009. <i>DS 3/09</i> ❑ No new activity. <i>DS 10/08</i> ❑ Look into ROW requirements and identify possible corridors 2009. <i>DS 7/08</i>
Add buses and routes for flexibility and suburb-to-suburb travel	❑ Explore opportunities created by new Park N Ride <i>DS 3/09</i> ❑ Discussed this flexibility with Metro Transit for Twin Lakes Park N Ride facility. <i>DS 10/08</i> ❑ Continue to push this issue in all discussions with Metro Transit. <i>DS 7/08</i>
Encourage development of transit, walkability and alternate transportation	❑ No new activity <i>DS 3/09</i> ❑ The City recently approved a new Metro Transit Park and Ride Facility in the Twin Lakes area that will provide access to transit services. <i>PT 3/09 - see also Med Term Goals</i> ❑ Included in Transportation section of Comp Plan. <i>DS 10/08</i> ❑ The City has also been working with surrounding communities to promote the development of the Northeast Diagonal as a transit corridor. <i>PT 10/08</i> ❑ Identify needs in CIP 2009-2018 Meeting with Northeast Diagonal cities to pursue getting corridor back into 2030 Plan. <i>DS 7/08</i> ❑ These items are being emphasized in the Comprehensive Plan Update with the goal of making alternative forms of a greater priority in the community's growth and redevelopment in the future. <i>PT 7/08</i>
Work w/ Metro Transit to identify location of long-term park-n-ride facility	❑ Approved and open by 12/31/09 <i>DS 3/09</i> ❑ The City Council approved the Metro Transit Park and Ride facility in December 2008. Construction will commence in the spring of 2009 and will be completed by the end of the 2009. <i>PT 3/09</i> ❑ Ongoing. The City Council is currently considering the construction of a new park and ride facility located within Twin Lakes that is expected to replace the spaces at Rosedale Mall after 2011. Staff continues to have dialogue with Metro Transit staff regarding needs for additional park and ride facilities. <i>PT 10/08</i>

	❑ Council Consideration of Twin Lakes facility October 2008. <i>DS 10/08</i> ❑ Underway for Twin Lakes, additional future needs along Hwy 36 corridor east end of Roseville. <i>DS 7/08</i>
Continue to lobby for the Northeast Diagonal transit line	❑ No new activity to report at this time. <i>PT 3/09</i> ❑ City is currently working with the City of Vadnais Heights to build a coalition with surrounding communities to promote the development of the NE Diagonal as a transit corridor. Language supporting the use of the NE Diagonal is currently in the draft Comp Plan. <i>PT 10/08</i> ❑ Council Discussion September 2008. <i>DS 10/08</i> ❑ Meeting with adjacent cities July 2008. <i>DS 7/08</i>

REQUEST FOR COUNCIL ACTION

Date: 3/9/09

Item No.: 7.e

Department Approval



City Manager Approval

Item Description: Authorize Acceptance of Metropolitan Emergency Services Board Grant for 800 Megahertz Radios for Public Works Supervisors

BACKGROUND:

The City has implemented the 800 megahertz radio system for public safety purposes. The Emergency Management team has requested that Public Works purchase 800 megahertz radios for the supervisors and managers for communication during emergencies where our response is required. Currently communication is via cell phone between public safety and public works staff during critical events. Cell phone service can be unreliable in major emergencies due to overloading of the system.

Public Works applied for a grant from the Metropolitan Emergency Services Board for purchase of up to (5) 800 megahertz radios for supervisory communications with public safety and other jurisdictions. We were recently notified of award of this grant in the amount of \$5,859.91. This grant requires a minimum 20 percent local matching funds. Staff would like to purchase these radios before we are well into the tornado season this spring.

FINANCIAL IMPACTS

This grant requires a 20 percent match with local funds. Staff is recommending that the local match be funded from utility funds in the 2009 budget. The amount would not exceed \$1,464.98.

STAFF RECOMMENDATION

Staff recommends the Council authorize acceptance of the grant for the purchase of 800 megahertz radios for Public Works. Public Works plays a key role in emergency response and it is critical that they have the necessary tools to communicate effectively during emergency operations.

Requested Council Action:

Motion accepting a grant from the Metropolitan Emergency Services Board in the amount of \$5,859.91 for the purchase of radios for Emergency Management.

Prepared by: Duane Schwartz, Public Works Director



February 13, 2009

Mr. Duane Schwartz, Public Works Director
City of Roseville
2660 Civic Center Drive
Roseville, MN 55113

METROPOLITAN
EMERGENCY SERVICES BOARD

2099 UNIVERSITY AVENUE WEST
SUITE 201
SAINT PAUL, MINNESOTA
55104-3431

PHONE 651-643-8395
FAX 651-603-0101
WWW.MN-MESB.ORG

Dear Mr. Schwartz:

The Metropolitan Emergency Services Board is pleased to inform you that your agency has received an allocation from the PSIC grant funds. Your allocation is **\$5,859.91**.

This allocation is based on your December 18, 2008 request of five portable radios for the Public Works Department. The total request was for \$8,000.00.

The federal government calculates the 20% match using a specific formula. This means that your agency's match amount is slightly higher than you had originally calculated. For instance, for a grant request of \$5,000.00, most agencies would anticipate a \$1,000.00 match. Using the federal government's formula as follows, the match is slightly higher:

$$((\text{Grant amount} \times 100)/80) - \text{original grant amount}$$

In the aforementioned \$5,000.00 request, the match is \$1,250.00. Therefore, using this formula your agency's 20% **match is \$1,464.98**.

Please notify Jill Rohret, Regional Radio Services Coordinator, of your intent to accept the grant funds. Once she receives notice of your intent to accept the funds, she will contact you about executing a sub-grant agreement. Jill may be reached at jrohret@mn-meshb.org or (651) 643-8394.

Congratulations and we look forward to working with you throughout this grant process.

Sincerely,

Kathleen A. Gaylord
Chair, Metropolitan Emergency Services Board
Dakota County Commissioner

REQUEST FOR COUNCIL ACTION

Date: 3/9/09

Item No.: 7.f

Department Approval



City Manager Approval



Item Description: **Approve Change Order and Adopt a Resolution to Accept the Work Completed, Authorize Final Payment of \$52,077.28 and Commence the One-Year Warranty Period on the 2008 Contract B Street Improvement Project**

BACKGROUND

On April 21, 2008 the City Council awarded the 2008 Contract B Street Improvement Project to Midwest Asphalt Corporation of Hopkins, Minnesota. The work for this contract was finished in October 2008, and the contractor has requested final payment. This project included the following streets:

City Project No. P-08-04: Mill & Overlay Projects

- Lydia Court- Lydia Avenue to cul de sac
- Lydia Avenue- Highcrest Road to Brenner Street
- Brenner Street- Highcrest Road to Patton Road
- Arthur Street- County Road D to Brenner Avenue
- Brenner Avenue- Arthur Street to Mildred Street
- Centre Pointe Drive- County Road C-2 to Cleveland Avenue
- Lydia Avenue- Centre Pointe Drive to Cleveland Avenue
- Herschel Street- County Road B to South Highway 36 Service Drive
- South Highway 36 Service Drive- Herschel Street to Fairview Avenue
- Fulham Street- County Road B to South Highway 36 Service Drive
- South Highway 36 Service Drive- Fulham Street to County Road B

City Project No. P-07-02: Street Reconstruction Project

- Ridgewood Road- from Asbury Street to the City limits
- Asbury Street- from T.H. 51 to the City limits

The project also included rain garden construction in Arden Hills on Ridgewood Road and Asbury Street from the City limits to Glenhill Road.

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, \$1,059,437.28, is \$114,125.91 less than the awarded amount of \$1,173,563.19. This represents a decrease in the contract of 9.7%. The cost decreases are a result of actual contract quantities being less than estimated. There were two change orders to the project due to unanticipated conditions in the field. Decisions regarding these changes needed to be made while the work was being completed, not allowing for the processing of a change order prior to the execution of the work. A summary of the Change Orders is listed below:

Change Order 1	Adjustment of storm sewer work, additional street and landscape items	\$ 5,911.98
Change Order 2	Additional landscape items	\$ 870.00
	Total Change Orders	\$ 6,781.98

This project was a joint project with the City of Arden Hills. The final amount of the Arden Hills portion of this contract was \$2,228.09. The costs for the Roseville portion of this contract will be paid for using the Street Infrastructure and Utility Infrastructure Funds.

STAFF RECOMMENDATION

Since all necessary items have been completed in accordance with project plans and specifications, staff recommends the City Council approve a resolution accepting the work completed as 2008 Contract B and authorize final payment of \$52,077.28.

REQUESTED COUNCIL ACTION

Approve Change Orders for 2008 Contract B

and

Approve the resolution accepting the work completed as 2008 Contract B, starting the one-year warranty and authorizing final payment of \$52,077.28.

Prepared by: Kristine Giga, Civil Engineer

Attachments: A: Certification from City Engineer
B: Resolution

March 9, 2009

TO THE CITY COUNCIL, CITY OF ROSEVILLE, MINNESOTA

RE: 2008 Contract B Street Improvement Project
Contract Acceptance and Final Payment

Dear Council Members:

I have observed the work executed as a part of the 2008 Contract B Street Improvement 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)	\$1,173,563.19
Change Orders	\$6,781.98
Final Contract Amount	\$1,180,345.17
Actual amount due (based on actual quantities)	\$1,059,437.28
Previous payments	\$1,007,360.00
Balance Due	\$52,077.28

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

Street Infrastructure Fund	\$1,057,209.19
Arden Hills Funds	\$2,228.09

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

Sincerely,

Debra M. Bloom, P.E.
City Engineer
651-792-7042
deb.bloom@ci.roseville.mn.us

**EXTRACT OF MINUTES OF MEETING
OF CITY COUNCIL
CITY OF ROSEVILLE
RAMSEY COUNTY, MINNESOTA**

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 in the City Hall at 2660 Civic Center Drive, Roseville, Minnesota, on Monday, the 9th day of March, 2009, at 6:00 p.m.

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

Councilmember introduced the following resolution and moved its adoption:

**RESOLUTION NO.
FINAL CONTRACT ACCEPTANCE
2008 CONTRACT B**

BE IT RESOLVED by the City Council of the City of Roseville, as follows:

WHEREAS, pursuant to a written contract signed with the City on April 21, 2008 for the 2008 Contract B Street Improvement Project, Midwest Asphalt Corporation, of Hopkins, Minnesota, has satisfactorily completed the improvements associated with this contract.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ROSEVILLE, MINNESOTA, that the work completed under said contract is hereby accepted and approved; and

BE IT FURTHER RESOLVED: That the City Manager is hereby directed to issue a proper order for the final payment of such contract, taking the contractor's receipt in full; and

BE IT FURTHER RESOLVED: That the one year warranty period as specified in the contract shall commence on March 9, 2009.

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.

50 STATE OF MINNESOTA)
51) ss
52 COUNTY OF RAMSEY)
53
54
55

56 I, the undersigned, being the duly qualified City Manager of the City of Roseville,
57 County of Ramsey, State of Minnesota, do hereby certify that I have carefully compared the
58 attached and foregoing extract of minutes of a regular meeting of said City Council held on
59 the 9th day of March, 2009, with the original thereof on file in my office.

60
61 WITNESS MY HAND officially as such Manager this 9th day of March, 2009.
62
63
64

65
66 _____
67 William J. Malinen, City Manager
68
69

(SEAL)

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 3/9/09
Item No.: 7.g

Department Approval



City Manager Approval



Item Description: Contract to Prepare a Response Action Plan for the Twin Lakes AUAR Subarea I Infrastructure Improvements

BACKGROUND

On June 9, 2008, the City Council approved a contract with WSB & Associates to complete the design work for the Twin Lakes AUAR Subarea I Infrastructure Improvements. These include:

- Intersection improvements at County Road C and Cleveland Avenue
- Cleveland Ave / I35W ramp and intersection improvements
- Intersection improvements at Fairview and Terrace Drive
- Twin Lakes Parkway from Cleveland Ave. to Fairview Ave
- Mount Ridge Road from County Road C2 to Twin Lakes Parkway
- Prior Avenue south of Twin Lakes Parkway to County Road C
- Municipal utilities including sanitary sewer, water, and stormwater.

The scope of services for the geotechnical investigation and environmental investigation was undefined at the time of the approval of the contract with WSB. The contract not to exceed cost, \$458,036.00, did not include the fees for environmental work. As described in Section 4.10 of the contract, WSB has teamed with Braun Intertec to perform geotechnical and environmental investigations where needed within the right- of- way. On October 20, 2008, the City Council amended the contract with WSB to include the geotechnical and environmental investigations. These investigations consisted of soil borings within the proposed right- of- way. The soil borings have characterized the types of contamination within the project right- of- way.

In order to move forward with the construction of the public improvements, Braun Intertec needs to prepare a response action plan (RAP) to provide for the appropriate management of petroleum and non-petroleum contaminated soil and groundwater that is expected to be encountered. The RAP will be submitted for review and approval to both voluntary programs within the MPCA; the Voluntary Investigation and Cleanup (VIC) program, which manages non-petroleum contamination, and the Petroleum Brownfields (PB) Program, which manages petroleum- related contamination. As a part of this contract amendment, Braun Intertec will assist the City in preparing an enrollment application for MPCA VIC and PB Programs.

POLICY OBJECTIVE

Since the preparation of the response action plan requires professional service contracts, the City Council is being asked to authorize the City Manager to execute this agreement amendment.

31 **FINANCIAL IMPACTS**

32 TIF District 11 is funding the Infrastructure design work. Staff recommends that the Hazardous
33 Substance Subdistrict fund the response action plan development. Costs for Sub-Consultants shall be
34 billed directly to the City with no Consultant markup.

35 **STAFF RECOMMENDATION**

36 Staff recommends that the City Council authorize staff to amend the existing contract with WSB and
37 associates to prepare a response action plan for the Twin Lakes AUAR Subarea I Infrastructure
38 Improvements.

39 **REQUESTED COUNCIL ACTION**

40 Motion to authorize the City Manager to amend the Twin Lakes AUAR SubArea I Infrastructure
41 Improvements Contract with WSB and Associates to include the preparation of a response action plan in
42 the amount of \$6,400.

Prepared by: Debra Bloom, City Engineer

Attachments: None

REQUEST FOR COUNCIL ACTION

Date: March 9, 2009
Item No.: 10.a

Department Approval

City Manager Approval



Item Description: Hear a Presentation and Adopt a Resolution regarding
Early Voting and Vote by Mail

BACKGROUND

The current election system has not kept pace with changing demographics and changing demands of a voter's time. The high turnout and follow up from the 2008 election demonstrate several things that can discourage or prevent eligible voters from voting or having their votes count. Numerous election reforms could help make elections easier to administer and make the voting process easier for eligible citizens to exercise their right to vote.

Several legislative initiatives have been proposed this year by the Secretary of State and others to make improvements to the election process. Among the proposals are Early Voting and Vote by Mail options.

Using the early voting process, voters complete the ballot and feed it through the voting machine, eliminating the need for envelopes and the possibility of human error that could prevent their ballot from counting. Currently more than 30 states allow early voting.

Using the vote by mail option, ballots are mailed to every registered voter. It is up to the voter to return the ballot by election day. Voters have a personal identification number, usually their driver's license or passport number, which they include on the ballot envelope. Unregistered voters use the absentee voting process, either in person or through the mail, to request a ballot.

Currently townships, cities and unorganized areas with fewer than 400 registered voters can use the vote by mail in state elections. Approximately 275 precincts use the vote by mail process. Additionally, a county, municipality or school district can conduct a special election by mail but no more than two questions may be submitted and no office may be voted on.

Advocates for these types of election reform hope they pass in 2009, giving election administrators adequate time to develop rules and procedures before the 2010 election. However, there is concern that legislators may consider these changes too far-reaching without testing them on a smaller scale. Advocates for election reform hope the Legislature is willing to make these voting improvements, but recognize the need to make contingency plans.

Ramsey County Elections Coordinator Joe Mansky asked if any Ramsey County city was interested in testing either of these election reforms. City Manager Bill Malinen had experience in Vote by Mail elections in a previous job, so he saw numerous benefits. In addition, because of

29 Roseville’s high voter turnout especially among absentee voters, Roseville would be an ideal site
30 for a pilot project.

31 If the Legislature agrees to test either of these election reforms, Ramsey County staff would
32 provide substantial support to ensure that it is done right.

33 **POLICY OBJECTIVE**

34 To facilitate error-free elections in which every eligible voter can vote easily and be assured that
35 his/her vote counts.

36 **FINANCIAL IMPACTS**

37 None

38 **STAFF RECOMMENDATION**

39 Pass resolution supporting Early Voting and Vote by Mail options and offering Roseville to
40 serve as a pilot project site for Early Voting and Vote by Mail.

41 Direct staff to work with Roseville’s legislative delegation to pass legislation supporting election
42 reforms.

43 **REQUESTED COUNCIL ACTION**

44 Pass resolution supporting Early Voting and Vote by Mail options and offering Roseville to
45 serve as a pilot project site for Early Voting and Vote by Mail.

46 Direct staff to work with Roseville’s legislative delegation to pass legislation supporting election
47 reforms.

48

Prepared by: Carolyn Curti, Elections Coordinator

Attachments: A: Proposed Resolution
B: Curti March 9, 2009 Memo

**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 ninth day of March, 2009, 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 xxxx

Consider Early Voting and Vote by Mail Options

WHEREAS, The high turnout and follow up from the 2008 election demonstrate several things that can discourage or prevent eligible voters from voting or having their votes count; and

WHEREAS, The current election system has not kept pace with changing demographics and changing demands of voter's time; and

WHEREAS, Early Voting and Vote by Mail are two election reform options that would alleviate some of the challenges that makes voting difficult for some voters; and

WHEREAS, The Legislature is considering several election reforms in 2009, thereby giving election administrators adequate time to develop rules and procedures before the 2010 election; and

WHEREAS, Advocates for election reform hope the Legislature will pass legislation making these voting improvements, but recognize the need to make contingency plans; and

WHEREAS, Because of Roseville's demographics, the City would be an ideal location to serve as a pilot site to test the early voting and vote by mail options during a state election; and

WHEREAS, Roseville will work with the City's legislative delegation, Ramsey County, Secretary of State and other election reform advocates to serve as a pilot project for early voting and vote by mail.

NOW, THEREFORE, BE IT RESOLVED, that the City of Roseville requests the Legislature to approve legislation allowing Roseville to serve at a pilot site to test early voting or vote by mail options in the 2010 election.

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: none.

WHEREUPON said resolution was declared duly passed and adopted.

Resolution Consider Early Voting or Vote by Mail Options

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

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

William J. Malinen, City Manager

(Seal)



To: Mayor and City Council
Fr: Carolyn Curti, Elections Coordinator
RE: Vote by Mail and Early Voting Discussion
Date: March 9, 2009

Vote by Mail Election - Conversation with Oregon officials

How is it administered?

Counties administer the elections.

A voter pamphlet is mailed to every household in the state about three weeks before election day. It includes a sample ballot, voter registration information, absentee voting process information and calendar of voting dates.

Ballots are mailed one to four days after voter pamphlet is mailed.

Counties generally contract with a printing services company to coordinate mailing to every registered voter.

Secretary of State maintains a voter registration database where voters can check registration status.

A ballot is mailed to every registered voter at his/her home address. Ballots cannot be forwarded for any reason. If a person is temporarily at a different address, he/she must use the absentee ballot process to get a ballot. (this is explained in the voter pamphlet.)

Voters may either drop the ballot at designated drop site or mail it (voter pays postage).

How does it save money?

Cost savings come in a substantially reduced number of hours that we would need election judges. Election judges would help process ballots once they are returned to City Hall, but there would not be a need for the roughly 200 election judges who work from 8 to 18 hours on election day.

Counties in Oregon hire a printing services company to coordinate the assembly of ballots and bulk rate mailing so staffing costs are limited.

Voters could either drop the ballot at a designated drop box or pay postage to return ballots. Roseville would likely see a reduction in mailing costs.

It would also substantially decrease the supplies budget for everything from ballot pens, I Voted stickers and masking tape to voting booths and ballot counters. Roseville spent approximately \$70,000 for ballot counters in 2002. Machines generally are replaced every 10 years.

Will it allow same day voter registration?

Oregon does not allow same day voter registration. However, nothing in the vote by mail process would prevent an unregistered voter from registering and voting in any given election. Unregistered voters would use the absentee ballot process (either in person or by mail) and receive a ballot.

What about disabled, seniors or others who may have difficulty completing a ballot?

Oregon voters can call their county if they need assistance completing ballots. Election judges go to their homes to assist with completing the ballots. This is not used very often. They also send election judges to nursing homes.

Other information

According to the Oregon Secretary of State, vote by mail:

- Increases voter participation
- Removes barriers that can keep people from getting to the polls
- Allows more time for people to study issues and candidates before marking the ballot
- Has built-in safeguards that increase the integrity of the elections process
- Saves taxpayer dollars

According to analysis by University of Oregon Professor Priscilla L. Southwell, Ph.D., more than 80% of Oregonians preferred voting by mail. Voters 65 years and older or 25 years or younger preferred it by more than 86%.

Southwell also reported that 66.6% of voters said they were as likely to vote by mail as in the polling place while 29.3% said they were more likely to vote by mail.

According to one report, voting by mail reduced Oregon's elections cost from \$4.33 per vote to \$1.24 per vote.

www.oregonvotes.org/vbm/

Early Voting

If the Legislature is not ready to move to vote by mail for statewide elections, the City of Roseville advocates an early voting system. Currently more than 30 states allow early voting.

It is time to acknowledge that people are using the absentee ballot as a method to vote early and create a system to handle the volume of voters who choose this option. In 2006, 9% of voters in Roseville using the absentee ballot. In 2008 the number nearly doubled to 17.3%. Elections officials statewide report a similar increase in absentee voting.

Under the current system, voters must have a valid reason to vote using the absentee process – illness or disability, absence from precinct, serving as an election judge in another precinct, religious observation that prevents voter from going to the polls or an eligible emergency declared by the state or federal government.

In the past election, hundreds of voters who came to City Hall did not select one of those options. When told it was required they responded that none of the reasons applied. We told them they could not vote by absentee unless they had a reason. Not once did a voter leave City Hall. They decided either they had an illness or were going to be out of town on election day. Since no one checks the validity of their reason for being gone, we issued absentee ballots.

Under the early voting system, registered and unregistered voters come to a designated polling place (City Hall) in the weeks before election day. They would not have to give a reason for requesting a ballot. They sign the voter registration book if registered, receive a ballot, vote and feed the ballot into the machine. No envelopes or witnesses needed. If not registered, the voter completes a voter registration application and shows identification. The voter then votes and feeds the ballot through the machine. We know immediately whether he/she has over-voted or whether there was a problem with the ballot.

The City would maintain its absentee voting system for voters who are out of state or homebound. The City would continue to go to nursing homes to assist voters, but the regular voter who does not want to go to the polling place could come to City Hall.

Advantages of early voting

- Takes pressure off election judges on election day
- Person can vote at a time that is more convenient to their schedule
- Less paperwork than the traditional absentee voting process
- Reduces chance of human error compared to absentee voting
- Voter can come to City Hall and avoid going to the wrong precinct on election day
- Voter will know if there is a problem with his/her ballot or registration. Problem can be fixed and vote will count

Disadvantages of early voting

- Once a person has voted, cannot retract their ballot – in the case of a candidate dying or withdrawing from consideration
- Eliminates the voting day experience

REQUEST FOR COUNCIL ACTION

Date: 3/09/2009
Item No.: 12.a

Department Approval

City Manager Approval



Item Description: Centennial Gardens Apartments Non-Compliance

BACKGROUND

In June of 2007, the Roseville City Council authorized the issuance of tax-exempt bonds for Centennial Gardens Apartments in the amount of \$12M to Gardens East Limited Partnership in order to finance the acquisition and renovation of the buildings. The tax-exempt bonds are considered “conduit financing” and have no fiscal impact on the part of the City. As part of arrangement, Gardens East Limited Partnership agreed to keep at least 20% of the units as affordable as defined by the State of Minnesota.

In August 2008, the City Council discussed concerns regarding rent increases and tenants not having their leases renewed. In the fall of 2008, there were several letters from Jack Cann of the Housing Preservation Project regarding the project’s violation of state statutes governing the use of the tax-exempt bonds. Specifically, Mr. Cann alleged that the project did not meet the minimum threshold for providing affordable rents for at least 20% of the units since the developer failed to include utilities in their calculation of rents when determining the fair market rent.

Upon review of Mr. Cann’s assertions and in response to the City’s inquiries, the developer’s attorney recognized a mistake was made in the calculations and that the project was not in compliance with state statutes for a period of time. Subsequently, the developer reduced the rents to meet the affordability guidelines. In addition, Gardens East Partnership identified 31 households that were overcharged in rent and refunded a total of \$1,687 to all of these parties. Although they were in compliance for the month of June, Gardens East Limited Partnership also rebated residents for that month. The rebates back to the individual tenants ranged from \$10 - \$180.

The partnership also attempted to reimburse those tenants that no longer lived at Centennial Gardens. Of those that moved, they were able to reimburse 4 tenants. They were unsuccessful in locating three former residents. However, they were able to reimburse a total of 28 households for overpayment of rent.

In order to confirm the developer’s assertions, staff has requested and reviewed information regarding the rent charged to all of the units within the development from the time the bonds were issued (June 2007) to present to verify exactly when the project was not in compliance. The developer provided a spreadsheet detailing the rent each unit was being charged for rent between June 2007 to the present.

28 **POLICY OBJECTIVE**

29 Providing affordable housing options in our community has long been identified as a priority for the
30 City and the Roseville Housing and Redevelopment Authority thru the City's Comprehensive Plan and
31 the RHRA Housing Policies.

32 **BUDGET IMPLICATIONS**

33 The costs for issuing the original bond was paid for by the developer. City and RHRA staff on this
34 matter have not been billed to the developer, but the time for Briggs and Morgan, the City's bond
35 counsel to review the matter will be charged back to the developer.

36 **DISCUSSION**

37 Minnesota State Statutes 474A.047 describe the requirements that projects must adhere to if they are
38 using Residential Rental Bonds. One of the requirements is that at least 20% of the units do not exceed
39 the area fair market rent. Section 474A.047(3) discusses penalties:

40 *474A.047 Subd. 3. **Penalty.***

41 *The issuer shall monitor project compliance with the rental rate and income level*
42 *requirements under subdivision 1. The issuer may issue an order of noncompliance if a project*
43 *is found by the issuer to be out of compliance with the rental rate or income level requirements*
44 *under subdivision 1. The owner or owners of the project shall pay a penalty to the issuer equal*
45 *to one-half of one percent of the total amount of bonds issued for the project under this chapter*
46 *if the issuer issues an order of noncompliance. For each additional year a project is out of*
47 *compliance, the annual penalty must be increased by one-half of one percent of the total amount*
48 *of bonds issued under this chapter for the project. The issuer may waive insubstantial*
49 *violations.*

50 The statutes are very clear that the penalty is a fixed amount. In Centennial Gardens case, the penalty
51 would be \$60,000 if the City finds the development out of non-compliance. In talking to City bond
52 counsel, the statutes do not allow the issuer (the City) to levy a lesser or greater penalty. In the case of
53 "insubstantial violations" the issuer may waive the penalty.

54 In determining on whether to issue a penalty, the City Council should first discuss whether or not the
55 violations of charger higher rent than allowed was an "insubstantial violation" or not. A total of 31
56 tenants were overcharged a total of \$1,687, with individual tenants being overcharged a total of \$10 -
57 \$180.

58 The developer originally acknowledged that they miscalculated the rents when applying the 20%
59 affordable standard but that it was an oversight and not intentional and have since lowered the rent and
60 refunded the overpayments to those that were overcharged.

61 However on February 27, 2009, the City received a letter dated February 26, 2009 from the developer's
62 attorney, Norm Jones which stated a slightly different perspective on Centennial Gardens non-
63 compliance than was previously communicated in the Fall of 2008. Mr. Jones indicates that based on
64 his interpretation, rent is defined as payable directly by the tenant, and therefore, any tenant receiving a
65 Section 8 voucher, is often paying less than the fair marked rent out of their own pocket. Mr. Jones,
66 further states that, based on his interpretation, that the project was only in violation in the months of
67 July, August, and September of 2008. Mr. Jones concludes that although various legal issues (from
68 their point of view) remain unclear and would have to be tested in the courts, the developer has

69 exhibited responsive behavior by refunding those that were overcharged and noted that the actual
70 violation period was short and the dollar amounts were minimal.

71 The City's bond counsel, Mary Ippel of Briggs and Morgan, has reviewed Mr. Jones' February 26,
72 2009 letter and has prepared a letter a copy of which is attached. In case the City Council has
73 questions, Ms. Ippel will be in attendance at the City Council meeting to discuss the issue.

74 Regardless of how the statutes and regulations are interpreted, it is clear that there was a violation of
75 the affordability guidelines for a period of time in 2008. Staff has reviewed the rent information from
76 the time the bonds were issued (June 2007) to present. Staff's analysis (which does not factor in the
77 Section 8 interpretation) has determined that the only time the project was not in compliance were the
78 months of July, August, September, October, and November of 2008.

79 In staff's review of the matter, we have not found any deliberate attempt to charge tenants more than
80 was allowed. Based on the communication dated October 31, 2008 from Norm Jones, the attorney for
81 the developer, it is stated that the developer relied on a faulty interpretation on what was included in
82 "gross rent". Staff did find that several mistakes occurred when the developer tried to apply the
83 regulations and in calculating the correct rent. These mistakes appear to be more due to the lack of
84 experience with specific affordable housing regulations than any malicious intent. However, these
85 mistakes do cause concern for staff and leaves staff concerned that these problems could recur if proper
86 oversight and care is not applied to the property management. Staff also found very poor
87 communication between the developer and the tenants as well as between the developer's team
88 members in regards the proper rent that should be charged.

89 **STAFF RECOMMENDATION**

90 Staff recommends that a letter of non-compliance be issued to the developer but that no penalty be
91 levied. Specifically, the letter should state that Centennial Gardens was in non-compliance with the
92 affordability regulations for the months of July, August, September, October and November 2008 but
93 that the violations that occurred have been deemed "insubstantial" and no penalty will be levied at this
94 time. The non-compliance letter should further state that violations were a result of a misinterpretation
95 of regulations and poor communication. Finally, the letter should clearly state that if this or a similar
96 violation occurs again, the City will levy a penalty.

97 **REQUESTED COUNCIL ACTION**

98 Motion to authorize staff to send a non-compliance letter to Gardens East Limited Partnership in
99 regards to the Centennial Commons apartment development.

100

Prepared by: Patrick Trudgeon, Community Development Director (651) 792-7071

Attachments: A: 2008 Minnesota Statutes Section 474A.047 Residential Rental Bonds; Limitations
B: Letter from Jack Cann, Housing Preservation Project dated October 24, 2008
C: Letter from Norm Jones , Attorney for Gardens East Limited Partnership, dated October 31, 2008
D: Letter from Jack Cann, Housing Preservation Project dated November 26, 2008
E: Letter from Norm Jones, Attorney for Gardens East Limited Partnership, dated February 26, 2009
F: Letter from Mary Ippel, City Bond Counsel, dated March 4, 2009.

2008 Minnesota Statutes

474A.047 RESIDENTIAL RENTAL BONDS; LIMITATIONS.

Subdivision 1. **Eligibility.** (a) An issuer may only use the proceeds from residential rental bonds if the proposed project meets the following requirements:

(1) the proposed residential rental project meets the requirements of section 142(d) of the Internal Revenue Code regarding the incomes of the occupants of the housing; and

(2) the maximum rent for at least 20 percent of the units in the proposed residential rental project do not exceed the area fair market rent or exception fair market rents for existing housing, if applicable, as established by the federal Department of Housing and Urban Development. The rental rates of units in a residential rental project for which project-based federal assistance payments are made are deemed to be within the rent limitations of this clause.

(b) The proceeds from residential rental bonds may be used for a project for which project-based federal rental assistance payments are made only if:

(1) the owner of the project enters into a binding agreement with the Minnesota Housing Finance Agency under which the owner is obligated to extend any existing low-income affordability restrictions and any contract or agreement for rental assistance payments for the maximum term permitted, including any renewals thereof; and

(2) the Minnesota Housing Finance Agency certifies that project reserves will be maintained at closing of the bond issue and budgeted in future years at the lesser of:

(i) the level described in Minnesota Rules, part 4900.0010, subpart 7, item A, subitem (2), effective May 1, 1997; or

(ii) the level of project reserves available prior to the bond issue, provided that additional money is available to accomplish repairs and replacements needed at the time of bond issue.

Subd. 2. **15-year agreement.** Prior to the issuance of residential rental bonds, the developer of the project for which the bond proceeds will be used must enter into a 15-year agreement with the issuer that specifies the maximum rental rates of the rent-restricted units in the project and the income levels of the residents of the project occupying income-restricted units. Such rental rates and income levels must be within the limitations established under subdivision 1. The developer must annually certify to the issuer over the term of the agreement that the rental rates for the rent-restricted units are within the limitations under subdivision 1. The issuer may request individual certification of the income of residents of the income-restricted units. The commissioner may request from the issuer a copy of the annual certification prepared by the developer. The commissioner may require the issuer to request individual certification of all residents of the income-restricted units.

Subd. 3. **Penalty.** The issuer shall monitor project compliance with the rental rate and income level requirements under subdivision 1. The issuer may issue an order of

noncompliance if a project is found by the issuer to be out of compliance with the rental rate or income level requirements under subdivision 1. The owner or owners of the project shall pay a penalty to the issuer equal to one-half of one percent of the total amount of bonds issued for the project under this chapter if the issuer issues an order of noncompliance. For each additional year a project is out of compliance, the annual penalty must be increased by one-half of one percent of the total amount of bonds issued under this chapter for the project. The issuer may waive insubstantial violations.

History: 1990 c 552 s 7; 1991 c 346 s 13,14; 1992 c 545 art 1 s 5; 1993 c 164 s 4; 1994 c 527 s 6; 1997 c 169 s 4; 2000 c 493 s 15; 2001 c 214 s 24,25; 2008 c 366 art 5 s 19



Housing Preservation Project
A Public Interest Law Firm

October 24, 2008

Mayor Craig Klausing
City of Roseville
2660 Civic Center Drive
Roseville, MN 55113

Re: Centennial Commons – non-compliance with Minn. Stat. § 474A.047

Dear Mayor Klausing:

We recently received, pursuant to a Data Practices Act request, communications from the owners of Centennial Commons to the City purporting to demonstrate compliance with Minn. Stat. § 474A.047. In fact, these communications demonstrate that the project is not in compliance with the statute's requirements and that the rents charged exceed the maximum permissible rents by amounts ranging from \$34 to \$39/month on 31 units for 2008. The owner's rents meet the statutory standard on only 7 units – 3.7% of the total, not the required 20%.

Minn. Stat. § 474A.047 Subd. 1(a)(2) requires that rent on 20% of the units in projects financed with tax exempt debt "not exceed the area fair market rent or exception fair market rents for existing housing, if applicable, as established by the federal Department of Housing and Urban Development. The statute requires the issuer (here, the City of Roseville) to monitor compliance. Minn. Stat. § 474A.047 Subd. 3. The statute provides a penalty of .5% of the bond amount for non-compliance.

Attached as Exhibit 1 are excerpts from the owner's October 29, 2008 communication to the City demonstrating non-compliance. Exhibit 1 was submitted to the City by the owner purporting to demonstrate compliance with § 474A.047. It indicates that the contract rent for 41 units (21.6% of the 190 units) is set at or below the 2008 Fair Market Rent (FMR) set by HUD for the metropolitan area. However, FMRs are gross rents, including utilities paid by the tenant, not contract rents: "Fair market rent means the rent, including the cost of utilities (except telephone)" 24 C.F.R. § 888.111(b); see also Fair Market Rents: Overview, HUD website, <http://www.huduser.org/datasets/fmr.html> ("FMRs are gross rent estimates. They include the shelter rent plus the cost of all tenant-paid utilities, except telephones, cable or satellite television service, and internet service.") Also included in Exhibit 1 is a utility schedule which the owner also included in its 9/29/08 communication to the City, indicating tenant paid utilities estimated at \$34/month for 1-bedroom units and \$39/month for 2-bedroom units. Because the rents for 31 units were set at the FMRs, rather than at the FMRs less the utility estimate, the rents on these units exceed the statutory maximum by the amount of the utilities estimated to be paid by the tenants.

The table attached as Exhibit 2 shows the amounts by which the owner's rents exceed the statutory maximum, for 2008 as well as for FY 2009 (which began October 1,

2008) for 31 units.

We request that the City take the following steps to bring the owner into compliance with Minn. Stat. § 474A.047:

- 1) Require that the owner immediately reduce the rents on 31 units so that the gross rents do not exceed the FMRs for units of that size.
- 2) Require that the owner pay the statutory .5% penalty for 2008, equal to \$60,000. This is a substantial violation which has gone on for more than a year, and may not be waived by the issuer.
- 3) Require that the owner reimburse all tenants overcharged to date.

Yours truly,

A handwritten signature in black ink, appearing to read 'Jack Cann', with a long horizontal flourish extending to the right.

Jack Cann

cc: Councilmember Ihlan
State Senator Marty
Bob Odman, MHFA
Norman L Jones, owners' attorney

Chris Miller

From: Jones Norman [NJones@winthrop.com]
Sent: Monday, September 29, 2008 1:54 PM
To: Jeanne Kelsey, Chris Miller
Cc: Terry McNellis, swenson@michaelddevelopment.com, bmcdonough@briggs.com, mippel@briggs.com
Subject: Owner response letter to City of Roseville (revised 9/29/08) PDF
Attachments: Owner response letter to City of Roseville (revised 9/29/08) PDF



Owner response
letter to City ...

Jeanne,

In response to your request, we've revised the attachment to include additional rent schedules showing compliance with the rental restrictions. Let me know of any questions.

Thank you.

--Norm

Norman L. Jones
Winthrop & Weinstine, P.A.
Suite 3500
225 South Sixth Street
Minneapolis, MN 55402-4629
Direct Dial: 612-604-6605
Fax: 612-604-6905
E-mail: njones@winthrop.com

Internet: www.winthrop.com <file://www.winthrop.com>

Circular 230 Disclosure: Unless expressly stated otherwise, any federal tax advice contained in this communication (including any attachments), is not intended to be used, and cannot be used, for the purpose of (i) avoiding federal tax penalties or (ii) promoting, marketing or recommending to another party any transaction or matter addressed herein.

NOTICE - CONFIDENTIAL INFORMATION

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<<Owner response letter to City of Roseville (revised 9/29/08).PDF>>

Centennial - Rent Data

# of Units by Type (June 2007)	
Studio	2
1 Bedroom	91
2 Bedroom	93
3 Bedroom	4

	Rents (June 2007)	# Units at this Rent Level	Average Rent for Type	Rents (September 2008)	# Units at this Rent Level	Average Rent for Type	Tax Credit Maximum Rents
Studio	\$450	1	\$475	\$500	2	\$500	\$822
	\$500	1					
1 Bedroom	\$575	3	\$657	\$699	17	\$770	\$875
	\$600	2					
	\$625	9					
	\$635	1					
	\$650	53					
	\$675	8					
	\$700	4					
	\$725	11					
2 Bedroom	\$725	8	\$770	\$750	2	\$848	\$1,053
	\$735	1					
	\$750	22					
	\$775	41					
	\$800	21					
3 Bedroom	\$1,000	1	\$1,125	\$1,000	1	\$1,128	\$1,217
	\$1,100	1					
	\$1,200	2					
Total # Units		190			190		

Centennial - Tax Credit Rent Limitations

	Rents (September 2008)	# Units at this Rent Level	Tax Credit Rent Limit *	# Units Meeting Tax Credit Rent Limit
Studio	\$500	2	\$822	2
1 Bedroom	\$699	17	\$875	17
	\$700	1	\$875	1
	\$702	9	\$875	9
	\$775	66	\$875	66
2 Bedroom	\$750	2	\$1,053	2
	\$775	2	\$1,053	2
	\$848	16	\$1,053	16
	\$850	33	\$1,053	33
	\$900	38	\$1,053	38
3 Bedroom	\$1,000	1	\$1,217	1
	\$1,100	1	\$1,217	1
	\$1,205	2	\$1,217	2
Total # Units **		190		190

* LIHC Limit calculated by subtracting the following utility allowances from the published 60% gross rent limits:

Studio	\$27
1 bedroom	\$34
2 bedroom	\$39
3 bedroom	\$45

* Note: LIHC and federal bond rules require at least 40% of the units must meet these rent limits

Electronic Application

IV. ESTIMATED ANNUAL INCOME AND EXPENSES

A. HOUSING INCOME											
RFP Unit Type (OBR, 1BR, 2BR, etc.)	# of DU	Approx. Size (Net Rentable Sq. Ft.) of Units	Proposed Monthly Contract Rent Per Unit	Total Annual Contract Rent (# x rent x 12)	Estimated Cost of Monthly Utilities Paid by Occupant	Monthly Gross Rent (Proposed Contract Rent + Utilities)	Rental Rooms Per Unit***	Total Rooms (# of Units x Rooms Per Unit)	Rent Limit (% of AMI)	Income Limit (% of AMI)	Unit Type*
OBR/SRC	1	456	\$500	\$6,000	\$27	\$527	2.5	2.5	60%	60%	HTC
OBR/SRC	1	456	\$500	\$6,000	\$27	\$527	2.5	2.5			MR
1BR	76	623	\$740	\$674,880	\$34	\$774	3.5	266	60%	60%	HTC
1BR	17	623	\$775	\$158,100	\$34	\$809	3.5	59.5			MR
2BR	70	876	\$860	\$722,400	\$39	\$899	4.5	315	60%	60%	HTC
2BR	21	876	\$869	\$218,988	\$39	\$908	4.5	94.5			MR
3BR	3	1,044	\$1,125	\$40,500	\$45	\$1,170	6.0	18	60%	60%	HTC
3BR	1	1,044	\$1,140	\$13,680	\$45	\$1,185	6.0	6			MR
				\$0		\$0	0.0	0			
				\$0		\$0	0.0	0			
				\$0		\$0	0.0	0			
				\$0		\$0	0.0	0			
				\$0		\$0	0.0	0			
				\$0		\$0	0.0	0			
				\$0		\$0	0.0	0			
				\$0		\$0	0.0	0			
UNITS	190			\$1,840,548				764			

* Indicate if: HTC, HOME, Market Rate (MR), Employee Occupied (EO), Owner Occupied (OO), Project Based Assistance (PBA), Hollman (MHOP), Federally Assisted (FA)

*** EIR/SRO = 2.5 rooms
 1 BR = 3.5 rooms
 2 BR = 4.5 rooms
 3 BR = 6.0 rooms
 4 BR = 7.0 rooms
 5 BR = 8.5 rooms
 Bed = 2.0 rooms

Utilities to be paid by Occupant (Excluding Telephone):

- ☐ Water & Sewer ☐ Heat -Type: _____
☐ Hot Water ☒ Air Conditioning
☒ Household Electric ☐ Other-Specify: _____

Source of Utility Allowance Calculation (HTC code IRS Notice 94-60, Issued 6/96):

- ☒ Public Housing Authority Metro HRA ☐ Other (Specify) _____
☐ Utility Company Effective Date of Source of Information: 11/6/2006

1. GROSS POTENTIAL RENT:

a Rental Housing Potential		\$1,840,548
b Parking/Garage Rent Potential		
# of surface parking	143	Monthly fee \$0
# of covered parking	192	Monthly fee \$0
c Commercial Rent Potential (specify)		
d Miscellaneous Rent Potential (specify)		
e Gross Potential Rent (Total Lines 1a thru 1d)		\$1,840,548

2. RENTAL LOSS:

a Rental Housing Vacancy		
Vacancy Factor	7.0%	x Line 1a = \$128,838
b Parking/Garage Vacancy		
Vacancy Factor		x Line 1b = \$0
c Commercial Vacancy		
Vacancy Factor		x Line 1c = \$0
d Miscellaneous Utilized Income		
e Employee Rent Credits		
f Out of Service Units		
g Rental Concession Adjustments		
h Bad Debt		
i Total Rental Loss (Total Lines 2a thru 2h)		\$128,838

3 NET RENTAL COLLECTIONS: (Line 1e minus 2i) \$1,711,710

EXHIBIT 2

From 9/24 email

BRs	Units	Contract Rent	Utility estimate	Gross Rent	2008 FMR	Units Counted as <=FMR	Number Actually <=FMR	Amount Over FMR 2008 FMR	2009 FMR	Number Actually <=FMR	Amount Over FMR 2009 FMR
0	1	500	27	527	593	1	1		610	1	
0	1	500	27	527	593	1	1		610	1	
1	17	699	34	733	699	17	0	34	719	0	14
1	1	700	34	734	699		0		719	0	
1	9	702	34	736	699		0		719	0	
1	66	775	34	809	699		0		719	0	
2	2	750	39	789	848	2	2		873	2	
2	2	775	39	814	848	2	2		873	2	
2	16	848	39	887	848	16	0	39	873	0	14
2	33	850	39	889	848		0		873	0	
2	38	900	39	939	848		0		873	0	
3	1	1000	45	1045	1110	1	1		1143	1	
3	1	1100	45	1145	1110	1	0		1143	0	
3	2	1205	45	1250	1110		0		1143	0	
	190					41	7			7	
						21.58%	3.68%			3.68%	



October 31, 2008

Norman L. Jones III
Direct Dial: (612) 604-6605
njones@winthrop.com

Mayor Craig Klausing
City of Roseville
2660 Civic Center Drive
Roseville, MN 55113

RE: October 24, 2008 letter from Jack Cann

Dear Mayor Klausing:

We were copied on a letter dated October 24, 2008 from Jack Cann addressed to you.

The letter related to the interpretation of Minnesota Statutes Section 474A.047 which requires that certain bond-financed apartment projects maintain 20% of the apartment units at rents at or below Fair Market Rents as established by HUD. In this case our firm disagrees with Mr. Cann's rationale, but agrees with him as to the end result. This represents a reversal of our firm's previous position, and it was our advice on which the owner relied in determining its compliance with this provision.

The relevant part of Minnesota Statutes 474A.047, Subd. 1(a)(2) provides as follows:

"(2) the maximum rent for at least 20 percent of the units in the proposed residential rental project do not exceed the area fair market rent or exception fair market rents for existing housing, if applicable, as established by the federal Department of Housing and Urban Development. ..."

Our firm had previously interpreted the first use above of the term "rent" to mean actual rent. As recently as Tuesday, we informally received the same interpretation from a responsible official at the Department of Finance, which has regulatory authority over this portion of the Minnesota statutes. However, after further research by Briggs & Morgan, we have concluded our past interpretation was in error and have notified our client. The owner is immediately correcting its FMR rent limits going forward to take into account the utility allowance.

Looking backward, to discover the extent of the issue in the past, we reviewed past rent rolls from the project, including for December 2007, May 2008 and June 2008. We found the following numbers of units that were rented or offered for rent at or below the FMRs (out of 190 total units), when properly adding utility allowances to the rent:

Month of Rent Roll	Efficiencies below FMR	1-beds below FMR	2-beds below FMR	3-beds below FMR	Total units below FMR	% below FMR
December 2007	2	40	75	2	119	62.6%
May 2008	2	25	51	1	79	41.5%
June 2008	2	1	17	1	21	11.0%

It is our conclusion, based on this data, that the project was in compliance with the FMR requirement through the end of May 2008.

As stated above, as soon as we notified the owner of our changed interpretation, the owner immediately started correcting its rent structure to come back into compliance this month. The extent of the issue is the 5-month period from June 2008 through this month during which the project was in only partial compliance.

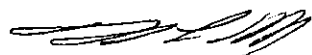
The owner hereby proposes to refund rent to tenants occupying units which were intended to meet the FMR requirement during the period from June 2008 forward such that the actual rent plus utility allowance meets the FMR rent restriction.

Although Mr. Cann's letter makes the immediate call to penalize the owner, we would suggest that a penalty is unwarranted at this time. The purpose of a penalty is to induce voluntary compliance or change behavior. As stated above, the owner thought it was fully and voluntarily in compliance for the entire period and relied on our advice in support of that. As soon as we brought this matter to their attention on Tuesday they began corrective measures. Also, the period of noncompliance was very short. Fortunately, Mr. Cann's inquiry at this time allowed us to catch our error and have the owner correct it before the situation went on for a long period of time. Finally, it appears the situation can be completely corrected by refunds to tenants, bringing the project back into full compliance.

An additional submission will be made to you when the corrective measures have been completed by the owner. Please let me know if you have any questions regarding this matter.

Very truly yours,

WINTHROP & WEINSTINE, P.A.



Norman L. Jones III

Mayor Craig Klausing
October 31, 2008
Page 3

cc: Councilmember Amy Ihlan
Bob Odman
Jack Cann
Mary Ippel

4114993v1



Housing Preservation Project
A Public Interest Law Firm

November 26, 2008

Mayor Craig Klausing
City of Roseville
2660 Civic Center Drive
Roseville, MN 55113

Re: Centennial Commons – non-compliance with Minn. Stat. § 474A.047

Dear Mayor Klausing:

On October 24, we wrote you demonstrating that the owners of Centennial Commons were not in compliance with Minn. Stat. § 474A.047 Subd. 1(a)(2). The statute requires that 20% of the units in projects financed with tax exempt bonds be rented at no more than the area Fair Market Rents. Fair Market Rents are gross rents – contract rents plus tenant paid utilities. The owner's communication to the City indicated that the owners were charging contract rents equal to the fiscal year 2008 Fair Market Rents on those units designated to comply with the statute. Thus, during fiscal 2008, residents of these units were being over-charged by the amount of the utility allowance (\$34 for 1-BR units and \$39 for 2-BR units). An increase in the Fair Market Rents for fiscal 2009 (beginning October 1, 2008) appeared to reduce the amount of the violation to \$14/unit. We asked that the City require the owner to reduce the rents to the levels permitted by the statute, reimburse tenants who had overpaid, and pay the statutory penalty equal to .5% of the bond amount.

The owner's attorneys responded on October 31, 2008 conceding that FMRs are gross rents and were set too high. They indicated that the owner would reduce the contract rents on at least 20% of the units to the FMRs less the utility allowances and would reimburse tenants who had overpaid. They argued, however, that the non-compliance with the statute was an innocent mistake based on bad advice from the law firm and therefore the penalty should not be imposed.

We were informed late last week by tenant Marsha Cressy that the owner, having previously given her a two month notice that her two bedroom rent would be raised to \$848 on December 1, had still not rescinded that notice in conformance with the attorney's promise that they would do so. The rent level set for December 1 is the FMR for 2-BR units for FY 2008. It is apparently intended by the owner to comply with the Minnesota statute. But, as we pointed out in our letter, and as the owner's attorney conceded, it does not. The FY 2009 FMR is \$873 for a 2-BR units; the utility allowance cited by the owner is \$39, so the contract rent for a 2-BR unit intended to meet the 20% requirement may not exceed \$834. It is quite disturbing that as recently as last week the owner was demanding rents in excess of the statutory limit, having promised more than a month ago through their attorneys not to do so.

570 Asbury Street, Suite 105 • St. Paul, MN 55104 • tel: 651.642.0102 • fax: 651.642.0051

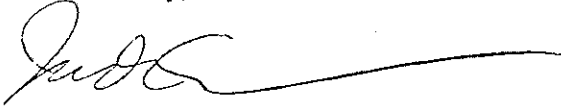
Dedicated to expanding and preserving the supply of affordable housing in Minnesota and nationwide

The statute requires the issuer (here, the City of Roseville) to monitor compliance. Minn. Stat. § 474A.047 Subd. 3. We appreciate the City's recent request that the owner document compliance with the statute. We request that the City immediately assure that any improper rent increases scheduled for December 1 have been canceled.

As to the statutory penalty, we would point out that the assertion that the violation was based on a misinterpretation of the law is highly suspect. The rent limits in the tax credit program, with which the owner and its attorney are quite familiar are gross rent limits; so owner and attorney were familiar with the concept as is indicated by the fact that the owner included utility allowances in its submissions to the MHFA. That FMRs are likewise gross rents is a concept familiar to any experienced housing professional – and the owners are experienced professionals. That the owners understood the meaning of the statute is further indicated by the fact that the owner's initial submission to the MFHA set contract rents for 20% of the units at levels intended to be below the FMRs when utility allowances were added. For instance, the 2007 1-Br FMR was \$707 and the utility allowance was \$30, permitting a contract rent of no more than \$677. The standard rent shown for 1-Brs was \$725 but 19 units were set at \$675 – clearly recognizing the need to deduct utility costs from the FMR to arrive at a contract rent within the statutory limit for units intended to satisfy the 20% requirement.

This was a substantial violation of the statute; one which appears to have continued long after the owner's attorney promised that it would stop. In such cases, the penalty is mandatory.

Yours truly,

A handwritten signature in black ink, appearing to read 'Jack Cann', with a long horizontal flourish extending to the right.

Jack Cann

cc: Councilmember Ihlan
State Senator Marty
Bob Odman, MHFA
Norman L Jones, owners' attorney



February 26, 2009

Norman L. Jones III
Direct Dial: (612) 604-6605
njones@winthrop.com

Mayor Craig Klausing
City of Roseville
2660 Civic Center Drive
Roseville, MN 55113

RE: Update on Centennial Gardens project FMR Compliance

Dear Mayor Klausing:

We have been asked to provide an update to our letter of October 31, 2008 reporting on the historical compliance of the Centennial Gardens project with the requirements of Minnesota Statutes Section 474A.047. We have been asked to (i) consider the effect of certain Section 8 voucher payments, (ii) reflect some corrected data reported by the owner's outside consultant when looking at actual rent payments received, and (iii) report on the corrective measures taken.

As you know, the first part of Minnesota Statutes 474A.047, Subd. 1(a)(2) provides as follows:

“(2) the maximum rent for at least 20 percent of the units in the proposed residential rental project do not exceed the area fair market rent or exception fair market rents for existing housing, if applicable, as established by the federal Department of Housing and Urban Development. ...”

The term “rent” is defined in Minnesota Statutes 474A.02 Subd. 23b as:

“the total monthly cost of occupancy payable directly by the tenant and the cost of any utilities, other than telephone. It does not include a charge for a service that is not required as a condition of occupancy.” (emphasis added)

We conclude that only amounts payable directly by the tenant can be considered “rent” under this provision.

We have been informed that a number of Section 8 vouchers are being utilized at the project. Section 8 vouchers work by requiring the tenant to pay a certain amount directly to the owner (which amount has been determined by HUD to be affordable to that tenant), and HUD also pays an amount to the owner. In these cases, the amount to be treated as “rent” under the above definition is the amount payable by the tenant.

This result is consistent with the policy underlying the rent limitation in Minnesota Statutes, which is affordability to residents. The definition of "rent" focuses on what the resident has to pay out of his or her own pocket. If the opposite were true, and the statute were to also include as "rent" payments by others who are not residents, that (i) would do nothing to help affordability to residents, and (ii) would hinder what the various state or federal rental assistance programs are designed to do. In that case, would the owner, for example, have to refuse to rent FMR units to Section 8 voucher holders? Or would the owner first have to negotiate a lower voucher amount with HUD? One can quickly see how such a statute would create conflict between the FMR requirements in Minnesota statutes versus the federal or state rental assistance provider.

We have also been asked to interpret an additional sentence appearing in Minnesota Statute Section 474A.047, Subd. 1(a)(2), as follows:

"The rental rates of units in a residential rental project for which project-based federal assistance payments are made are deemed to be within the rent limitations of this clause."

Our interpretation of this sentence is threefold. First, this sentence by its terms has no direct application to this project because no project-based federal assistance payments are being made to the project. Second, as a policy statement, it appears to be entirely consistent with the policy we describe above, which is noninterference with other governmental programs designed to assist tenants to pay for housing. Third, it seems to indicate deference to HUD. As if to say, "If HUD says the rent is affordable, we won't impose a harsher standard." We don't think it's appropriate to interpret this sentence as saying "federal assistance payments that are not project based are deemed not to be within the rent limitations." This would be inconsistent with the plain words in the definition of "rent" in the statute and would make nonsense of the policy described above.

As a separate matter, the owner's consultant has made the owner aware that, most likely due to a computer error, rent rolls on which we based our conclusions as to June 2008 in some cases stated increased rent levels which were not actually paid by tenants until 30 or 60 days later. The data which we have now been provided and upon which we rely for purposes of this letter has been verified with actual tenant ledgers for the relevant periods.

In our October 31, 2008 letter, we had concluded that the project was in compliance with the Minnesota FMR requirement through May 2008. Below is a chart which summarizes our conclusions from June 2008 (revised) through the remainder of the year. We found the following numbers of units that were rented at or below the FMRs (out of 190 total units), as described above using only amounts paid by the tenants:

Month	Total units at or below FMR	% at or below FMR
June 2008	40	21.1%
July 2008	36	18.9%
August 2008	24	12.6%
September 2008	34	17.9%
October 2008	41	21.6%
November 2008	41	21.6%
December 2008	67	35.6%

We should note that for the above we used the conservative assumption that no vacant units met the FMR requirement, although the statute is not clear in this regard and an argument could certainly be made the other way.

We also did not take into account any refund actions taken by the owner, although the owner issued refunds to residents and former residents occupying certain units during the period from June through November 2008. We feel the owner did the right thing by trying to correct what was in its power (as it said in October it would do). The refunds did serve the policy of affordability by putting money back in the tenant's pockets. The refunds in total were small, because the amounts overcharged were small (leading to the conclusion that the violation was small).

We also see that the owner has corrected rent levels going forward (again as the owner said in October it would do) and the issue has been completely fixed for the future.

Finally, various legal issues surrounding compliance under Minnesota Statute Sec. 474A.047 remain unclear and would have to be tested in the courts. Legal arguments could be made by the owner as to, for example (i) compliance by means of vacant units, (ii) compliance by means of refunds, and (iii) compliance by means of annual periods versus monthly periods. For the 2008, at least 33.6% of the units on average were actually rented at or below FMR.

Fortunately, the owner's responsive behavior and the small size of the problem indicates that a penalty is unwarranted anyway at this time. The owner thought it was always in compliance, and when the issue was brought to its attention, sincere corrective measures were begun immediately and successfully. The period of the problem was short and the dollar amounts involved were small.

Mayor Craig Klausing
February 26, 2009
Page 4

Thank you for your consideration and please let me know if you have any questions regarding this matter.

Very truly yours,

WINTHROP & WEINSTINE, P.A.



Norman L. Jones III

cc: Mary Ippel, Esq.
Terry McNellis

4338153v1



W2200 First National Bank Building
332 Minnesota Street
St. Paul MN 55101-1396
tel 651.808.6600
fax 651.808.6450

March 4, 2009

Mary L. Ippel
651.808.6620
mippel@briggs.com

City of Roseville, Minnesota
Roseville City Hall
2660 Civic Center Drive
Roseville, MN 55113-1815
Attn: Patrick Trudgeon

Re: Centennial Gardens Project FMR Compliance

Dear Pat:

Minnesota Statutes, Section 474A.047, Subdivision 3 requires the City to monitor the Centennial Gardens Project's compliance with the statutory rental rate and income level requirements set forth in Minnesota Statutes, Section 474A.047, Subdivision 1. In particular, the City is required to monitor the requirement that the maximum rent for at least 20 percent of the units in the Centennial Gardens Project does not exceed the area fair market rent or exception fair market rents for existing housing. If the City determines that the Centennial Gardens Project is not in compliance it must either assess a penalty or determine that the violation is insubstantial.

Gardens East Partnership (the "Developer") acknowledges that the Centennial Gardens Project was not in compliance with the rent restriction which leaves the City Council in the position of determining whether or not the noncompliance was insubstantial. However, there remains a question over the correct method of quantifying the noncompliance. Minnesota Statutes, Section 474A.02, Subdivision 23b defines rent as the "total monthly cost of occupancy payable directly by the tenant and the cost of any utilities". The question that has been raised is whether amounts paid under the Section 8 voucher program on behalf of tenants are included in determining whether the rental payment rates are within the statutory limitations. Those amounts are not literally paid directly by the tenant. Therefore, a literal reading of the statute would exclude those amounts and the noncompliance by Gardens East Partnership would be even smaller than the approximately \$1,700 originally determined. That is the interpretation set forth in Norm Jones's February 26, 2009 letter, which is not an unreasonable interpretation of the statute.

However, there may be a policy reason for including Section 8 voucher payments in quantifying rent. Prospective tenants without Section 8 vouchers may not have rented units in the Centennial Gardens Project because they couldn't afford the rents being advertised and

March 4, 2009

Page 2

charged. Therefore a literal interpretation of the statute defeats its goal of making housing affordable to all.

At any rate, whether we consider policy or solely the text of the statute, the Centennial Gardens Project was still out of compliance for some portion of the units as acknowledged in Mr. Jones's letter. We suggest evaluating Gardens East Partnership's original quantification of its noncompliance as approximately \$1,700. That way, the Council will have applied the more cautious standard in determining whether or not the noncompliance was insubstantial and, if a court ever determined that it is incorrect to exclude amounts paid under the Section 8 voucher program from the determination of rent, the Council would not have to reevaluate a finding of insubstantiality.

Sincerely,

A handwritten signature in cursive script, reading "Mary L. Ippel".

Mary L. Ippel

JSB

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 3/09/2009

Item No.: 12.b

Department Approval

City Manager Approval



Item Description: Authorization of the use of Eminent Domain for the acquisition of parcels for street and utility purposes within the Twin Lakes Redevelopment Area

BACKGROUND

In the spring of 2008, the City Council authorized staff to hire WSB Engineering to design the Twin Lakes infrastructure (roads, sewer, water, and storm water) for the area between Cleveland Ave. and Fairview Ave. The design has been ongoing since that time and will be complete by the end of March.

In the fall of 2008, the City Council approved the completion of final plans for the first phase of the infrastructure improvements. Phase I improvements include the construction of Twin Lakes Parkway from Cleveland Avenue to Mount Ridge Road and Mount Ridge Road from County Road C2 to Twin Lakes Parkway where it will terminate in a roundabout. Phase I also includes the associated sewer, water, and storm water infrastructure improvements in those areas. The City Council authorized the improvements to be put out to bid this spring, with the expectation that the improvements will be constructed in the 2009 construction season.

In February 9, 2009, the City Council authorized the hiring of consultants to conduct appraisals (Dwyer, Dahlen, and Foley) and negotiate the acquisition of land for the needed right-of-way and easements for the Phase I project (WSB Engineering). This work is ongoing and the appraisals are expected to be completed by mid-March. Once the appraisals are complete, WSB Engineering will draft an offer letter to the property owners for the purchase of the right-of-way and easements. On March 23, 2009, it is planned for the City Council to consider the release of the offer letters.

On February 23, 2009, the City Council authorized entering into an inter-agency agreement with Metropolitan Council for Metro Transit's Park and Ride Facility on Iona Lane. As part of this agreement, the City committed to the construction of the Phase I Twin Lakes infrastructure would be complete by the end of 2009.

Staff believes the construction of Phase I of the Twin Lakes infrastructure is important to undertake at this time since the completion of the first phase will allow for the necessary infrastructure to be in place for when development arrives in the Twin Lakes area. The construction project will also open up the area so it has better visibility to the public and development interests. Finally, the construction of the Phase I infrastructure will demonstrate that Twin Lakes is a "real project" and it is "open for business".

The City fully intends to make every attempt complete a direct transaction with the property owners. Initial contact with all of the affected property owners regarding the purchase of land

for the project has been met favorably. The property owners understand the benefit of constructing the infrastructure in 2009.

However, in order to for the City to maintain the needed construction schedule, it will be necessary to begin the “quick take” eminent domain action to ensure the timely acquisition of the right-of-way and easements. The “quick take” will serve as a backstop to ensure that the City will have the necessary land to award the construction contract this spring and begin construction early this summer. The City Council should note that the use of eminent domain is only for the acquisition of land for road and infrastructure purposes. Staff is not proposing the City acquire the land for development purposes.

Staff has informed the property owners that the City Council will be considering the use of eminent domain at the March 9th City Council. To date, staff has had direct conversations with several of the larger property owners and have not received any objections with the City using eminent domain to acquire their property. Staff will continue to solicit feedback from the property owners and will inform the City Council of their comments.

POLICY OBJECTIVE

The action being considered will lead to the construction of infrastructure in the Twin Lakes redevelopment area. Twin Lakes has long been indentified in the Roseville Comprehensive Plan as in important redevelopment area for the City.

BUDGET IMPLICATIONS

The costs for the acquisition of the property needed for the roads and utilities and the construction of the infrastructure will come from a variety of funding sources, including the required contribution from Metro Transit, a Department of Employment and Economic Development grant, and existing TIF balances. In the long term, developers will pay for the cost of the improvements when their property develops, using the cost allocation formulas described in the “Infrastructure Improvements for the Twin Lakes AUAR Area- Final Report”.

STAFF RECOMMENDATION

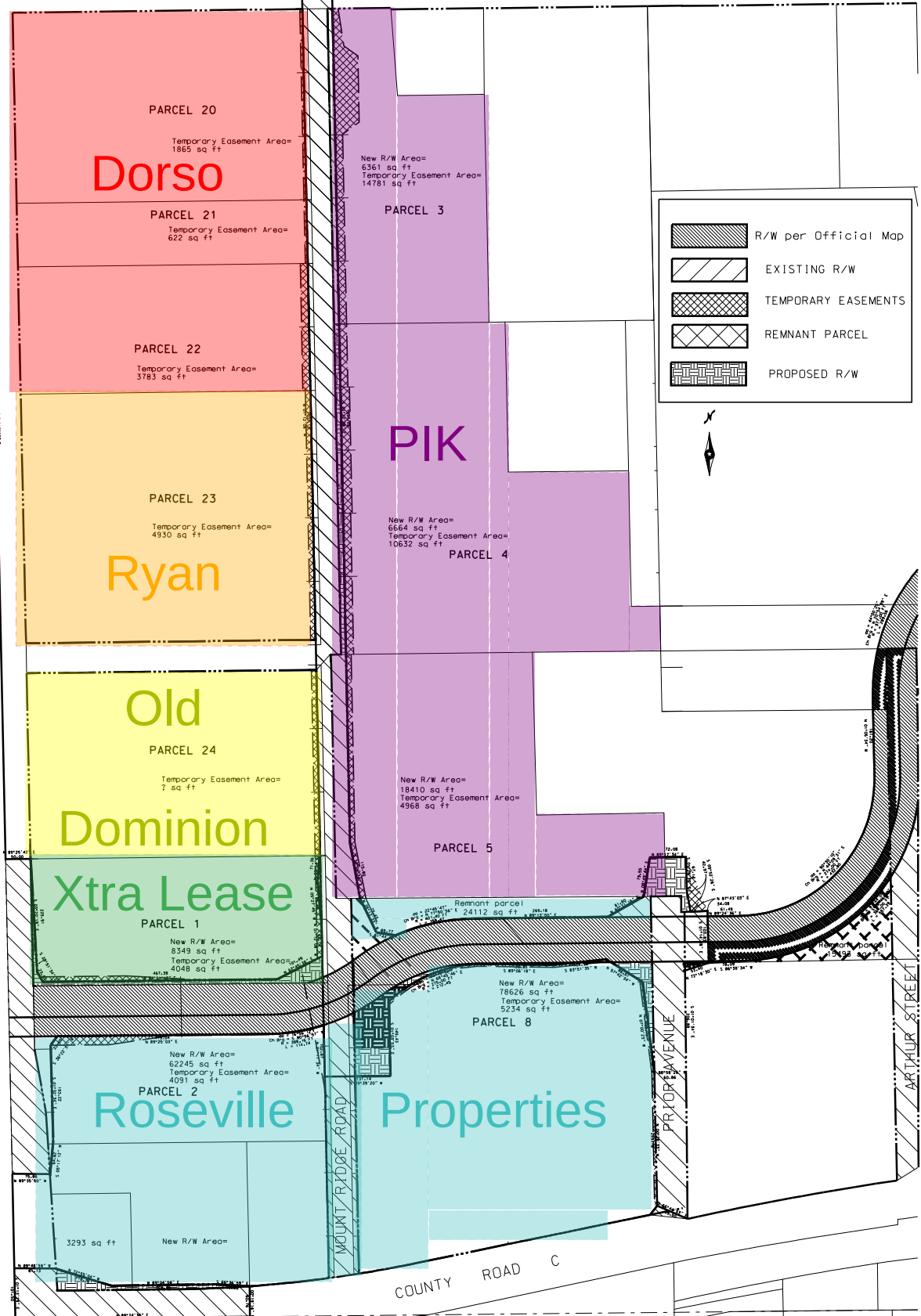
Staff recommends approval a resolution authorizing the use of eminent domain for the acquisition of the necessary right-of-way and easement for the Phase I Twin Lakes infrastructure project.

REQUESTED COUNCIL ACTION

Motion to approve a resolution authorizing the use of eminent domain for the acquisition of the necessary right-of-way and easement for the Phase I Twin Lakes infrastructure project.

Prepared by: Patrick Trudgeon, Community Development Director (651) 792-7071

Attachments: A: Exhibit showing Road Improvements and needed land and easement acquisitions from properties.
B: Resolution authorizing the use of eminent domain to acquire right-of-way and construction easements in the Twin Lakes redevelopment area.



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Twin Lakes West

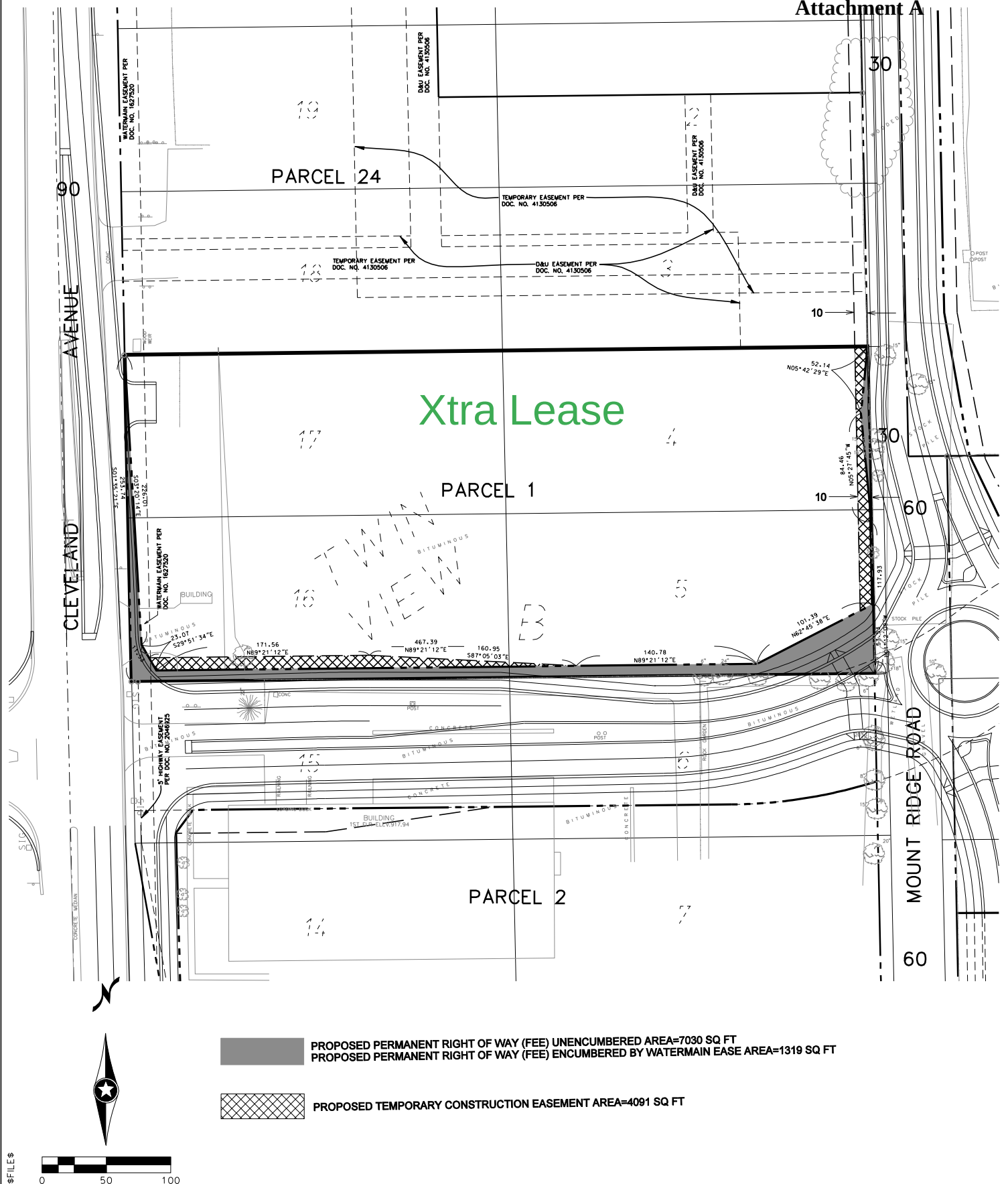
Roadway Improvements
Roseville, Minnesota

WSB Project No. 1814-00

Date: 2/26/09

Phase I Overview

Page 1 of 12



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 INFRASTRUCTURE ENGINEERING PLANNING CONSTRUCTION

Twin Lakes West

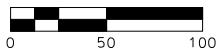
Roadway Improvements Parcel Sketch Roseville, Minnesota

WSB Project No. 1814-00

Date: 2/17/09

Parcel No. 1

Page 2 of 12



PROPOSED PERMANENT RIGHT OF WAY (FEE) UNENCUMBERED AREA=59,395 SQ FT
 PROPOSED PERMANENT RIGHT OF WAY (FEE) ENCUMBERED BY WATERMAIN EASE AREA=1578 SQ FT
 PROPOSED PERMANENT RIGHT OF WAY (FEE) ENCUMBERED BY HIGHWAY EASE AREA=1272 SQ FT

PROPOSED TEMPORARY CONSTRUCTION EASEMENT AREA=3146 SQ FT

COUNTY ROAD C2

N. LINE OF SW 1/4
SEC. 4, T29, R23

MOUNT RIDGE ROAD

PARCEL 3
PIK

TWIN
VIEW

SEC. 4
T29, R23

NW 1/4 OF SW 1/4
2 D

PROPOSED PERMANENT RIGHT OF WAY (FEE) UNENCUMBERED AREA=6361 SQ FT

PROPOSED TEMPORARY CONSTRUCTION EASEMENT AREA=14,781 SQ FT

0 50 100



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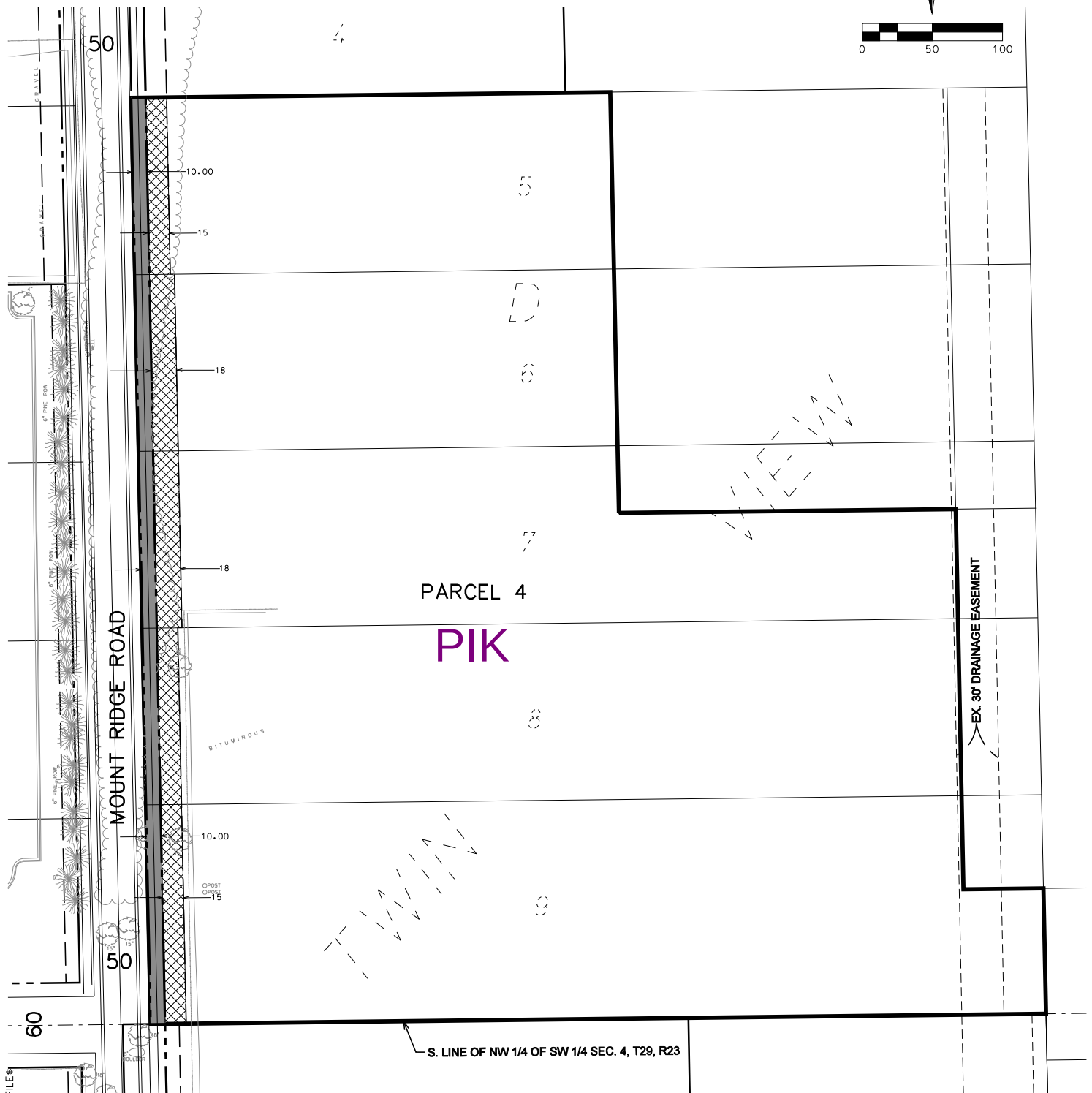
Twin Lakes West
Roadway Improvements
Parcel Sketch
Roseville, Minnesota

WSB Project No. 1814-00

Date: 2/17/09

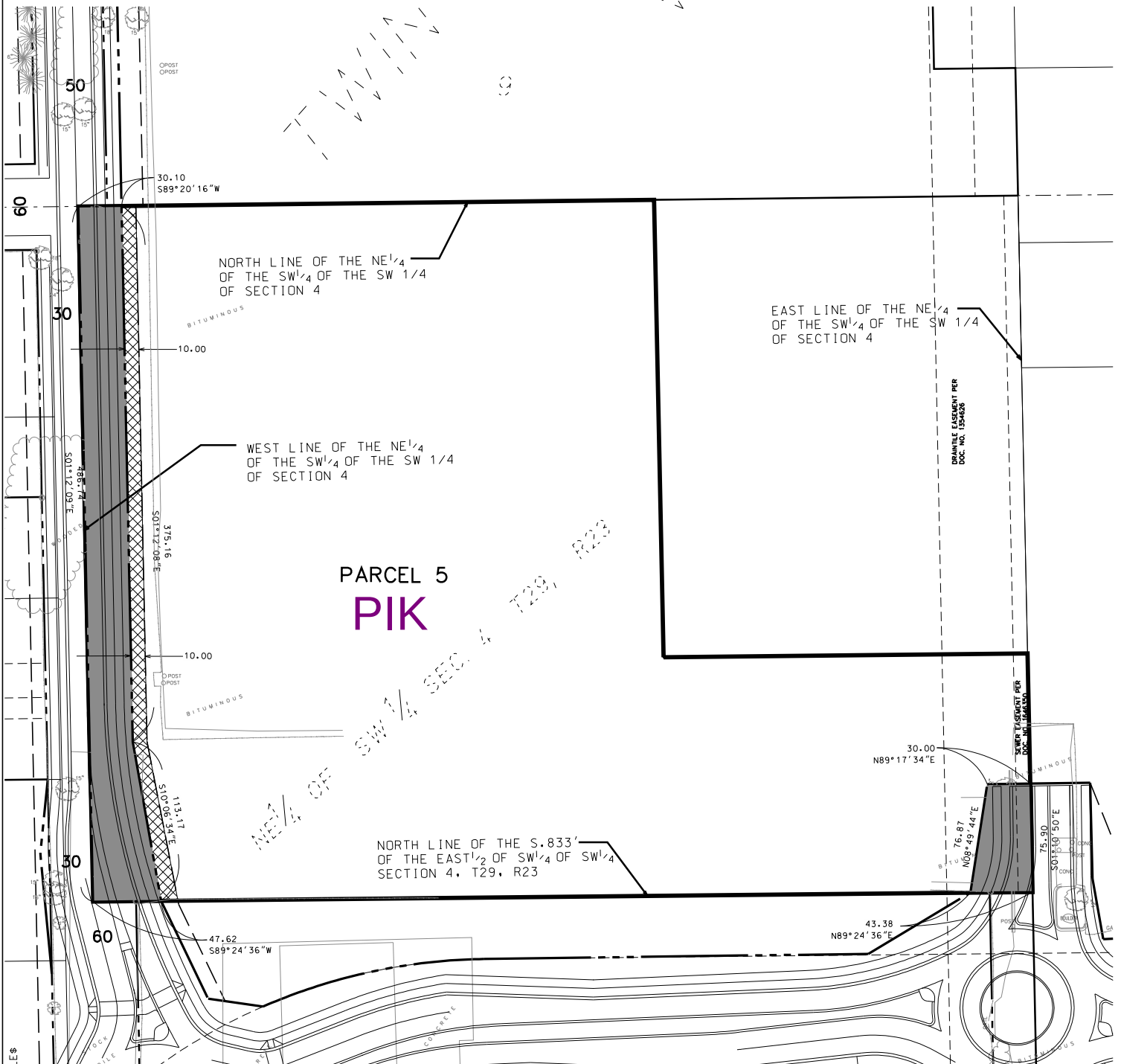
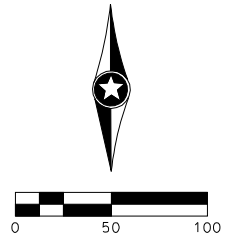
Parcel No. 3

Page 4 of 12



PROPOSED PERMANENT RIGHT OF WAY (FEE) UNENCUMBERED AREA=15,625 SQ FT
 PROPOSED PERMANENT RIGHT OF WAY (FEE) ENCUMBERED BY DRAINTILE EASE AREA=2025 SQ FT
 PROPOSED PERMANENT RIGHT OF WAY (FEE) ENCUMBERED BY SAN SEWER EASE AREA=760 SQ FT

PROPOSED TEMPORARY CONSTRUCTION EASEMENT AREA=4968 SQ FT



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Twin Lakes West

Roadway Improvements Parcel Sketch Roseville, Minnesota

WSB Project No. 1814-00

Date: 2/17/09

Parcel No. 5

Page 6 of 12

PROPOSED PERMANENT RIGHT OF WAY (FEE) UNENCUMBERED AREA=71,687 SQ FT
 PROPOSED PERMANENT RIGHT OF WAY (FEE) ENCUMBERED BY DRAINTILE EASE AREA=6939 SQ FT

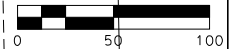
PROPOSED TEMPORARY CONSTRUCTION EASEMENT UNENCUMBERED AREA=2987 SQ FT
 PROPOSED TEMPORARY CONSTRUCTION EASEMENT ENCUMBERED BY DRAINTILE EASE AREA=2287 SQ FT

Roseville Properties

PARCEL 8

MOUNT RIDGE ROAD

COUNTY ROAD C



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Twin Lakes West
 Roadway Improvements
 Parcel Sketch
 Roseville, Minnesota

WSB Project No. 1814-00

Date: 2/17/09

Parcel No. 8

Page 7 of 12

COUNTY ROAD C2

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1

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PARCEL 20

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Dorso

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PARCEL 21

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GRAVEL

GRAVEL

GRAVEL

5.00

MOUNT RIDGE ROAD

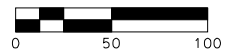
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GARBAGE PILE

PAR



PROPOSED TEMPORARY CONSTRUCTION EASEMENT AREA=1865 SQ FT



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Roadway Improvements
Parcel Sketch
Roseville, Minnesota

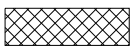
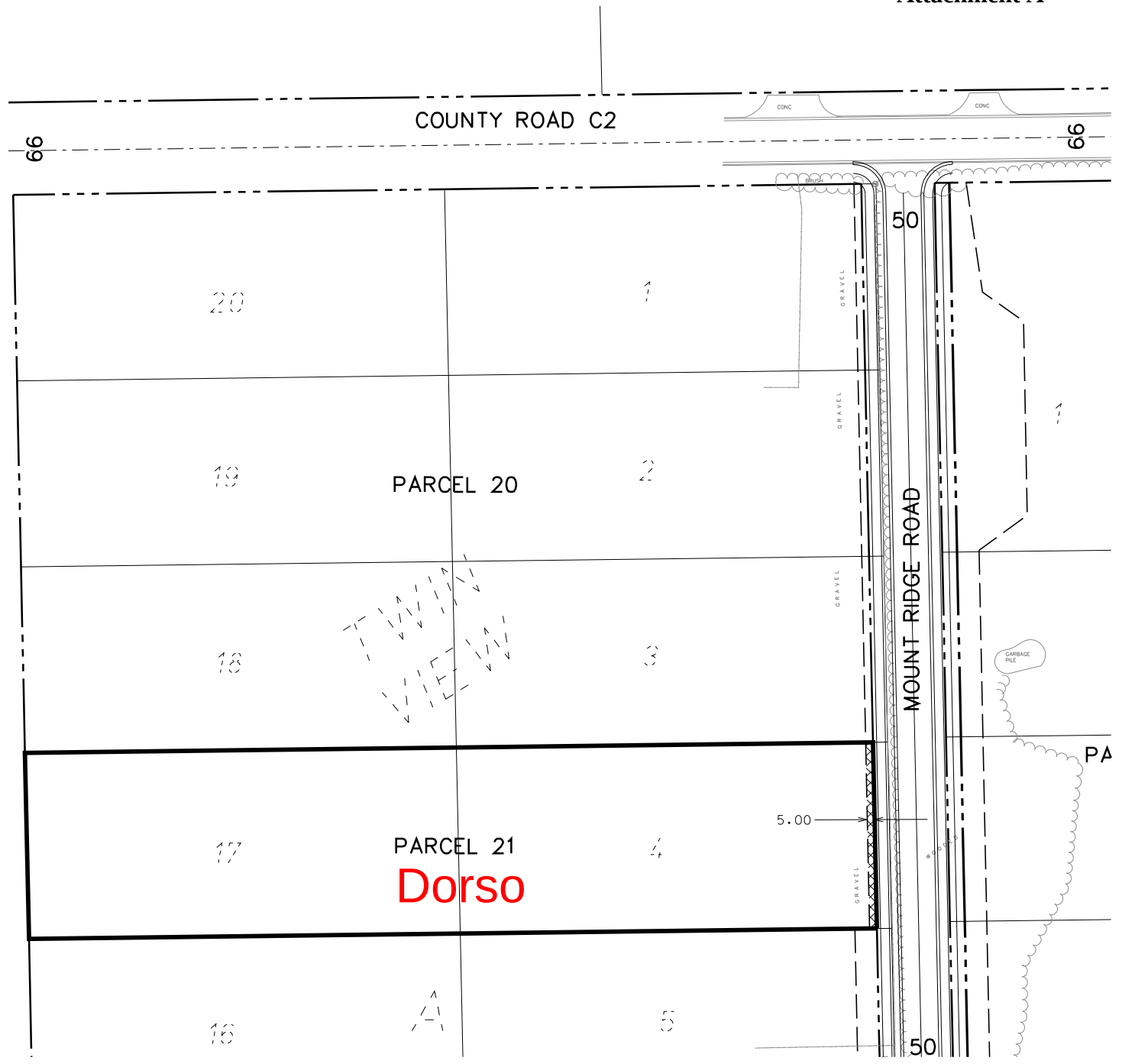
WSB Project No. 1814-00

Date: 2/17/09

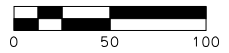
Parcel No. 20

Page 8 of 12

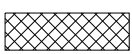
INFRASTRUCTURE ENGINEERING PLANNING CONSTRUCTION



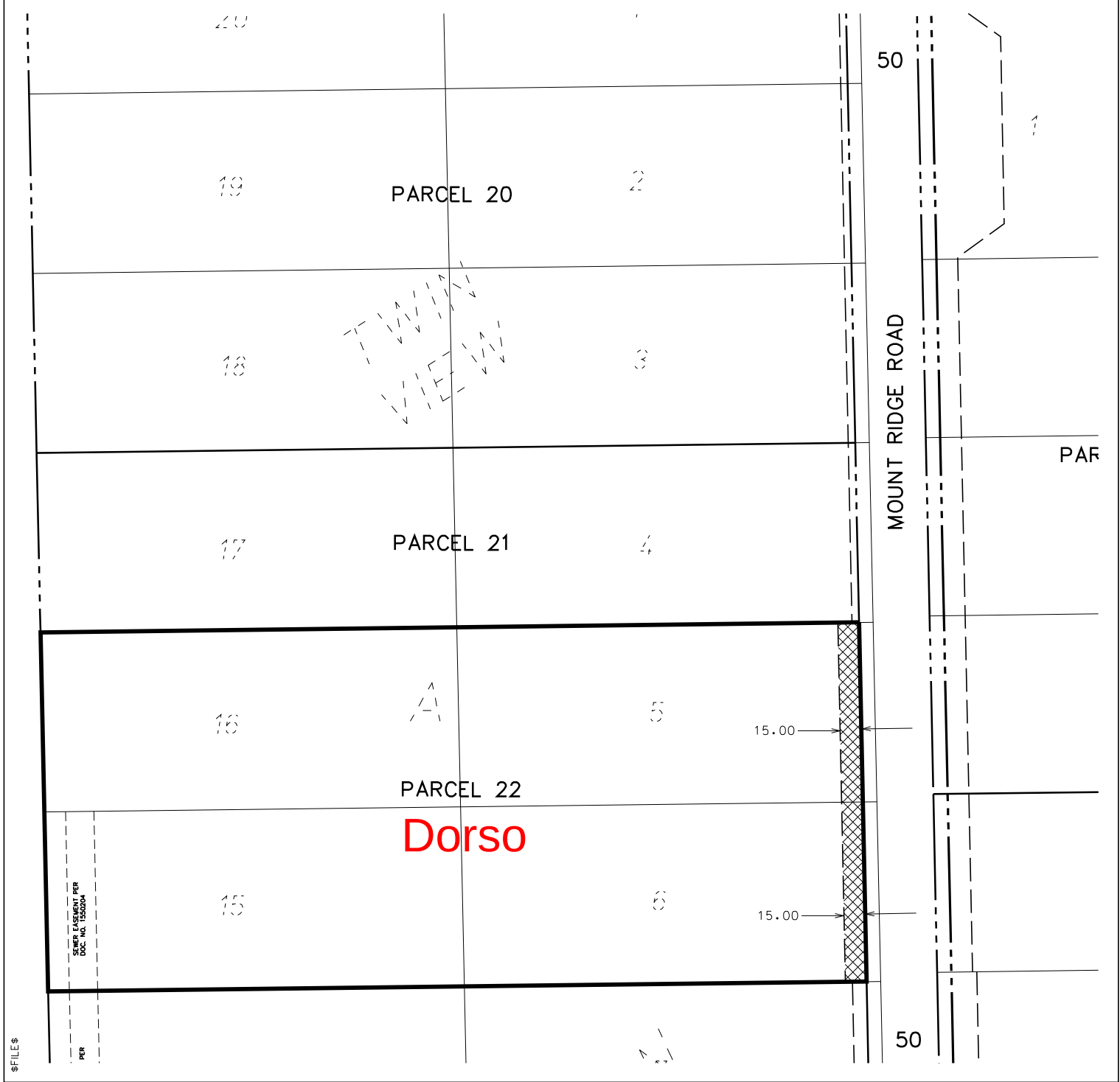
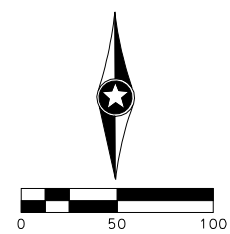
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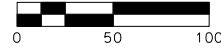


PROPOSED TEMPORARY CONSTRUCTION EASEMENT AREA=3783 SQ FT





PROPOSED TEMPORARY CONSTRUCTION EASEMENT AREA=4930 SQ FT



CLEVELAND AVENUE

PARCEL 22

50

SEWER EASEMENT PER
DOC. NO. 1355204

15

6

SEWER EASEMENT PER
DOC. NO. 1341462

14



10.00

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6

PARCEL 23

Ryan

SEWER EASEMENT PER
DOC. NO. 2884924

12

6

SEWER EASEMENT PER
DOC. NO. 162626

11

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10.00

MOUNT RIDGE ROAD

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IONA LANE

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Twin Lakes West

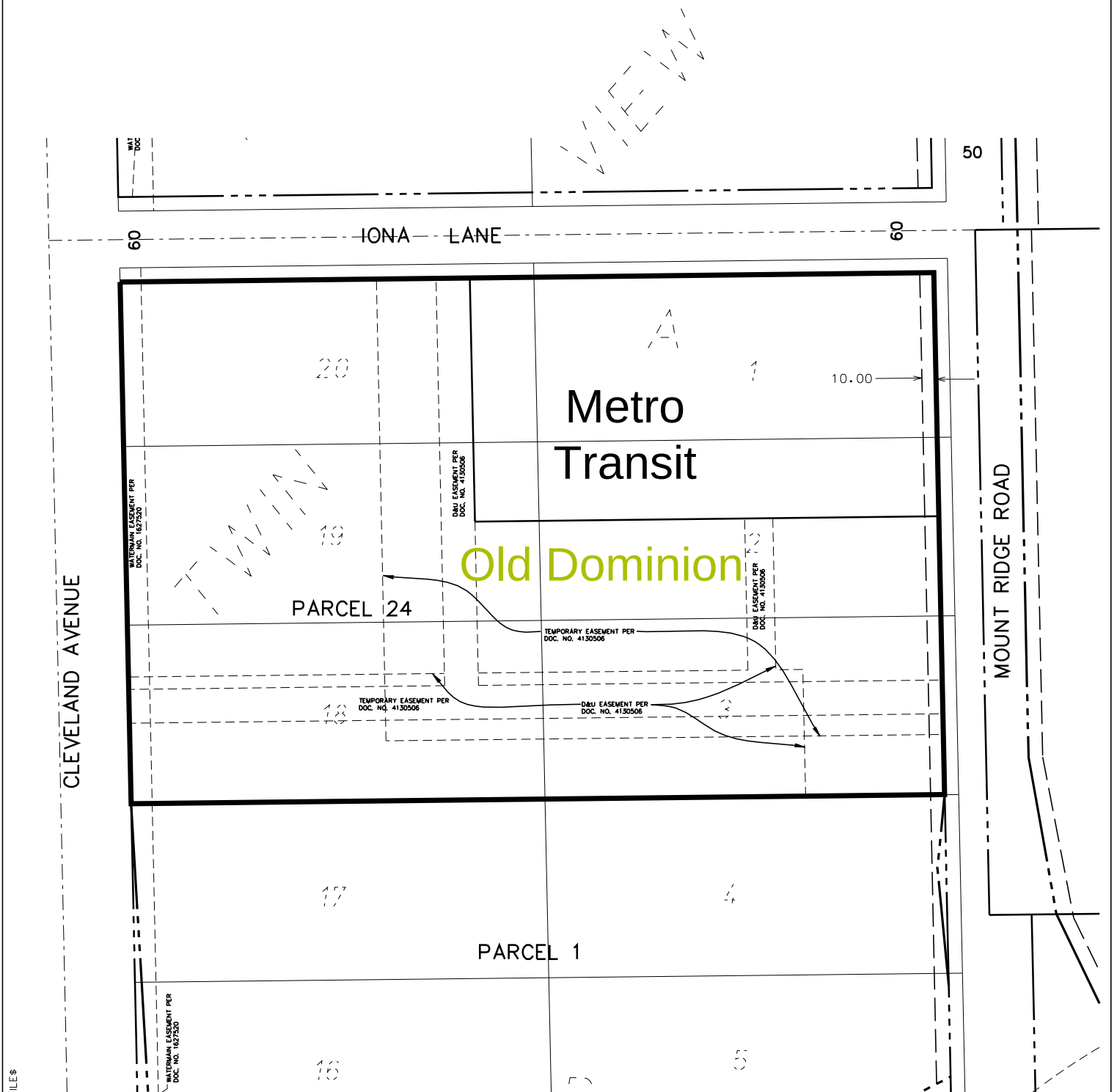
Roadway Improvements
Parcel Sketch
Roseville, Minnesota

WSB Project No. 1814-00

Date: 2/17/09

Parcel No. 23

Page 11 of 12



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Roseville, Minnesota

WSB Project No. 1814-00

Date: 2/17/09

Parcel No. 24

Page 12 of 12

1 Member _____ introduced the following Resolution and moved its
2 adoption:

3
4 RESOLUTION APPROVING THE ACQUISITION
5 OF PROPERTY FOR IMPROVEMENTS TO
6 MOUNT RIDGE ROAD AND TWIN LAKES PARKWAY
7

8 WHEREAS, on December 15, 2008, the City approved the final plat and final
9 PUD for the Roseville Park and Ride Transit Facility in the Twin Lakes redevelopment
10 area; and

11
12 WHEREAS, the Metropolitan Council has commenced proceedings to acquire
13 property for the planned Park and Ride Transit Facility; and

14
15 WHEREAS, redevelopment of the Twin Lakes area has long been identified in the
16 Comprehensive Plan as an important priority for the City; and

17
18 WHEREAS, the Park and Ride Transit Facility will provide increased mass transit
19 ridership and supplement the successful Rosedale Shopping Center park and ride facility;
20 and

21
22 WHEREAS, improvements to Mount Ridge Road and Twin Lakes Parkway are
23 necessary in order to provide access to the Park and Ride Transit Facility; and

24
25 WHEREAS, the Metropolitan Council will contribute funding to the City for the
26 overall infrastructure improvements for the Twin Lakes area; and

27
28 WHEREAS, the federal funding to be used by the Metropolitan Council to
29 reimburse the City for infrastructure improvements must be spent by December 31, 2009;
30 and

31
32 WHEREAS, the City has entered into an Interagency Agreement with the
33 Metropolitan Council for the construction of roadway and infrastructure improvements to
34 provide access to the new Park and Ride Transit Facility; and

35
36 WHEREAS, as part of the Interagency Agreement, the City must construct
37 improvements to Mount Ridge Road and Twin Lakes Parkway; and

38
39 WHEREAS, failing to construct the infrastructure improvements under the
40 Interagency Agreement would jeopardize the City's collection of the Metropolitan
41 Council's infrastructure funding contribution; and
42

43 WHEREAS, the necessary improvements to Mount Ridge Road and Twin Lakes
44 Parkway require the City to acquire additional property adjacent to the existing roadways;
45 and

46
47 WHEREAS, the City has identified the portions of adjacent properties necessary
48 for the improvements; and

49
50 WHEREAS, said portions of properties to be acquired are owned by XTRA Lease,
51 Inc.; Roseville Acquisitions Three, LLC; Roseville Acquisitions, LLC; Pikovsky
52 Management, LLC; PIK Terminal Company; Anthony Dorso; MN Industrial Properties;
53 and Old Dominion Freight Line, Inc.; and

54
55 WHEREAS, acquisition of the properties is needed as soon as possible so that
56 construction of the roads can be completed by the end of 2009 and the City can be
57 reimbursed for certain infrastructure improvement costs by the Metropolitan Council; and

58
59 WHEREAS, the construction of the improvements to Mount Ridge Road and
60 Twin Lakes Parkway necessitate the City obtaining temporary construction easements in
61 order to access and perform the necessary construction; and

62
63 WHEREAS, acquisition of the properties and temporary construction easements is
64 necessary and for the public purpose of providing infrastructure improvements and access
65 to the planned Park and Ride Transit Facility; and

66
67 WHEREAS, the City desires to acquire the necessary properties and easements
68 through negotiation with the owners; and

69
70 WHEREAS, if negotiations with the owners prove unsuccessful, the City must
71 commence quick take condemnation proceedings to acquire the properties and temporary
72 construction easements in a timely manner; and

73
74 NOW, THEREFORE, BE IT RESOLVED by the City Council that the City
75 Administration is directed to immediately proceed with acquisition of the properties and
76 temporary construction easements necessary for the construction and improvement of
77 Mount Ridge Road and Twin Lakes Parkway. Said acquisitions are to be either through
78 negotiation and/or quick take condemnation pursuant to the City's eminent domain
79 authority.

80
81
82 Member _____ seconded the foregoing Resolution and upon a
83 vote being taken thereon, the following voted in favor thereof:

86 and the following voted against the same:

87

88

89 Whereupon said Resolution was declared duly passed and adopted.

90

91

92 Dated: March ____, 2009

93

94

95 RRM: 128773

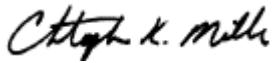
96

REQUEST FOR COUNCIL ACTION

Date: 03/09/09
Item No.: 13.a

Department Approval

City Manager Approval



Item Description: Discussion on the 2009 Utility Rates

BACKGROUND

On November 17, 2008, the City Council adopted the 2009 Utility Rates. With this action, the Council adopted a new rate structure that was designed to achieve two newly-established outcomes. They included:

- ❖ Providing long-term financial sustainability for the City's water, sewer, and stormwater operations
- ❖ Encouraging water conservation in conjunction with the goals and strategies outlined in the City's Imagine Roseville 2025 initiative, as well as a new State Law.

Since adopting the new rates, the City has expectedly received a number of inquiries on the impact of the new rates, and whether the conservation measures will achieve the desired outcome. Copies of these inquiries are attached. The remainder of this report addresses these inquiries.

Desired Outcome #1 – Ensuring Financial Sustainability

The 2010-2019 Financial Plan identifies a funding gap of over \$18 million over the next 10 years for the planned replacement of City water and sewer infrastructure. Simply put, the 'base fee' portion of the City's rate structure has proven to be inadequate in funding this need. It is an accepted practice to structure the base fee in such a manner that can account for fixed costs such as capital replacements. It is also widely accepted that similar customers, such as single-family households, be charged the same base fee because the cost of providing infrastructure to the home is relatively the same.

Historically however, and for reasons that aren't entirely known, the City's base fee was set at a level that was insufficient in generating enough revenue to maintain and replace the infrastructure. The difference had to be made up with the revenue derived from 'usage fees'. However, this practice creates inequities in how the City's infrastructure is funded. Because infrastructure funding is now tied to usage, those that consume a lot of water are paying a greater share for the infrastructure than those that consume relatively little.

In other words, an implicit (hidden) subsidy was in place. In effect, 4-person households were subsidizing the costs for 2-person households. Under this scenario, if higher volume households began reducing water consumption, funding for infrastructure replacement would be diminished and the financing gap noted above would increase.

To remedy this financial uncertainty and disparity, the City adjusted its base fee to ensure that it had the necessary funds to replace the infrastructure when needed. And because the cost of providing water and sewer service to each home is relatively the same, the base fee was applied equally to all homes - as it was done in the past. Having transparency and equity was considered an important factor in ensuring that households realized true savings as they adjusted their consumption behavior. With this action the City was able to reduce the usage rate which now reflects only the direct cost of actually pumping water to the home.

Desired Outcome #2 – Encourage Water Conservation

As noted above, the 2009 Rate Structure was designed to encourage water conservation in such a way that would not only reflect the goals and strategies outlined in the Imagine Roseville 2025 initiative, but also to adhere to a new state law that required water service providers to encourage water conservation.

It should be noted that the 2009 conservation-based rates are designed primarily to address **excessive** water usage. It is not unusual to see a 4 or 5 person household use 20-30,000 gallons per quarter for general use such as personal hygiene or cooking (as evidenced by the household's winter usage). In recognition of this, the 2009 rate structure was designed to encourage conservation without unduly penalizing households for basic water use.

The new law did not mandate how each service provider should structure their rates, but it did offer examples that are commonly in use, such as using increasing block rates and seasonal rates. The new rate structure adopted by the Council employs both of those measures.

In analyzing customer usage behaviors, it was evident that Roseville residents were already consuming less water than residents in many other communities. This was presumably due to the fact that relatively few residential properties in Roseville have irrigation systems, which is in contrast to some 2nd and 3rd ring suburbs. It could also stem from having a relatively smaller population per household.

Because many Roseville residents have already implemented water conservation measures, it is conceivable that the new conservation-based rate structure may produce a relatively small amount of water reduction in Roseville. At this time, we cannot determine the effectiveness of the changes. We would need to observe consumption behavior over a longer period of time, perhaps 2 years or longer. Even then, it will be problematic in pinpointing the effectiveness of the change. For example, it will be difficult to ascertain whether a particular household curbed its summer usage because it was making a conscious effort to conserve water used for irrigation purposes, or because we simply had more rain.

2009 Rate Structure

The 2009 rate structure for households with comparisons to 2008 is as follows:

Water Base Rate – per quarter

Category	2008 Base Rate	2009 Base Rate
Residential	\$ 13.00	\$ 27.75
Residential – Sr. Rate	7.90	18.00

Water Usage Rate

Category	2008 Usage Rate	2009 Usage Rate
Residential; Up to 30,000 gals./qtr	\$ 2.35	\$ 1.85
Residential; Over 30,000 gals./qtr – winter rate	2.35	2.00
Residential; Over 30,000 gals./qtr – summer rate	2.35	2.10

Sanitary Sewer Base Rate

Category	2008 Base Rate	2009 Base Rate
Residential	\$ 13.35	\$ 23.35
Residential – Sr. Rate	8.30	14.55

Sanitary Sewer Usage Rate

Category	2008 Usage Rate	2009 Usage Rate
Residential	\$ 1.55	\$ 1.20

The 2009 rate structure employs two significant changes; a tiered or increasing block, water rate, and a summer usage rate. The tiered water rate is designed to encourage households to take year-round measures such as; installing water-saving devices, and taking shorter showers. Having a higher summer usage rate should encourage households to reduce the water used for irrigation purposes.

POLICY OBJECTIVE

An annual review of the City's utility rate structure is consistent with governmental best practices to ensure that each utility operation is financially sound. In addition, moving to a conservation-based rate structure is consistent with the goals and strategies identified in the Imagine Roseville 2025 initiative, and complies with new state laws.

FINANCIAL IMPACTS

The impacts from the 2009 rate structure will vary significantly depending on each households water usage. *Attachment B* presents 4 different scenarios based on varying usage. For lower-volume users, the percentage increase is higher than for moderate or high volume users. The reason for this is because of the elimination of the implicit subsidy that was in place under the old rate structure. Eliminating this subsidy (inequity) was mentioned above and is explained in greater detail in *Attachment A*, which is an article that was recently posted on the City's website and was delivered to individual homes via their utility bill.

STAFF RECOMMENDATION

Not applicable.

102 **REQUESTED COUNCIL ACTION**
103 Not applicable. For information purposes only

104
Prepared by: Chris Miller, Finance Director
Attachments: A: Supplemental Explanation of Rate Changes
B: 2009 Rate Structure Financial Impact Scenarios
C: Minnesota DNR Pamphlet on Conservation Rates (by request of Councilmember Ihlan)
D: Correspondence from Senator Marty's Office
E: Correspondence from Councilmember Roe

105
106 Council Member Roe:
107 Attachment A: Roe 2/25/09 email "More on Conservation Rate Proposal" with two charts
108
109 Council Member Ihlan:
110 Attachment A: Ihlan 3/04/09 memo "Water Billing Structure and How to Achieve Conservation Rates"
111 B: 11/17/08 RCA "Adopting the 2009 Utility Rate Adjustment"

2009 Utility Rate Changes

In the January/February 2009 issue of the Roseville City News, an article was published regarding the City's change to a conservation-based rate structure. This article has generated some questions from residents who wanted to learn more about the impacts on homeowners. The information presented below addresses those questions and provides additional information on how the new rate structure works.

The change to a conservation-based rate structure was in response to requirements set forth under a new State Law, but also reflects the societal belief that water is a limited resource and as such, the City ought to encourage conservation measures. The concept of encouraging water conservation was also emphasized by citizens and stakeholders during the Imagine Roseville 2025 process.

Under the new rate structure, a typical home would see an increase of 5% from 2008; as measured over an entire calendar year. This is comparable to increases in prior years. However, those households that typically have less-than-average water usage, say 10-15,000 gallons per quarter, will see a higher percentage increase. This paradox did not go unnoticed by City Officials. The reason is due to an implicit subsidy that was present under the old rate structure. In short, higher-volume users subsidized lower-volume users – and had been for decades. For some homeowners, the subsidy amounted to \$10 per quarter or more. Under a conservation-based rate structure, this subsidy must be eliminated. To explain further, we must look at how the City accounts for its water and sewer operations.

Like most municipalities, the City incurs both fixed and variable costs in providing water and sewer services to homeowners. The City's rate structure was designed to recoup these costs using both a fixed or 'base' fee that is charged equally to all homeowners, as well as a variable or 'usage' fee that fluctuates depending on how much water each household uses.

Conceptually, the base fee should be set at an amount that is commensurate with the cost of simply ensuring that water and sewer services is available; i.e., to maintain existing water and sewer mains. Historically however, and for reasons that aren't entirely known, the City's base fee was set at a level that was insufficient in generating enough revenue to maintain these mains including those that lead up to individual homes. The difference had to be made up with the usage fee.

This rate-setting practice doesn't necessarily present a problem as long as households continue to use the same amount of water they always have. However, under a conservation-based rate structure households are encouraged to use less water, which in turn means that they will pay less in usage fees. But because the usage fees helped defray the costs to maintain and replace water and sewer infrastructure, a decline in water consumption would result in fewer monies available to replace that infrastructure. To avoid this, the City needed to increase the base fee to an amount that was sufficient to meet the City's infrastructure needs. At the same time, this enabled the City to lower the usage fee because it no longer had to help fund infrastructure and could now be used exclusively to pay for the variable costs.

With the 2009 Utility Rate Structure, the City's base fee now reflects the true cost of making water and sewer service available, and the usage fee reflects the sole cost of actually purchasing the water and treating the wastewater. With these changes, the savings realized from homeowners' water conservation efforts will now be transparent.

For most homeowners the 2009 Rate structure will amount to an increase of approximately \$5-15 on your quarterly bill, assuming your household consumption is unchanged. Homeowners can minimize this increase by employing water conservation measures such as; fixing any water leaks, reducing the water used for lawn and garden irrigation, taking shorter showers, and installing newer household appliances that are designed to minimize water use.

If you have any further questions on the impact of these rate changes, please contact Chris Miller, Finance Director by email at: chris.miller@ci.roseville.mn.us, or by phone at: 651-792-7031.

City of Roseville
Impact of New Rate Structure

Scenario #1

<u>Service</u>	<u>Rate</u>	2008			
		Qtr 1 <u>Charge</u>	Qtr 2 <u>Charge</u>	Qtr 3 <u>Charge</u>	Qtr 4 <u>Charge</u>
Water - base fee	\$ 13.00	\$ 13.00	\$ 13.00	\$ 13.00	\$ 13.00
Water - usage fee - under 30K gals.	2.35	28.20	28.20	70.50	70.50
Water - usage fee - over 30K gals.	2.35	-	-	11.75	11.75
Sanitary Sewer - base fee	13.35	13.35	13.35	13.35	13.35
Sanitary Sewer - usage fee	1.55	18.60	18.60	52.70	52.70
Total Charges		\$ 73.15	\$ 73.15	\$ 161.30	\$ 161.30

Cumulative Charges \$ 468.90

	<u>Usage</u>
Usage - 1st Quarter (1,000's)	12
Usage - 2nd Quarter	12
Usage - 3rd Quarter	34
Usage - 4th Quarter	34
Average	23

<u>Service</u>
Water - base fee
Water - usage fee - under 30K gals.
Water - usage fee - over 30K gals.
Sanitary Sewer - base fee
Sanitary Sewer - usage fee
Total Charges

2009 Old Rate Structure					
<u>Rate</u>	Qtr 1	Qtr 2	Qtr 3	Qtr 4	
	<u>Charge</u>	<u>Charge</u>	<u>Charge</u>	<u>Charge</u>	
\$ 13.65	\$ 13.65	\$ 13.65	\$ 13.65	\$ 13.65	\$ 13.65
2.47	29.61	29.61	74.03	74.03	74.03
2.47	-	-	12.34	12.34	12.34
14.02	14.02	14.02	14.02	14.02	14.02
1.63	19.53	19.53	55.34	55.34	55.34
	\$ 76.81	\$ 76.81	\$ 169.37	\$ 169.37	

Cumulative Charges \$ 492.35
\$ Difference 23.45
% Difference 5.0%

2009 New Rate Structure					
<u>Rate</u>	Qtr 1	Qtr 2	Qtr 3	Qtr 4	
	<u>Charge</u>	<u>Charge</u>	<u>Charge</u>	<u>Charge</u>	
\$ 27.75	\$ 27.75	\$ 27.75	\$ 27.75	\$ 27.75	\$ 27.75
1.85	22.20	22.20	55.50	55.50	55.50
2.10	-	-	10.50	10.50	10.50
23.35	23.35	23.35	23.35	23.35	23.35
1.20	14.40	14.40	40.80	40.80	40.80
	\$ 87.70	\$ 87.70	\$ 157.90	\$ 157.90	

Cumulative Charges \$ 491.20
\$ Difference 22.30
% Difference 4.8%

City of Roseville
Impact of New Rate Structure

Scenario #2

<u>Service</u>	<u>Rate</u>	2008			
		Qtr 1	Qtr 2	Qtr 3	Qtr 4
		<u>Charge</u>	<u>Charge</u>	<u>Charge</u>	<u>Charge</u>
Water - base fee	\$ 13.00	\$ 13.00	\$ 13.00	\$ 13.00	\$ 13.00
Water - usage fee - under 30K gals.	2.35	21.15	21.15	61.10	61.10
Water - usage fee - over 30K gals.	2.35	-	-	-	-
Sanitary Sewer - base fee	13.35	13.35	13.35	13.35	13.35
Sanitary Sewer - usage fee	1.55	13.95	13.95	40.30	40.30
Total Charges		\$ 61.45	\$ 61.45	\$ 127.75	\$ 127.75

Cumulative Charges \$ 378.40

	<u>Usage</u>
Usage - 1st Quarter (1,000's)	9
Usage - 2nd Quarter	9
Usage - 3rd Quarter	26
Usage - 4th Quarter	26
Average	18

<u>Service</u>
Water - base fee
Water - usage fee - under 30K gals.
Water - usage fee - over 30K gals.
Sanitary Sewer - base fee
Sanitary Sewer - usage fee
Total Charges

2009 Old Rate Structure					
<u>Rate</u>	Qtr 1	Qtr 2	Qtr 3	Qtr 4	
	<u>Charge</u>	<u>Charge</u>	<u>Charge</u>	<u>Charge</u>	
\$ 13.65	\$ 13.65	\$ 13.65	\$ 13.65	\$ 13.65	\$ 13.65
2.47	22.21	22.21	64.16	64.16	64.16
2.47	-	-	-	-	-
14.02	14.02	14.02	14.02	14.02	14.02
1.63	14.65	14.65	42.32	42.32	42.32
	\$ 64.52	\$ 64.52	\$ 134.14	\$ 134.14	

Cumulative Charges \$ 397.32
\$ Difference 18.92
% Difference 5.0%

2009 New Rate Structure					
<u>Rate</u>	Qtr 1	Qtr 2	Qtr 3	Qtr 4	
	<u>Charge</u>	<u>Charge</u>	<u>Charge</u>	<u>Charge</u>	
\$ 27.75	\$ 27.75	\$ 27.75	\$ 27.75	\$ 27.75	\$ 27.75
1.85	16.65	16.65	48.10	48.10	48.10
2.10	-	-	-	-	-
23.35	23.35	23.35	23.35	23.35	23.35
1.20	10.80	10.80	31.20	31.20	31.20
	\$ 78.55	\$ 78.55	\$ 130.40	\$ 130.40	

Cumulative Charges \$ 417.90
\$ Difference 39.50
% Difference 10.4%

City of Roseville
Impact of New Rate Structure

Scenario #3

<u>Service</u>	<u>Rate</u>	2008			
		Qtr 1	Qtr 2	Qtr 3	Qtr 4
		<u>Charge</u>	<u>Charge</u>	<u>Charge</u>	<u>Charge</u>
Water - base fee	\$ 13.00	\$ 13.00	\$ 13.00	\$ 13.00	\$ 13.00
Water - usage fee - under 30K gals.	2.35	14.10	14.10	39.95	39.95
Water - usage fee - over 30K gals.	2.35	-	-	-	-
Sanitary Sewer - base fee	13.35	13.35	13.35	13.35	13.35
Sanitary Sewer - usage fee	1.55	9.30	9.30	26.35	26.35
Total Charges		\$ 49.75	\$ 49.75	\$ 92.65	\$ 92.65

Cumulative Charges \$ 284.80

	<u>Usage</u>
Usage - 1st Quarter (1,000's)	6
Usage - 2nd Quarter	6
Usage - 3rd Quarter	17
Usage - 4th Quarter	17
Average	12

<u>Service</u>
Water - base fee
Water - usage fee - under 30K gals.
Water - usage fee - over 30K gals.
Sanitary Sewer - base fee
Sanitary Sewer - usage fee
Total Charges

2009 Old Rate Structure					
<u>Rate</u>		Qtr 1	Qtr 2	Qtr 3	Qtr 4
		<u>Charge</u>	<u>Charge</u>	<u>Charge</u>	<u>Charge</u>
\$ 13.65	\$ 13.65	\$ 13.65	\$ 13.65	\$ 13.65	\$ 13.65
2.47	14.81	14.81	41.95	41.95	41.95
2.47	-	-	-	-	-
14.02	14.02	14.02	14.02	14.02	14.02
1.63	9.77	9.77	27.67	27.67	27.67
		\$ 52.24	\$ 52.24	\$ 97.28	\$ 97.28

Cumulative Charges \$ 299.04
\$ Difference 14.24
% Difference 5.0%

2009 New Rate Structure					
<u>Rate</u>		Qtr 1	Qtr 2	Qtr 3	Qtr 4
		<u>Charge</u>	<u>Charge</u>	<u>Charge</u>	<u>Charge</u>
\$ 27.75	\$ 27.75	\$ 27.75	\$ 27.75	\$ 27.75	\$ 27.75
1.85	11.10	11.10	31.45	31.45	31.45
2.10	-	-	-	-	-
23.35	23.35	23.35	23.35	23.35	23.35
1.20	7.20	7.20	20.40	20.40	20.40
		\$ 69.40	\$ 69.40	\$ 102.95	\$ 102.95

Cumulative Charges \$ 344.70
\$ Difference 59.90
% Difference 21.0%

City of Roseville
Impact of New Rate Structure

Scenario #4

<u>Service</u>	<u>Rate</u>	2008			
		Qtr 1 <u>Charge</u>	Qtr 2 <u>Charge</u>	Qtr 3 <u>Charge</u>	Qtr 4 <u>Charge</u>
Water - base fee	\$ 13.00	\$ 13.00	\$ 13.00	\$ 13.00	\$ 13.00
Water - usage fee - under 30K gals.	2.35	35.25	35.25	70.50	70.50
Water - usage fee - over 30K gals.	2.35	-	-	28.20	28.20
Sanitary Sewer - base fee	13.35	13.35	13.35	13.35	13.35
Sanitary Sewer - usage fee	1.55	23.25	23.25	65.10	65.10
Total Charges		\$ 84.85	\$ 84.85	\$ 190.15	\$ 190.15

Cumulative Charges \$ 550.00

	<u>Usage</u>
Usage - 1st Quarter (1,000's)	15
Usage - 2nd Quarter	15
Usage - 3rd Quarter	42
Usage - 4th Quarter	42
Average	29

<u>Service</u>
Water - base fee
Water - usage fee - under 30K gals.
Water - usage fee - over 30K gals.
Sanitary Sewer - base fee
Sanitary Sewer - usage fee
Total Charges

2009 Old Rate Structure					
<u>Rate</u>	Qtr 1 <u>Charge</u>	Qtr 2 <u>Charge</u>	Qtr 3 <u>Charge</u>	Qtr 4 <u>Charge</u>	
\$ 13.65	\$ 13.65	\$ 13.65	\$ 13.65	\$ 13.65	
2.47	37.01	37.01	74.03	74.03	
2.47	-	-	29.61	29.61	
14.02	14.02	14.02	14.02	14.02	
1.63	24.41	24.41	68.36	68.36	
	\$ 89.09	\$ 89.09	\$ 199.66	\$ 199.66	

Cumulative Charges \$ 577.50

\$ Difference 27.50

% Difference 5.0%

2009 New Rate Structure					
<u>Rate</u>	Qtr 1 <u>Charge</u>	Qtr 2 <u>Charge</u>	Qtr 3 <u>Charge</u>	Qtr 4 <u>Charge</u>	
\$ 27.75	\$ 27.75	\$ 27.75	\$ 27.75	\$ 27.75	
1.85	27.75	27.75	55.50	55.50	
2.10	-	-	25.20	25.20	
23.35	23.35	23.35	23.35	23.35	
1.20	18.00	18.00	50.40	50.40	
	\$ 96.85	\$ 96.85	\$ 182.20	\$ 182.20	

Cumulative Charges \$ 558.10

\$ Difference 8.10

% Difference 1.5%

Conservation Rates

Minnesota Statutes, section 103G.291, was amended in 2008 to include a requirement for public water suppliers serving more than 1,000 people to adopt a water rate structure that encourages conservation:

Minnesota Statutes, section 103G.291, subd. 4. **Conservation rate structure required.** (a) For the purposes of this section, "conservation rate structure" means a rate structure that encourages conservation and may include increasing block rates, seasonal rates, time of use rates, individualized goal rates, or excess use rates. The rate structure must consider each residential unit as an individual user in multiple-family dwellings.

(b) To encourage conservation, a public water supplier serving more than 1,000 people in the metropolitan area, as defined in section 473.121, subdivision 2, shall use a conservation rate structure by January 1, 2010. All remaining public water suppliers serving more than 1,000 people shall use a conservation rate structure by January 1, 2013.

(c) A public water supplier without the proper measuring equipment to track the amount of water used by its users, as of the effective date of this act, is exempt from this subdivision and the conservation rate structure requirement under subdivision 3, paragraph (c).

In addition, *Minnesota Statutes*, section 103G.291, was further amended to read:

Subd. 3. **Water supply plans; demand reduction.** (c) Public water suppliers serving more than 1,000 people must employ water use demand reduction measures, including a conservation rate structure, as defined in subdivision 4, paragraph (a), unless exempted under subdivision 4, paragraph (c), before requesting approval from the commissioner of health under section 144.383, paragraph (a), to construct a public water supply well or requesting an increase in the authorized volume of appropriation. Demand reduction measures must include evaluation of conservation rate structures and a public education program that may include a toilet and showerhead retrofit program.

Public water suppliers serving more than 1,000 residents will need to adopt a conservation rate structure before requesting well construction approval for a public water supply well or before requesting an increase in permitted volume for their water appropriation permit.

Examples of Conservation Rates:

Below are examples of rate structures that encourage conservation. Many variations and combinations of these examples are possible.

NOTE: Rate structures often include a service charge (base rate) and a volume based charge. Service charges may cover fixed costs (capital improvements) and the volume charge is often for operation and maintenance costs. Volume charges usually use units of 1,000 gallons or 100 cubic feet (748 gallons).

Increasing Block Rates: Cost per unit increases as water use increases within specified "blocks" or volumes. The increase in cost between each block should be significant enough (25% or more and 50% between the last two steps) to encourage conservation.

Example:

0-6,000 gallons	= \$2.50/1000 gallons.
6,000-12,000 gallons	= \$3.15/1000 gallons.
12,000-24,000 gallons	= \$4.00/1000 gallons.
Above 24,000 gallons	= \$6.00/1000 gallons.

Seasonal Rates: The rate per unit increases in the summer to encourage the efficient use of water during peak demand periods caused by outdoor water uses. Seasonal rates can take the form of a surcharge added to the normal rate or a separate fee schedule for winter and summer periods.

Example:

Surcharge method	- \$1.00/1000 gallons is added on top of the regular fee schedule for all water use between May 1 and October 1.
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Time of Use Rates: Water rates are higher at times of the day when water use demands are high. This rate requires specialized meters that can monitor water use during specified segments of time, for instance, every 15 minutes.

Example: Water rates are reduced by \$0.75 for customers that agree not to use water for certain purposes or over a set volume of water during certain times of the day or periods of high water demands.

Individualized Goal Rate (Water Budget Rate): A rate with tailored allocations developed for each customer. The rates increase as the allocation is used or exceeded by the customer. The allocation is generally based upon winter or January use.

Example: A family of four used 6,200 gallons in January. Summer use is higher than January use so a factor is applied to determine a summer allocation ($1.5 \times 6,200$ gallons = 9,300 gallons).
 0-6,000 gallons = \$2.50/1000 gallons.
 6,000-9,300 gallons = \$2.75/1000 gallons.
 9,300-18,600 gallons = \$4.00/1000 gallons. (Allocation is exceeded.)
 Above 18,600 gallons = \$6.00/1000 gallons.

Excess Use Rates: Cost per unit increases greatly above an established level in order to trigger a strong price signal that discourages excessive use. This rate is similar to an increasing block rate but with much higher charges for the larger volume blocks.

Example: 0-6,000 gallons = \$2.50/1000 gallons
 6,000-12,000 gallons = \$3.15/1000 gallons
 12,000-24,000 gallons = \$5.00/1000 gallons (Excessive Use Rate)
 Above 24,000 gallons = \$7.50/1000 gallons (Excessive Use Rate)

Multiple-Family Dwellings: Total water use in a multiple-family dwelling, which has only one water meter for the entire dwelling, may exceed that of a single-family dwelling. The statute does not require individual water meters for each residential unit within a multiple-family dwelling; however, the required conservation rate at which the multiple-family dwelling's water use is billed must consider the number of residential units within that multiple-family dwelling.

Example: A four-plex uses a total of 18,000 gallons per month or approximately 4,500 gallons per residential unit. Water use for each residential unit falls within the first block (0-6,000 gallons) of the above Excess Use Rate example. A rate of \$2.50/1000 gallons would apply up to a total use of 24,000 gallons for the multiple-family dwelling. Thereafter, the rate increases according to the rate schedule, always considering each residential unit as an individual user.

Non-conservation rate examples:

Declining (Decreasing) Block Rates: The cost per unit of water (cubic foot or gallon) decreases as the water use increases beyond the basic block. This rate structure provides no incentive to conserve because the cost of water per unit decreases with increased use.

Flat Rates: A set fee allows the use of an indefinite amount of water. This rate structure is used where water is unmetered and provides no incentive to conserve water because cost is unrelated to volume used.

Uniform Rates: The cost per unit is the same regardless of the volume used. This rate structure is considered conservation neutral.

Service Charge (Base Rate) that includes a Minimum Water Volume: The inclusion of a minimum volume of water in the service charge (base rate) discourages conservation especially if the minimum volume exceeds average customer usage.

Senator
John Marty

Senate
State of Minnesota

February 23, 2009

Mayor Klausing and Roseville City Council
2660 Civic Center Drive
Roseville, MN 55113

RE: New Utility Billing Formula

Dear Mayor Klausing and City Council Members:

A recent letter to Roseville residents included with water bills mentions a state environmental law requiring municipalities across Minnesota to promote water conservation through rate structure and uses this law as justification for the new rate structure chosen by the city. However, the change in rates move the city further away from a conservation-based system than the old rates, in **direct violation** of the law's intent. In effect, the cost increases fall disproportionately on the shoulders of residential customers who conserve while wasteful consumers and larger commercial customers may actually see their bills decrease.

The intent of Minnesota's new water conservation law is to protect our one of our most precious natural resources by increasing costs as usage goes up. The Department of Natural Resources says that is achieved by creating a billing system with multi-tiered rates with a 25% to 50% rate difference between **each** tier. In this area, Roseville's new structure fails on all accounts: 1. there are only two billing levels, 2. commercial customers are excluded from usage-based rates, and 3. the difference between the two tiers is nominal.

Furthermore, small-volume consumers see only a nominal savings if they are in the lowest category because a disproportional amount of their bill is a flat fee, subverting the financial incentive to save water. In this case, the large fixed-rate makes small-users pay far more per 1000 gallons used than larger customers (please see attached chart). Under the new rate structure a residential customer in Roseville using 5000 gallons pays \$7.40 per 1000 gallons of water. In contrast, a customer using 50,000 gallons pays only \$2.55 per gallon. This directly violates the intent of the state law.

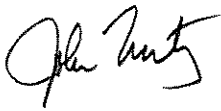
As you can see in the attached chart, customers that use more than 50,000 gallons or more per billing period will actually see their bills decrease under the new system. This is because the majority of the increases were applied to the flat rate instead of the usage-based rate.

I strongly urge the City of Roseville to remedy these issues so that the rate system encourages conservation of resources instead of encouraging wasteful use. Among the city's options would be to

1. create more usage-tiers,
2. increase the difference between each tier to at least 25% to 50%, and/or
3. reduce the revenue collected from the base-rate while increasing the revenue collected from tiered-consumption rates.

Again, I hope the city will revise the new rate structure to protect our environment and water resources.

Sincerely,

A handwritten signature in black ink, appearing to read "John Marty". The signature is stylized with a large, looped "J" and a cursive "Marty".

John Marty

2009

5,000				10,000				20,000				30,000 Winter				50,000 Winter				100,000 Winter			
Flat Fee	Usage Fee	Total Cost	Per Gallon Cost	Flat Fee	Usage Fee	Total Cost	Per Gallon Cost	Flat Fee	Usage Fee	Total Cost	Per Gallon Cost	Flat Fee	Usage Fee	Total Cost	Per Gallon Cost	Flat Fee	Usage Fee	Total Cost	Per Gallon Cost	Flat Fee	Usage Fee	Total Cost	Per Gallon Cost
\$ 27.75	\$ 9.25	\$ 37.00	\$ 7.40	\$ 27.75	\$ 18.50	\$ 46.25	\$ 4.63	\$ 27.75	\$ 37.00	\$ 64.75	\$ 3.24	\$ 27.75	\$ 60.00	\$ 87.75	\$ 2.93	\$ 27.75	\$ 100.00	\$ 127.75	\$ 2.55	\$ 27.75	\$ 200.00	\$ 227.75	\$ 2.28
\$ 18.00	\$ 9.25	\$ 27.25	\$ 5.45	\$ 18.00	\$ 18.50	\$ 36.50	\$ 3.65	\$ 18.00	\$ 37.00	\$ 55.00	\$ 2.75	\$ 18.00	\$ 60.00	\$ 78.00	\$ 2.60	\$ 18.00	\$ 100.00	\$ 118.00	\$ 2.36	\$ 18.00	\$ 200.00	\$ 218.00	\$ 2.18
Non-Residential																							
\$ 27.75	\$ 12.00	\$ 39.75	\$ 7.95	\$ 27.75	\$ 24.00	\$ 51.75	\$ 5.18	\$ 27.75	\$ 48.00	\$ 75.75	\$ 3.78	\$ 27.75	\$ 72.00	\$ 99.75	\$ 3.33	\$ 27.75	\$ 132.50	\$ 160.25	\$ 3.21	\$ 27.75	\$ 265.00	\$ 292.75	\$ 2.93
\$ 35.00	\$ 12.00	\$ 47.00	\$ 9.40	\$ 35.00	\$ 24.00	\$ 59.00	\$ 5.90	\$ 35.00	\$ 48.00	\$ 83.00	\$ 4.15	\$ 35.00	\$ 72.00	\$ 107.00	\$ 3.57	\$ 35.00	\$ 132.50	\$ 167.50	\$ 3.35	\$ 35.00	\$ 265.00	\$ 300.00	\$ 3.00
\$ 55.00	\$ 12.00	\$ 67.00	\$ 13.40	\$ 55.00	\$ 24.00	\$ 79.00	\$ 7.90	\$ 55.00	\$ 48.00	\$ 103.00	\$ 5.15	\$ 55.00	\$ 72.00	\$ 127.00	\$ 4.23	\$ 55.00	\$ 132.50	\$ 187.50	\$ 3.75	\$ 55.00	\$ 265.00	\$ 320.00	\$ 3.20
\$ 105.00	\$ 12.00	\$ 117.00	\$ 23.40	\$ 105.00	\$ 24.00	\$ 129.00	\$ 12.90	\$ 105.00	\$ 48.00	\$ 153.00	\$ 7.65	\$ 105.00	\$ 72.00	\$ 177.00	\$ 5.90	\$ 105.00	\$ 132.50	\$ 237.50	\$ 4.75	\$ 105.00	\$ 265.00	\$ 370.00	\$ 3.70
\$ 210.00	\$ 12.00	\$ 222.00	\$ 44.40	\$ 210.00	\$ 24.00	\$ 234.00	\$ 23.40	\$ 210.00	\$ 48.00	\$ 258.00	\$ 12.90	\$ 210.00	\$ 72.00	\$ 282.00	\$ 9.40	\$ 210.00	\$ 132.50	\$ 342.50	\$ 6.85	\$ 210.00	\$ 265.00	\$ 475.00	\$ 4.75
\$ 420.00	\$ 12.00	\$ 432.00	\$ 86.40	\$ 420.00	\$ 24.00	\$ 444.00	\$ 44.40	\$ 420.00	\$ 48.00	\$ 468.00	\$ 23.40	\$ 420.00	\$ 72.00	\$ 492.00	\$ 16.40	\$ 420.00	\$ 132.50	\$ 552.50	\$ 11.05	\$ 420.00	\$ 265.00	\$ 685.00	\$ 6.85

2008

5,000				10,000				20,000				30,000				50,000				100,000			
Flat Fee	Usage Fee	Total Cost	Per 1000 Gallon Cost	Flat Fee	Usage Fee	Total Cost	Per 1000 Gallon Cost	Flat Fee	Usage Fee	Total Cost	Per 1000 Gallon Cost	Flat Fee	Usage Fee	Total Cost	Per 1000 Gallon Cost	Flat Fee	Usage Fee	Total Cost	Per 1000 Gallon Cost	Flat Fee	Usage Fee	Total Cost	Per 1000 Gallon Cost
\$13.00	\$ 11.75	\$ 24.75	\$ 4.95	\$13.00	\$ 23.50	\$ 36.50	\$ 3.65	\$ 13.00	\$ 47.00	\$ 60.00	\$ 3.00	\$ 13.00	\$ 70.50	\$ 83.50	\$ 2.78	\$ 13.00	\$ 117.50	\$ 130.50	\$ 2.61	\$ 13.00	\$ 235.00	\$ 248.00	\$ 2.48
\$7.90	\$ 11.75	\$ 19.65	\$ 3.93	\$7.90	\$ 23.50	\$ 31.40	\$ 3.14	\$ 7.90	\$ 47.00	\$ 54.90	\$ 2.75	\$ 7.90	\$ 70.50	\$ 78.40	\$ 2.61	\$ 7.90	\$ 117.50	\$ 125.40	\$ 2.50	\$ 7.90	\$ 235.00	\$ 242.90	\$ 2.42
Non-Residential																							
\$17.05	\$ 11.75	\$ 28.80	\$ 5.76	\$17.05	\$ 23.50	\$ 40.55	\$ 4.05	\$ 17.05	\$ 47.00	\$ 64.05	\$ 3.20	\$ 17.05	\$ 70.50	\$ 87.55	\$ 2.91	\$ 17.05	\$ 117.00	\$ 134.05	\$ 2.68	\$ 17.05	\$ 235.00	\$ 252.05	\$ 2.52
\$25.50	\$ 11.75	\$ 37.25	\$ 7.45	\$25.50	\$ 23.50	\$ 49.00	\$ 4.90	\$ 25.50	\$ 47.00	\$ 72.50	\$ 3.62	\$ 25.50	\$ 70.50	\$ 96.00	\$ 3.20	\$ 25.50	\$ 117.00	\$ 142.50	\$ 2.85	\$ 25.50	\$ 235.00	\$ 260.50	\$ 2.61
\$50.95	\$ 11.75	\$ 62.70	\$ 12.54	\$50.95	\$ 23.50	\$ 74.45	\$ 7.44	\$ 50.95	\$ 47.00	\$ 97.95	\$ 4.90	\$ 50.95	\$ 70.50	\$ 121.45	\$ 4.04	\$ 50.95	\$ 117.00	\$ 167.95	\$ 3.36	\$ 50.95	\$ 235.00	\$ 285.95	\$ 2.86
\$102.10	\$ 11.75	\$ 113.85	\$ 22.77	\$102.10	\$ 23.50	\$ 125.60	\$ 12.56	\$ 102.10	\$ 47.00	\$ 149.10	\$ 7.46	\$ 102.10	\$ 70.50	\$ 172.60	\$ 5.75	\$ 102.10	\$ 117.00	\$ 219.10	\$ 4.38	\$ 102.10	\$ 235.00	\$ 337.10	\$ 3.37
\$204.10	\$ 11.75	\$ 215.85	\$ 43.17	\$204.10	\$ 23.50	\$ 227.60	\$ 22.76	\$ 204.10	\$ 47.00	\$ 251.10	\$ 12.56	\$ 204.10	\$ 70.50	\$ 274.60	\$ 9.15	\$ 204.10	\$ 117.00	\$ 321.10	\$ 6.42	\$ 204.10	\$ 235.00	\$ 439.10	\$ 4.39
\$408.15	\$ 11.75	\$ 419.90	\$ 83.98	\$408.15	\$ 23.50	\$ 431.65	\$ 43.17	\$ 408.15	\$ 47.00	\$ 455.15	\$ 22.76	\$ 408.15	\$ 70.50	\$ 478.65	\$ 15.96	\$ 408.15	\$ 117.00	\$ 525.15	\$ 10.50	\$ 408.15	\$ 235.00	\$ 643.15	\$ 6.43

----- Forwarded Message -----

From: "dan roe" <dan.roe@comcast.net>

To: "bill malinen" <bill.malinen@ci.roseville.mn.us>

Sent: Tuesday, February 24, 2009 5:49:32 PM GMT -06:00 US/Canada Central

Subject: Water rate structure

Bill,

As I reflected on Senator Marty's letter and attachment, as well as my thoughts on the issue, a couple of conclusions came to mind:

First, I think we should, as a policy matter, target more than only 10-15% of residential water users for higher rates under our rate structure. We should target all of the above-average users with the increased rates. Then, over time we should, as the average continues to (hopefully) decrease with usage, look at decreasing the break point in our rate structure.

Second, I think it IS unfair that a small number of high users actually pay less in total in 2009 under the new rate structure than in 2008 (for the same usage). That is because we are trying to collect more \$\$ overall to cover predicted infrastructure costs, and all should participate in that.

Finally, in order to achieve the 2 objectives above, the math tells me that we should look at a break-point of 20,000 gallons/quarter rather than 30,000. (Closer to the average of 22,000.) We should also, on the basis of having all users pay at least about 5% more in order to be fair, change the upper tier winter rate from \$2.00/1000 gallons to \$2.40. The summer rate can still be a 10% premium on that rate, or \$2.65/1000 gallons.

As I run a couple of examples on this basis, the total amount paid by users in 2009 versus 2008 goes up for all users. The 2008-2009 change is the same for below-average users as it is under our adopted rates, but for those users over average they will still see an increase over 2008, rather than the current situation where their cost per quarter actually goes down. The table below is strictly winter rates.

Usage/qtr: Total Cost	2009 Current Total Cost 2008 Total Cost	My 2009 Proposed
5000gal	\$37 (\$12.25 or 50% incr)	\$37 (\$12.25 or
50% incr)	\$24.75	
10000gal	\$46.25 (\$9.75 or 27% incr)	\$46.25 (\$9.75 or 27%
incr)	\$36.50	
15000gal	\$55.50 (\$7.25 or 15% incr)	\$55.50 (\$7.25 or 15%
incr)	\$48.25	
20000gal	\$64.75 (\$4.75 or 8% incr)	\$64.75 (\$4.75 or
8% incr)	\$60.00	
25000gal	\$74.00 (\$2.25 or 3% incr)	\$76.75 (\$5.00 or
7% incr)	\$71.75	
30000gal	\$83.25 (\$0.50 or 0% incr)	\$88.75 (\$5.25 or
6% incr)	\$83.50	

35000gal incr)	\$93.25 (\$2.00 or 2% DEC) \$95.25	\$100.75 (\$5.50 or 6%
40000gal incr)	\$103.25 (\$3.75 or 4% DEC) \$107.00	\$112.75 (\$5.75 or 5%
45000gal incr)	\$113.25 (\$5.50 or 5% DEC) \$118.75	\$124.75 (\$6.00 or 5%
50000gal incr)	\$123.25 (\$7.25 or 6% DEC) \$130.50	\$136.75 (\$6.25 or 5%
55000gal incr)	\$133.25 (\$9.00 or 6% DEC) \$142.25	\$148.75 (\$6.50 or 5%

Granted, if only 10%-15% of users use more than 30,000 gallons per quarter, only a relative few would be impacted by my suggested change. However, out of fairness, they SHOULD have an increase, rather than a decrease, between 2009 and 2008.

Also, as we move into future years, I would like to have more analysis of applying a conservation rate structure to non-residential users, since they should have incentives to conserve water as well. (Besides the summer premium.)

Lastly, I would appreciate a staff analysis of how the language in the statute dealing with multi-family housing rates is met by our structure, or might have to be adjusted. I don't know whether our multi-family buildings use single large meters that fall under non-residential rates, or if there are small meters for each unit, based on our terminology in the rate structure of "residential" versus "non-residential." If they have large meters, do the equivalent block rates work out in conformance with statute?

Please include this suggestion with the information that we consider at our March 9th discussion of the conservation water rates. (Including any staff analysis.) If the table in this email comes out garbled, let me know and I can send a PDF or something.

Thanks,

Dan Roe
Roseville City Councilmember
Phone 651-487-9654
Email dan.roe@comcast.net

Chris Miller

From: Bill Malinen
Sent: Wednesday, February 25, 2009 11:21 AM
To: Chris Miller
Subject: FW: more on conservation rate proposal

Attachments: rate comparison chart.pdf



rate comparison
chart.pdf (13 ...

Please review and comment.

-----Original Message-----

From: dan.roe@comcast.net [mailto:dan.roe@comcast.net]
Sent: Wednesday, February 25, 2009 9:32 AM
To: Bill Malinen
Subject: more on conservation rate proposal

Bill,

Per the attached charts, I have slightly revised my proposal to shift the break point between tiers from 20,000 gallons/qtr to 25,000 gallons/qtr.

That is because, at 20,000 gal/qtr, the summer rate differential from 2008 gets to be 8% to 11% for average to high users, which is, I think, too great of a differential.

By changing the break point to 25,000 gal/qtr, the winter differential for those users goes down to 3% to 5%, but with the summer differential of up to 7% this should average to something more around 5% for those users over the course of a year.

As always, feel free to let me know if either you or the staff have any questions or comments on my proposal.

I look forward to the discussion on the 9th.

Regards,

Dan Roe
Roseville City Councilmember
Phone 651-487-9654
Email dan.roe@comcast.net

WATER RATES
Conservation Rate Structure Analysis

Residential Rates

	<u>2008</u>	<u>2009</u>	<u>% diff</u>	<u>2009 Roe1</u>	<u>% diff</u>	<u>2009 Roe2</u>	<u>% diff</u>
Base Rate	\$13.00	\$27.75		\$27.75		\$27.75	
Per 1000 gal - Tier I	\$2.35	\$1.85		\$1.85		\$1.85	
Per 1000 gal - Tier II (winter)	\$2.35	\$2.00	8%	\$2.40	30%	\$2.40	30%
Per 1000 gal - Tier II (summer)	\$2.35	\$2.10	5%	\$2.65	10%	\$2.65	10%
Tier I / Tier II Break Point (gal)	0	30,000		20,000		25,000	

Winter Comparison

<u>Quarterly Usage (gallons)</u>	<u>2008 Total</u>	<u>2009 Total</u>	<u>(\$ diff)</u>	<u>(% diff)</u>	<u>2009 Roe1</u>	<u>(\$ diff)</u>	<u>(% diff)</u>	<u>2009 Roe2</u>	<u>(\$ diff)</u>	<u>(% diff)</u>
0	\$13.00	\$27.75	\$14.75	113%	\$27.75	\$14.75	113%	\$27.75	\$14.75	113%
2500	\$18.88	\$32.38	\$13.50	72%	\$32.38	\$13.50	72%	\$32.38	\$13.50	72%
5000	\$24.75	\$37.00	\$12.25	49%	\$37.00	\$12.25	49%	\$37.00	\$12.25	49%
7500	\$30.63	\$41.63	\$11.00	36%	\$41.63	\$11.00	36%	\$41.63	\$11.00	36%
10000	\$36.50	\$46.25	\$9.75	27%	\$46.25	\$9.75	27%	\$46.25	\$9.75	27%
12500	\$42.38	\$50.88	\$8.50	20%	\$50.88	\$8.50	20%	\$50.88	\$8.50	20%
15000	\$48.25	\$55.50	\$7.25	15%	\$55.50	\$7.25	15%	\$55.50	\$7.25	15%
17500	\$54.13	\$60.13	\$6.00	11%	\$60.13	\$6.00	11%	\$60.13	\$6.00	11%
20000	\$60.00	\$64.75	\$4.75	8%	\$64.75	\$4.75	8%	\$64.75	\$4.75	8%
22500	\$65.88	\$69.38	\$3.50	5%	\$70.75	\$4.88	7%	\$69.38	\$3.50	5%
25000	\$71.75	\$74.00	\$2.25	3%	\$76.75	\$5.00	7%	\$74.00	\$2.25	3%
27500	\$77.63	\$78.63	\$1.00	1%	\$82.75	\$5.13	7%	\$80.00	\$2.38	3%
30000	\$83.50	\$83.25	(\$0.25)	0%	\$88.75	\$5.25	6%	\$86.00	\$2.50	3%
32500	\$89.38	\$88.25	(\$1.13)	-1%	\$94.75	\$5.38	6%	\$92.00	\$2.63	3%
35000	\$95.25	\$93.25	(\$2.00)	-2%	\$100.75	\$5.50	6%	\$98.00	\$2.75	3%
37500	\$101.13	\$98.25	(\$2.88)	-3%	\$106.75	\$5.63	6%	\$104.00	\$2.88	3%
40000	\$107.00	\$103.25	(\$3.75)	-4%	\$112.75	\$5.75	5%	\$110.00	\$3.00	3%
42500	\$112.88	\$108.25	(\$4.63)	-4%	\$118.75	\$5.88	5%	\$116.00	\$3.13	3%
45000	\$118.75	\$113.25	(\$5.50)	-5%	\$124.75	\$6.00	5%	\$122.00	\$3.25	3%
47500	\$124.63	\$118.25	(\$6.38)	-5%	\$130.75	\$6.13	5%	\$128.00	\$3.38	3%
50000	\$130.50	\$123.25	(\$7.25)	-6%	\$136.75	\$6.25	5%	\$134.00	\$3.50	3%

WATER RATES
Conservation Rate Structure Analysis

Residential Rates

	<u>2008</u>	<u>2009</u>	<u>% diff</u>	<u>2009 Roe1</u>	<u>% diff</u>	<u>2009 Roe2</u>	<u>% diff</u>
Base Rate	\$13.00	\$27.75		\$27.75		\$27.75	
Per 1000 gal - Tier I	\$2.35	\$1.85		\$1.85		\$1.85	
Per 1000 gal - Tier II (winter)	\$2.35	\$2.00	8%	\$2.40	30%	\$2.40	30%
Per 1000 gal - Tier II (summer)	\$2.35	\$2.10	5%	\$2.65	10%	\$2.65	10%
Tier I / Tier II Break Point (gal)	0	30,000		20,000		25,000	

Summer Comparison

<u>Quarterly Usage (gallons)</u>	<u>2008 Total</u>	<u>2009 Total</u>	<u>(\$ diff)</u>	<u>(% diff)</u>	<u>2009 Roe1</u>	<u>(\$ diff)</u>	<u>(% diff)</u>	<u>2009 Roe2</u>	<u>(\$ diff)</u>	<u>(% diff)</u>
0	\$13.00	\$27.75	\$14.75	113%	\$27.75	\$14.75	113%	\$27.75	\$14.75	113%
2500	\$18.88	\$32.38	\$13.50	72%	\$32.38	\$13.50	72%	\$32.38	\$13.50	72%
5000	\$24.75	\$37.00	\$12.25	49%	\$37.00	\$12.25	49%	\$37.00	\$12.25	49%
7500	\$30.63	\$41.63	\$11.00	36%	\$41.63	\$11.00	36%	\$41.63	\$11.00	36%
10000	\$36.50	\$46.25	\$9.75	27%	\$46.25	\$9.75	27%	\$46.25	\$9.75	27%
12500	\$42.38	\$50.88	\$8.50	20%	\$50.88	\$8.50	20%	\$50.88	\$8.50	20%
15000	\$48.25	\$55.50	\$7.25	15%	\$55.50	\$7.25	15%	\$55.50	\$7.25	15%
17500	\$54.13	\$60.13	\$6.00	11%	\$60.13	\$6.00	11%	\$60.13	\$6.00	11%
20000	\$60.00	\$64.75	\$4.75	8%	\$64.75	\$4.75	8%	\$64.75	\$4.75	8%
22500	\$65.88	\$69.38	\$3.50	5%	\$71.38	\$5.50	8%	\$69.38	\$3.50	5%
25000	\$71.75	\$74.00	\$2.25	3%	\$78.00	\$6.25	9%	\$74.00	\$2.25	3%
27500	\$77.63	\$78.63	\$1.00	1%	\$84.63	\$7.00	9%	\$80.63	\$3.00	4%
30000	\$83.50	\$83.25	(\$0.25)	0%	\$91.25	\$7.75	9%	\$87.25	\$3.75	4%
32500	\$89.38	\$88.50	(\$0.88)	-1%	\$97.88	\$8.50	10%	\$93.88	\$4.50	5%
35000	\$95.25	\$93.75	(\$1.50)	-2%	\$104.50	\$9.25	10%	\$100.50	\$5.25	6%
37500	\$101.13	\$99.00	(\$2.13)	-2%	\$111.13	\$10.00	10%	\$107.13	\$6.00	6%
40000	\$107.00	\$104.25	(\$2.75)	-3%	\$117.75	\$10.75	10%	\$113.75	\$6.75	6%
42500	\$112.88	\$109.50	(\$3.38)	-3%	\$124.38	\$11.50	10%	\$120.38	\$7.50	7%
45000	\$118.75	\$114.75	(\$4.00)	-3%	\$131.00	\$12.25	10%	\$127.00	\$8.25	7%
47500	\$124.63	\$120.00	(\$4.63)	-4%	\$137.63	\$13.00	10%	\$133.63	\$9.00	7%
50000	\$130.50	\$125.25	(\$5.25)	-4%	\$144.25	\$13.75	11%	\$140.25	\$9.75	7%

MEMORANDUM

TO: MEMBERS OF THE ROSEVILLE CITY COUNCIL
FROM: AMY IHLAN
SUBJECT: WATER BILLING STRUCTURE AND HOW TO ACHIEVE
CONSERVATION RATES
DATE: MARCH 4, 2009

Based on the DNR's guidelines and the suggestions from Senator John Marty, I would like to have council discussion and direct staff to formulate amendments to the city's water billing structure to comply with state law requiring a billing structure "that encourages conservation." To create a conservation rate structure that meets state law requirements, we need to consider the following amendments to our new utility billing rates:

1. Create additional usage tiers or "blocks" with greater cost increases between blocks. The DNR Conservation Rate guidelines state that:

The increase in cost between each block should be significant enough (25% or more and 50% between the last two steps) to encourage conservation.

Roseville's residential billing rates include only two usage "blocks", and the increase in cost between them is less than 10%, not significant enough to encourage conservation by the DNR's standards. We should consider creating more usage blocks with significant cost increases between them, so that residents who conserve water and stay within the lower usage tiers will be rewarded by paying significantly less than residents who don't. For example, we could look at rate structures that create additional usage blocks under 30,000 gallons, with the highest rate for usage of more than 30,000 gallons (and increasing by at least 50% over the next highest rate).

2. There are no usage blocks for commercial properties. We should also create a tiered usage block rate structure for commercial properties that meets DNR guidelines. If there is a large disparity in water use among business, the tiers should reflect the range of usage so that small users pay significantly less than large users do.

It's questionable whether a higher summer rate will be any kind of meaningful incentive to conserve for commercial property owners. Is there any evidence that commercial water usage tends to increase in the summer by the same percentage that residential use increases?

3. We might also want to review the base rates in light of the DNR's statement that:

Rate structures often include a service charge (base rate) and a volume based charge. Service charges may cover fixed costs (capital improvements) and the volume charge is often for operation and maintenance costs.

Given that we are more than doubling base rates, we should make sure that we are raising them no more than necessary to cover capital costs. Maintenance and operating costs can properly be funded by the volume/usage rates.

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 11/17/08
Item No.: 12.a

Department Approval

City Manager Approval

Christopher L. Miller

W. J. Mahonen

Item Description: Adopting the 2009 Utility Rate Adjustments

BACKGROUND

Over the past several months, City Staff has been reviewing the City's utility operations to determine whether rate adjustments are necessary for 2009. In addition, Staff has also assessed the changes necessary to implement a conservation-based rate structure. The analysis included the City's water, sanitary sewer, storm water drainage, and solid waste recycling operations.

The analysis entailed a review of:

- ☐ Fixed costs including personnel, supplies and maintenance, and depreciation
- ☐ Variable costs including the purchase of water from the City of St. Paul, water treatment costs paid to the Metropolitan Council, and recycling contractor costs.
- ☐ Capital replacement costs
- ☐ Current customer base, rates, and rate structure

On September 15, 2008, the City Council adopted the 2009 Preliminary Budget for each of the operations noted above. The remainder of this report summarizes the rate adjustment necessary to accommodate the budget, and scheduled capital replacements over the next 10 years.

Water Operations: The City's water operation provides City customers with safe potable water, as well as on-demand water pressure sufficient to meet the City's fire protection needs. The City purchases its water supply from the City of St. Paul, which remains the single largest operating cost to the water operation. It is estimated that our wholesale water purchase costs will increase approximately 3-4%. In addition, the City's internal operating costs are expected to increase by approximately 5% due to higher motor fuel, insurance, and other operating costs.

To facilitate a change to a conservation-based rate structure, significant changes in the water rates need to occur. In essence, the portion of the rates designed to offset the City's fixed water costs need to increase substantially. However, the variable rate portion can be lowered. Greater detail is provided below.

The Water Fund is in a relatively weak financial position compared to other utility funds and even the City's General Fund. Sustained increases in water rates will be needed for the foreseeable future to improve this condition.

33 Sanitary Sewer Operations: The City maintains a sanitary sewer collection system to ensure the general
34 public's health and general welfare. The single largest operating cost to the sanitary sewer operation is the
35 treatment costs paid to the Metropolitan Council Environmental Services Division (MCES). The MCES
36 has notified us that our treatment costs are expected to increase by approximately 4% in 2009. In addition,
37 the City's internal operating costs are expected to increase by approximately 5% reflecting higher motor
38 fuel, insurance, and other operating costs.

39
40 Like the water operation; to facilitate a change to a conservation-based rate structure, significant changes in
41 the sanitary sewer rates need to occur. The portion of the rates designed to offset the City's fixed sanitary
42 sewer costs need to increase substantially, whereas the variable rate portion can be lowered.

43
44 The Sanitary Sewer Fund is in good financial condition which has allowed for lower-than-inflation rate
45 increases over the last 5 years. However, planned capital replacements over the next 10 years will
46 necessitate a rate increase in 2009.

47
48 Storm Water Drainage Operations: The City provides for the management of storm water drainage to
49 prevent flooding and pollution control, as well as street sweeping and the leaf pickup program. The storm
50 sewer costs are expected to be higher than in previous years, due to an increase in the planned capital
51 replacement of stormwater systems, as well as higher costs for motor fuel, depreciation, and other operating
52 costs.

53
54 Like the Sanitary Sewer Fund, the Storm Water Drainage Fund is in good financial condition which has
55 allowed for lower-than-inflation rate increases over the last 5 years. However, planned capital
56 replacements over the next 10 years will necessitate rate increases in 2009.

57
58 Recycling Operations: The recycling operation provides for the contracted curbside recycling pickup
59 throughout the City. The primary operating cost is the amounts paid to a contractor to pickup recycling
60 materials. Thanks to strong revenue sharing dollars being recouped, no rate increase will be needed for
61 2009 for single family homeowners. However, based on current amounts charged by Eureka for multi-
62 family homes, a rate increase will be needed.

63 64 Water Conservation Measures

65 Based on an analysis of the City's water customers, it appears that the Roseville residents are already
66 consuming less water than residents in many other communities. This is likely due to the fact that
67 relatively few residential properties in Roseville have irrigation systems, which is in contrast to some 2nd
68 and 3rd ring suburbs. It may also be the result of having a relatively lower population per household.
69 However, there are additional measures that can be taken to encourage water conservation even further.

70
71 To provide an even greater incentive to conserve water, Staff is recommending two changes to the City's
72 water rate structure; a tiered water rate structure, and a summer usage rate

73
74 Currently, all water users pay the same rate regardless of the amount they use. It is recommended that a
75 tiered rate be implemented that would charge residential users that consume in excess of 30,000 gallons per
76 quarter, a 10% rate premium. Based on current customer behavior, this would impact 10-15% of the City's
77 residential customers. A tiered rate for commercial customers is not recommended given the large disparity
78 in usage among those customers. A tiered water rate would encourage households to take year-round
79 measures such as; installing water-saving devices, and taking shorter showers.

It is also recommended that the City implement a summer usage rate that would also carry a 10% premium. For residential properties, this would apply for all usage in excess of 30,000 gallons per quarter during the summer months. By applying it only to usage in excess of 30,000 gallons, we ensure that those households that do not water their lawn aren't penalized by paying more for general household use. For commercial properties, it would apply to all usage during the summer months. A summer usage rate would encourage both residential and commercial properties to reduce the water used for irrigation purposes.

POLICY OBJECTIVE

An annual review of the City's utility rate structure is consistent with governmental best practices to ensure that each utility operation is financially sound. In addition, moving to a conservation-based rate structure is consistent with the goals and strategies identified in the Imagine Roseville 2025 initiative.

FINANCIAL IMPACTS

Based on the 2009 Preliminary Budget and the Staff-recommended rate increases, a typical homeowner will pay approximately \$130 per quarter, an increase of \$6.35 or 5%. Additional detail is shown in the tables below.

Based on the 2009 recommended rates, the following impact will be realized on an average users' quarterly utility bill.

Single Family Homes

Service	2008	2009	\$ Change	% Change
Water – base fee	\$ 13.00	\$ 27.75	\$ 14.75	
Water – usage fee	51.70	40.70	(11.00)	
Sanitary Sewer – base fee	13.35	23.35	10.00	
Sanitary Sewer – usage fee	34.10	26.40	(7.70)	
Storm Sewer	5.45	5.75	0.30	
Recycling	5.90	5.90	-	
Total	\$ 123.50	\$ 129.85	\$ 6.35	5.1 %

** Based on an average consumption of 22,000 gallons per quarter.

Single Family Homes – with Utility Discount

Service	2008	2009	\$ Change	% Change
Water – base fee	\$ 7.90	\$ 18.00	\$ 10.10	
Water – usage fee	35.25	27.75	(7.50)	
Sanitary Sewer – base fee	8.30	14.55	6.25	
Sanitary Sewer – usage fee	23.25	18.00	(5.25)	
Storm Sewer	5.45	5.75	0.30	
Recycling	5.90	5.90	-	
Total	\$ 86.05	\$ 89.95	\$ 3.90	4.5 %

** Based on an average consumption of 15,000 gallons per quarter.

Discount is approximately 38% less than the standard rate.

Commercial Property

Service	2008	2009	\$ Change	% Change
Water – base fee	\$ 25.50	\$ 55.00	\$ 29.50	
Water – usage fee	470.00	480.00	10.00	
Sanitary Sewer – base fee	29.15	51.00	21.85	
Sanitary Sewer – usage fee	550.00	550.00	-	
Storm Sewer	252.45	266.40	13.95	
Recycling	-	-		
Total	\$ 1,327.10	\$1,402.40	\$ 75.30	5.7 %

** Based on an average consumption of 200,000 gallons per quarter, with a 1 ½" meter, and occupying 3 acres.

STAFF RECOMMENDATION

Based on the increasing costs noted above, and in an effort to implement a conservation-based rate structure, Staff is recommending rate adjustments as shown in the attached resolution.

REQUESTED COUNCIL ACTION

Adopt the attached resolution establishing the 2009 Utility Rates.

Prepared by: Chris Miller, Finance Director
Attachments: A: Resolution establishing the 2009 Utility Rates

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 17th day of November, 2008 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 _____

RESOLUTION ESTABLISHING THE 2009 UTILITY RATES

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Roseville, Minnesota, the water, sanitary sewer, storm drainage, and recycling rates be established for 2009 in accordance with Schedule A attached to this Resolution.

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.

148 State of Minnesota)
149) SS
150 County of Ramsey)

151
152 I, undersigned, being the duly qualified City Manager of the City of Roseville, County of Ramsey, State of
153 Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes
154 of a regular meeting of said City Council held on the 17th day of November, 2008 with the original thereof
155 on file in my office.

156
157 WITNESS MY HAND officially as such Manager this 17th day of November, 2008.

158
159
160
161
162
163
164
165

City Manager

William J. Malinen

Seal

Schedule A

Water Base Rate

Category	2008 Base Rate	2009 Base Rate
Residential	\$ 13.00	\$ 27.75
Residential – Sr. Rate	7.90	18.00
Non-residential		
1.0" Meter	17.05	27.75
1.5" Meter	25.50	35.00
2.0" Meter	50.95	55.00
3.0" Meter	102.10	105.00
4.0" Meter	204.10	210.00
6.0" Meter	\$ 408.15	\$ 420.00

Water Usage Rate

Category	2008 Usage Rate	2009 Usage Rate
Residential; Up to 30,000 gals./qtr	\$ 2.35	\$ 1.85
Residential; Over 30,000 gals./qtr – winter rate *	2.35	2.00
Residential; Over 30,000 gals./qtr – summer rate **	2.35	2.10
Non-Residential – winter rate	2.35	2.40
Non-Residential – summer rate **	\$ 2.35	\$ 2.65

* Residential high water usage rate is 10% higher than basic rate

** Summer rate is 10% higher than highest winter rate for each property category

Sanitary Sewer Base Rate

Category	2008 Base Rate	2009 Base Rate
Residential	\$ 13.35	\$ 23.35
Residential – Sr. Rate	8.30	14.55
Residential – Multi family	9.20	16.10
Non-residential		
5/8" Meter	9.75	17.05
1.0" Meter	19.50	34.15
1.5" Meter	29.15	51.00
2.0" Meter	48.60	85.05
3.0" Meter	97.30	170.30
4.0" Meter	194.70	340.75
6.0" Meter	\$ 389.40	\$ 681.45

Sanitary Sewer Usage Rate

Category	2008 Usage Rate	2009 Usage Rate
Residential	\$ 1.55	\$ 1.20
Non-residential	\$ 2.75	\$ 2.75

Stormwater Rates

Category	2008 Flat Rate	2009 Flat Rate
Single Family & Duplex	\$ 5.45	\$ 5.75
Multi-family & Churches	42.05	44.40
Cemeteries & Golf Courses	4.20	4.45
Parks	12.65	13.35
Schools & Comm. Centers	21.05	22.20
Commercial & Industrial	\$ 84.15	\$ 88.80

Note: Stormwater rates are based on a per lot basis for single-family and duplex properties, and on a per acre basis for all other properties.

Recycling Rates

Category	2008 Flat Rate	2009 Flat Rate
Single Family	\$ 5.90	\$ 5.90
Multi Family (per unit)	\$ 3.25	\$ 4.00

Meter Security Deposit

Category	2008 Flat Rate	2009 Flat Rate
5/8" Meter	\$ 75.00	\$ 75.00
1.0" Meter	120.00	120.00
1.5" Meter	300.00	300.00
2" Meter	\$ 400.00	\$ 400.00

Larger meters and hydrant meters are evaluated on the basis of meter cost and consumption. A deposit is computed accordingly.

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 3/09/09
Item No.: 13.b

Department Approval

City Manager Approval

Christopher K. Miller

W. J. Mahinen

Item Description: Continue Discussions on an Alternative Budgeting Process for 2010

BACKGROUND

On February 7, 2009, and again on February 9, 2009 the City Council held a brief discussion on the merits of using an alternative budgeting process for 2010. A copy of the January 26, 2009 Staff Report that was presented at those meetings is attached for reference purposes.

Within these discussions, it was noted that one of the fundamental changes that is needed is the prioritization of City programs and services. To assist in that process, it was recognized that the City would benefit by having an understanding of the costs associated with providing these services. However, Staff acknowledged that it did not have the resources necessary to compile these costs.

Since this time, Staff has sought estimates from various consulting firms that specialize in program cost assessment. Based on preliminary discussions, it is estimated that the cost of performing a citywide analysis would be approximately \$45,000 - \$60,000. This analysis would be limited to calculating the direct and indirect costs of City programs. It would not include any comparative data with peer communities.

At issue for the Council is the fundamental decision of whether to pursue an alternative budgeting process. If the Council is not interested in pursuing this, then City Staff will simply follow the process used in prior years. However, if the Council is interested in an alternative process, it must decide:

- 1) Whether to use an outside consultant to calculate citywide program costs
- 2) The manner in which the Council conducts a prioritization process
- 3) The appropriate level of community involvement

Instituting an alternative budgeting process for 2010 is time-sensitive. Typically, the City Manager formulates a Recommended Budget by mid-August. Any program cost assessment, community involvement, or prioritization process will need to be substantially completed by early August. At this time, Staff believes these timelines can be met, but only if we begin the process in the next couple of weeks.

Staff has been very outspoken in its support for an alternative budgeting process. The financial realities of having a steadily deteriorating financial condition, coupled with the loss of state aid and being millions of dollars behind in funding asset replacements, dictate a new paradigm shift in how we allocate our resources. It is imperative for the City to have quantifiable program-specific costs before it can make spending priority decisions. Staff further believes that the costs associated with a program cost analysis can be accommodated within the current 2009 Budget with some small adjustments to planned operational spending.

POLICY OBJECTIVE

Establishing a budget process that aligns resources with desired outcomes is consistent with governmental best practices, provides greater transparency of program costs, and ensures that budget dollars are allocated in the manner that creates the greatest value.

FINANCIAL IMPACTS

The costs associated with a program cost assessment can be accommodated with the 2009 Adopted Budget, through small reductions in planned spending such as personnel vacancy savings, lower fuel and energy costs, etc..

STAFF RECOMMENDATION

By previous communication, Staff has recommended the Council adopt an outcome-based budgeting process for 2010. Staff recommends that the City hire an independent outside consulting firm to calculate the direct and indirect costs of City services

REQUESTED COUNCIL ACTION

Authorize Staff to hire an independent outside consulting firm for the purposes of calculating the direct and indirect costs of City Services at an amount not to exceed \$50,000.

Prepared by: Chris Miller, Finance Director
Attachments: A: January 26, 2009 Staff Report

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 1/26/09

Item No.:

Department Approval

City Manager Approval



Item Description: Discuss an Alternative Budgeting Process for 2010

BACKGROUND

Historically, the City of Roseville has followed a budget process that called for the City Council to provide some general budgetary goals, followed by the submittal of a City Manager Recommended Budget. The Council then held subsequent budget discussions which culminated in the passage of a final budget in December of each year.

While this budgeting technique is a familiar process and doesn't necessarily require any added effort than the previous year, it will arguably prove to be inadequate in addressing future budgets. For 2010 and beyond, the City will in effect be forced to confront two principle concerns that it has largely escaped up until now. They include:

- ❖ Dealing with the implications resulting from recurring State-imposed levy limits
- ❖ Addressing the City's asset replacement programs which remain on an unsustainable course

The urgency in addressing these concerns stems from the knowledge that levy limits are expected to remain in place at least through 2011; and the City's dedicated facility, vehicle, and equipment replacement funds are projected to be drained by as early as late-2009 based on current replacement schedules. In addition, the cost of maintaining current service levels is outpacing available funding sources. Additional information regarding the City's financial picture is shown in the attached draft of the *2010-2019 Financial Plan*.

These financial realities will require a fundamental and swift change in how we allocate resources. We simply cannot afford to allocate new budget monies under the belief that the current budget is the 'right' budget. It is imperative that we prioritize spending based on achievable goals and objectives, and remain disciplined in equating the public's demand for services with their ability or willingness to pay.

This new dynamic requires a different budgeting approach. City Staff is recommending that the Council adopt an outcome-based budgeting process. This process has been presented to the City Council in prior years but to date, has not been adopted. The concept is explained in greater detail below.

30 Outcome-Based Budgeting Overview

31 The concept of outcome-based budgeting is not new, but it has received added emphasis in the past few
32 years in response to the numerous financial uncertainties facing governments, as well as the ever-increasing
33 demand for services and accountability.

34
35 While many versions of Outcome-based budgeting exist, they are all premised on the fundamental concept
36 of allocating sufficient funds to achieve a desired outcome. For example, if we established a goal of having
37 the Fire Department arrive at the scene of a fire within 3 minutes of the 911 call, then we would determine
38 what that will cost and allocate an appropriate amount of budget dollars. This is in contrast to how we
39 typically allocate new dollars, which is to take what we allocated last year, add some percentage increase,
40 and make our best effort.

41
42 In addition to aligning resources with outcomes, outcome-based budgeting can also ensure that those
43 services that matter the most are properly funded. It is conceivable that the City is providing a high level of
44 service for a program that creates nominal value, at the expense of another that creates greater value. An
45 outcome-based budgeting approach would help demonstrate how the City can achieve the greatest value
46 overall.

47
48 Generally speaking, the steps under this new budgeting process are as follows:

- 49
50 1) Establish what the customer (taxpayer) is willing to pay overall for services
51 2) Establish the City's program priorities (outcomes) and rank them
52 3) Systematically allocate resources sufficient to achieve priority (outcome) #1, then outcome #2, etc.

53
54 For Step #2, it is suggested that the City Council assign program priorities in the following general order:

- 55
56 1) Federal and state mandates
57 2) Adherence to the City's Financial Policies
58 3) Strengthening funding mechanisms for the replacement of City assets
59 4) Adequately funding non-discretionary services
60 5) Providing funding for higher-valued discretionary services

61
62 It should be noted that the ranking process can go through many iterations and in most situations shouldn't
63 be done in a vacuum. For example, we may establish an outcome of having a high quality and safe park
64 system. To achieve this, we would likely need to assign a high funding priority for parks and police patrol.
65 In addition, we may find after only one or two iterations that a program with strong intrinsic value isn't
66 funded at an appropriate level. Through the next iteration, we can go back and assign a new budget amount
67 to it and readjust other programs accordingly. The ranking process should remain fluid until a final
68 consensus is reached. But once it's finished, it's important to move forward.

69
70 Step #3 is repeated until we've exhausted all available funding. Under this process, we would expect to run
71 out of money before we run out of priorities. When the funding is exhausted, we suspend all unfunded
72 programs. For those programs that don't receive any funding, it's important to keep in mind that while they
73 create value, they create less than those that were funded.

74

75 Action Steps

76 If the Council is interested in pursuing this alternative budgeting process, the next steps would tentatively
77 include:

- 78
79 1) Compile program-specific costs, including variables for different levels of service. **Timeline:**
80 **March–May**
81 2) Identify the public’s ability or willingness to pay for City services **Timeline: February – May**
82 3) Establish a prioritization process where Councilmembers can select from a ‘menu’ of programs and
83 service levels. **Timeline: June-August**
84

85 The calculation of program-specific costs is very labor-intensive and cannot be fully accommodated by City
86 Staff alone. Therefore it is suggested that as part of an outcome-based budgeting process, the City engage
87 an independent firm to assist in this process.
88

89 In addition, the Council may find it helpful to approach the budgeting process using other planning tools
90 that have been developed in the past year. As an example of how this might work, a graphic depicting the
91 City of Lynwood, Washington’s Performance Management system is attached.

92 **POLICY OBJECTIVE**

93 Establishing a budget process that aligns resources with desired outcomes is consistent with governmental
94 best practices, provides greater transparency of program costs, and ensures that budget dollars are allocated
95 in the manner that creates the greatest value.

96 **FINANCIAL IMPACTS**

97 Not applicable.

98 **STAFF RECOMMENDATION**

99 Staff Recommends the Council adopt an outcome-based budgeting process for 2010 as outlined above
100 and/or as modified by the City Council. If the Council concurs, Staff further recommends that the City hire
101 an independent firm to assist in the calculation of program costs.

102 **REQUESTED COUNCIL ACTION**

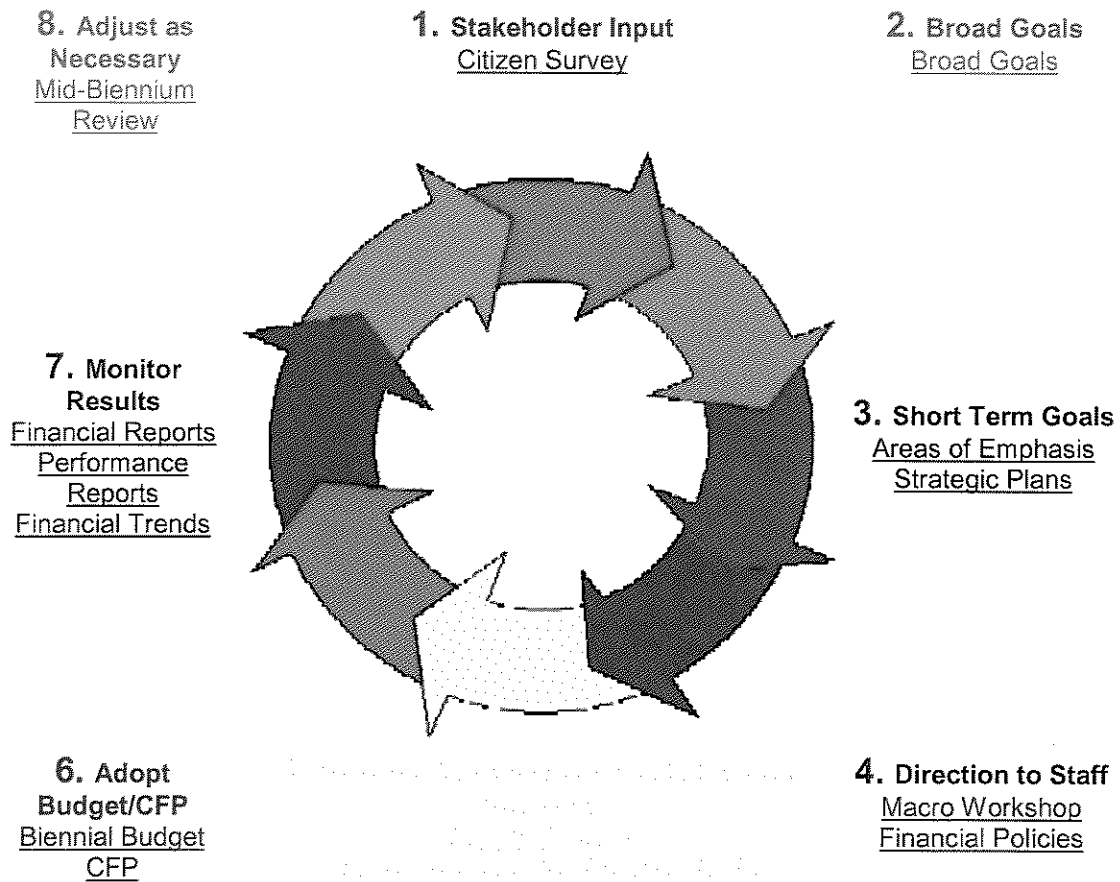
103 Provide direction to Staff on whether to pursue an outcome-based budgeting process for 2010.
104

Prepared by: Chris Miller, Finance Director
Attachments: A: City of Lynwood, Washington Performance Management System
B: 2010-2019 Financial Plan (Draft)

PERFORMANCE MANAGEMENT SYSTEM

The City of Lynnwood has implemented Performance Management as adapted from **National Advisory Council on State and Local Budgeting** recommended guidelines for best practices in local government management. This diagram illustrates the performance management program in Lynnwood.

The links refer to Lynnwood's work in each of the recommended management areas.





2010 - 2019 Financial Plan

Submitted _____, 2009

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Executive Summary

Enclosed is the 2010-2019 Financial Plan as prepared in accordance with the goals and strategies identified in the Imagine Roseville 2025 initiative and in consideration of the policies, goals and objectives identified by the City Council. Like the Capital Improvement Plan (CIP), the Financial Plan should not be construed as a request for funding; rather it is designed to serve as a planning tool that can be used to make informed financial decisions.

The Financial Plan is segregated into two portions; operations and capital investments. While both portions are crucial for maintaining services, the potential for alternative funding sources and the flexibility in making operational adjustments can vary significantly for each. Therefore they are looked at separately for financial planning purposes.

In addition, the Financial Plan makes the distinction between general-purpose operations that are used to provide police, fire, streets, and parks & recreation, and are typically funded by property taxes; and enterprise or business-type operations that are used to provide for water, sewer, storm, and golf course operations which are typically funded by user fees. Each of these separate categories is discussed in greater detail below.

If current operational trends continue and if the City makes all planned capital replacements over the next 10 years, it will create a sizeable impact on Roseville property owners. In order to maintain programs and services at existing levels and to replace infrastructure at the optimal time, property tax levies will need to increase by 17% per year for the next 10 years. Water and Sewer rates will need to increase by 10% per year during this same period. Under this scenario, a typical single-family home will see their combined City property tax and utility bill increase from \$1,101 in 2009 to \$3,018 in 2019, an increase of \$192 per year. These impacts can be lessened if the City chooses to eliminate programs, reduce service levels, or delay capital replacements.

With these projections, Roseville would no longer be among the lowest taxed cities in the Twin Cities Metropolitan Area. It is estimated that Roseville will go from having the 7th lowest taxes out of 60 comparative cities, to having the 25th to 30th lowest. This would place Roseville near the median taxation level. For comparison purposes, the cities currently near the median include: Bloomington, St. Louis Park, Burnsville, New Brighton, and Mounds View.

The impacts noted above can also be portrayed as a percentage of household income. Based on the projections above, it is estimated that each household will pay 2.0-2.5% of their income to the City for property taxes and their utility bill in 2019. By comparison, Roseville households paid 1.5% of their income in 2002 and an estimated 1.3% in 2009.

More detailed information is presented below.

Enterprise Operations

The City's enterprise or business-type operations include the City's water, sanitary sewer, storm sewer, solid waste recycling, and golf course operations. They are categorized as enterprise operations because they are run much like a private, stand-alone business that is sustained solely by the direct revenues they receive. These operations do not receive any property tax monies.

Enterprise operations are funded by user fees, a portion of which is set aside for future capital replacements. The remaining is used for day-to-day operations. For financial planning purposes, the City looks at operations and capital investments separately. The financial plan for each of these categories is discussed in greater detail below.

Operations

Over the next 10 years, the City's enterprise operations are projected to collectively grow 5% per year, from \$9.8 million in estimated expenditures in 2009 to \$14.8 million in 2019. This assumes that the City will continue providing the same services and levels of services as it currently does. The projections incorporate increases in personnel, supplies & materials, and other operating costs including the purchase of water from the City of St. Paul and wastewater treatment costs paid to the Metropolitan Council.

Projected cost increases by major category for the enterprise functions are as follows:

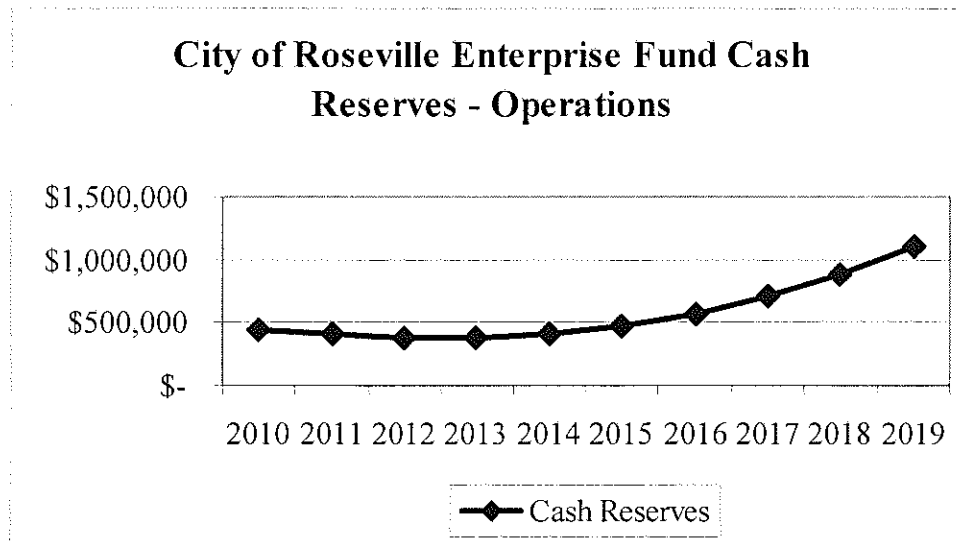
- ❖ Personnel costs - 5% thru 2012; and 4% thereafter
- ❖ Supplies and materials - 3%
- ❖ Other services and charges - 3%

The projected cost increases through 2019 are comparable to actual increases realized in prior years. To accommodate these additional costs, operating revenues rates will need to increase by a corresponding amount. User fee increases will fluctuate greatly depending on the enterprise function, with golf course and recycling fees rising at 3% annually. By contrast, stormwater fees will need to rise at 8% annually to offset projected cost increases and to equate current revenues with current expenditures. Water and sanitary sewer fees will need to rise at approximately 4% per year.

Cash reserves held in the enterprise funds are expected to generate an investment return of 5% annually which can be used to partially offset operational costs.

Additional user fee increases will be needed to offset capital investment needs. These increases are discussed in greater detail below.

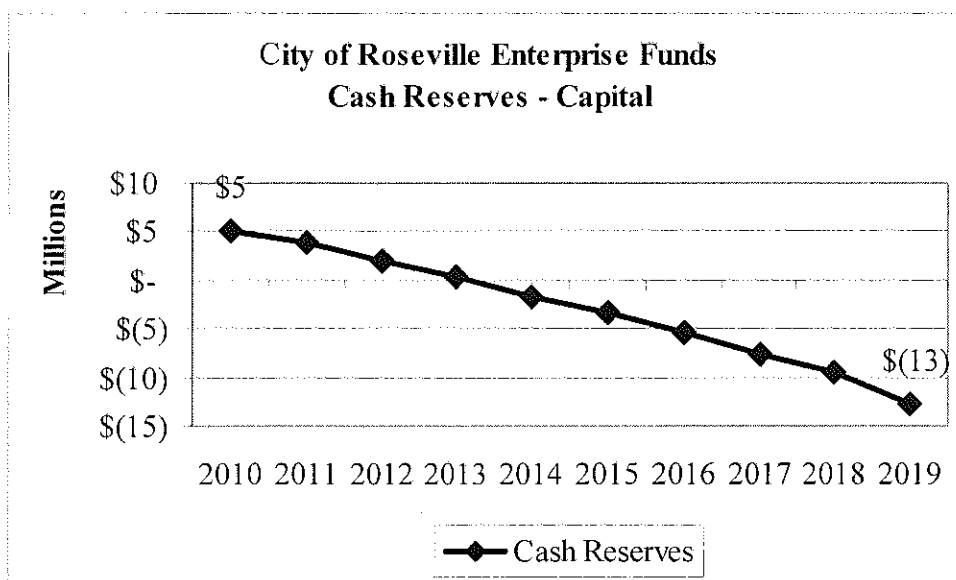
Based on the projected cost increases and added revenues, the cash reserve levels for operations in the City's enterprise-type functions are depicted in the following chart:



Capital Investment

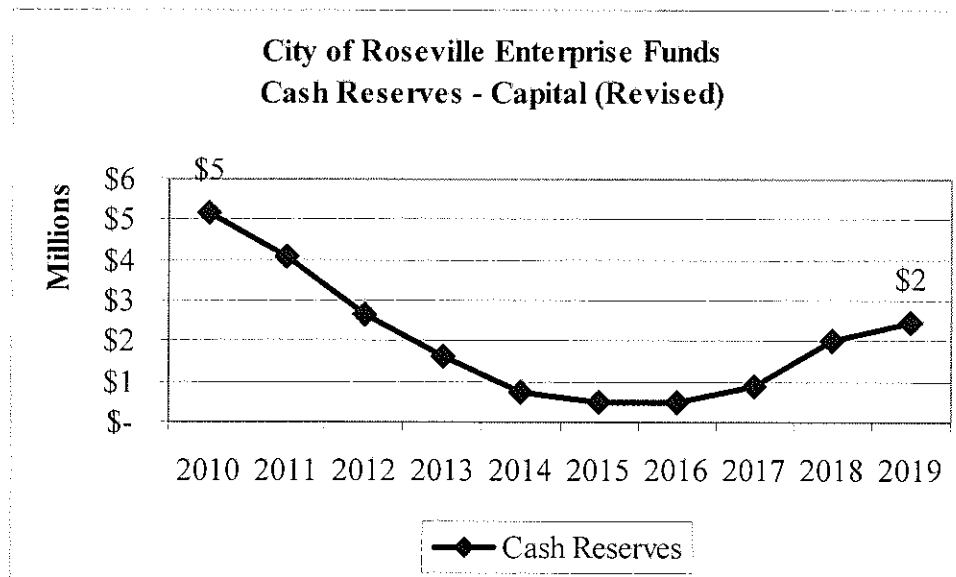
The 2009-2018 CIP identified approximately \$26.9 million in asset replacement needs including the replacement of vehicles, water and sanitary sewer mains, stormwater mains and retention ponds, and golf course improvements. By contrast, using the current funding source of asset depreciation charges, only \$8.5 million of available monies were identified, leaving a funding gap of \$18.4 million over the next 10 years. If existing reserves in the enterprise funds are also applied, the funding gap drops to \$12.7 million over the next 10 years.

Based on the CIP, the City will exhaust its dedicated asset replacement funds for its enterprise-type operations by 2014. This is depicted in the following chart.



To prevent a deficit from occurring, the City must; divest some city assets, defer asset replacements, or increase user fees. If the City chooses to rely solely on increased user fees; water and sewer rates will need to increase by 3-5% annually over the next 10 years. This is above and beyond any increase that will be needed to offset increasing operational costs. Green fees at the Golf Course will need to increase by 4.5% annually to afford planned infrastructure improvements. These user fee increases can be somewhat mitigated if the City defers some capital replacements. However, this will likely necessitate greater investment in asset maintenance.

With the user fee increases, and following the asset replacement schedules identified in the CIP, the cash reserves in the City's enterprise funds dedicated for capital needs will be as follows:



Financial Impact

Based on the projections noted above, the following table depicts the annual water, sanitary sewer, storm sewer, and recycling charges for a typical household:

Annual Household Utility Bill										
2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
\$ 519	555	593	634	677	724	774	828	886	948	\$ 1,015

As shown in the above table, over the next 10 years a typical household will incur an average increase of \$49 or 9.5% annually on their utility bill. Green fees at the golf course will need to increase 7.5% per year. Again, these increases can be mitigated somewhat if the City defers the replacement of some capital assets beyond 10 years.

General Purpose Operations

The City's general purpose operations include the City's police, fire, streets and pathways, parks and recreation, and general administrative and finance functions. For purposes of this financial plan, it excludes general facilities such as City Hall, Public Works Building, and all fire stations. Which have typically been financed with voter-approved bonds.

In contrast to the City's water and sewer operations, general purpose functions are provided for by a variety of funding sources most notably, property taxes.

Each year, a portion of the property tax levy is set aside for future capital replacements. The remaining is used for day-to-day operations. For financial planning purposes, the City looks at operations and capital investments separately. The financial plan for each of these categories is discussed in greater detail below.

Operations

Over the next 10 years, the City's general purpose operations are projected to collectively grow 4.9% per year, from \$15.6 million in estimated expenditures in 2009 to \$23.3 million in 2019. This assumes that the City will continue providing the same services and levels of services as it currently does. The projections incorporate increases in personnel, supplies & materials, and other operating costs including contracted legal and other professional services.

Projected cost increases by major category for the general purpose functions are as follows:

- ❖ Personnel costs - 5% thru 2012; and 4% thereafter
- ❖ Supplies and materials - 2%
- ❖ Other services and charges - 2%
- ❖ Minor equipment – 50% thru 2014; and 25% thereafter

The projected cost increases through 2019 are comparable to actual increases realized in prior years. To accommodate these additional costs, operating revenues rates will need to increase by a corresponding amount. For General Fund activities including police, fire, streets, etc., revenues will need to increase as follows:

- ❖ Property taxes – 5%
- ❖ Licenses and permits – 2%
- ❖ Court fines – 2%
- ❖ Intergovernmental – 2%
- ❖ Charges for services – 2%
- ❖ Other – 1%

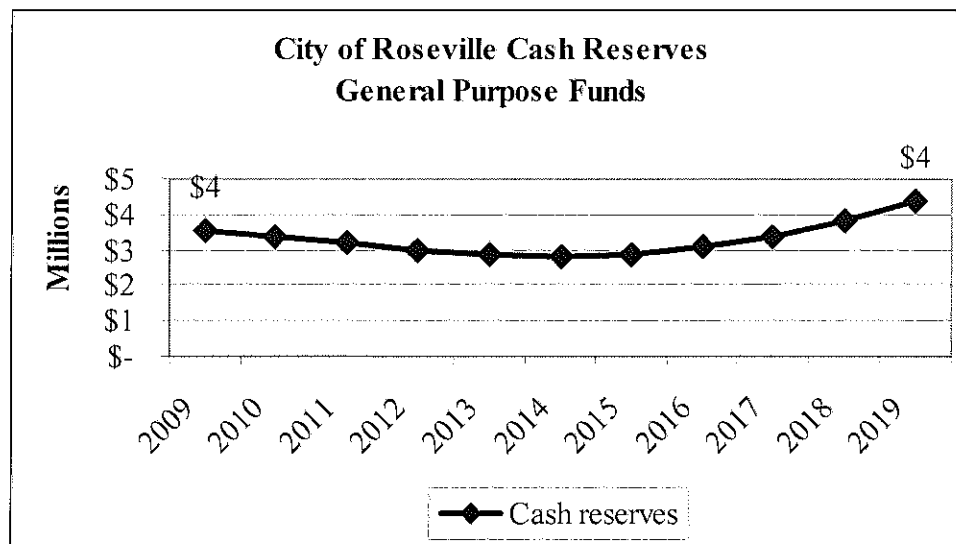
For Parks & Recreation activities including recreation programs and park maintenance, revenues will need to increase as follows:

- ❖ Property taxes – 5.5%
- ❖ Charges for services – 3%

Property taxes are needed to increase at a faster rate for the Parks & Recreation activities because it lacks any substantive cash reserves to buffer cost increases.

Cash reserves held in the general purpose funds are expected to generate an investment return of 5% annually which can be used to partially offset operational costs. Additional property tax increases will be needed to offset general purpose capital investment needs. These increases are discussed in greater detail below.

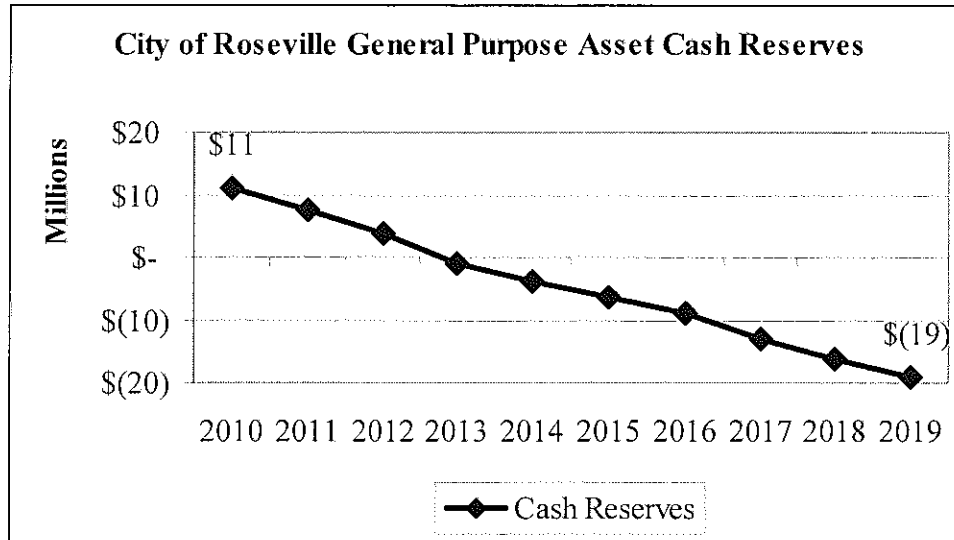
Based on the projected cost increases and added revenues, the cash reserve levels for operations in the City's general purpose functions are depicted in the following chart:



Capital Investments

The 2009-2018 CIP identified approximately \$73.4 million in general purpose asset replacement needs including the replacement of buildings, streets, parks and trails, and vehicles and equipment. By contrast, using the current funding sources of property taxes, MSA monies, and interest earnings on the City's Street Infrastructure Replacement Fund, only \$34.7 million of available monies were identified, leaving a funding gap of \$38.7 million over the next 10 years. If existing reserves in the City's general purpose asset replacement funds are also applied, the funding gap drops to \$29.9 million over the next 10 years.

Based on the asset replacement schedules identified in the CIP, the City will exhaust its dedicated asset replacement funds for its general purpose operations by 2013. This is depicted in the following chart.



To prevent this deficit from occurring, the City must; divest some city assets, defer asset replacements, or increase property taxes. If the City chooses to rely solely on increased property taxes; the City's property tax levy will need to increase by 11.9% annually over the next 10 years. This is above and beyond any increase that will be needed to offset operational costs.

Again, this is the amount necessary to fully fund all streets, parks and trails, and vehicles and equipment over the next 10 years while preserving the City's Street Infrastructure Replacement Fund at existing levels. All other asset replacement funds will have nominal reserves by 2019. These property tax increases can be somewhat mitigated if the City defers some capital replacements. However, this will likely necessitate greater investment in asset maintenance.

It may be prudent to rely on voter-approved bonds to finance the replacement of park system assets in addition to general facilities. Removing these two large categories would reduce the need for a tax levy increase of only 5.3% per year.

Financial Impact

Based on the projections noted above, the following table depicts the annual property tax impact necessary to finance the operational and capital needs for the City's general purpose functions including all streets, parks and trails, and vehicles and equipment:

Annual Household Property Tax Bill										
2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
\$ 582	645	716	823	965	1,128	1,303	1,478	1,653	1,828	\$ 2,003

As shown in the above table, over the next 10 years a typical household will incur an average increase of \$142 or 24.4% annually on their property tax bill – holding all other factors constant.

Appendix A – Financial Plan Schedules

(see attached schedules below)

City of Roseville
2010 - 2019 Financial Plan
For Enterprise Operations

Water Fund											
	Final 2009	Estimated 2010	Estimated 2011	Estimated 2012	Estimated 2013	Estimated 2014	Estimated 2015	Estimated 2016	Estimated 2017	Estimated 2018	Estimated 2019
Revenues											
User fees	\$ 5,360,000	\$ 5,561,000	\$ 5,769,538	\$ 5,985,895	\$ 6,210,366	\$ 6,443,255	\$ 6,684,877	\$ 6,935,560	\$ 7,195,643	\$ 7,465,480	\$ 7,745,436
Less depreciation	(300,000)	(300,000)	(300,000)	(300,000)	(300,000)	(300,000)	(300,000)	(300,000)	(300,000)	(300,000)	(300,000)
Interest Earnings	2,000	4,203	7,857	10,978	13,474	15,454	16,841	17,548	17,483	16,543	14,620
Other	-	-	-	-	-	-	-	-	-	-	-
Total Revenues	\$ 5,062,000	\$ 5,265,203	\$ 5,477,395	\$ 5,696,873	\$ 5,923,840	\$ 6,158,709	\$ 6,401,718	\$ 6,653,108	\$ 6,913,126	\$ 7,182,023	\$ 7,460,055
Expenditures											
Personnel Costs	\$ 358,800	\$ 376,740	\$ 395,577	\$ 415,356	\$ 431,970	\$ 449,249	\$ 467,219	\$ 485,908	\$ 505,344	\$ 525,558	\$ 546,580
Supplies and Materials	55,250	56,908	58,615	60,373	62,184	64,050	65,971	67,951	69,989	72,089	74,251
Other Services and Charges	4,863,900	5,058,456	5,260,794	5,471,226	5,690,075	5,917,678	6,154,385	6,400,561	6,656,583	6,922,846	7,199,760
Less depreciation	(300,000)	(300,000)	(300,000)	(300,000)	(300,000)	(300,000)	(300,000)	(300,000)	(300,000)	(300,000)	(300,000)
	-	-	-	-	-	-	-	-	-	-	-
Total Expenditures	\$ 4,977,950	\$ 5,192,104	\$ 5,414,986	\$ 5,646,955	\$ 5,884,229	\$ 6,130,977	\$ 6,387,575	\$ 6,654,419	\$ 6,931,916	\$ 7,220,493	\$ 7,520,592
Beginning Balance	\$ -	\$ 84,050	\$ 157,149	\$ 219,558	\$ 269,476	\$ 309,087	\$ 336,819	\$ 350,962	\$ 349,651	\$ 330,861	\$ 292,391
Operating Surplus (Deficit)	84,050	73,099	62,409	49,918	39,611	27,732	14,143	(1,311)	(18,790)	(38,470)	(60,536)
Ending Balance	\$ 84,050	\$ 157,149	\$ 219,558	\$ 269,476	\$ 309,087	\$ 336,819	\$ 350,962	\$ 349,651	\$ 330,861	\$ 292,391	\$ 231,855

Annual Increase Assumptions

- * User Fees - 3.75%
- * Interest Earnings - 5% return on cash balance
- * Personnel Costs - 5% thru 2012, 4% thereafter
- * Supplies and Materials - 3%
- * Other Services and Charges - 4%
- * Depreciation - 0% increase here (shown on Capital)

City of Roseville
2010 - 2019 Financial Plan
For Enterprise Operations

Sanitary Fund											
	Final 2009	Estimated 2010	Estimated 2011	Estimated 2012	Estimated 2013	Estimated 2014	Estimated 2015	Estimated 2016	Estimated 2017	Estimated 2018	Estimated 2019
Revenues											
User fees	\$ 3,600,000	\$ 3,744,000	\$ 3,893,760	\$ 4,049,510	\$ 4,211,491	\$ 4,379,950	\$ 4,555,148	\$ 4,737,354	\$ 4,926,849	\$ 5,123,923	\$ 5,328,879
Less depreciation	(210,000)	(210,000)	(210,000)	(210,000)	(210,000)	(210,000)	(210,000)	(210,000)	(210,000)	(210,000)	(210,000)
Interest Earnings	100,000	6,250	7,645	8,924	10,063	11,303	12,654	14,122	15,716	17,446	19,320
Other	-	-	-	-	-	-	-	-	-	-	-
Total Revenues	\$ 3,490,000	\$ 3,540,250	\$ 3,691,405	\$ 3,848,435	\$ 4,011,553	\$ 4,181,254	\$ 4,357,802	\$ 4,541,476	\$ 4,732,565	\$ 4,931,368	\$ 5,138,200
Expenditures											
Personnel Costs	\$ 467,500	\$ 490,875	\$ 515,419	\$ 541,190	\$ 562,837	\$ 585,351	\$ 608,765	\$ 633,115	\$ 658,440	\$ 684,778	\$ 712,169
Supplies and Materials	32,350	33,321	34,320	35,350	36,410	37,503	38,628	39,786	40,980	42,209	43,476
Other Services and Charges	3,075,150	3,198,156	3,326,082	3,459,126	3,597,491	3,741,390	3,891,046	4,046,688	4,208,555	4,376,897	4,551,973
Less depreciation	(210,000)	(210,000)	(210,000)	(210,000)	(210,000)	(210,000)	(210,000)	(210,000)	(210,000)	(210,000)	(210,000)
Total Expenditures	\$ 3,365,000	\$ 3,512,352	\$ 3,665,821	\$ 3,825,665	\$ 3,986,738	\$ 4,154,243	\$ 4,328,438	\$ 4,509,589	\$ 4,697,975	\$ 4,893,884	\$ 5,097,618
Beginning Balance	\$ -	\$ 125,000	\$ 152,899	\$ 178,482	\$ 201,252	\$ 226,067	\$ 253,078	\$ 282,442	\$ 314,329	\$ 348,919	\$ 386,403
Operating Surplus (Deficit)	125,000	27,899	25,584	22,770	24,815	27,010	29,364	31,887	34,590	37,484	40,582
Ending Balance	\$ 125,000	\$ 152,899	\$ 178,482	\$ 201,252	\$ 226,067	\$ 253,078	\$ 282,442	\$ 314,329	\$ 348,919	\$ 386,403	\$ 426,985

Annual Increase Assumptions

- * User Fees - 4%
- * Interest Earnings - 5% return on cash balance
- * Personnel Costs - 5% thru 2012, 4% thereafter
- * Supplies and Materials - 3%
- * Other Services and Charges - 4%
- * Depreciation - 0% increase here (shown on Capital)

City of Roseville
2010 - 2019 Financial Plan
For Enterprise Operations

Storm Sewer Fund											
	Final 2009	Estimated 2010	Estimated 2011	Estimated 2012	Estimated 2013	Estimated 2014	Estimated 2015	Estimated 2016	Estimated 2017	Estimated 2018	Estimated 2019
Revenues											
User fees	\$ 740,000	\$ 799,200	\$ 863,136	\$ 932,187	\$ 1,006,762	\$ 1,087,303	\$ 1,174,287	\$ 1,268,230	\$ 1,369,688	\$ 1,479,263	\$ 1,597,604
Less depreciation	(310,000)	(310,000)	(310,000)	(310,000)	(310,000)	(310,000)	(310,000)	(310,000)	(310,000)	(310,000)	(310,000)
Interest Earnings	50,000	-	-	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-	-	-	-
Total Revenues	\$ 480,000	\$ 489,200	\$ 553,136	\$ 622,187	\$ 696,762	\$ 777,303	\$ 864,287	\$ 958,230	\$ 1,059,688	\$ 1,169,263	\$ 1,287,604
Expenditures											
Personnel Costs	\$ 232,500	\$ 244,125	\$ 256,331	\$ 269,148	\$ 279,914	\$ 291,110	\$ 302,755	\$ 314,865	\$ 327,459	\$ 340,558	\$ 354,180
Supplies and Materials	47,600	49,028	50,499	52,014	53,574	55,181	56,837	58,542	60,298	62,107	63,970
Other Services and Charges	566,975	583,984	601,504	619,549	638,135	657,279	676,998	697,308	718,227	739,774	761,967
Less depreciation	(210,000)	(210,000)	(210,000)	(210,000)	(210,000)	(210,000)	(210,000)	(210,000)	(210,000)	(210,000)	(210,000)
	-	-	-	-	-	-	-	-	-	-	-
Total Expenditures	\$ 637,075	\$ 667,137	\$ 698,334	\$ 730,711	\$ 761,623	\$ 793,571	\$ 826,589	\$ 860,715	\$ 895,985	\$ 932,439	\$ 970,118
Beginning Balance	\$ -	\$ (157,075)	\$ (335,012)	\$ (480,210)	\$ (588,734)	\$ (653,595)	\$ (669,864)	\$ (632,166)	\$ (534,651)	\$ (370,947)	\$ (134,122)
Operating Surplus (Deficit)	(157,075)	(177,937)	(145,198)	(108,524)	(64,861)	(16,268)	37,698	97,515	163,704	236,825	317,487
Ending Balance	\$ (157,075)	\$ (335,012)	\$ (480,210)	\$ (588,734)	\$ (653,595)	\$ (669,864)	\$ (632,166)	\$ (534,651)	\$ (370,947)	\$ (134,122)	\$ 183,365

Annual Increase Assumptions

- * User Fees - 8%
- * Interest Earnings - 5% return on cash balance
- * Personnel Costs - 5% thru 2012, 4% thereafter
- * Supplies and Materials - 3%
- * Other Services and Charges - 3%
- * Depreciation - 0% increase here (shown on Capital)

City of Roseville
2010 - 2019 Financial Plan
For Enterprise Operations

	Recycling Fund										
	Final 2009	Estimated 2010	Estimated 2011	Estimated 2012	Estimated 2013	Estimated 2014	Estimated 2015	Estimated 2016	Estimated 2017	Estimated 2018	Estimated 2019
Revenues											
User fees	\$ 310,000	\$ 319,300	\$ 328,879	\$ 338,745	\$ 348,908	\$ 359,375	\$ 370,156	\$ 381,261	\$ 392,699	\$ 404,480	\$ 416,614
Revenue sharing	125,000	126,250	127,513	128,788	130,076	131,376	132,690	134,017	135,357	136,711	138,078
County grant	75,000	75,000	75,000	75,000	75,000	75,000	75,000	75,000	75,000	75,000	75,000
Interest Earnings	-	2,373	3,621	4,677	5,521	6,157	6,565	6,723	6,608	6,196	5,461
Other	-	-	-	-	-	-	-	-	-	-	-
Total Revenues	\$ 510,000	\$ 522,923	\$ 535,012	\$ 547,210	\$ 559,504	\$ 571,908	\$ 584,411	\$ 597,001	\$ 609,664	\$ 622,387	\$ 635,152
Expenditures											
Personnel Costs	\$ 46,900	\$ 49,245	\$ 51,707	\$ 54,293	\$ 56,464	\$ 58,723	\$ 61,072	\$ 63,515	\$ 66,055	\$ 68,697	\$ 71,445
Supplies and Materials	200	204	208	212	216	221	225	230	234	239	244
Other Services and Charges	435,450	448,514	461,969	475,828	490,103	504,806	519,950	535,549	551,615	568,163	585,208
Less depreciation	-	-	-	-	-	-	-	-	-	-	-
Total Expenditures	\$ 482,550	\$ 497,963	\$ 513,884	\$ 530,333	\$ 546,784	\$ 563,750	\$ 581,247	\$ 599,293	\$ 617,905	\$ 637,100	\$ 656,898
Beginning Balance	\$ 20,000	\$ 47,450	\$ 72,410	\$ 93,538	\$ 110,415	\$ 123,135	\$ 131,294	\$ 134,457	\$ 132,165	\$ 123,924	\$ 109,211
Operating Surplus (Deficit)	27,450	24,960	21,128	16,877	12,720	8,158	3,164	(2,292)	(8,241)	(14,713)	(21,745)
Ending Balance	\$ 47,450	\$ 72,410	\$ 93,538	\$ 110,415	\$ 123,135	\$ 131,294	\$ 134,457	\$ 132,165	\$ 123,924	\$ 109,211	\$ 87,466

Annual Increase Assumptions

- * User Fees - 3%
- * Revenue sharing - 1%
- * County grant - 0%
- * Interest Earnings - 5% return on cash balance
- * Personnel Costs - 5% thru 2012, 4% thereafter
- * Supplies and Materials - 3%
- * Other Services and Charges - 3%

City of Roseville
2010 - 2019 Financial Plan
For Enterprise Operations

Golf Course Fund											
	Final 2009	Estimated 2010	Estimated 2011	Estimated 2012	Estimated 2013	Estimated 2014	Estimated 2015	Estimated 2016	Estimated 2017	Estimated 2018	Estimated 2019
Revenues											
User fees	\$ 393,000	\$ 404,790	\$ 416,934	\$ 429,442	\$ 442,325	\$ 455,595	\$ 469,263	\$ 483,340	\$ 497,841	\$ 512,776	\$ 528,159
Less depreciation	(24,000)	(24,000)	(24,000)	(24,000)	(24,000)	(24,000)	(24,000)	(24,000)	(24,000)	(24,000)	(24,000)
Interest Earnings	8,000	19,890	20,092	19,998	19,572	18,928	18,041	16,887	15,439	13,670	11,547
Other	-	-	-	-	-	-	-	-	-	-	-
Total Revenues	\$ 377,000	\$ 400,680	\$ 413,025	\$ 425,440	\$ 437,897	\$ 450,522	\$ 463,303	\$ 476,227	\$ 489,280	\$ 502,445	\$ 515,706
Expenditures											
Personnel Costs	\$ 267,650	\$ 281,033	\$ 295,084	\$ 309,838	\$ 322,232	\$ 335,121	\$ 348,526	\$ 362,467	\$ 376,966	\$ 392,044	\$ 407,726
Supplies and Materials	50,550	52,067	53,628	55,237	56,894	58,601	60,359	62,170	64,035	65,956	67,935
Other Services and Charges	85,000	87,550	90,177	92,882	95,668	98,538	101,494	104,539	107,675	110,906	114,233
Less depreciation	(24,000)	(24,000)	(24,000)	(24,000)	(24,000)	(24,000)	(24,000)	(24,000)	(24,000)	(24,000)	(24,000)
Total Expenditures	\$ 379,200	\$ 396,649	\$ 414,889	\$ 433,957	\$ 450,795	\$ 468,261	\$ 486,380	\$ 505,176	\$ 524,676	\$ 544,906	\$ 565,894
Beginning Balance	\$ 400,000	\$ 397,800	\$ 401,831	\$ 399,967	\$ 391,450	\$ 378,553	\$ 360,814	\$ 337,738	\$ 308,789	\$ 273,392	\$ 230,931
Operating Surplus (Deficit)	(2,200)	4,031	(1,864)	(8,517)	(12,897)	(17,738)	(23,077)	(28,949)	(35,396)	(42,461)	(50,188)
Ending Balance	\$ 397,800	\$ 401,831	\$ 399,967	\$ 391,450	\$ 378,553	\$ 360,814	\$ 337,738	\$ 308,789	\$ 273,392	\$ 230,931	\$ 180,743

Annual Increase Assumptions

- * User Fees - 3%
- * Interest Earnings - 5% return on cash balance
- * Personnel Costs - 5% thru 2012, 4% thereafter
- * Supplies and Materials - 3%
- * Other Services and Charges - 3%
- * Depreciation - 0% increase here (shown on Capital)

City of Roseville
2010 - 2019 Financial Plan
For Enterprise Capital Replacements

Enterprise Asset Replacements - current financing

Revenues	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
Water deprec. charges	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000
San. Sewer deprec. charges	210,000	210,000	210,000	210,000	210,000	210,000	210,000	210,000	210,000	210,000
Storm Sewer deprec. charges	310,000	310,000	310,000	310,000	310,000	310,000	310,000	310,000	310,000	310,000
Golf Course deprec. charges	28,000	28,000	28,000	28,000	28,000	28,000	28,000	28,000	28,000	28,000
	-	-	-	-	-	-	-	-	-	-
Total	848,000	848,000	848,000	848,000	848,000	848,000	848,000	848,000	848,000	848,000
Capital Expenditures (CIP)										
Water system	\$ 345,500	\$ 645,500	\$ 1,110,500	\$ 710,500	\$ 965,500	\$ 915,500	\$ 970,500	\$ 1,172,000	\$ 1,148,500	\$ 1,128,300
Sanitary Sewer system	510,000	725,500	850,500	925,500	1,025,500	1,095,500	1,338,500	1,108,500	1,008,500	1,000,500
Storm Sewer system	615,500	696,000	680,000	882,900	745,000	576,200	525,960	723,000	608,000	865,800
Golf Course	18,000	33,000	57,000	50,000	50,000	36,000	65,000	-	13,800	1,045,000
	-	-	-	-	-	-	-	-	-	-
Total	1,489,000	2,100,000	2,698,000	2,568,900	2,786,000	2,623,200	2,899,960	3,003,500	2,778,800	4,039,600
Beg. Cash Reserves - Water	100,000	54,500	(291,000)	(1,101,500)	(1,512,000)	(2,177,500)	(2,793,000)	(3,463,500)	(4,335,500)	(5,184,000)
End Cash Reserves	\$ 54,500	\$ (291,000)	\$ (1,101,500)	\$ (1,512,000)	\$ (2,177,500)	\$ (2,793,000)	\$ (3,463,500)	\$ (4,335,500)	\$ (5,184,000)	\$ (6,012,300)
Beg. Cash Reserves - San Swr	3,000,000	2,700,000	2,184,500	1,544,000	828,500	13,000	(872,500)	(2,001,000)	(2,899,500)	(3,698,000)
End Cash Reserves	\$ 2,700,000	\$ 2,184,500	\$ 1,544,000	\$ 828,500	\$ 13,000	\$ (872,500)	\$ (2,001,000)	\$ (2,899,500)	\$ (3,698,000)	\$ (4,488,500)
Beg. Cash Reserves - St Swr	2,300,000	1,994,500	1,608,500	1,238,500	665,600	230,600	(35,600)	(251,560)	(664,560)	(962,560)
End Cash Reserves	\$ 1,994,500	\$ 1,608,500	\$ 1,238,500	\$ 665,600	\$ 230,600	\$ (35,600)	\$ (251,560)	\$ (664,560)	\$ (962,560)	\$ (1,518,360)
Beg. Cash Reserves - Golf	400,000	410,000	405,000	376,000	354,000	332,000	324,000	287,000	315,000	329,200
End Cash Reserves	\$ 410,000	\$ 405,000	\$ 376,000	\$ 354,000	\$ 332,000	\$ 324,000	\$ 287,000	\$ 315,000	\$ 329,200	\$ (687,800)
Total Reserves	\$ 5,159,000	\$ 3,907,000	\$ 2,057,000	\$ 336,100	\$ (1,601,900)	\$ (3,377,100)	\$ (5,429,060)	\$ (7,584,560)	\$ (9,515,360)	\$ (12,706,960)

City of Roseville
2010 - 2019 Financial Plan
For Enterprise Capital Replacements

Enterprise Asset Replacements - adjusted financing

Revenues	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
Water deprec. charges	\$ 300,000	\$ 390,000	\$ 507,000	\$ 659,100	\$ 856,830	\$ 1,113,879	\$ 1,448,043	\$ 1,592,847	\$ 1,752,132	\$ 1,927,345
San. Sewer deprec. charges	210,000	262,500	328,125	410,156	512,695	640,869	801,086	1,001,358	1,251,698	1,564,622
Storm Sewer deprec. charges	310,000	341,000	375,100	412,610	453,871	499,258	549,184	604,102	664,513	730,964
Golf Course deprec. charges	28,000	36,400	47,320	61,516	79,971	103,962	135,151	175,696	228,405	296,926
	-	-	-	-	-	-	-	-	-	-
Total	848,000	1,029,900	1,257,545	1,543,382	1,903,367	2,357,968	2,933,464	3,374,003	3,896,746	4,519,857
Capital Expenditures (CIP)										
Water system	\$ 345,500	\$ 645,500	\$ 1,110,500	\$ 710,500	\$ 965,500	\$ 915,500	\$ 970,500	\$ 1,172,000	\$ 1,148,500	\$ 1,128,300
Sanitary Sewer system	510,000	725,500	850,500	925,500	1,025,500	1,095,500	1,338,500	1,108,500	1,008,500	1,000,500
Storm Sewer system	615,500	696,000	680,000	882,900	745,000	576,200	525,960	723,000	608,000	865,800
Golf Course	18,000	33,000	57,000	50,000	50,000	36,000	65,000	-	13,800	1,045,000
	-	-	-	-	-	-	-	-	-	-
Total	1,489,000	2,100,000	2,698,000	2,568,900	2,786,000	2,623,200	2,899,960	3,003,500	2,778,800	4,039,600
Beg. Cash Reserves - Water	100,000	54,500	(201,000)	(804,500)	(855,900)	(964,570)	(766,191)	(288,648)	132,199	735,830
End Cash Reserves	\$ 54,500	\$ (201,000)	\$ (804,500)	\$ (855,900)	\$ (964,570)	\$ (766,191)	\$ (288,648)	\$ 132,199	\$ 735,830	\$ 1,534,875
Beg. Cash Reserves - San Swr	3,000,000	2,700,000	2,237,000	1,714,625	1,199,281	686,477	231,846	(305,568)	(412,710)	(169,512)
End Cash Reserves	\$ 2,700,000	\$ 2,237,000	\$ 1,714,625	\$ 1,199,281	\$ 686,477	\$ 231,846	\$ (305,568)	\$ (412,710)	\$ (169,512)	\$ 394,610
Beg. Cash Reserves - St Swr	2,300,000	1,994,500	1,639,500	1,334,600	864,310	573,181	496,239	519,463	400,565	457,078
End Cash Reserves	\$ 1,994,500	\$ 1,639,500	\$ 1,334,600	\$ 864,310	\$ 573,181	\$ 496,239	\$ 519,463	\$ 400,565	\$ 457,078	\$ 322,242
Beg. Cash Reserves - Golf	400,000	410,000	413,400	403,720	415,236	445,207	513,169	583,319	759,015	973,620
End Cash Reserves	\$ 410,000	\$ 413,400	\$ 403,720	\$ 415,236	\$ 445,207	\$ 513,169	\$ 583,319	\$ 759,015	\$ 973,620	\$ 225,546
Total Reserves	\$ 5,159,000	\$ 4,088,900	\$ 2,648,445	\$ 1,622,927	\$ 740,294	\$ 475,063	\$ 508,566	\$ 879,069	\$ 1,997,016	\$ 2,477,272

Annual Increase Assumptions

- * Water Depreciation charges - 30% thru 2016, 2% thereafter
- San Sewer Depreciation charges - 25%
- Storm Depreciation charges - 10%
- Golf Depreciation charges - 30%

City of Roseville
2010 - 2019 Financial Plan
For Operations

General Fund											
	Final 2009	Estimated 2010	Estimated 2011	Estimated 2012	Estimated 2013	Estimated 2014	Estimated 2015	Estimated 2016	Estimated 2017	Estimated 2018	Estimated 2019
Revenues											
Property Taxes	\$ 8,910,360	\$ 9,355,878	\$ 9,823,672	\$10,314,855	\$10,830,598	\$11,372,128	\$11,940,735	\$12,537,771	\$13,164,660	\$13,822,893	\$14,514,038
Licenses & Permits	282,400	288,048	293,809	299,685	305,679	311,792	318,028	324,389	330,877	337,494	344,244
Court Fines	286,000	291,720	297,554	303,505	309,576	315,767	322,082	328,524	335,095	341,796	348,632
Intergovernmental Rev	909,000	927,180	945,724	964,638	983,931	1,003,609	1,023,682	1,044,155	1,065,038	1,086,339	1,108,066
Charges for Services	930,000	948,600	967,572	986,923	1,006,662	1,026,795	1,047,331	1,068,278	1,089,643	1,111,436	1,133,665
Interest Earnings	257,360	171,099	162,651	153,373	142,930	136,038	132,605	134,058	140,834	153,323	171,842
Other	200,000	220,000	242,000	266,200	292,820	322,102	354,312	389,743	428,718	471,590	518,748
Total Revenues	\$11,775,120	\$12,202,525	\$12,732,982	\$13,289,180	\$13,872,196	\$14,488,232	\$15,138,775	\$15,826,919	\$16,554,864	\$17,324,871	\$18,139,235
Expenditures											
Personnel Costs	\$ 9,055,395	\$ 9,508,165	\$ 9,983,573	\$10,482,752	\$10,902,062	\$11,338,144	\$11,791,670	\$12,263,337	\$12,753,870	\$13,264,025	\$13,794,586
Supplies and Materials	693,825	707,702	721,856	736,293	751,018	766,039	781,360	796,987	812,927	829,185	845,769
Other Services and Charges	2,083,930	2,125,609	2,168,121	2,211,483	2,255,713	2,300,827	2,346,844	2,393,781	2,441,656	2,490,489	2,540,299
Minor Equipment	20,000	30,000	45,000	67,500	101,250	151,875	189,844	237,305	296,631	370,789	463,486
Total Expenditures	\$11,853,150	\$12,371,475	\$12,918,549	\$13,498,027	\$14,010,043	\$14,556,885	\$15,109,717	\$15,691,409	\$16,305,084	\$16,954,488	\$17,644,140
Beginning Balance	\$ 3,500,000	\$ 3,421,970	\$ 3,253,020	\$ 3,067,452	\$ 2,858,605	\$ 2,720,758	\$ 2,652,105	\$ 2,681,163	\$ 2,816,673	\$ 3,066,453	\$ 3,436,836
Operating Surplus (Deficit)	(78,030)	(168,950)	(185,567)	(208,847)	(137,847)	(68,653)	29,058	135,510	249,780	370,383	495,095
Ending Balance	\$ 3,421,970	\$ 3,253,020	\$ 3,067,452	\$ 2,858,605	\$ 2,720,758	\$ 2,652,105	\$ 2,681,163	\$ 2,816,673	\$ 3,066,453	\$ 3,436,836	\$ 3,931,932
Deficit as a % of Exp.		1.4%	1.4%	1.5%	1.0%	0.5%	-0.2%	-0.9%	-1.5%	-2.2%	-2.8%
Incremental			0.1%	0.1%	-0.6%	-0.5%	-0.7%	-0.7%	-0.7%	-0.7%	-0.6%

Annual Increase Assumptions

- * Property Taxes - 5%
- * Licenses & Permits - 2%
- * Court Fines - 2%
- * Intergovernmental Rev - 2%
- * Charges for Services - 2%
- * Interest Earnings - 5% return on cash balance
- * Other - 1%
- * Personnel Costs - 5% thru 2012, 4% thereafter
- * Supplies and Materials - 2%
- * Other Services and Charges - 2%
- * Minor Equipment - 50% thru 2014, 25% thereafter
(Includes: computer & software replacement)

City of Roseville
2010 - 2019 Financial Plan
For Operations

Recreation Funds											
	Preliminary 2009	Estimated 2010	Estimated 2011	Estimated 2012	Estimated 2013	Estimated 2014	Estimated 2015	Estimated 2016	Estimated 2017	Estimated 2018	Estimated 2019
Revenues											
Property Taxes	\$ 1,858,500	\$ 1,960,718	\$ 2,068,557	\$ 2,182,328	\$ 2,302,356	\$ 2,428,985	\$ 2,562,579	\$ 2,703,521	\$ 2,852,215	\$ 3,009,087	\$ 3,174,586
Charges for Services	1,890,405	1,947,117	2,005,531	2,065,697	2,127,667	2,191,498	2,257,242	2,324,960	2,394,708	2,466,550	2,540,546
Interest Earnings	1,140	5,000	5,360	5,741	5,879	6,755	7,897	10,009	12,951	16,493	20,287
	-	-	-	-	-	-	-	-	-	-	-
Total Revenues	\$ 3,750,045	\$ 3,912,835	\$ 4,079,448	\$ 4,253,765	\$ 4,435,902	\$ 4,627,238	\$ 4,827,719	\$ 5,038,490	\$ 5,259,874	\$ 5,492,130	\$ 5,735,420
Expenditures											
Personnel Costs	\$ 2,427,915	\$ 2,549,311	\$ 2,676,776	\$ 2,810,615	\$ 2,923,040	\$ 3,039,961	\$ 3,161,560	\$ 3,288,022	\$ 3,419,543	\$ 3,556,325	\$ 3,698,578
Supplies and Materials	256,765	261,900	267,138	272,481	277,931	283,489	289,159	294,942	300,841	306,858	312,995
Other Services and Charges	1,049,230	1,070,215	1,091,619	1,113,451	1,135,720	1,158,435	1,181,603	1,205,235	1,229,340	1,253,927	1,279,006
Minor Equipment	16,135	24,203	36,304	54,456	81,683	122,525	153,156	191,446	239,307	299,134	373,917
	-	-	-	-	-	-	-	-	-	-	-
Total Expenditures	\$ 3,750,045	\$ 3,905,628	\$ 4,071,837	\$ 4,251,003	\$ 4,418,374	\$ 4,604,410	\$ 4,785,479	\$ 4,979,645	\$ 5,189,031	\$ 5,416,243	\$ 5,664,495
Beginning Balance	\$ 100,000	\$ 100,000	\$ 107,207	\$ 114,817	\$ 117,579	\$ 135,107	\$ 157,935	\$ 200,175	\$ 259,019	\$ 329,862	\$ 405,748
Operating Surplus (Deficit)	-	7,207	7,611	2,762	17,528	22,828	42,240	58,844	70,843	75,886	70,925
Ending Balance	\$ 100,000	\$ 107,207	\$ 114,817	\$ 117,579	\$ 135,107	\$ 157,935	\$ 200,175	\$ 259,019	\$ 329,862	\$ 405,748	\$ 476,673
Deficit as a % of Exp.		-0.2%	-0.2%	-0.1%	-0.4%	-0.5%	-0.9%	-1.2%	-1.4%	-1.4%	-1.3%
Incremental			0.0%	0.1%	-0.3%	-0.1%	-0.4%	-0.3%	-0.2%	0.0%	0.1%

Annual Increase Assumptions

- * Property Taxes - 4%
- * Charges for Services - 3%
- * Interest Earnings - 5% return on cash balance
- * Personnel Costs - 5% thru 2012, 4% thereafter
- * Supplies and Materials - 2%
- * Other Services and Charges - 2%
- * Minor Equipment - 50% thru 2014, 25% thereafter

City of Roseville
2010 - 2019 Financial Plan
For Capital Replacements (current)

Vehicle Replacements

Revenues	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
Property taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Police depreciation	-	-	-	-	-	-	-	-	-	-
Fire depreciation	-	-	-	-	-	-	-	-	-	-
Street Maint. deprec	-	-	-	-	-	-	-	-	-	-
Park Maint. deprec	-	-	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-	-	-
Expenditures	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
Police	246,095	217,095	239,095	279,055	217,095	217,095	268,095	250,055	217,095	246,095
Fire	516,000	52,500	50,000	1,500,000	525,000	-	77,500	1,700,000	662,000	71,000
Street Maintenance	295,000	231,000	506,000	162,740	297,200	179,000	73,800	9,000	32,500	394,500
Park Maintenance	120,000	140,000	60,000	105,000	35,000	-	-	170,000	65,000	30,000
Total	1,177,095	640,595	855,095	2,046,795	1,074,295	396,095	419,395	2,129,055	976,595	741,595
Beg. Cash Reserves	300,000	(877,095)	(1,517,690)	(2,372,785)	(4,419,580)	(5,493,875)	(5,889,970)	(6,309,365)	(8,438,420)	(9,415,015)
Cash Transfer In	-	-	-	-	-	-	-	-	-	-
End Cash Reserves	\$ (877,095)	\$ (1,517,690)	\$ (2,372,785)	\$ (4,419,580)	\$ (5,493,875)	\$ (5,889,970)	\$ (6,309,365)	\$ (8,438,420)	\$ (9,415,015)	\$ (10,156,610)

City of Roseville
2010 - 2019 Financial Plan
For Capital Replacements (current)

Street Infrastructure Replacement (non MSA roads)

Revenues	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
Property taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Interest earnings	600,000	678,500	668,639	655,335	641,267	626,390	604,908	582,190	558,166	532,760
	-	-	-	-	-	-	-	-	-	-
Total	600,000	678,500	668,639	655,335	641,267	626,390	604,908	582,190	558,166	532,760
Expenditures	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
Mill & Overlay	\$ 800,000	\$ 850,000	\$ 900,000	\$ 900,000	\$ 900,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000
	-	-	-	-	-	-	-	-	-	-
Total	800,000	850,000	900,000	900,000	900,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
Beg. Cash Reserves	12,000,000	11,800,000	11,628,500	11,397,139	11,152,474	10,893,741	10,520,132	10,125,039	9,707,229	9,265,395
Cash Transfer Out	-	-	-	-	-	-	-	-	-	-
End Cash Reserves	\$11,800,000	\$11,628,500	\$11,397,139	\$11,152,474	\$10,893,741	\$ 10,520,132	\$ 10,125,039	\$ 9,707,229	\$ 9,265,395	\$ 8,798,155

Park Infrastructure Replacement (PIP)

Revenues	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
Property taxes	\$ 215,000	\$ 215,000	\$ 215,000	\$ 215,000	\$ 215,000	\$ 215,000	\$ 215,000	\$ 215,000	\$ 215,000	\$ 215,000
Park Dedication Fees	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-
Total	215,000	215,000	215,000	215,000	215,000	215,000	215,000	215,000	215,000	215,000
Expenditures	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
PIP	\$ 545,000	3,030,000	2,755,000	2,800,000	1,855,000	2,026,000	1,802,500	1,799,000	1,807,000	1,887,500
	-	-	-	-	-	-	-	-	-	-
Total	545,000	3,030,000	2,755,000	2,800,000	1,855,000	2,026,000	1,802,500	1,799,000	1,807,000	1,887,500
Beg. Cash Reserves	300,000	(30,000)	(2,845,000)	(5,385,000)	(7,970,000)	(9,610,000)	(11,421,000)	(13,008,500)	(14,592,500)	(16,184,500)
End Cash Reserves	\$ (30,000)	\$ (2,845,000)	\$ (5,385,000)	\$ (7,970,000)	\$ (9,610,000)	\$ (11,421,000)	\$ (13,008,500)	\$ (14,592,500)	\$ (16,184,500)	\$ (17,857,000)

City of Roseville
2010 - 2019 Financial Plan
For Capital Replacements (revised)

Vehicle Replacements

Revenues	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
Property taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Police depreciation	59,900	119,800	179,800	239,700	239,700	239,700	239,700	239,700	239,700	239,700
Fire depreciation	128,900	257,700	386,600	515,400	515,400	515,400	515,400	515,400	515,400	515,400
Street Maint. deprec	54,500	109,000	163,600	218,100	218,100	218,100	218,100	218,100	218,100	218,100
Park Maint. deprec	18,100	36,300	54,400	72,500	72,500	72,500	72,500	72,500	72,500	72,500
	-	-	-	-	-	-	-	-	-	-
Total	261,400	522,800	784,400	1,045,700	1,045,700	1,045,700	1,045,700	1,045,700	1,045,700	1,045,700
Expenditures	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
Police	246,095	217,095	239,095	279,055	217,095	217,095	268,095	250,055	217,095	246,095
Fire	516,000	52,500	50,000	1,500,000	525,000	-	77,500	1,700,000	662,000	71,000
Street Maintenance	295,000	231,000	506,000	162,740	297,200	179,000	73,800	9,000	32,500	394,500
Park Maintenance	120,000	140,000	60,000	105,000	35,000	-	-	170,000	65,000	30,000
	-	-	-	-	-	-	-	-	-	-
Total	1,177,095	640,595	855,095	2,046,795	1,074,295	396,095	419,395	2,129,055	976,595	741,595
Beg. Cash Reserves	300,000	684,305	566,510	495,815	(505,280)	(533,875)	115,730	742,035	(341,320)	(272,215)
Cash Transfer In	1,300,000	-	-	-	-	-	-	-	-	-
End Cash Reserves	\$ 684,305	\$ 566,510	\$ 495,815	\$ (505,280)	\$ (533,875)	\$ 115,730	\$ 742,035	\$ (341,320)	\$ (272,215)	\$ 31,890

City of Roseville
2010 - 2019 Financial Plan
For Capital Replacements (revised)

Street Infrastructure Replacement (non MSA roads)

Revenues	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
Property taxes	\$ -	\$ -	\$ -	\$ -	\$ 261,400	\$ 522,800	\$ 784,200	\$ 1,045,600	\$ 1,307,000	\$ 1,568,400
Interest earnings	600,000	603,750	589,591	571,742	552,867	547,938	552,005	571,337	606,811	659,355
	-	-	-	-	-	-	-	-	-	-
Total	600,000	603,750	589,591	571,742	814,267	1,070,738	1,336,205	1,616,937	1,913,811	2,227,755
Expenditures	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
Mill & Overlay	\$ 800,000	\$ 850,000	\$ 900,000	\$ 900,000	\$ 900,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000
	-	-	-	-	-	-	-	-	-	-
Total	800,000	850,000	900,000	900,000	900,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
Beg. Cash Reserves	12,000,000	10,500,000	10,253,750	9,943,341	9,615,083	9,529,350	9,600,088	9,936,293	10,553,229	11,467,040
Cash Transfer Out	(1,300,000)	-	-	-	-	-	-	-	-	-
End Cash Reserves	\$10,500,000	\$10,253,750	\$ 9,943,341	\$ 9,615,083	\$ 9,529,350	\$ 9,600,088	\$ 9,936,293	\$10,553,229	\$11,467,040	\$12,694,795

Park Infrastructure Replacement (PIP)

Revenues	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
Property taxes	\$ 215,000	\$ 215,000	\$ 215,000	\$ 215,000	\$ 215,000	\$ 215,000	\$ 215,000	\$ 215,000	\$ 215,000	\$ 215,000
Add'l property taxes	430,000	860,000	1,290,000	1,720,000	2,150,000	2,365,000	2,365,000	2,365,000	2,365,000	2,365,000
	-	-	-	-	-	-	-	-	-	-
Total	645,000	1,075,000	1,505,000	1,935,000	2,365,000	2,580,000	2,580,000	2,580,000	2,580,000	2,580,000
Expenditures	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
PIP	\$ 545,000	3,030,000	2,755,000	2,800,000	1,855,000	2,026,000	1,802,500	1,799,000	1,807,000	1,887,500
	-	-	-	-	-	-	-	-	-	-
Total	545,000	3,030,000	2,755,000	2,800,000	1,855,000	2,026,000	1,802,500	1,799,000	1,807,000	1,887,500
Beg. Cash Reserves	300,000	400,000	(1,555,000)	(2,805,000)	(3,670,000)	(3,160,000)	(2,606,000)	(1,828,500)	(1,047,500)	(274,500)
End Cash Reserves	\$ 400,000	\$ (1,555,000)	\$ (2,805,000)	\$ (3,670,000)	\$ (3,160,000)	\$ (2,606,000)	\$ (1,828,500)	\$ (1,047,500)	\$ (274,500)	\$ 418,000

Date: 3/09/09

Item: 13.c

Update - 2009

Budget Adjustments

No Attachment

**CITY OF ROSEVILLE, MINNESOTA
2009 EVALUATION OF CITY MANAGER**

PURPOSE

In order to establish and maintain effective City Council and City Manager relations, the Council has established an ongoing evaluation process designed to gather information relevant to the performance of the City Manager. Through this process, the Council intends to focus on how effectively the City Manager is accomplishing the goals established by the Council and how he is carrying out his responsibilities in key performance areas.

Specifically, the evaluation process is expected to serve the following needs:

1. Allow the City Manager and Council to test, identify, and refine their respective roles, relationships, and expectations of responsibilities to each other.
2. Allow discussion of the City Manager's strengths and weaknesses as demonstrated by performance during the evaluation period, with the objective of increasing the City Manager's effectiveness by giving the Council the opportunity to provide positive feedback in areas that have been handled well and to clarify areas where the City Manager could become more effective through improved performance.

PROCESS

1. For the first year of the evaluation process, 2007, a Subcommittee of the Council was designated, consisting of Councilmembers Dan Roe and Tammy L. Pust. Those two Councilmembers were responsible for distributing, receiving and compiling the evaluation information for later discussion with the full Council and the City Manager.
2. In 2008, the evaluation form was provided to the City Manager; the Mayor and City Councilmembers; all Department Heads; two City of Roseville staff who were not Department Heads, as identified by the City Manager; all Advisory Commission Chairs; and all Imagine Roseville 2025 Steering Committee members.
3. For 2009, Mayor Klausing agreed to perform the work of the subcommittee in preparing, distributing, receiving and compiling the evaluation information for later discussion with the full Council and the City Manager. For 2009, the survey will be conducted on-line using Survey Monkey to collect and compile the evaluation information. An email containing a unique individual link to the survey will be sent to the City Manager; the Mayor and City Councilmembers; all Department Heads; two City of Roseville staff who are not Department Heads, as identified by the City Manager; all Advisory Commission Chairs as well as John Thein, Jan Vanderwall, Julie Larson, Amy Carey, Thelma McKenzie, Susan Nemitz, Jan Parker, and Don Salverda. The unique link will ensure that only the designated email account user may access the survey, and that the survey may only be accessed once. The survey can be completed in a single session of 15-20 minutes.

4. As in the past, identification information is requested as part of the evaluation; the identity of specific evaluators will not be shared with the City Manager. This information is requested only so that the subcommittee can track who has responded. Specific identification information will be kept confidential by the Subcommittee; the City Manager will be provided with a summary of all ratings and comments that will identify responders by category and not by name.
5. The compiled summary will be discussed by the Council and the City Manager at a closed Session of the City Council in compliance with the Minnesota Open Meeting law.

INSTRUCTIONS

1. The attached evaluation form encompasses six primary areas: (I) Organizational and Human Resources Management; (II) Fiscal/Business Management; (III) Relationship with Mayor and Council; (IV) Long-Range Planning/Strategic Plan; (V) Relationship with Public/Public Relations; and (VI) Intergovernmental Relations. The form includes space for you to include comments for each performance area. You are encouraged to note specific examples explaining the particular ratings chosen in order to give the City Manager enough information to build on successes and address problem areas in his work plan for 2009.
2. In order to avoid ambiguity, each performance area is defined in terms of agreed-upon performance standards, including the conditions that have to be met in order to decide the extent to which the expectations have been met.
3. You will be given five choices for rating performance in each area: Severely Below Expectations, Below Expectations, Meets Expectations, Exceeds Expectations, Greatly Exceeds Expectations. Each choice is assigned a numeric value which will be used to determine a mean and a median rating.
4. **Please begin by completing the following information:**

Name: _____ [This information is confidential.]

Category of Evaluator: [Check one]

- ☐ Member of the City Council
- ☐ Department Head or City Staff
- ☐ Advisory Commission Chair
- ☐ Other
- ☐ City Manager

**PERFORMANCE EVALUATION FOR
CITY MANAGER BILL MALINEN
Evaluation Period: January 2008 through December 2008**

I. ORGANIZATIONAL AND HUMAN RESOURCES MANAGEMENT

RESPONSIBILITY

- Plans and organizes the work that goes into providing services established by past and current decisions of the Council.
- Plans and organizes work that carries out policies adopted by the Council and developed by Staff.
- Plans and organizes responses to public requests and complaints or areas of concern brought to the attention of the Staff by Council and Staff.
- Evaluation and knowledge of current technology.
- Selecting, leading, directing, and developing staff members.

PERFORMANCE STANDARD

Organizational and Human Resources Management will be considered effective when a majority of the conditions have been successfully fulfilled.

- Well qualified, promising persons are recruited and employed.
- Effectively utilizes subordinates' skills when delegating, and clearly defines and follows up on delegated responsibilities.
- Employees are appropriately placed, contributing to a high retention rate.
- Supervisory techniques motivate high performance.
- Complaints to Council are not common.
- The organization is aware of new trends in technology.

Rating:	___1	___2	___3	___4	___5
	Below		Meets		Exceeds
	Expectations		Expectations		Expectations

Comments: (Observations of Evaluator)

Suggestions for Improvements: (Specific area(s) that need strengthening)

Commendations: (Area(s) of performance calling for praise/commendation)

II. FISCAL/BUSINESS MANAGEMENT

RESPONSIBILITY

- Plans and organizes the preparation of an annual budget with documentation, etc., that conforms to guidelines adopted by the Council.
- Plans, organizes, and administers the adopted budget with approved revenues and expenditures.
- Plans, organizes, and supervises most economic utilization of manpower, materials, and machinery.
- Plans and organizes a system of reports for Council that provide the most up-to-date data available concerning expenditures and revenue.
- Directs maintenance of City-owned facilities, buildings, and/or equipment.

PERFORMANCE STANDARD

Fiscal/Business Management will be considered effective when a majority of the conditions have been successfully fulfilled.

- Budget preparation and management are thorough and effective.
- Cost-effective measures are persistently pursued.
- Financial reporting is timely and readily understandable.
- Physical facilities management is efficient.

Rating:	___1	___2	___3	___4	___5
	Below		Meets		Exceeds
	Expectations		Expectations		Expectations

Comments: (Observations of Evaluator)

Suggestions for Improvements: (Specific area(s) that need strengthening)

Commendations: (Area(s) of performance calling for praise/commendation)

III. RELATIONSHIP WITH MAYOR AND COUNCIL

RESPONSIBILITY

- Maintains effective communication, both verbal and written, with Council.
- Maintains availability to Council, either personally or through designated subordinates.
- Establishes and maintains a system of reporting to Council current plans and activities of the Staff.
- Plans and organizes materials for presentations to the Council, either verbally or written, in the most concise, clear, and comprehensive manner possible.

PERFORMANCE STANDARD

Relations with the Mayor/Council will be considered effective when a majority of the conditions have been successfully fulfilled.

- Materials, reports, presentations and recommendations are clearly and convincingly made.
- Facilitates Council action, including adoption of ordinances, coordinates agenda preparation and provides information and background required by Council.
- Communications are made in a timely, forthright, and open manner.
- Keeps all Council Members well-informed and involved on issues that should be addressed or monitored for possible action.
- Responses to requests are made promptly and completely.
- Recommendations appear to be thoroughly researched.
- Demonstrates what s/he says can be accepted at face value.
- Maintains respect for Council, takes a consistent position, and holds confidences.
- Ensures a system is in place to report to Council current plans, activities, and events of the City.
- Remains open and accessible to all members of the City Council equally.

Rating:	___1	___2	___3	___4	___5
	Below		Meets		Exceeds
	Expectations		Expectations		Expectations

Comments: (Observations of Evaluator)

Suggestions for Improvements: (Specific area(s) that need strengthening)

Commendations: (Area(s) of performance calling for praise/commendation)

IV. LONG-RANGE PLANNING/STRATEGIC PLAN**RESPONSIBILITY**

- Maintains knowledge of new technologies, systems, methods, etc., in relation to City services.
- Keeps Council advised of new and impending legislation and developments in the area of public policy.
- Plans and organizes a process of program planning in anticipation of future needs and problems.
- Establishes and maintains an awareness of developments occurring within other cities or other jurisdictions that may have an impact on City activities.
- Plans, organizes, and maintains a process for establishing community goals to be approved or adopted by Council and monitoring and status reporting.

PERFORMANCE STANDARD

Strategic planning will be considered effective when a majority of the conditions have been successfully fulfilled.

- A well-constructed, long-range strategic plan is currently in operation.
- Annual operational plans are carried out by staff members.
- An on-going monitoring process is in operation to attain quality assurance in program and project implementation.
- Program evaluation and personnel evaluation are inter-related with the strategic planning process.
- Legislative knowledge is current and complete.

MAJOR STRATEGIC GOALS:

The City's long-range goals are those defined by Imagine Roseville 2025.

Rating: ___1 ___2 ___3 ___4 ___5
 Below Meets Exceeds
 Expectations Expectations Expectations

Comments: (Observations of Evaluator)

Suggestions for Improvements: (Specific area(s) that need strengthening)

Commendations: (Area(s) of performance calling for praise/commendation)

V. RELATIONSHIP WITH PUBLIC/PUBLIC RELATIONS**RESPONSIBILITY**

- Plans, organizes, and maintains training of employees in contact with the public, either by phone or in person.
- Ensures that an attitude and feeling of helpfulness, courtesy, and sensitivity to public perception exists in employees coming in contact with the public.
- Establishes and maintains an image of the City to the community that represents service, vitality and professionalism.
- Establishes and maintains a liaison with private, non-governmental agencies, organizations, and groups involved in areas of concern that relate to services or activities of the City.

PERFORMANCE STANDARD

Communication services will be considered effective when a majority of the conditions have been successfully fulfilled.

- Contacts with the media are timely and credible.
- Publications are varied and consistently well-received by citizens.
- Feedback from the public and the community leadership is positive.
- City has good image with comparable organizations.

Rating: ___1 ___2 ___3 ___4 ___5
 Below Meets Exceeds
 Expectations Expectations Expectations

Comments: (Observations of Evaluator)

Suggestions for Improvements: (Specific area(s) that need strengthening)

Commendations: (Area(s) of performance calling for praise/commendation)

VI. INTERGOVERNMENTAL RELATIONS

RESPONSIBILITY

- Maintains awareness of developments and plans in other jurisdictions that may relate to or affect City government.
- Establishes and maintains a liaison with other governmental jurisdictions in those areas of service that improve or enhance the City's programs.
- Maintains communications with governmental jurisdictions with which the City is involved or interfaces.

PERFORMANCE STANDARD

Intergovernmental relations will be considered effective when a majority of the conditions have been successfully fulfilled.

- Sufficient activity with municipal and professional organizations.
- Regarded as leader by municipal officials.
- Provides examples of good ideas from other jurisdictions.
- Positive relationship with surrounding cities.
- Good cooperation with County and State agencies.
- Understands problems of other agencies and jurisdictions in achieving City objectives.
- Constructively cooperative in interacting with other agencies and jurisdictions in achieving City objectives.

Rating:	___1	___2	___3	___4	___5
	Below		Meets		Exceeds
	Expectations		Expectations		Expectations

Comments: (Observations of Evaluator)

Suggestions for Improvements: (Specific area(s) that need strengthening)

Commendations: (Area(s) of performance calling for praise/commendation)

Date: 3/09/09
Item: 15.a
TL Property Mtnc
Code Enforcement

From: Amy Ihlan [amy@briollaw.com]
Sent: Wednesday, February 25, 2009 11:19 AM
To: Bill Malinen
Cc: Margaret Driscoll; *RVCouncil
Subject: Item Request for Future Agenda -- Twin Lakes Property Maintenance Code Enforcement

Dear Bill and Council,

In light of the e-mail we just received from Ed and Kelly Jaros (see below), I would like to add an agenda item as soon as possible for a future a council meeting, to have council discussion and direction to staff on two issues:

1. Enforcement of city property maintenance codes on derelict buildings in Twin Lakes area
2. Considering strategies to require property owners to demolish vacant and unusable buildings that are creating a nuisance and/or public health and safety issues.

Thanks,

Amy

Amy J. Ihlan
Briol & Associates, PLLC
3700 IDS Center
80 S. 8th St.
Minneapolis, MN 55402
(612)337-8410
Amy@Briollaw.com

Please visit us on the web at www.briollaw.com

-----Original Message-----

From: support@civicplus.com [mailto:support@civicplus.com]
Sent: Wednesday, February 25, 2009 10:32 AM
To: city.council@ci.roseville.mn.us;
margaret.driscoll@ci.roseville.mn.us; bill.malinen@ci.roseville.mn.us
Subject: Online Form Submittal: Contact City Council

The following form was submitted via your website: Contact City Council

Subject: Graffiti, Storm Water runoff containment structures rotting etc on vacant bldg site of former trucking facility near Langton Lake Park

Name:: Ed Jaros

Address:: 1858 County Road C2 W

City:: Roseville

State: : MN

Zip:: 55113

How would you prefer to be contacted? Remember to fill in the corresponding contact information.: Email

Home Phone Number::

Daytime Phone Number::

Email Address:: [REDACTED]

Please Share Your Comment, Question or Concern: Dear Roseville City Council Members,

We are writing to you concerning the vacant buildings that remain at the site of the former trucking facility that backs up to Langton Lake Park. Since these buildings have been vacated there has been much graffiti showing up on the buildings. This can only indicate that persons who we don't want in our neighborhoods are in fact spending time here defacing our city.

Vacant buildings such as these are hazardous. Small children may wander into these properties, they are an attraction to kids as well as vandals, possibly drug deals or gangs or vagrants. Stray animals and rodents may find it inviting as well. At the very least they are an eyesore to people who live in the community. Some of the doors are open and the fence along the park is broken down at least in one area.

Are there any ordinances that require building owners to keep their properties in reasonable repair and prevent them from becoming an eyesore and detracting from our community? Who wants to live down the street from a rundown old building covered by graffiti? Not me, but I do.

There are other issues as well. The storm water run off containment structures are rotting away, the runoff - most likely containing oil, grease and diesel fuel from past maintenance and storage activities goes directly into Langton Lake. Last spring there was such a torrent of water (and who knows what else) running off the property that it eroded a hole through the asphalt of the parking lot. There have also been issues with weeds growing tall and not being mowed. I am sure if I did not mow my lawn someone from the city would tell me I need to.

We would like to email some pictures illustrating some views of these properties taken from one of our great parks that we are so proud of. Please let us know who to email pictures to. There doesn't appear to be a place to attach pictures on your site here.

Thank you for your attention to this matter.

Regards,

Ed and Kelly Jaros
1858 County Road C2 West
Roseville, MN 55113

Additional Information:

Form submitted on: 2/25/2009 10:32:14 AM

Submitted from IP Address: [REDACTED]

Form Address: <http://www.cityofroseville.com/forms.asp?FID=115>





