



City Council Agenda

Monday, February 14, 2011

6:00 p.m.

City Council Chambers

(Times are Approximate)

- 5:00 p.m. **Special Note: State of the City Address**
- 6:00 p.m. **1. Roll Call**
Voting & Seating Order for February: Johnson, McGehee,
Willmus, Pust, Roe
- 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**
- 6:20 p.m. **6. Approve Minutes**
a. Approve Minutes of January 24, 2011 Meeting
b. Approve Minutes of January 31, 2011 Meeting
c. Approve Minutes of February 7, 2011 Meeting
- 6:30 p.m. **7. Approve Consent Agenda**
a. Approve Payments
b. Approve Business Licenses
c. Approve a One Day On-Site Gambling Permit for Smiles
In Life Foundation to conduct a Raffle on August 15,
2011, at 2489 Rice Street #70
d. Approve a One Day On-Site Gambling Permit for
Parkview Center School to conduct a Raffle on March 25,
2011 at 701 W County Road B
e. Approve General Purchases and Sale of Surplus items in
excess of \$5000
f. Establish Lawful Gambling Task Force
g. Establish Infrastructure/CIP Financing Task Force

- h. Accept the 2010 Citizen Corp Program \$6,580 Grant
- i. Accept Ramsey County Emergency Management/Homeland Security Grant for a Thermal Imager to be installed on East Metro Swat BearCat
- j. Establish a Public Hearing on February 28, 2011 for the Lake Owasso Safe Boating Association's Request for Placement of Water Ski Course and Jump on Lake Owasso
- k. Adopt a Resolution Approving Plans and Specifications and Ordering Advertisement for Bids for Dale Street
- l. Adopt a Resolution Awarding Bid for 2011 Sanitary Sewer Main Lining Project in the amount of \$479,868 to Michels Corporation of Brownsville
- m. Adopt a Resolution Approving No Parking on Dale Street between County Road C and South Owasso Blvd
- n. Approve Public Improvement Contract and Public Improvement Easement and Maintenance Agreement for Applewood Pointe Of Langton Lake (PF 08-020)
- o. Adopt a Resolution Accepting Work Completed, Authorize \$9,903.10 Final Payment and commence the One-Year Warranty Period on the 2010 Sanitary Sewer Lining Project
- p. Adopt a Resolution to Approve 2011 Apportionment of Assessments
- q. Claim for Transformer Damage

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

9. General Ordinances for Adoption

10. Presentations

6:50 p.m. a. Receive Roseville Area Schools Report by Superintendent Dr. John Thein and School Board Chairperson Lisa Edstrom

7:05 p.m. b. Receive Annual Reports for 2010 Land Use Code Enforcement and Neighborhood Enhancement Program Activities

11. Public Hearings

7:25 p.m. **Recess Regular Meeting**

Convene as Board of Adjustments and Appeals

Consider a Resolution with Findings, Affirming Petitioners do not have Standing pursuant to City Code 201.07 to Petition for a Comp Plan Amendment

Adjourn Board of Adjustments and Appeals

Reconvene Regular Meeting

- 7:35 p.m. **13. Business Items (Presentations/Discussions)**
- a. Council discussion of Old Highway 8 properties' zoning and comprehensive plan designation (at the request of Councilmember Willmus)
- 12. Business Items (Action Items)**
- 7:55 p.m. a. Consider a Resolution to Authorize City to Certify Unpaid Utility and Other Charges to the Property Tax Rolls
- 8:05 p.m. b. Consider City Abatement for Unresolved Violations of City Code at 511 Hilltop
- 8:15 p.m. c. Consider City Abatement for Unresolved Violations of City Code at 590 Highway 36
- 8:25 p.m. d. Consider Approving The Cuningham Group to complete the Community Mixed Use/Twin Lakes Regulating Map and Plan and enter into a Standard Agreement for Professional Services
- 8:45 p.m. e. Consider Budget Calendar
- 13. Business Items – Presentations/Discussions (continued)**
- 9:15 p.m. b. Discuss NE Diagonal Corridor
- 9:25 p.m. **14. City Manager Future Agenda Review**
- 9:30 p.m. **15. Councilmember Initiated Items for Future Meetings**
- 9:40 p.m. **16. Adjourn**

Some Upcoming Public Meetings.....

Tuesday	Feb 15	6:30 p.m.	Human Rights Commission – (no meeting in Feb)
Monday	Feb 21		Presidents' Day City Offices Closed
Tuesday	Feb 22	6:00 p.m.	Housing & Redevelopment Authority
Monday	Feb 22	6:00 p.m.	City Council Meeting
Tuesday	Feb 24	6:30 p.m.	Public Works, Environment & Transportation Commission
Monday	Feb 28	6:00 p.m.	City Council Meeting
Tuesday	Mar 1	6:30 p.m.	Parks & Recreation Commission
Wednesday	Mar 2	6:30 p.m.	Planning Commission
Tuesday	Mar 8	6:30 p.m.	Human Rights Commission

Date: 2/14/11

Item: 6.a

Approve 1/24/11 Minutes

No Attachment

Date: 2/14/11

Item: 6.b

Approve 1/31/11 Minutes

No Attachment

Date: 2/14/11

Item: 6.c

Approve 2/07/11 Minutes

No Attachment

REQUEST FOR COUNCIL ACTION

Date: 2/14/2011
Item No.: 7 . a

Department Approval

Chris L. Miller

City Manager Approval

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	\$661,558.35
61268-61548	\$857,336.36
Total	\$1,518,894.71

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: n/a

Accounts Payable

check by date

User: mary.jenson

Printed: 02/08/2011 - 10:56 AM

Check D	Check Nu	Name	Description	Account	Amount
1/6/2011	0	Ferguson Waterworks	Meter Gaskets	610-06-51-00-0000-62-4530	309.94
1/6/2011	0	Stork Twin City Testing Corp.	Engineering Services	640-08-54-00-8013-64-4900	591.35
1/6/2011	0	Stork Twin City Testing Corp.	Geotechnical Exploration	590-03-75-11-1102-48-4900	7,595.00
1/6/2011	0	Yale Mechanical, LLC	Remainder of Invoice 115662	100-01-23-00-0000-10-4390	453.15
1/6/2011	0	Catco Parts & Service Inc	Vehicle Repair	100-03-20-30-0000-10-4230	607.73
1/6/2011	0	Catco Parts & Service Inc	Mirror	600-05-50-00-0000-61-4240	13.87
1/6/2011	0	City of St. Paul	Paper	100-01-08-00-0000-10-4240	804.02
1/6/2011	0	City of St. Paul	Sales/Use Tax	100-00-00-00-0000-10-2090	-51.72
1/6/2011	0	Gopher State One Call	Billable Tickets	600-05-50-00-0000-61-4300	187.20
1/6/2011	0	Gopher State One Call	Billable Tickets	610-06-51-00-0000-62-4300	187.20
1/6/2011	0	Gopher State One Call	Billable Tickets	640-08-54-00-0000-64-4300	187.20
1/6/2011	0	Gopher State One Call	Billable Tickets	600-05-50-00-0000-61-4300	138.77
1/6/2011	0	Gopher State One Call	Billable Tickets	610-06-51-00-0000-62-4300	138.77
1/6/2011	0	Gopher State One Call	Billable Tickets	640-08-54-00-0000-64-4300	138.76
1/6/2011	0	Grainger Inc	Duct Tape	200-04-40-53-0000-23-4240	11.64
1/6/2011	0	Grainger Inc	Cleaning Supplies	100-02-13-15-0000-10-4240	90.68
1/6/2011	0	Green View Inc.	Ice Arena Cleaning	200-04-40-53-0000-23-4390	2,138.00
1/6/2011	0	Metropolitan Council	Wastewater Flow	600-05-50-00-0000-61-4450	195,351.89
1/6/2011	0	Mister Car Wash	Vehicle Washes	100-02-13-15-0000-10-4390	5.60
1/6/2011	0	Mister Car Wash	Vehicle Washes	100-02-10-11-0000-10-4370	93.78
1/6/2011	0		Dependent Care Reimbursement	100-00-00-00-0000-10-2110	184.62
1/6/2011	0	Erickson, Bell, Beckman & Quinn P.A.	Legal Services Through Nov 30, 2010	100-01-06-00-0000-10-4300	12,600.00
1/6/2011	0	Zweber Steve	Weather Moniter Charges Reimbursement	640-08-54-00-0000-64-4240	76.85
1/6/2011	0	Zweber Steve	Weather Moniter Charges Reimbursement	100-03-20-21-0000-10-4240	76.84
1/6/2011	0	Zweber Steve	Mileage Reimbursement	100-03-20-21-0000-10-4320	209.00
1/6/2011	0		Dependent Care Reimbursement	100-00-00-00-0000-10-2110	384.62
1/6/2011	0	City of Maplewood	Sewer, Storm Drainage-3rd Quarter	600-05-00-00-0000-61-3700	42,169.44
1/6/2011	0	City of Maplewood	Sewer, Storm Drainage-3rd Quarter	640-08-00-00-0000-64-3740	2,888.26
1/6/2011	0	City of Maplewood	Sewer, Storm Drainage-3rd Quarter	640-08-00-00-0000-64-3740	-12.00
1/6/2011	0	AmSan Brissman-Kennedy, Inc.	Liquid Ice Melt	417-03-64-91-0000-42-4240	106.93
1/6/2011	0	WSB & Associates, Inc.	Project: 01814-210	585-10-88-10-1017-47-4900	52,941.67
1/6/2011	0	ARAMARK Services	Coffee Supplies	100-01-08-00-0000-10-4240	374.98
1/6/2011	0	Schultz Rick	Mileage Reimbursement	200-04-40-40-0000-23-4320	63.00
1/6/2011	0		Flexible Benefits Reimbursement	100-00-00-00-0000-10-2110	293.76
1/6/2011	0		Dependent Care Reimbursement	100-00-00-00-0000-10-2110	124.62
1/6/2011	0	Crescent Electric Supply Co	Camera Cable	410-04-64-40-0320-42-4530	190.24
1/6/2011	0	No Suburban Community Foundati	Remit Proceeds	271-01-67-00-0000-26-4300	16,000.00
1/6/2011	0	Recycling Association of MN	Membership Dues	650-09-65-00-0000-65-4420	150.00
1/6/2011	0	Cash Deborah	Program Supplies Reimbursement	200-04-40-42-0119-23-4240	31.35
1/6/2011	61268	CDW	Unity Connection Conversion	112-01-77-00-0413-11-4310	7,310.25
1/6/2011	61269	Eaton Sharon	Program Supplies Reimbursement	200-04-40-42-0119-23-4240	11.07
1/6/2011	61270	Fed Ex	Shipping Charges	100-02-10-11-0000-10-4390	34.92
1/6/2011	61271	General Repair Service, Corp	Storm Lift Repair	640-08-54-00-0000-64-4390	607.41
1/6/2011	61272	GS Direct, Inc.	Plot Bond	100-03-20-20-0000-10-4200	59.10
1/6/2011	61273	Johnson Steve	Program Supplies Reimbursement	200-04-40-41-0248-23-4240	42.00

Check D	Check Nu	Name	Description	Account	Amount
1/6/2011	61274	KLM Engineering	Inspection & Report	610-06-51-00-0000-62-4300	2,800.00
1/6/2011	61275	Law Enforcement Targets, Inc.	Photo Targets	100-02-10-11-0000-10-4410	133.59
1/6/2011	61276	League of MN Cities Ins Trust	LMCIT Claim #: 11073607	710-00-61-00-0000-73-4300	7,601.72
1/6/2011	61276	League of MN Cities Ins Trust	LMCIT Claim #: 11075191	710-00-61-00-0000-73-4300	258.46
1/6/2011	61277	Locators & Supplies, Inc	Receiver, Radio, Transmitter	610-06-51-00-0000-62-4530	3,655.13
1/6/2011	61278		Flexible Benefit Reimbursement	100-00-00-00-0000-10-2110	1,272.29
1/6/2011	61278		Dependent Care Reimbursement	100-00-00-00-0000-10-2110	740.00
1/6/2011	61279	MI Tech Services, Inc.		109-01-77-00-0000-11-4390	1,600.00
1/6/2011	61280	MN Dept of Transportation	Material Testing and Inspection	585-10-88-10-1017-47-4900	241.48
1/6/2011	61280	MN Dept of Transportation	Concrete Plant Inspections	585-10-88-10-1017-47-4900	767.44
1/6/2011	61281	Morton Salt, Inc.	Bulk Salt	100-03-20-21-0000-10-4240	10,524.13
1/6/2011	61282	Mr. Handyman, LLC	Fence Repair	722-00-78-00-0000-87-4900	694.04
1/6/2011	61283	Networkfleet, Inc.	Monthly Service-Dec	600-05-50-00-0000-61-4300	89.85
1/6/2011	61284	Overhead Door Co of the Northland	Emergency Service-Police Garage Door	100-01-23-00-0000-10-4390	409.95
1/6/2011	61285	PAWLAK EDWARD	Refund Check	600-00-00-00-0000-00-2020	10.34
1/6/2011	61286	Performance Plus, Inc.	Medical Examinations	100-02-13-15-0000-10-4300	165.00
1/6/2011	61286	Performance Plus, Inc.	Medical Examinations	100-02-13-15-0000-10-4300	495.00
1/6/2011	61287	Q3 Contracting, Inc.	Sign, Barricade Rental	610-06-51-00-0000-62-4380	392.48
1/6/2011	61287	Q3 Contracting, Inc.	Sign, Barricade Rental	610-06-51-00-0000-62-4380	482.10
1/6/2011	61287	Q3 Contracting, Inc.	Sign, Barricade Rental	610-06-51-00-0000-62-4380	276.68
1/6/2011	61288	Qwest	Telephone	112-01-77-00-0000-11-4310	364.84
1/6/2011	61288	Qwest	Telephone	112-01-19-00-0000-11-4310	216.71
1/6/2011	61289	Ramsey County Prop Rec & Rev	Abstract Recording Fee	260-10-56-56-0000-24-4300	46.00
1/6/2011	61290	Ramsey County Recorder	Easement Recording Fees	100-03-00-00-0000-10-3420	322.00
1/6/2011	61291	Resourceful Bag & Tag, Inc.	Clear Stream Transporter	650-09-65-00-0000-65-4510	538.94
1/6/2011	61291	Resourceful Bag & Tag, Inc.	Sales/Use Tax	650-00-00-00-0000-65-2090	-34.67
1/6/2011	61292	Robbins Nancy	HANC Supplies Reimbursement	200-04-40-42-0119-23-4240	10.13
1/6/2011	61293		Dependent Care Reimbursement	100-00-00-00-0000-10-2110	5,000.00
1/6/2011	61294	Schindler Elevator Corporation	Quarterly Billing	100-01-23-00-0000-10-4390	1,114.47
1/6/2011	61295	Schmidt Tyler	Basketball Scorekeeping	200-04-40-41-0202-23-4300	80.00
1/6/2011	61296	Springbrook Software, Inc.	Upgrade Migration Services	409-01-04-00-0000-42-4530	11,412.50
1/6/2011	61297	St. Paul Regional Water Services	Water	610-06-51-00-0000-62-4440	263,125.01
1/6/2011	61298	Stanley Security Solutions, Inc.	Keys	200-04-40-41-0250-23-4240	150.52
1/6/2011	61299	Stowell Sheila	GLWMO Meeting Minutes	810-00-81-00-0000-82-4300	258.75
1/6/2011	61299	Stowell Sheila	Mileage Reimbursement	810-00-81-00-0000-82-4300	4.35
1/6/2011	61300	T Mobile	Cell Phones-Acct 771707201	100-03-20-20-0000-10-4310	40.20
1/6/2011	61300	T Mobile	Cell Phones-Acct 771707201	600-05-50-00-0000-61-4310	39.99
1/6/2011	61300	T Mobile	Cell Phones-Acct 771707201	600-05-50-00-0000-61-4310	41.27
1/6/2011	61301	T. A. Schifsky & Sons, Inc.	Modified Asphalt	610-06-51-00-0000-62-4240	720.85
1/6/2011	61301	T. A. Schifsky & Sons, Inc.	Modified Asphalt	100-03-20-21-0000-10-4240	119.59
1/6/2011	61302	Tandem Printing Inc	Skate Tags	200-04-40-53-0000-23-4340	1,484.49
1/6/2011	61303		Flexible Benefit Reimbursement	100-00-00-00-0000-10-2110	9.12
1/6/2011	61304	Twin City Water Clinic, Inc.	Coliform Bacterias-Nov 2010	610-06-51-00-0000-62-4300	320.00
1/6/2011	61305	United Rentals Northwest, Inc.	Hard Hat	610-06-51-00-0000-62-4240	8.39
1/6/2011	61306	University of Minnesota	APWA Fall Conference	100-03-20-20-0000-10-4400	225.00
1/6/2011	61307	Upper Cut Tree Service	Tree Trimming & Removal	100-03-20-21-0000-10-4390	3,788.72
1/6/2011	61308	US Bank	Petty Cash Reimbursement	200-04-40-42-0119-23-4240	19.36
1/6/2011	61308	US Bank	Petty Cash Reimbursement	200-04-40-42-0116-23-4240	40.00
1/6/2011	61309	Valley-Rich Co., Inc.	Equipment Rental	610-06-51-00-0000-62-4300	1,020.50
1/6/2011	61310	Verizon Wireless	Cell Phones	100-02-13-15-0000-10-4390	864.71
1/6/2011	61311	VIVIAN JAMES	Refund Check	610-00-00-00-0000-00-2020	21.44
1/6/2011	61311	VIVIAN JAMES	Refund Check	600-00-00-00-0000-00-2020	13.63
1/6/2011	61312	Water Conservation Service, Inc.	Leak Location	610-06-51-00-0000-62-4300	851.50
1/6/2011	61313	Woodruff Matt	Mileage Reimbursement	100-03-20-20-0000-10-4320	57.50
1/6/2011	61314	Church of Saint Bernard	Karen Community Donation	290-02-10-31-0000-10-4300	500.00

Check D	Check Nu	Name	Description	Account	Amount
1/6/2011	61315	Ecoenvelopes, LLC	Utility Billing Section 003	600-05-50-00-0000-61-4311	419.34
1/6/2011	61315	Ecoenvelopes, LLC	Utility Billing Section 003	610-06-51-00-0000-62-4311	419.33
1/6/2011	61315	Ecoenvelopes, LLC	Utility Billing Section 003	640-08-54-00-0000-64-4311	419.33
1/6/2011					672,575.25
1/12/2011	0	Sprint-ACH	Cell Phones	100-03-20-30-0000-10-4311	37.09
1/12/2011	0	Sprint-ACH	Cell Phones	100-03-20-20-0000-10-4311	149.84
1/12/2011	0	Sprint-ACH	Cell Phones	109-01-77-00-0000-11-4311	186.09
1/12/2011	0	Sprint-ACH	Cell Phones	200-04-40-40-0000-23-4311	114.99
1/12/2011	0	Sprint-ACH	Cell Phones	204-04-40-43-0000-23-4311	37.20
1/12/2011	0	Sprint-ACH	Cell Phones	620-07-52-52-0000-63-4311	37.30
1/12/2011	0	Sprint-ACH	Cell Phones	100-01-04-00-0000-10-4311	37.31
1/12/2011	0	Staples-ACH	Paper, Office Supplies	200-04-40-53-0000-23-4200	91.83
1/12/2011	0	Intoximeters- ACH	Mouthpieces	100-02-10-11-0000-10-4240	101.53
1/12/2011	0	ICMA Retirement Trust 457-300227	Payroll Deduction for 1/11 Payroll	100-00-00-00-0000-10-2110	4,896.03
1/12/2011	0	Metro Volleyball Officials	Volleyball Officiating	200-04-40-41-0220-23-4300	1,072.50
1/12/2011	0	Superamerica-ACH	Training Supplies	100-02-13-16-0000-10-4410	12.15
1/12/2011	0	Display's 2 Go-ACH	Magazine Rack	200-04-40-40-0000-23-4200	174.25
1/12/2011	0	Display's 2 Go-ACH	Sales/Use Tax	200-00-00-00-0000-23-2090	-11.21
1/12/2011	0	Kelsey Jeanne	Expense Reimbursement	723-00-00-00-0000-87-4410	10.00
1/12/2011	0	Kelsey Jeanne	Expense Reimbursement	723-00-70-00-0000-87-4340	101.63
1/12/2011	0	Kelsey Jeanne	Expense Reimbursement	723-00-00-00-0000-87-4320	24.48
1/12/2011	0	Prowire, Inc.	2011 Security Monitoring	200-04-40-42-0119-23-4340	256.50
1/12/2011	0	Mn Dept of Labor-ACH	Pressure Vessels	200-04-40-53-0000-23-4420	110.00
1/12/2011	0	Aramark-ACH	Lunch-Lost Receipt	100-02-10-11-0000-10-4240	12.08
1/12/2011	0	S & T Office Products-ACH	Office Supplies	265-01-05-00-0000-25-4200	42.80
1/12/2011	0	S & T Office Products-ACH	Office Supplies	100-02-10-10-0000-10-4200	17.06
1/12/2011	0	S & T Office Products-ACH	Office Supplies	260-10-56-56-0000-24-4200	28.13
1/12/2011	0	Ruffridge Johson Equipment-ACH	Supplies	100-03-20-21-0000-10-4240	26.50
1/12/2011	0	Drop.io-ACH	Monthly File Storage Service	109-01-77-00-0000-11-4390	23.99
1/12/2011	0	Boy Scouts of America-ACH	No Receipt	200-04-40-42-0119-23-4480	100.00
1/12/2011	0	Uponor-ACH	Fire Prevention Training	100-02-13-16-0000-10-4410	50.00
1/12/2011	0	Denison Parking-ACH	Training Class Parking	100-02-13-16-0000-10-4410	3.25
1/12/2011	0	Pro Med Kits-ACH	Medical Supplies	100-02-13-15-0000-10-4240	91.35
1/12/2011	0	Pro Med Kits-ACH	Sales/Use Tax	100-00-00-00-0000-10-2090	-5.88
1/12/2011	0	North American Rescue-ACH	Medical Supplies	100-02-13-15-0000-10-4240	90.65
1/12/2011	0	North American Rescue-ACH	Sales/Use Tax	100-00-00-00-0000-10-2090	-5.83
1/12/2011	0	Heartstation-ACH	Medical Supplies	100-02-13-15-0000-10-4240	106.55
1/12/2011	0	Heartstation-ACH	Sales/Use Tax	100-00-00-00-0000-10-2090	-6.85
1/12/2011	0	www AFMO	Medical Supplies	100-02-13-15-0000-10-4240	65.07
1/12/2011	0	www AFMO	Sales/Use Tax	100-00-00-00-0000-10-2090	-4.19
1/12/2011	0	Greenhaven Printing	Jan/Feb Newsletters	110-01-09-00-0000-12-4340	6,027.75
1/12/2011	0	Greenhaven Printing	Sales/Use Tax	110-00-00-00-0000-12-2090	-387.75
1/12/2011	0	Tactical Medics Intl-ACH	Medical Supplies	100-02-13-15-0000-10-4240	93.46
1/12/2011	0	Tactical Medics Intl-ACH	Sales/Use Tax	100-00-00-00-0000-10-2090	-6.01
1/12/2011	0	Survey Monkey.com-ACH	Subscription Renewal	100-02-10-10-0000-10-4240	19.95
1/12/2011	0	Yocum Oil	Fuel	100-03-20-30-0000-10-4210	20,583.21
1/12/2011	0	Yocum Oil	Fuel	100-03-20-30-0000-10-4210	1,522.38
1/12/2011	0	Butler Vacuum-ACH	Vacuum Repair	100-01-23-00-0000-10-4240	12.82
1/12/2011	0	RadioShack-ACH	Halogen Base	100-02-10-11-0000-10-4240	12.83
1/12/2011	0	George's Shoe Store-ACH	Fire Gear Repair	100-02-13-15-0000-10-4240	28.00
1/12/2011	0	Rosedale Center-ACH	Vehicle Supplies	100-02-13-15-0000-10-4370	107.95
1/12/2011	0	Subway-ACH	GLWMO Meeting Supplies-No Receipt	810-00-81-00-0000-82-4240	26.78
1/12/2011	0	Beisswenger's Hardware-ACH	Vent Cap, Garage Light	204-04-40-43-0000-23-4240	27.28

Check D	Check Nu	Name	Description	Account	Amount
1/12/2011	0	Papa John's-ACH	Citizens Academy Pizza	100-02-10-12-0000-10-4240	137.66
1/12/2011	0	Barnes & Noble-ACH	HRC Forum Speakers Gift Cards	100-01-33-00-0000-10-4480	100.00
1/12/2011	0	Menards-ACH	Fire Station Supplies	100-02-13-15-0000-10-4240	88.11
1/12/2011	0	Menards-ACH	Glove	100-03-20-21-0000-10-4240	6.98
1/12/2011	0	Suburban Ace Hardware-ACH	Fire Station Supplies	100-02-13-15-0000-10-4240	46.05
1/12/2011	0	Suburban Ace Hardware-ACH	Vehicle Supplies	100-02-13-15-0000-10-4230	22.42
1/12/2011	0	Suburban Ace Hardware-ACH	Meter Van Supplies	610-06-51-00-0000-62-4530	16.68
1/12/2011	0	Suburban Ace Hardware-ACH	Couplings	610-06-51-00-0000-62-4240	17.20
1/12/2011	0	Suburban Ace Hardware-ACH	Mouse Traps	620-07-52-52-0000-63-4240	11.86
1/12/2011	0	Suburban Ace Hardware-ACH	Fasteners	200-04-40-53-0000-23-4240	8.19
1/12/2011	0	Suburban Ace Hardware-ACH	Fasteners, Eye Bolts	200-04-40-53-0000-23-4240	44.67
1/12/2011	0	Suburban Ace Hardware-ACH	Vehicle Supplies	100-02-13-15-0000-10-4230	11.04
1/12/2011	0	Michaels-ACH	Speedskating Supplies	200-04-40-53-0000-23-4240	17.46
1/12/2011	0	Byerly's- ACH	Citizen Police Academy Cake	100-02-10-12-0000-10-4240	34.99
1/12/2011	0	Olive Garden-ACH	Staff/Training Meeting	100-02-13-16-0000-10-4410	231.39
1/12/2011	0	North Hgts Hardware Hank-ACH	Overhead Lights Repair Supplies	204-04-40-43-0000-23-4240	16.58
1/12/2011	0	North Hgts Hardware Hank-ACH	Supplies	610-06-51-00-0000-62-4530	25.62
1/12/2011	0	Office Depot- ACH	Office Supplies	265-01-05-00-0000-25-4200	5.36
1/12/2011	0	Amazon.com- ACH	SWAT Supplies	100-02-13-15-0000-10-4240	40.57
1/12/2011	0	Amazon.com- ACH	Sales/Use Tax	100-00-00-00-0000-10-2090	-2.61
1/12/2011	0	Walgreens-ACH	Supplies	290-02-10-31-0000-10-4300	79.95
1/12/2011	0	Sears Roebuck-ACH	Transmitters	100-02-10-11-0000-10-4240	9.63
1/12/2011	0	Home Depot- ACH	Tools	200-04-40-53-0000-23-4240	30.45
1/12/2011	0	Home Depot- ACH	Mason Line, Sprayers	200-04-40-53-0000-23-4240	92.34
1/12/2011	0	Cub Foods- ACH	Training Supplies	100-02-13-16-0000-10-4410	82.77
1/12/2011	0	Target- ACH	Cleaning Supplies	100-02-13-15-0000-10-4240	13.90
1/12/2011	0	Target- ACH	Soap	100-02-10-11-0000-10-4240	5.07
1/12/2011	0	ICMA - ACH	Membership Renewal-Malinen	100-01-02-00-0000-10-4420	1,040.83
1/12/2011	0	U of M CCE Online-ACH	APWA Conference-Bloom	103-03-20-00-0000-10-4400	225.00
1/12/2011	0	U of M CCE Online-ACH	APWA Conference-Giga	100-03-20-20-0000-10-4400	225.00
1/12/2011	0	U of M CCE Online-ACH	APWA Conference-Zweber	100-03-20-21-0000-10-4400	109.00
1/12/2011	0	Jimmy John's Sandwiches- ACH	Boxed Lunches	260-10-56-57-0000-24-4240	39.42
1/12/2011	61316	Banc of America Leasing	Copier Lease	409-01-88-00-0000-42-4380	2,885.16
1/12/2011	61317	Bertelson Total Office Solutions	Roll Towels	100-01-23-00-0000-10-4240	228.63
1/12/2011	61318	Capitol City Reg 1 Firefighters Assn.	Annual Dues 2011	100-02-13-13-0000-10-4420	50.00
1/12/2011	61319	City of Inver Grove Heights	Fire Dept Training	100-02-13-16-0000-10-4410	150.00
1/12/2011	61320	CivicPlus	Annual Fee-2011	110-01-09-00-0000-12-4300	6,366.00
1/12/2011	61321	Commissioner of Transportation	Certification Class Fee-Findell	100-03-20-20-0000-10-4410	50.00
1/12/2011	61322	Custom Refrigeration	Mechanical Permit Refund	260-02-00-00-0000-24-3210	250.00
1/12/2011	61323	Discover Bank	Case: 62CV 09-11758	100-00-00-00-0000-10-2110	281.16
1/12/2011	61324	Diversified Collection Services, Inc.		100-00-00-00-0000-10-2110	210.24
1/12/2011	61325	Fairview H A Associates LLC	2nd Half TIF Payment	580-10-88-00-0000-47-4970	13,908.10
1/12/2011	61326	Fire Engineering	Subscription Renewal	100-02-13-13-0000-10-4420	29.00
1/12/2011	61327	Fish Ted	Work Boots Reimbursement	100-03-20-30-0000-10-4220	125.00
1/12/2011	61328	Hefti Douglas	Cribbage League Prizes Reimbursement	200-04-40-41-0285-23-4240	43.75
1/12/2011	61329	ICMA Retirement Trust 401-109956	Payroll Deduction for 1/11 Payroll	100-00-00-00-0000-10-2110	374.04
1/12/2011	61330	ING ReliaStar	Payroll Deduction for 1/11 Payroll	100-00-00-00-0000-10-2110	9,981.00
1/12/2011	61331	J Thomas Athletic Co., Inc.	Volleyballs	200-04-40-41-0220-23-4240	969.57
1/12/2011	61332	League of MN Cities	Newly Elected Officials Conference	100-01-01-00-0000-10-4400	285.00
1/12/2011	61333	MAAPT	Training Class Fee	100-03-20-20-0000-10-4410	45.00
1/12/2011	61333	MAAPT	Training Class Fee	103-03-20-00-0000-10-4410	15.00
1/12/2011	61334	MDRA Treasurer-John Lenarz	2011 Dues-Deputy 118	265-01-05-00-0000-25-4420	575.00
1/12/2011	61335	Miller Michael	Basketball Officials	200-04-40-41-0202-23-4300	4,026.00
1/12/2011	61336	MN Dep Pub Health-Water Supply	Water Supply Service Connection-4ht Qtr 2010	610-00-00-00-0000-62-2080	16,160.76
1/12/2011	61337	MN Pollution Control Agency	School for Licensing	600-05-50-00-0000-61-4410	900.00

Check D	Check Nu	Name	Description	Account	Amount
1/12/2011	61337	MN Pollution Control Agency	Test Fee	600-05-50-00-0000-61-4410	165.00
1/12/2011	61338	MN PRIMA	Membership Dues-Davitt	710-00-61-00-0000-73-4420	40.00
1/12/2011	61339	MPERLA	Winter Conference-Bacon	100-01-02-00-0000-10-4400	140.00
1/12/2011	61340	Northwest Youth & Family Serv.	2011 City Participation	100-01-34-00-0000-10-4300	49,733.00
1/12/2011	61341	Premier Bank	HSA	100-00-00-00-0000-10-2114	1,928.07
1/12/2011	61341	Premier Bank	HSA	100-00-00-00-0000-10-2114	3,747.69
1/12/2011	61342	Qquest Software Systems	2011 Extended Service Agreement	100-03-20-30-0000-10-4230	389.00
1/12/2011	61343	Rieschl Ron	Singles Supplies Reimbursement	226-04-40-26-0000-23-4240	20.00
1/12/2011	61344	Springbrook Software, Inc.	2011 Neptune Laserfiche	100-01-04-00-0000-10-4390	980.00
1/12/2011	61344	Springbrook Software, Inc.	2011 Software Maintenance	100-01-04-00-0000-10-4390	18,859.46
1/12/2011	61345	Steward, Zlimen & Jungers, LTD	Case #: 09-06243-0	100-00-00-00-0000-10-2114	68.90
1/12/2011	61346	Stowell Sheila	Mileage Reimbursement	100-01-01-00-0000-10-4300	4.44
1/12/2011	61346	Stowell Sheila	City Council Meeting Minutes	100-01-01-00-0000-10-4300	201.25
1/12/2011	61347	Summit Design	Construction Deposit Refund	260-00-00-00-0000-24-2300	780.00
1/12/2011	61348	WCRA	Workers Comp Reinsurance	700-00-60-00-0000-71-4350	27,472.00
1/12/2011					201,413.64
1/20/2011	0		Dependent Care Reimbursement	100-00-00-00-0000-10-2114	1,900.00
1/20/2011	0	Mayfield Mark	Mileage Reimbursement	109-01-77-00-0000-11-4320	276.00
1/20/2011	0		Flexible Benefit Reimbursement	100-00-00-00-0000-10-2114	33.85
1/20/2011	0	Catco Parts & Service Inc	Vehicle Supplies	100-03-20-30-0000-10-4230	14.26
1/20/2011	0	Catco Parts & Service Inc	Vehicle Supplies	100-03-20-30-0000-10-4230	88.62
1/20/2011	0	Catco Parts & Service Inc	Vehicle Supplies	100-03-20-30-0000-10-4230	32.13
1/20/2011	0	Catco Parts & Service Inc	Vehicle Supplies	100-03-20-30-0000-10-4230	85.12
1/20/2011	0	Catco Parts & Service Inc	Vehicle Supplies	100-03-20-30-0000-10-4230	97.10
1/20/2011	0	Catco Parts & Service Inc	Vehicle Supplies	100-03-20-30-0000-10-4230	50.70
1/20/2011	0	City of St. Paul	Wireless CAD System	100-02-13-15-0000-10-4390	675.00
1/20/2011	0	Factory Motor Parts, Co.	2010 Blanket PO For Vehicle Repairs	100-03-20-30-0000-10-4230	13.25
1/20/2011	0	Napa Auto Parts	2010 Blanket PO For Vehicle Repairs	100-03-20-30-0000-10-4230	-30.99
1/20/2011	0	Napa Auto Parts	2010 Blanket PO For Vehicle Repairs	100-03-20-30-0000-10-4230	109.71
1/20/2011	0	Napa Auto Parts	2010 Blanket PO For Vehicle Repairs	100-03-20-30-0000-10-4230	2.15
1/20/2011	0	Napa Auto Parts	2010 Blanket PO For Vehicle Repairs	100-03-20-30-0000-10-4230	-5.59
1/20/2011	0	Grainger Inc	2010 Blanket PO For Vehicle Repairs	100-03-20-30-0000-10-4230	37.48
1/20/2011	0	Grainger Inc	2010 Blanket PO For Vehicle Repairs	100-03-20-30-0000-10-4230	6.67
1/20/2011	0	Grainger Inc	Eyebolt	200-04-40-53-0000-23-4240	5.74
1/20/2011	0	Kath Fuel Oil Service, Inc.	2010 Blanket PO For Vehicle Repairs	100-03-20-30-0000-10-4230	10.68
1/20/2011	0	Kath Fuel Oil Service, Inc.	2010 Blanket PO For Vehicle Repairs	100-03-20-30-0000-10-4230	3,205.98
1/20/2011	0		Flexible Benefit Reimbursement	100-00-00-00-0000-10-2114	65.40
1/20/2011	0	Midway Ford Co	Vehicle Repair	100-03-20-30-0000-10-4370	79.16
1/20/2011	0	MTI Distributing, Inc.	Electric Winch	204-04-40-43-0000-23-4230	513.21
1/20/2011	0	Muska Electric Co	Oasis Park Electric Repair - PIP Project	411-04-64-40-2008-42-4530	3,685.00
1/20/2011	0	Roseville Area Schools	Stage Rental July 1-Dec 31, 2010	200-04-40-49-0000-23-4380	2,227.50
1/20/2011	0	Safety Kleen Systems, Inc.	Washer Service	204-04-40-43-0000-23-4240	375.39
1/20/2011	0	Marks Mari	Assistant Dance Instructor	200-04-40-41-0242-23-4300	42.00
1/20/2011	0	Xcel Energy	City Hall Building	100-01-23-00-0000-10-4360	8,129.97
1/20/2011	0	Xcel Energy	Garage/PW Building	100-01-23-00-0000-10-4360	8,877.46
1/20/2011	0	Xcel Energy	Street Light	100-03-20-22-0000-10-4360	40.46
1/20/2011	0	Xcel Energy	Nature Center	200-04-40-42-0119-23-4360	944.41
1/20/2011	0	Xcel Energy	Motor Vehicle	265-01-05-00-0000-25-4360	623.24
1/20/2011	0	Xcel Energy	2501 Fairview/Water Tower	610-06-51-00-0000-62-4360	394.00
1/20/2011	0	Xcel Energy	Water	610-06-51-00-0000-62-4360	4,899.58
1/20/2011	0	Anfang Jill	Mileage Reimbursement	200-04-40-40-0000-23-4320	20.50
1/20/2011	0	Erickson, Bell, Beckman & Quinn P.A.	General Civil Matters-Matter: 00176	100-01-06-00-0000-10-4300	12,682.34
1/20/2011	0	Erickson, Bell, Beckman & Quinn P.A.	Prosecution	100-01-06-00-0000-10-4300	11,409.00

Check D	Check Nu	Name	Description	Account	Amount
1/20/2011	0	Star Tribune	Newspaper Advertising	200-04-40-53-0000-23-4330	300.00
1/20/2011	0	Eagle Clan, Inc	Roll Towels, Soap	100-01-23-00-0000-10-4240	299.94
1/20/2011	0	Eagle Clan, Inc	Toilet Tissue, Soap, Can Liners	200-04-40-53-0000-23-4240	252.55
1/20/2011	0	Bloom-Heiser Debra	Mileage Reimbursement	100-03-20-20-0000-10-4320	239.00
1/20/2011	0	Newton Glen	Big Band Director-Dec 2010	221-04-40-45-0000-23-4300	225.00
1/20/2011	0	Cushman Motor Co Inc	2010 Blanket PO For Vehicle Repairs	100-03-20-30-0000-10-4230	585.46
1/20/2011	0	SFM Risk Solutions	Work Comp Administration	700-00-60-00-0000-71-4300	803.00
1/20/2011	0		Dependent Care Reimbursement	100-00-00-00-0000-10-2110	1,600.00
1/20/2011	0	Tokle Inspections, Inc.	Electrical Inspections-Dec 2010	260-02-56-17-0000-24-4300	3,520.40
1/20/2011	0	Carlson Barbara	Community Band Librarian-Oct, Nov, Dec 2010	200-04-40-42-0101-23-4300	117.00
1/20/2011	0	Adam's Pest Control Inc	Quarterly Service	100-02-13-15-0000-10-4390	56.64
1/20/2011	0	TR Computer Sales, LLC	Custom Reports Modification	260-02-56-17-0000-24-4300	115.00
1/20/2011	0	CCP Industries Inc	Wool Lined Gloves	100-03-20-30-0000-10-4230	166.05
1/20/2011	0	CCP Industries Inc	Wool Lined Glovesf	100-00-00-00-0000-10-2090	-10.68
1/20/2011	0	CCP Industries Inc	Sale/Use Tax	610-06-51-00-0000-62-4240	166.05
1/20/2011	0	CCP Industries Inc	Sales/Use Tax	610-00-00-00-0000-62-2090	-10.68
1/20/2011	61349	Astleford International Trucks	Vehicle Repair	100-03-20-30-0000-10-4370	84.70
1/20/2011	61350	Bauer Built, Inc.	Vehicle Supplies	100-03-20-30-0000-10-4230	1,495.14
1/20/2011	61351	Bean Madeline	Assistant Dance Instructor	200-04-40-41-0242-23-4300	39.00
1/20/2011	61352	Benes Angela	Tap for Older Adults Instructor	200-04-40-41-0239-23-4300	380.00
1/20/2011	61353	CDW Government, Inc.	Conference Station	112-01-77-00-0414-11-4310	811.11
1/20/2011	61354	Cintas Corporation #470	Uniform Cleaning	100-03-20-30-0000-10-4220	29.73
1/20/2011	61354	Cintas Corporation #470	Uniform Cleaning	204-04-40-43-0000-23-4220	2.16
1/20/2011	61354	Cintas Corporation #470	Uniform Cleaning	100-03-20-30-0000-10-4220	29.73
1/20/2011	61354	Cintas Corporation #470	Uniform Cleaning	204-04-40-43-0000-23-4220	2.16
1/20/2011	61354	Cintas Corporation #470	Uniform Cleaning	204-04-40-43-0000-23-4220	2.16
1/20/2011	61354	Cintas Corporation #470	Uniform Cleaning	100-03-20-30-0000-10-4220	29.73
1/20/2011	61354	Cintas Corporation #470	Uniform Cleaning	100-03-20-30-0000-10-4220	29.73
1/20/2011	61354	Cintas Corporation #470	Uniform Cleaning	204-04-40-43-0000-23-4220	2.16
1/20/2011	61354	Cintas Corporation #470	Uniform Cleaning	100-03-20-30-0000-10-4220	29.73
1/20/2011	61354	Cintas Corporation #470	Uniform Cleaning	204-04-40-43-0000-23-4220	2.16
1/20/2011	61355	Clarey's Safety Equipment Inc	Toxirae Monitor	100-02-13-15-0000-10-4230	1,095.89
1/20/2011	61356	Comcast Cable	Cable TV	100-02-13-15-0000-10-4390	2.03
1/20/2011	61357	Cornell Kahler Shidell & Mair	Midway Speedskating Bingo-Dec 2010	270-01-67-00-0000-26-4300	2,007.18
1/20/2011	61357	Cornell Kahler Shidell & Mair	Youth Hockey Bingo-Dec 2010	270-01-67-00-0000-26-4300	2,381.40
1/20/2011	61358	Davey Resource Group	TreeKeeper Subscription	204-04-40-43-0402-23-4430	110.00
1/20/2011	61359	EMP	Penlights, Durashock Aneroids	100-02-13-15-0000-10-4230	133.73
1/20/2011	61360	Friedrichs Joe	Holiday Dinner Reimbursement	100-02-13-15-0000-10-4240	40.96
1/20/2011	61361	Giga Kristine	Mileage Reimbursement	103-03-20-00-0000-10-4320	448.50
1/20/2011	61362	Hejny Rentals, Inc.	Stump Chipper Rental	620-07-52-52-0000-63-4380	241.38
1/20/2011	61363	ISS Facility Services-Minneapolis, Inc.	Janitorial Service	100-01-23-00-0000-10-4390	1,095.47
1/20/2011	61363	ISS Facility Services-Minneapolis, Inc.	Janitorial Service	100-01-23-00-0000-10-4390	1,095.47
1/20/2011	61364	Jemie B. Patricia	Stretch & Strength Instructor	200-04-40-41-0277-23-4300	72.00
1/20/2011	61365	Kohs Casey	Assistant Dance Instructor	200-04-40-41-0242-23-4300	22.75
1/20/2011	61366	Konica Minolta Business Solutions, Inc	Copy Charges	409-01-88-00-0000-42-4380	2,579.18
1/20/2011	61366	Konica Minolta Business Solutions, Inc	Copy Charges	409-01-88-00-0000-42-4380	68.15
1/20/2011	61367	Land Title, Inc.	Property Report-590 Highway 36	260-02-56-17-0000-24-4300	75.00
1/20/2011	61368	Larson Companies	2010 Blanket PO For Vehicle Repairs	100-03-20-30-0000-10-4230	61.82
1/20/2011	61369	Lets Play Hockey, Inc.	1/4 Page Advertisement-Dec 16 Issue	200-04-40-53-0000-23-4330	236.32
1/20/2011	61370	Lillie Suburban Newspaper Inc	Notices, Bids	100-01-01-00-0000-10-4330	98.36
1/20/2011	61371		Flexible Benefit Reimbursement	100-00-00-00-0000-10-2110	600.00
1/20/2011	61372		Dependent Care Reimbursement	100-00-00-00-0000-10-2110	5,000.06
1/20/2011	61373	MN Dept of Labor and Industry	Building Permit Surcharges	260-00-00-00-0000-24-2070	1,348.87
1/20/2011	61373	MN Dept of Labor and Industry	Building Permit Surcharges-Retention	260-02-00-00-0000-24-3820	-26.98
1/20/2011	61374	Mr. Handyman, LLC	Property Work-544 Fairview Ave	722-00-78-00-0000-87-4900	937.00

Check D	Check Nu	Name	Description	Account	Amount
1/20/2011	61375	North American Salt Co.	Road Salt	100-03-20-21-0000-10-4240	8,122.89
1/20/2011	61376	Printers Service Inc	Ice Knife Sharpening	200-04-40-53-0000-23-4390	371.00
1/20/2011	61377	Ramsey County	Truth in Taxation Reimbursement	100-01-01-00-0000-10-4300	2,771.76
1/20/2011	61377	Ramsey County	Liquid Salt Brine	100-03-20-21-0000-10-4240	156.28
1/20/2011	61378	Schuler Melissa	Assistant Dance Instructor	200-04-40-41-0242-23-4300	92.75
1/20/2011	61379	Sprint	Cell Phones	100-02-13-15-0000-10-4390	26.00
1/20/2011	61380	Suburban Tire Wholesale, Inc.	2010 Blanket PO For Vehicle Repairs	100-03-20-30-0000-10-4230	582.04
1/20/2011	61381		Flexible Benefit Reimbursement	100-00-00-00-0000-10-2110	499.98
1/20/2011	61382	Truck Utilities Mfg Co.	Cutting Edge Half 9'	100-03-20-30-0000-10-4230	270.12
1/20/2011	61383	Uniforms Unlimited, Inc.	Badge Shield	100-02-13-15-0000-10-4220	2,190.94
1/20/2011	61384	US Environmental Resources	Consulting Service	200-04-40-53-0000-23-4390	350.00
1/20/2011	61385	Valley National Gases	Oxygen	100-03-20-30-0000-10-4230	89.23
1/20/2011	61385	Valley National Gases	Electrodes, Heat Shield, Valve Stem	100-03-20-30-0000-10-4230	206.54
1/20/2011	61385	Valley National Gases	AMP Nozzle	100-03-20-30-0000-10-4230	28.36
1/20/2011	61385	Valley National Gases	L-56 035 ER7 OS	100-03-20-30-0000-10-4230	120.98
1/20/2011	61385	Valley National Gases	Acetylene, Argon, Helium	100-03-20-30-0000-10-4230	52.32
1/20/2011	61386	Verizon Wireless	Cell Phones	100-02-13-15-0000-10-4390	130.10
1/20/2011	61387	Vogle Wayne	Energy Audit Reimbursement	723-00-73-00-0000-87-4900	60.00
1/20/2011	61388	Zep Manufacturing Co	20 GL DR	640-08-54-00-0000-64-4240	69.64
1/20/2011	61388	Zep Manufacturing Co	Sales/Use Tax	640-00-00-00-0000-64-2090	-4.48
1/20/2011	61388	Zep Manufacturing Co	20 GL DR	100-03-20-21-0000-10-4240	69.64
1/20/2011	61388	Zep Manufacturing Co	Sales/Use Tax	100-00-00-00-0000-10-2090	-4.48
1/20/2011	61388	Zep Manufacturing Co	20 GL DR	600-05-50-00-0000-61-4240	69.64
1/20/2011	61388	Zep Manufacturing Co	Sales/Use Tax	600-00-00-00-0000-61-2090	-4.48
1/20/2011	61388	Zep Manufacturing Co	20 GL DR	610-06-51-00-0000-62-4240	79.22
1/20/2011	61388	Zep Manufacturing Co	Sales/Use Tax	610-00-00-00-0000-62-2090	-5.42
1/20/2011	61388	Zep Manufacturing Co	20 GL DR	204-04-40-43-0000-23-4240	139.28
1/20/2011	61388	Zep Manufacturing Co	Sales/Use Tax	204-00-00-00-0000-23-2090	-8.96
1/20/2011					109,256.04
1/27/2011	0	Catco Parts & Service Inc	Vehicle Parts	100-03-20-30-0000-10-4230	90.28
1/27/2011	0	Century College	Law Enforcement Training	100-02-10-11-0000-10-4410	1,785.00
1/27/2011	0	City of St. Paul	Radio Service-Nov 2010	100-02-10-11-0000-10-4390	86.18
1/27/2011	0	City of St. Paul	Radio Service-Dec 2010	100-02-10-11-0000-10-4390	145.87
1/27/2011	0	City of St. Paul	Wireless & RMS Service-Jan 2011	100-02-10-10-0000-10-4300	2,773.05
1/27/2011	0	Delta Dental Plan of Minnesota	Dental Insurance Premium	710-00-61-00-0000-73-4150	3,804.80
1/27/2011	0	Electro Watchman, Inc.	Security System	109-01-77-00-0000-11-4390	144.12
1/27/2011	0	Fierstine Chad	Boots Reimbursement Per Union Contract	100-03-20-21-0000-10-4220	165.00
1/27/2011	0	Koeckeritz Bridget	Mileage Reimbursement	265-01-05-00-0000-25-4320	77.00
1/27/2011	0	Koeckeritz Bridget	Mileage Reimbursement	265-01-05-00-0000-25-4320	167.00
1/27/2011	0	Muska Electric Co	Ice Melt Cable Replacement	200-04-40-53-0000-23-4390	703.23
1/27/2011	0	Kelsey Jeanne	Expense Reimbursement	723-00-70-00-0000-87-4320	23.46
1/27/2011	0	Kelsey Jeanne	Expense Reimbursement	723-00-00-00-0000-87-4400	35.00
1/27/2011	0	Prowire, Inc.	Security Monitoring	620-07-52-52-0000-63-4390	513.00
1/27/2011	0	Davis Lock & Safe Inc	Six Keys	200-04-40-42-0112-23-4240	44.89
1/27/2011	0	Davis Lock & Safe Inc	Keys	200-04-40-42-0112-23-4240	6.41
1/27/2011	0	Davis Lock & Safe Inc	Keys	100-01-23-00-0000-10-4390	19.24
1/27/2011	0	DMX Music, Inc.	DMX Service Jan 2011	200-04-40-53-0000-23-4420	146.63
1/27/2011	0	Xcel Energy	St Ltg New Construction	590-03-76-00-9011-48-4900	7,682.00
1/27/2011	0	Xcel Energy	Civil Defense	100-02-10-18-0000-10-4360	65.92
1/27/2011	0	Xcel Energy	Fire #1	100-02-13-13-0000-10-4360	1,693.19
1/27/2011	0	Xcel Energy	Fire #3	100-02-13-13-0000-10-4360	2,541.55
1/27/2011	0	Xcel Energy	P&R	204-04-40-43-0000-23-4360	3,313.78
1/27/2011	0	Xcel Energy	Fire #2	100-02-13-13-0000-10-4360	933.27

Check D	Check Nu	Name	Description	Account	Amount
1/27/2011	0	Xcel Energy	Traffic Signal & Street Light	100-03-20-22-0000-10-4360	4,234.73
1/27/2011	0	Xcel Energy	Storm Water	640-08-54-00-0000-64-4360	16.16
1/27/2011	0	Xcel Energy	Golf	620-07-52-54-0000-63-4360	648.04
1/27/2011	0	Xcel Energy	Skating	200-04-40-53-0000-23-4360	26,730.93
1/27/2011	0	Xcel Energy	Sewer	600-05-50-00-0000-61-4360	103.85
1/27/2011	0	Xcel Energy	Street Light	100-03-20-22-0000-10-4360	13,187.32
1/27/2011	0	Picha Nick	Dependent Care Reimbursement	100-00-00-00-0000-10-2114	186.00
1/27/2011	0	Hornik George	Living Smarter Newsletter	723-00-82-00-0000-87-4330	414.50
1/27/2011	0	Erickson, Bell, Beckman & Quinn P.A.	Vehicle Forf. Legal Services-Dec 2010	294-02-10-31-0000-10-4300	805.00
1/27/2011	0	Eureka Recycling	Curbside Recycling	650-09-65-00-0000-65-4300	38,544.55
1/27/2011	0	Cole Information Services	Directory Subscription Renewal	100-02-10-10-0000-10-4240	363.95
1/27/2011	0	WSB & Associates, Inc.	Project No: 01814-220	585-10-88-10-1017-47-4900	2,066.00
1/27/2011	0	WSB & Associates, Inc.	Project No: 01814-210	585-10-88-10-1017-47-4900	56,516.50
1/27/2011	0	WSB & Associates, Inc.	Project No: 01814-020	585-10-88-10-1017-47-4900	3,406.50
1/27/2011	0	Innovative Office Solutions	Office Supplies	100-01-04-00-0000-10-4200	85.66
1/27/2011	0	Innovative Office Solutions	Office Supplies	100-02-13-13-0000-10-4200	14.99
1/27/2011	0	Innovative Office Solutions	Office Supplies	100-03-20-21-0000-10-4200	51.42
1/27/2011	0	Innovative Office Solutions	Office Supplies	200-04-40-40-0000-23-4200	-30.52
1/27/2011	0	Innovative Office Solutions	Office Supplies	600-05-50-00-0000-61-4200	51.43
1/27/2011	0	Innovative Office Solutions	Office Supplies	640-08-54-00-0000-64-4200	51.43
1/27/2011	0	Innovative Office Solutions	Office Supplies	260-10-56-56-0000-24-4200	294.41
1/27/2011	0	ARAMARK Services	Coffee Supplies	100-01-08-00-0000-10-4240	29.00
1/27/2011	0	Special Operations Training	2011 Annual Membership	290-02-10-31-0000-10-4300	175.00
1/27/2011	0	Sullivan Patti	Green Expo Parking Reimbursement	204-04-40-43-0627-23-4240	34.00
1/27/2011	0		Flexible Benefit Reimbursement	100-00-00-00-0000-10-2114	129.04
1/27/2011	0		Flexible Benefit Reimbursement	100-00-00-00-0000-10-2114	273.00
1/27/2011	0	Ratwik, Roszak & Maloney, PA	Legal Services-Twin Lakes Pkwy	585-10-88-00-0000-47-4300	1,131.67
1/27/2011	0		Flexible Benefit Reimbursement	100-00-00-00-0000-10-2114	2,080.00
1/27/2011	0	Schwartz Duane	APWA Conference Expenses Reimbursement	100-03-20-21-0000-10-4400	694.56
1/27/2011	0	Pratt Tim	Supplies Reimbursement	110-01-09-00-0000-12-4240	28.82
1/27/2011	0	Force America, Inc.	Vehicle Parts	100-03-20-30-0000-10-4230	240.47
1/27/2011	0	ATOM	Membership Dues-2011	100-02-10-11-0000-10-4420	200.00
1/27/2011	0		Flexible Benefit Reimbursement	100-00-00-00-0000-10-2114	3,990.00
1/27/2011	61389	American Messaging	Interpretation Service	290-02-10-31-0000-10-4300	4.73
1/27/2011	61390	Fed Ex	Shipping Charges	100-02-10-11-0000-10-4240	42.43
1/27/2011	61391	HealthEast Vehicle Services	Siren Speaker Installation	100-02-10-11-0000-10-4370	339.46
1/27/2011	61391	HealthEast Vehicle Services	Stalker Radar Installation	100-02-10-11-0000-10-4370	337.15
1/27/2011	61392		Flexible Benefit Reimbursement	100-00-00-00-0000-10-2114	973.43
1/27/2011	61393	Language Line Services	Interpreter Service	100-02-10-11-0000-10-4240	8.38
1/27/2011	61394	LexisNexis Risk Data Mgmt, Inc.	People Searches	100-02-10-12-0000-10-4240	46.50
1/27/2011	61395	Life Safety Systems	Fire System Emergency Call	100-01-23-00-0000-10-4390	400.00
1/27/2011	61396	Petco Animal Supplies, Inc.	K9 Supplies	100-02-10-11-0000-10-4240	113.27
1/27/2011	61397	Ramsey County	Ground Watering Sampling	810-00-81-00-0000-82-4300	648.11
1/27/2011	61397	Ramsey County	911 Dispatch Service Dec 2010	100-02-10-11-0000-10-4300	15,509.78
1/27/2011	61398	State of MN BCA	RVA, RVC	100-02-10-10-0000-10-4300	840.00
1/27/2011	61399	Trans Union LLC	Employment Report	100-02-10-10-0000-10-4240	12.65
1/27/2011	61400	Twin Cities Transport & Recove	Towing Service	294-02-10-31-0000-10-4300	391.53
1/27/2011	61401	Upper Cut Tree Service	Diseased and Hazard Tree Removal	204-04-40-43-0400-23-4300	7,098.29
1/27/2011	61401	Upper Cut Tree Service	Diseased and Hazard Tree Removal	100-03-20-21-0000-10-4390	4,830.83
1/27/2011	61402	Vinco, Inc.	Coax Line Installation	610-06-51-00-0000-62-4240	4,399.33
1/27/2011	61402	Vinco, Inc.	Coax Line Installation	640-08-54-00-0000-64-4240	469.67
1/27/2011	61402	Vinco, Inc.	Coax Line Installation	640-08-54-00-0000-64-4240	3,705.00
1/27/2011	61402	Vinco, Inc.	Coax Line Installation	640-08-54-00-0000-64-4240	224.67
1/27/2011	61402	Vinco, Inc.	Coax Line Installation	600-05-50-00-0000-61-4240	4,399.33
1/27/2011	61403	Allard Nicole	Novice Speedskating Coach	200-04-40-53-5502-23-4300	30.00

Check D	Check Nu	Name	Description	Account	Amount
1/27/2011	61404	ASCAP, Inc.	Annual Music License-2011	200-04-40-53-0000-23-4420	309.00
1/27/2011	61405	Banc of America Leasing	Final Lease Payment-Old Copier	409-01-88-00-0000-42-4380	2,920.16
1/27/2011	61406	Batteries Plus, Inc.	Lithium, Alkaline Batteries	100-02-10-11-0000-10-4240	155.52
1/27/2011	61407	Blumel Joseph	Novice Speedskating Coach	200-04-40-53-5502-23-4300	80.00
1/27/2011	61408	BMI General Licensing, Inc.	Annual Fee	200-04-40-53-0000-23-4420	278.10
1/27/2011	61409	Boettcher Michelle	Basketball Scorekeeping	200-04-40-41-0202-23-4300	120.00
1/27/2011	61410	Brite-Way Window Cleaning Sv	License Center Window Cleaning	265-01-05-00-0000-25-4390	21.00
1/27/2011	61411	Brothers Industrial Cleaning	Fire Permit Refund	100-02-00-00-0000-10-3210	25.00
1/27/2011	61412	Colbert Michelle	Novice Speedskating Coaching	200-04-40-53-5502-23-4300	40.00
1/27/2011	61413	Connolly Michael	Rental Registration Refund	260-02-00-00-0000-24-3210	25.00
1/27/2011	61414	Continental Research Corp	Kutzit	100-03-20-30-0000-10-4230	191.67
1/27/2011	61415	Custom Remodelers Inc	Building Permit Refund-2952 Matilda	260-02-00-00-0000-24-3210	64.80
1/27/2011	61415	Custom Remodelers Inc	Building Permit Refund-1409 Tailsman Curve	260-02-00-00-0000-24-3210	64.80
1/27/2011	61416	Dex Media East LLC	Yellow Pages Advertising	200-04-40-53-0000-23-4330	40.70
1/27/2011	61416	Dex Media East LLC	Yellow Pages Advertising	620-07-52-54-0000-63-4330	40.70
1/27/2011	61417	Discover Bank	Case: 62 CV 09-11758	100-00-00-00-0000-10-2110	281.16
1/27/2011	61418	Diversified Collection Services, Inc.		100-00-00-00-0000-10-2110	210.24
1/27/2011	61419	Dix Josh	Parking Reimbursement	417-03-64-91-0000-42-4240	27.00
1/27/2011	61420	Donald Salverda & Associates	Advanced Effective Mgmt Program-Trudgeon	260-10-56-57-0000-24-4410	600.00
1/27/2011	61421	Dyrud Rebekah	Novice Speedskating Coach	200-04-40-53-5502-23-4300	100.00
1/27/2011	61422	Ecolab Inc	Digiclean Foam	100-02-13-15-0000-10-4240	577.89
1/27/2011	61423	Ehlers & Associates, Inc.	2011 Public Finance Seminar-Trudgeon	260-10-56-56-0000-24-4400	255.00
1/27/2011	61424	EMP	Swift Blood Stopper	100-02-13-15-0000-10-4230	132.27
1/27/2011	61425	Entertainment Publications, Inc.	Golf Course Advertising	620-07-52-54-0000-63-4330	280.00
1/27/2011	61426	FBINAA Northwest Chapter	2011 Dues-Mathwig	100-02-10-10-0000-10-4420	75.00
1/27/2011	61427	Gall Brooke	Novice Speedskating Coach	200-04-40-53-5502-23-4300	140.00
1/27/2011	61428	Gangl Paul	Novice Speedskating Coach	200-04-40-53-5502-23-4300	140.00
1/27/2011	61429	Guyette Amanda	Novice Speedskating Coach	200-04-40-53-5502-23-4300	20.00
1/27/2011	61430	Hartman Steve	Novice Speedskating Coach	200-04-40-53-5502-23-4300	120.00
1/27/2011	61431	Hewlett-Packard Company	Garage Monitor	109-01-77-00-0000-11-4240	203.06
1/27/2011	61432	Hoyhtya Ryan	Basketball Scorekeeping	200-04-40-41-0202-23-4300	120.00
1/27/2011	61433	IAPE, Inc.	2011 Membership-Griffin	100-02-10-12-0000-10-4420	50.00
1/27/2011	61434	Ice Skating Institute	Ice Show Endorsement	200-04-40-53-5504-23-4240	25.00
1/27/2011	61435	Kennedy Conor	Novice Speedskating Coach	200-04-40-53-5502-23-4300	110.00
1/27/2011	61436	Kohs Casey	Assistant Dance Instructor	200-04-40-41-0242-23-4300	22.75
1/27/2011	61437	Krueger Sarah	Novice Speedskating Coach	200-04-40-53-5502-23-4300	100.00
1/27/2011	61438	McAfee, Inc.	Disaster Recovery Service	109-01-77-00-0000-11-4390	195.00
1/27/2011	61439	MCPA	Membership Dues-Mahmud	100-02-10-12-0000-10-4420	45.00
1/27/2011	61440	MIAMA	2011 Membership Dues	200-04-40-53-0000-23-4420	145.00
1/27/2011	61441	Mid America Auction, Inc.	Vehicle Storage	294-02-10-31-0000-10-4300	60.00
1/27/2011	61442	MN Chiefs of Police	Executive Training-Mathwig	100-02-10-10-0000-10-4400	325.00
1/27/2011	61443	MN Chiefs of Police Assoc	2011 Voting Membership Renewal	100-02-10-10-0000-10-4420	130.00
1/27/2011	61443	MN Chiefs of Police Assoc	2011 Associate Membership Renewal	100-02-10-11-0000-10-4420	130.00
1/27/2011	61444	MN Dept of Labor and Industry	Pressure Vessel	100-02-13-15-0000-10-4390	10.00
1/27/2011	61445	National Tactical Officers Assn.	2011 Membership Dues	290-02-10-31-0000-10-4300	150.00
1/27/2011	61446	Norby Bob	Boot Reimbursement Per Union Contract	610-06-51-00-0000-62-4220	154.95
1/27/2011	61447	Northern Star Council	2011 Renewal Fee	100-02-10-11-0000-10-4300	126.80
1/27/2011	61448	O'Donnell Mary	Novice Speedskating Coach	200-04-40-53-5502-23-4300	50.00
1/27/2011	61449	Paul D. Baertschi, P. A.	MN Police Chiefs Briefs-2011	100-02-10-10-0000-10-4420	130.00
1/27/2011	61450	Pringle Bill	Basketball Officiating	200-04-40-41-0207-23-4300	640.00
1/27/2011	61450	Pringle Bill	Basketball Scorekeeping	200-04-40-41-0202-23-4300	80.00
1/27/2011	61451	Qwest	Telephone	112-01-77-00-0000-11-4310	101.72
1/27/2011	61451	Qwest	Telephone	112-01-77-00-0000-11-4310	39.07
1/27/2011	61451	Qwest	Telephone	112-01-21-00-0000-11-4310	199.48
1/27/2011	61451	Qwest	Telephone	112-01-77-00-0000-11-4310	410.88

Check D	Check Nu	Name	Description	Account	Amount
1/27/2011	61451	Qwest	Telephone	112-01-21-00-0000-11-4310	56.13
1/27/2011	61451	Qwest	Telephone	112-01-77-00-0000-11-4310	641.26
1/27/2011	61451	Qwest	Telephone	112-01-77-00-0000-11-4310	641.26
1/27/2011	61451	Qwest	Telephone	112-01-77-00-0000-11-4310	641.26
1/27/2011	61451	Qwest	Telephone	112-01-77-00-0000-11-4310	641.26
1/27/2011	61451	Qwest	Telephone	112-01-21-00-0000-11-4310	305.50
1/27/2011	61451	Qwest	Telephone	112-01-77-00-0000-11-4310	172.11
1/27/2011	61451	Qwest	Telephone	112-01-77-00-0000-11-4310	86.06
1/27/2011	61452	Ramsey Cty Chief of Police Assn.	2011 Membership Dues	100-02-10-10-0000-10-4420	75.00
1/27/2011	61453	Richfield Bus Company	Band Transportation to Carleton College	221-04-40-45-0000-23-4240	579.50
1/27/2011	61454	Ronchak Kyle	Novice Speedskating Coaching	200-04-40-53-5502-23-4300	140.00
1/27/2011	61455	Ross Michael	Boots Reimbursement Per Union Contract	610-06-51-00-0000-62-4220	219.95
1/27/2011	61456	Schuler Melissa	Assistant Dance Instructor	200-04-40-41-0242-23-4300	45.50
1/27/2011	61457	SPPD Training Unit	K9 Search Ops Training	100-02-10-11-0000-10-4410	540.00
1/27/2011	61458	Stop Tech, LTD., Inc.	Video Camera Replacement	290-02-10-31-0000-10-4300	4,502.11
1/27/2011	61458	Stop Tech, LTD., Inc.	Sales/Use Tax	290-00-00-00-0000-10-2090	-289.61
1/27/2011	61459	Stowell Sheila	City Council Meeting Minutes	100-01-01-00-0000-10-4300	345.00
1/27/2011	61459	Stowell Sheila	Mileage Reimbursement	100-01-01-00-0000-10-4300	4.44
1/27/2011	61459	Stowell Sheila	City Council Meeting Minutes	100-01-01-00-0000-10-4300	235.75
1/27/2011	61459	Stowell Sheila	Mileage Reimbursement	100-01-01-00-0000-10-4300	4.44
1/27/2011	61460	Suburban Tire Wholesale, Inc.	Service Call	100-03-20-30-0000-10-4370	195.00
1/27/2011	61461	Turner Andrew	Novice Speedskating Coach	200-04-40-53-5502-23-4300	140.00
1/27/2011	61462	USPCA	Detector Dog Certification-Tasco	100-02-10-11-0000-10-4420	100.00
1/27/2011	61463	XO Communications Inc.	Telephone	109-01-77-00-0000-11-4310	1,406.41
1/27/2011					251,049.87
2/2/2011	0		Dependent Care Reimbursement	100-00-00-00-0000-10-2110	90.00
2/2/2011	0	Malinen William	Mileage Reimbursement	100-01-02-00-0000-10-4320	31.62
2/2/2011	0	Catco Parts & Service Inc	2011 Blanket PO for Vehicle Repairs	100-03-20-30-0000-10-4230	394.01
2/2/2011	0	Catco Parts & Service Inc	Sales/Use Tax	100-00-00-00-0000-10-2090	-2.11
2/2/2011	0	Catco Parts & Service Inc	Vehicle Repair	100-03-20-30-0000-10-4230	81.82
2/2/2011	0	Catco Parts & Service Inc	Sales/Use Tax	100-00-00-00-0000-10-2090	-0.44
2/2/2011	0	Catco Parts & Service Inc	Vehicle Repair	100-03-20-30-0000-10-4230	143.78
2/2/2011	0	Catco Parts & Service Inc	Sales/Use Tax	100-00-00-00-0000-10-2090	-8.69
2/2/2011	0	Catco Parts & Service Inc	Vehicle Repair	100-03-20-30-0000-10-4230	19.77
2/2/2011	0	Electro Watchman, Inc.	Security Service	265-01-05-00-0000-25-4390	192.38
2/2/2011	0	Factory Motor Parts, Co.	2011 Blanket PO for Vehicle Repairs-Credit	100-03-20-30-0000-10-4230	-213.10
2/2/2011	0	Factory Motor Parts, Co.	Wiper Blades	100-03-20-30-0000-10-4230	200.93
2/2/2011	0	Factory Motor Parts, Co.	Resistor ASY	100-03-20-30-0000-10-4230	17.52
2/2/2011	0	Factory Motor Parts, Co.	Battery	100-03-20-30-0000-10-4230	426.20
2/2/2011	0	Napa Auto Parts	Pump	100-03-20-30-0000-10-4230	61.31
2/2/2011	0	Grainger Inc	Bar Magnet	100-03-20-30-0000-10-4230	23.94
2/2/2011	0	Grainger Inc	Disc Magnet	100-03-20-30-0000-10-4230	8.04
2/2/2011	0	Grainger Inc	Clevis Hook	100-03-20-30-0000-10-4230	45.23
2/2/2011	0	Grainger Inc	Nitrile Gloves, Lamps	100-01-23-00-0000-10-4240	172.84
2/2/2011	0	Grainger Inc	Acetaminophen	100-01-23-00-0000-10-4240	5.92
2/2/2011	0	Grainger Inc	Non Adherent Pads, Gauze	100-01-23-00-0000-10-4240	2.31
2/2/2011	0	Grainger Inc	Bandages, Gauze, Antibacterial Cream	100-01-23-00-0000-10-4240	113.22
2/2/2011	0	ICMA Retirement Trust 457-300227	Payroll Deduction for 1/25 Payroll	100-00-00-00-0000-10-2110	4,978.83
2/2/2011	0	NCPERS Life Ins#7258500	Payroll Deduction for Jan Payroll	100-00-00-00-0000-10-2100	48.00
2/2/2011	0	Kath Fuel Oil Service, Inc.	2011 Blanket PO for Vehicle Repairs	100-03-20-30-0000-10-4230	397.89
2/2/2011	0	Metro Volleyball Officials	Volleyball Officiating	200-04-40-41-0220-23-4300	1,072.50
2/2/2011	0	Metro Volleyball Officials	Volleyball Officiating	200-04-40-41-0220-23-4300	1,072.50
2/2/2011	0	Midway Ford Co	Vehicle Repair	100-03-20-30-0000-10-4370	104.95

Check D	Check Nu	Name	Description	Account	Amount
2/2/2011	0	Midway Ford Co	Vehicle Repair	100-03-20-30-0000-10-4370	549.80
2/2/2011	0	MN Benefit Association	Payroll Deduction for Jan Payroll	100-00-00-00-0000-10-2107	1,308.10
2/2/2011	0	Quicksilver Express Courier	Courier Service	265-01-05-00-0000-25-4300	151.62
2/2/2011	0	Theisen Jill	Mileage Reimbursement	265-01-05-00-0000-25-4320	214.20
2/2/2011	0	Total Tool	Cap, Sleeve, Saw Bar	100-03-20-30-0000-10-4230	498.69
2/2/2011	0	Total Tool	Cap, Seal Kits	100-03-20-30-0000-10-4230	73.82
2/2/2011	0	Newton Glen	Big Band Director-Jan 2011	221-04-40-45-0000-23-4300	250.00
2/2/2011	0	Cushman Motor Co Inc	Axle Hosing, Seal Kit, Hydraulic Filter	100-03-20-30-0000-10-4230	3,852.56
2/2/2011	0	Cushman Motor Co Inc	Axle Hosing, Hydraulic Filter, Pipe	100-03-20-30-0000-10-4230	2,727.98
2/2/2011	0	SHI International Corp	Office Pro Plus	109-01-77-00-0000-11-4240	344.14
2/2/2011	0	Streicher's	.40 S&W Practice: 165GR	100-02-10-11-0000-10-4410	886.37
2/2/2011	0	Streicher's	Ammunition	100-02-10-11-0000-10-4410	4,477.53
2/2/2011	0	Streicher's	Gas Mask	100-02-10-11-0000-10-4220	181.68
2/2/2011	0	Streicher's	.223 Cal Practice: 55gr	100-02-10-11-0000-10-4410	426.43
2/2/2011	0	Streicher's	.40 S&W Practice: 165GR	100-02-10-11-0000-10-4410	4,727.30
2/2/2011	0	ARAMARK Services	Coffee Supplies	100-01-08-00-0000-10-4240	271.27
2/2/2011	0		Flexible Benefit Reimbursement	100-00-00-00-0000-10-2114	132.00
2/2/2011	0	Griffin Julie	Notary Renewal Reimbursement	100-02-10-12-0000-10-4240	20.00
2/2/2011	0	Uline	Envelopes	265-01-05-00-0000-25-4200	103.00
2/2/2011	0	FSH Communications-LLC	Payphone Advantage	112-01-77-00-0000-11-4310	64.13
2/2/2011	0	Pratt Tim	Reimbursement for Garden Fair Items	650-09-65-00-0000-65-4340	418.64
2/2/2011	61464	3M	Cuttable Film	100-03-20-21-0000-10-4240	769.50
2/2/2011	61465	Access Communications Inc	Technician Labor	109-01-77-00-0000-11-4390	91.51
2/2/2011	61466	Benson Melissa	League Champion Reimbursement	200-04-40-41-0212-23-4240	60.00
2/2/2011	61467	Biladeau Pam	Building Needs Committee Supplies Reimbursed	100-02-13-15-0000-10-4240	79.99
2/2/2011	61468	Boyer Trucks, Corp.	2011 Blanket PO for Vehicle Repairs	100-03-20-30-0000-10-4230	263.22
2/2/2011	61469	BRENNTAG GREAT LAKES, LLC	Refund Check	610-00-00-00-0000-00-2020	89.05
2/2/2011	61470	Busch Barbara	Return of Escrow	260-00-00-00-0000-24-2300	1,051.99
2/2/2011	61471	CDW Government, Inc.	Computer Supplies	109-01-77-00-0000-11-4530	6,876.62
2/2/2011	61472	Craddock Dorothy	MN Orchestra Trip Refund	200-04-40-41-0273-23-3440	61.00
2/2/2011	61472	Craddock Dorothy	MN Orchestra Trip Refund	200-04-40-41-0380-23-3440	2.00
2/2/2011	61472	Craddock Dorothy	MN Orchestra Trip Refund	200-04-40-41-0000-23-3714	2.00
2/2/2011	61473	Crafco	Deery 3723 Crack sealing material	100-03-20-21-0000-10-4240	12,084.95
2/2/2011	61473	Crafco	Deery 3723 Crack sealing material	100-03-20-21-0000-10-4240	94.18
2/2/2011	61473	Crafco	Sales/Use Tax	100-00-00-00-0000-10-2090	-783.45
2/2/2011	61474	Donohue Shane	Cross Country Ski Instructor	200-04-40-41-0228-23-4300	150.00
2/2/2011	61475	Eckenroth George	Appraisal Review Services	412-03-64-10-1003-42-4900	150.00
2/2/2011	61476	Ecoenvelopes, LLC	Utility Billing Section 001	600-05-50-00-0000-61-4311	300.34
2/2/2011	61476	Ecoenvelopes, LLC	Utility Billing Section 001	610-06-51-00-0000-62-4311	300.33
2/2/2011	61476	Ecoenvelopes, LLC	Utility Billing Section 001	640-08-54-00-0000-64-4311	300.33
2/2/2011	61477	Embedded Systems, Inc.	Tornado Siren #1 Repair	100-02-10-18-0000-10-4530	138.22
2/2/2011	61478	Ericson Phyllis	MN Orchestra Trip Refund	200-04-40-41-0273-23-3440	61.00
2/2/2011	61478	Ericson Phyllis	MN Orchestra Trip Refund	200-04-40-41-0380-23-3440	2.00
2/2/2011	61478	Ericson Phyllis	MN Orchestra Trip Refund	200-04-40-41-0000-23-3714	2.00
2/2/2011	61479	Esselman Donna	Old Log Theatre Refund	200-04-40-41-0273-23-3440	57.00
2/2/2011	61479	Esselman Donna	Old Log Theatre Refund	200-04-40-41-0380-23-3440	2.00
2/2/2011	61479	Esselman Donna	Old Log Theatre Refund	200-04-40-41-0000-23-3714	2.00
2/2/2011	61480	Faulhaber Lillian	MN Orchestra Trip Refund	200-04-40-41-0273-23-3440	61.00
2/2/2011	61480	Faulhaber Lillian	MN Orchestra Trip Refund	200-04-40-41-0380-23-3440	2.00
2/2/2011	61480	Faulhaber Lillian	MN Orchestra Trip Refund	200-04-40-41-0000-23-3714	2.00
2/2/2011	61481	Favazza Christian	Essay Contest Winner	100-01-33-00-0000-10-4480	10.00
2/2/2011	61482	Fire Engineering	Subscription Renewal	100-02-13-13-0000-10-4420	67.00
2/2/2011	61483	FWR Communication Networks	Optical Fiber Cross Connect	109-01-77-00-0000-11-4390	200.00
2/2/2011	61484	GASSEL BARBARA	Refund Check	610-00-00-00-0000-00-2020	5.43
2/2/2011	61484	GASSEL BARBARA	Refund Check	600-00-00-00-0000-00-2020	0.24

Check D	Check Nu	Name	Description	Account	Amount
2/2/2011	61485	Gottsacker Susan	Rental Registration Duplicate Payment Refund	260-02-00-00-0000-24-3210	25.00
2/2/2011	61486	Guzina Aleksandar	Essay Contest Winner	100-01-33-00-0000-10-4480	30.00
2/2/2011	61487	HALLMAN JACK	Refund Check	610-00-00-00-0000-00-2020	75.73
2/2/2011	61487	HALLMAN JACK	Refund Check	600-00-00-00-0000-00-2020	1.82
2/2/2011	61487	HALLMAN JACK	Refund Check	640-00-00-00-0000-00-2020	0.48
2/2/2011	61487	HALLMAN JACK	Refund Check	650-00-00-00-0000-00-2020	0.56
2/2/2011	61488	Harmon Auto Glass-Roseville	Windshield Replacement	100-03-20-30-0000-10-4370	203.25
2/2/2011	61488	Harmon Auto Glass-Roseville	Sales/Use Tax	100-00-00-00-0000-10-2090	-8.25
2/2/2011	61488	Harmon Auto Glass-Roseville	Install Windshield	100-03-20-30-0000-10-4370	125.00
2/2/2011	61489	Hewlett-Packard Company	Laser Jet Printer	100-01-04-00-0000-10-4460	234.06
2/2/2011	61489	Hewlett-Packard Company	Computer Equipment	109-01-77-00-0000-11-4530	1,751.46
2/2/2011	61489	Hewlett-Packard Company	Computer Supplies	100-02-10-10-0000-10-4530	1,308.65
2/2/2011	61489	Hewlett-Packard Company	Computer Supplies	100-02-10-10-0000-10-4530	982.26
2/2/2011	61489	Hewlett-Packard Company	Computer Supplies	100-02-10-10-0000-10-4530	657.53
2/2/2011	61490	Hillyard, Inc.-Minneapolis	Cable Control	200-04-40-53-0000-23-4240	29.23
2/2/2011	61491	ICMA Retirement Trust 401-109956	Payroll Deduction for 1/25 Payroll	100-00-00-00-0000-10-2110	374.04
2/2/2011	61492	Impressive Print	City Council Business Cards	100-01-01-00-0000-10-4340	112.22
2/2/2011	61493	Integra Telecom	Telephone	112-01-77-00-0000-11-4310	279.31
2/2/2011	61494	IPMA-HR Minnesota	Membership Dues-Member 00098021	100-01-02-00-0000-10-4420	35.00
2/2/2011	61495	J.J. Keller & Associates Inc.	Detailed DVIR Triplicate, Handbook	100-03-20-30-0000-10-4230	412.17
2/2/2011	61496	Jemie B. Patricia	Stretch & Strength Instructor	200-04-40-41-0277-23-4300	72.00
2/2/2011	61497	Larson Companies	2011 Blanket PO for Vehicle Repairs	100-03-20-30-0000-10-4230	156.76
2/2/2011	61498	Little Venetian Catering	Craig Klausing Roast	101-02-10-11-0000-10-3820	340.00
2/2/2011	61499	Livingston Noah	Essay Contest Winner	100-01-33-00-0000-10-4480	20.00
2/2/2011	61500	Local Union 49	Payroll Deduction for Jan Union Dues	100-00-00-00-0000-10-2100	882.00
2/2/2011	61501	Lowther Jesse	DRE Recertification Fee Reimbursement	100-02-10-11-0000-10-4410	13.00
2/2/2011	61502	MAGC	Membership Renewal- Pratt, Curti	100-01-02-00-0000-10-4420	120.00
2/2/2011	61503	Mahmud Sarah	MPHA Policy Forum Reimbursement	290-02-10-31-0000-10-4300	15.00
2/2/2011	61504	Miliotis Sophia	Essay Contest Winner	100-01-33-00-0000-10-4480	50.00
2/2/2011	61505	Mn Helicopters, Inc.	Deer Count	100-01-01-00-0000-10-4300	295.00
2/2/2011	61506	MOORE RACHEL	Refund Check	610-00-00-00-0000-00-2020	58.43
2/2/2011	61507	Morton Salt, Inc.	Road Salt Per State Bid	100-03-20-21-0000-10-4240	3,398.87
2/2/2011	61508	MSSA	Membership Renewal 2011	100-03-20-21-0000-10-4420	35.00
2/2/2011	61509	NELSON G	Refund Check	610-00-00-00-0000-00-2020	107.77
2/2/2011	61509	NELSON G	Refund Check	600-00-00-00-0000-00-2020	6.59
2/2/2011	61510	On Site Sanitation, Inc.	Monthly Rental	200-04-40-41-0274-23-4380	40.61
2/2/2011	61510	On Site Sanitation, Inc.	Monthly Rental	200-04-40-41-0212-23-4380	40.61
2/2/2011	61510	On Site Sanitation, Inc.	Monthly Rental	200-04-40-41-0212-23-4380	36.26
2/2/2011	61510	On Site Sanitation, Inc.	Monthly Rental	200-04-40-41-0212-23-4380	40.61
2/2/2011	61511	Overhead Door Co of the Northland	Non-Reset Counters	100-01-23-00-0000-10-4240	74.81
2/2/2011	61512	Pakor, Inc.	Media PP	265-01-05-00-0000-25-4200	2,138.83
2/2/2011	61512	Pakor, Inc.	Sales/Use Tax	265-00-00-00-0000-25-2090	-137.59
2/2/2011	61513	Petersen Tom	GLWMO Meeting Refreshments Reimbursemen	810-00-81-00-0000-82-4240	43.43
2/2/2011	61514	Postmaster- Cashier Window #5	Permit Renewal Acct: 2437	100-01-08-00-0000-10-4310	185.00
2/2/2011	61515	Premier Bank	HSA	100-00-00-00-0000-10-2110	1,928.07
2/2/2011	61515	Premier Bank	HSA	100-00-00-00-0000-10-2110	3,747.69
2/2/2011	61516	Qwest	Telephone	112-01-21-00-0000-11-4310	137.38
2/2/2011	61517	Qwest Communications	Telephone	112-01-77-00-0000-11-4310	122.28
2/2/2011	61518	Railroad Management Co. III, LLC	Water Pipeline Crossing Agreement	610-06-51-00-0000-62-4380	109.81
2/2/2011	61518	Railroad Management Co. III, LLC	Sanitary Sewer Pipeline Agreement	610-06-51-00-0000-62-4380	109.81
2/2/2011	61519	Rapit Printing	Liability Waiver Forms	100-02-13-15-0000-10-4240	193.34
2/2/2011	61520	RCLLG	2011 Membership Dues	100-01-01-00-0000-10-4420	1,000.00
2/2/2011	61521	RDO Equipment	Vehicle Repair	100-03-20-30-0000-10-4230	482.36
2/2/2011	61522	Rising Star Productions	Firefighter Recognition Dinner Entertainment	100-02-13-13-0000-10-4480	295.00
2/2/2011	61523	Rosedale Chevrolet	Cylinderm Switch, Lock	100-03-20-30-0000-10-4230	386.42

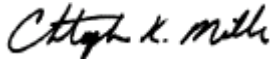
Check D	Check Nu	Name	Description	Account	Amount
2/2/2011	61524	Roseville Firefighter's Relief	2% State Aid Advance	100-02-13-23-0000-10-4140	200,000.00
2/2/2011	61525	SCHALLER RICHARD	Refund Check	610-00-00-00-0000-00-2020	81.60
2/2/2011	61526	Schnell Tim	Essay Contest Winner	100-01-33-00-0000-10-4480	10.00
2/2/2011	61527	SGC Horizon, LLC	Sanitary Sewer Pipe Place	600-05-50-00-1107-61-4900	171.50
2/2/2011	61528	Signal Pro Equipment	Edger, Curb Kit	417-03-64-91-0000-42-4240	426.05
2/2/2011	61528	Signal Pro Equipment	Edger, Curb Kit	408-03-64-00-0000-42-4240	426.05
2/2/2011	61529	Silverio Isabela	Essay Contest Winners	100-01-33-00-0000-10-4480	10.00
2/2/2011	61530	SLOAN RALPH	Refund Check	610-00-00-00-0000-00-2020	17.29
2/2/2011	61531	Sprint	Cell Phones	100-03-20-21-0000-10-4310	215.70
2/2/2011	61531	Sprint	Cell Phones	640-08-54-00-0000-64-4310	242.55
2/2/2011	61531	Sprint	Cell Phones	100-03-20-30-0000-10-4310	50.44
2/2/2011	61531	Sprint	Cell Phones	600-05-50-00-0000-61-4310	182.22
2/2/2011	61531	Sprint	Cell Phones	200-04-40-40-0000-23-4310	204.25
2/2/2011	61531	Sprint	Cell Phones	200-04-40-53-0000-23-4310	63.26
2/2/2011	61531	Sprint	Cell Phones	204-04-40-43-0000-23-4310	181.96
2/2/2011	61531	Sprint	Cell Phones	620-07-52-52-0000-63-4310	35.33
2/2/2011	61531	Sprint	Cell Phones	260-02-56-17-0000-24-4310	140.67
2/2/2011	61531	Sprint	Cell Phones	100-01-03-00-0000-10-4310	45.36
2/2/2011	61531	Sprint	Cell Phones	100-01-02-00-0000-10-4310	22.67
2/2/2011	61531	Sprint	Cell Phones	100-03-20-20-0000-10-4310	68.03
2/2/2011	61531	Sprint	Cell Phones	100-02-10-10-0000-10-4310	204.51
2/2/2011	61531	Sprint	Cell Phones	100-02-10-11-0000-10-4310	375.82
2/2/2011	61531	Sprint	Cell Phones	100-02-10-12-0000-10-4310	536.52
2/2/2011	61532	St. Joseph Equipment	Vehicle Parts	100-03-20-30-0000-10-4230	126.68
2/2/2011	61533	Staples Business Advantage, Inc.	Toner	100-01-08-00-0000-10-4240	66.12
2/2/2011	61534	State of MN- Dept of Public Safety	Hazardous Chemical Inventory Fee	100-03-20-30-0000-10-4300	25.00
2/2/2011	61535	Steward, Zlimen & Jungers, LTD	Case #: 09-06243-0	100-00-00-00-0000-10-2110	68.90
2/2/2011	61536	Stop Tech, LTD., Inc.	Cord Reel	100-02-10-11-0000-10-4240	39.36
2/2/2011	61536	Stop Tech, LTD., Inc.	Sales/Use Tax	100-00-00-00-0000-10-2090	-2.53
2/2/2011	61537	Suburban Ace Hardware	Turtle Wax, Hose	100-02-10-11-0000-10-4240	45.92
2/2/2011	61538	T Mobile	Cell Phones-Acct 771707201	100-03-20-20-0000-10-4310	39.99
2/2/2011	61538	T Mobile	Cell Phones-Acct 771707201	600-05-50-00-0000-61-4310	39.99
2/2/2011	61538	T Mobile	Cell Phones-Acct 771707201	600-05-50-00-0000-61-4310	41.49
2/2/2011	61539	TANGLETOWN REALTY	Refund Check	610-00-00-00-0000-00-2020	75.00
2/2/2011	61540	Tousley Ford Inc	Lamp	100-03-20-30-0000-10-4230	30.84
2/2/2011	61541	Truck Utilities Mfg Co.	Cables	100-03-20-30-0000-10-4230	90.57
2/2/2011	61541	Truck Utilities Mfg Co.	Poly Deflector	100-03-20-30-0000-10-4230	151.76
2/2/2011	61542	Trugreen L.P.	Ice Melt	417-03-64-91-0000-42-4240	222.58
2/2/2011	61542	Trugreen L.P.	Ice Melt	408-03-64-00-0000-42-4240	222.58
2/2/2011	61543	Twin Cities Transport & Recove	Towing Service	294-02-10-31-0000-10-4300	271.13
2/2/2011	61543	Twin Cities Transport & Recove	Towing Service	294-02-10-31-0000-10-4300	53.44
2/2/2011	61544	U of M Veterinary Medical Center	Vet Services-K9 Major	101-01-10-11-0000-10-4240	240.03
2/2/2011	61544	U of M Veterinary Medical Center	Vet Services-K9 Major	101-01-10-11-0000-10-4240	5.82
2/2/2011	61544	U of M Veterinary Medical Center	Vet Services-K9 Major	101-01-10-11-0000-10-4240	52.80
2/2/2011	61544	U of M Veterinary Medical Center	Vet Services-K9 Major	101-01-10-11-0000-10-4240	105.60
2/2/2011	61545	Uniforms Unlimited, Inc.	Battery Stick	100-02-10-11-0000-10-4220	17.63
2/2/2011	61545	Uniforms Unlimited, Inc.	Handcuffs	100-02-10-11-0000-10-4220	30.98
2/2/2011	61546	Veit & Company, Inc.	Hydrant Meter Refund	610-00-00-00-0000-62-2300	1,100.00
2/2/2011	61546	Veit & Company, Inc.	Hydrant Meter Refund-Less Meter Rental	610-06-00-00-0000-62-3820	-40.00
2/2/2011	61547	Verizon Wireless	Cell Phones-Acct 685985665-00001	100-02-13-15-0000-10-4310	3.27
2/2/2011	61547	Verizon Wireless	Cell Phones-Acct 486331511-00001	100-02-13-15-0000-10-4310	260.20
2/2/2011	61548	Webers Kathleen	MN Orchestra Trip Refund	200-04-40-41-0273-23-3440	61.00
2/2/2011	61548	Webers Kathleen	MN Orchestra Trip Refund	200-04-40-41-0380-23-3440	2.00
2/2/2011	61548	Webers Kathleen	MN Orchestra Trip Refund	200-04-40-41-0000-23-3710	2.00

Check D	Check Nu	Name	Description	Account	Amount
2/2/2011					284,052.48
2/3/2011	0	NELSEN DAVID	Refund Check	610-00-00-00-0000-00-2020	23.63
2/3/2011	0	ANDERSON JEFFREY	Refund Check	610-00-00-00-0000-00-2020	44.86
2/3/2011					68.49
2/4/2011	0	SAN MIGUEL CHAD	Refund Check	610-00-00-00-0000-00-2020	103.94
2/4/2011	0	RAMSEY CO LIBRARY	Refund Check	610-00-00-00-0000-00-2020	375.00
2/4/2011					478.94
					1,518,894.71

REQUEST FOR COUNCIL ACTION

Date: 2-14-11
Item No.: 7 . b

Department Approval



City Manager Approval



Item Description: Approval of 2011-2012 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(s) is (are) submitted for consideration

Massage Therapist License

Katie Ballman
At Juut Salonspa
1641 County Rd C
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(s) as submitted.

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



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

Massage Therapist License

New License New Renewal _____

For License year ending June 30 _____

*mail to
state*

1. Legal Name Katie Christine Ballman

2. Home Address _____

3. Home Telephone _____

4. Date of Birth _____

5. Drivers License Number _____

6. Email Address _____

7. Have you ever used or been known by any name other than the legal name given in number 1 above?
Yes X No _____ If yes, list each name along with dates and places where used.

8. Name and address of the licensed Massage Therapy Establishment that you expect to be employed by.
Juut SalonSpa - 1641 County Rd C, Roseville, MN 55113

9. Attach a certified copy of a diploma or certificate of graduation from a school of massage therapy including a minimum of 600 hours in successfully completed course work as described in Roseville Ordinance 116, massage Therapy Establishments.

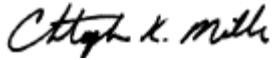
10. Have you had any previous massage therapist license that was revoked, suspended, or not renewed?
Yes _____ No X If yes explain in detail.

License fee is 100.00
Make checks payable to City of Roseville

REQUEST FOR COUNCIL ACTION

Date: 02/14/11
Item No.: 7 . c

Department Approval



City Manager Approval



Item Description: One Day On-Site Gambling Permit

BACKGROUND

Smiles In Life Foundation has applied for an Exemption from Lawful Gambling Licensing Requirements to conduct lawful gambling activities on August 15, 2011 at the Smiles In Life Foundation located at 2489 Rice Street #70.

The Minnesota Charitable Gambling Regulations allow any nonprofit organization, which conducts lawful gambling for less than five (5) days per year, and total prizes do not exceed \$50,000.00 in value, to be exempt from the licensing requirements if the city approves.

COUNCIL ACTION REQUESTED

Motion approving Smiles In Life Foundation's request to conduct a raffle on August 15, 2011, at the Smiles In Life Foundation located at 2489 Rice Street #70.

Minnesota Lawful Gambling**LG220 Application for Exempt Permit**

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

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

Application fee for each event If application postmarked or received:	
less than 30 days before the event	more than 30 days before the event
\$100	\$50

ORGANIZATION INFORMATIONCheck # 5783 \$ 50

Organization name

Smiles In Life Foundation

Previous gambling permit number

Type of nonprofit organization. Check one.

☐

Fraternal

☐

Religious

☐

Veterans

☒

Other nonprofit organization

Mailing address

2489 Rice Street #70

City

Roseville

State

MN

Zip Code

55113

County

Ramsey

Name of chief executive officer (CEO)

Frank Serna

Daytime phone number

651-755-5866

Email address

info@smilesinlife.com**Attach a copy of ONE of the following for proof of nonprofit status. Check one.**

Do not attach a sales tax exempt status or federal ID employer numbers as they are not proof of nonprofit status.

☒**Nonprofit Articles of Incorporation OR a current Certificate of Good Standing.**

Don't have a copy? This certificate must be obtained each year from:

Secretary of State, Business Services Div., 180 State Office Building, St. Paul, MN 55155 Phone: 651-296-2803

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

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

☐**IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)**If your organization falls under a parent organization, attach copies of both of the following:

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

☐**IRS - proof previously submitted to Gambling Control Board**

If you previously submitted proof of nonprofit status from the IRS, no attachment is required.

GAMBLING PREMISES INFORMATION

Name of premises where gambling activity will be conducted (for raffles, list the site where the drawing will take place)

2489 Rice Street #70

Address (do not use PO box)

Roseville

City

Minnesota

Zip Code

55113

County

Ramsey

Date(s) of activity (for raffles, indicate the date of the drawing)

August 15, 2011

Check the box or boxes that indicate the type of gambling activity your organization will conduct:

☐

Bingo*

☒

Raffles

☐

Paddlewheels*

☐

Pull-Tabs*

☐

Tipboards*

* **Gambling equipment** for pull-tabs, bingo paper, tipboards, and paddlewheels must be obtained from a distributor licensed by the Gambling Control Board. **EXCEPTION:** Bingo hard cards and bingo number selection devices may be borrowed from another organization authorized to conduct bingo.

Also complete
Page 2 of this form.

Print Form

Reset Form

To find a licensed distributor, go to www.gcb.state.mn.us and click on List of Licensed Distributors, or call 651-639-4000.

LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT

If the **gambling premises is within city limits**, a city official must check the action that the city is taking on this application and sign the application.

- ☒ The application is acknowledged with no waiting period.
☐ The application is acknowledged with a 30 day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).
☐ The application is denied.

Print city name CITY OF ROSEVILLE
 On behalf of the city, I acknowledge this application.

Signature of city official receiving application

Shelly Weber

Title Accty. Sec. Date 2 / 2 / 11

If the **gambling premises is located in a township**, a county official must check the action that the county is taking on this application and sign the application.

A township official is not required to sign the application.

- ☐ The application is acknowledged with no waiting period.
☐ The application is acknowledged with a 30 day waiting period, and allows the Board to issue a permit after 30 days.
☐ The application is denied.

Print county name _____
 On behalf of the county, I acknowledge this application.
 Signature of county official receiving application _____

Title _____ Date ____/____/____

(Optional) TOWNSHIP: On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within township limits. [A township has no statutory authority to approve or deny an application (Minnesota Statute 349.166)]

Print township name _____

Signature of township official acknowledging application _____

Title _____ Date ____/____/____

CHIEF EXECUTIVE OFFICER'S SIGNATURE

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

Chief executive officer's signature [Signature] Date 1-19-11

Complete a separate application for each gambling activity:

- one day of gambling activity,
- two or more consecutive days of gambling activity,
- each day a raffle drawing is held

Send application with:

- a copy of your proof of nonprofit status, and
 - application fee for each event.
- Make check payable to "State of Minnesota."

To: Gambling Control Board
 1711 West County Road B, Suite 300 South
 Roseville, MN 55113

Financial report and recordkeeping required

A financial report form and instructions will be sent with your permit, or use the online fill-in form available at www.gcb.state.mn.us. Within 30 days of the activity date, complete and return the financial report form to the Gambling Control Board.

Print Form

Reset Form

This form will be made available in alternative format (i.e. large print, Braille) upon request.
Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information requested; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If you supply the information requested,

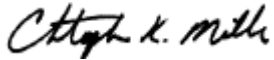
the Board will be able to process your organization's application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data are available to: Board members, Board staff whose work requires access to the

information; Minnesota's Department of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this Notice was given; and anyone with your written consent.

REQUEST FOR COUNCIL ACTION

Date: 02/14/11
Item No.: 7.d

Department Approval



City Manager Approval



Item Description: One Day On-Site Gambling Permit

BACKGROUND

Parkview Center School has applied for an Exemption from Lawful Gambling Licensing Requirements to conduct lawful gambling activities on March 25, 2011 at the Parkview Center School located at 701 W. County Road B.

The Minnesota Charitable Gambling Regulations allow any nonprofit organization, which conducts lawful gambling for less than five (5) days per year, and total prizes do not exceed \$50,000.00 in value, to be exempt from the licensing requirements if the city approves.

COUNCIL ACTION REQUESTED

Motion approving Parkview Center School's request to conduct a raffle on March 25, 2011, at the Parkview Center School located at 701 W. County Road B.

Minnesota Lawful Gambling**LG220 Application for Exempt Permit**

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

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

Application fee for each event If application postmarked or received:	
less than 30 days before the event	more than 30 days before the event
\$100	\$50

ORGANIZATION INFORMATIONCheck # 2984 \$ 50.00

Organization name

Previous gambling permit number

Parkview Center School**X-34418-10-002**

Type of nonprofit organization. Check one.

☐

Fraternal

☐

Religious

☐

Veterans

☒

Other nonprofit organization

Mailing address

City

State

Zip Code

County

701 W. County Rd B**Roseville****MN****55113****Ramsey**

Name of chief executive officer (CEO)

Daytime phone number

Email address

Kristen Smith Olson /Principal**651 487-4360****kristen.smith.olson@isd623.org****Attach a copy of ONE of the following for proof of nonprofit status. Check one.**

Do not attach a sales tax exempt status or federal ID employer numbers as they are not proof of nonprofit status.

☐**Nonprofit Articles of Incorporation OR a current Certificate of Good Standing.**

Don't have a copy? This certificate must be obtained each year from:

Secretary of State, Business Services Div., 180 State Office Building, St. Paul, MN 55155 Phone: 651-296-2803

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

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

☐**IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)**If your organization falls under a parent organization, attach copies of both of the following:

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

☒**IRS - proof previously submitted to Gambling Control Board**

If you previously submitted proof of nonprofit status from the IRS, no attachment is required.

GAMBLING PREMISES INFORMATION

Name of premises where gambling activity will be conducted (for raffles, list the site where the drawing will take place)

Parkview Center School

Address (do not use PO box)

City

Zip Code

County

701 W. County Rd. B**Roseville****55113****Ramsey**

Date(s) of activity (for raffles, indicate the date of the drawing)

March 25, 2011

Check the box or boxes that indicate the type of gambling activity your organization will conduct:

☐

Bingo*

☒

Raffles

☐

Paddlewheels*

☐

Pull-Tabs*

☐

Tipboards*

* **Gambling equipment** for pull-tabs, bingo paper, tipboards, and paddlewheels must be obtained from a distributor licensed by the Gambling Control Board. EXCEPTION: Bingo hard cards and bingo number selection devices may be borrowed from another organization authorized to conduct bingo.

Also complete
Page 2 of this form.

To find a licensed distributor, go to www.gcb.state.mn.us and click on List of Licensed Distributors, or call 651-639-4000.

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- ☒ The application is acknowledged with no waiting period.
☐ The application is acknowledged with a 30 day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).
☐ The application is denied.

Print city name CITY OF ROSEVILLE
 On behalf of the city, I acknowledge this application.

Signature of city official receiving application

Shelly Weber

Title Accts Tech Date 2, 2, 11

If the gambling premises is located in a township, a county official must check the action that the county is taking on this application and sign the application.

A township official is not required to sign the application.

- ☐ The application is acknowledged with no waiting period.
☐ The application is acknowledged with a 30 day waiting period, and allows the Board to issue a permit after 30 days.
☐ The application is denied.

Print county name _____
 On behalf of the county, I acknowledge this application.
 Signature of county official receiving application _____

Title _____ Date ____/____/____

(Optional) TOWNSHIP: On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within township limits. [A township has no statutory authority to approve or deny an application [Minnesota Statute 349.166]]

Print township name _____

Signature of township official acknowledging application _____

Title _____ Date ____/____/____

CHIEF EXECUTIVE OFFICER'S SIGNATURE

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

Chief executive officer's signature Kristen Olson Date 1/18/11

Complete a separate application for each gambling activity:

- one day of gambling activity,
- two or more consecutive days of gambling activity,
- each day a raffle drawing is held

Send application with:

- a copy of your proof of nonprofit status, and
- application fee for each event.

Make check payable to "State of Minnesota."

To: Gambling Control Board
 1711 West County Road B, Suite 300 South
 Roseville, MN 55113

Financial report and recordkeeping required

A financial report form and instructions will be sent with your permit, or use the online fill-in form available at www.gcb.state.mn.us. Within 30 days of the activity date, complete and return the financial report form to the Gambling Control Board.

[Print Form](#)

[Reset Form](#)

This form will be made available in alternative format (i.e. large print, Braille) upon request.
Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information requested; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If you supply the information requested,

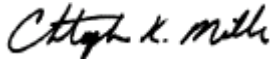
the Board will be able to process your organization's application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data are available to: Board members, Board staff whose work requires access to the

information; Minnesota's Department of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this Notice was given; and anyone with your written consent.

REQUEST FOR COUNCIL ACTION

Date: 2/14/2011
Item No.: 7.e

Department Approval



City Manager Approval



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

BACKGROUND

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

General Purchases or Contracts

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

Department	Vendor	Description	Amount
Water	Ferguson Waterworks	Water meter replacements (335)	\$34,459.13
Water	Ferguson Waterworks	Water meter radio transmitters (500)	46,426.33

The water meters being replaced are at least 20 years old and are subject to less-than-actual meter readings resulting in less City revenue. The radio transmitters are part of the larger Automated Meter Reading system approved by the Council in 2010 and will allow for the collection of meter reads from fixed-point locations.

Sale of Surplus Vehicles or Equipment

City Staff have identified surplus vehicles and equipment that have been replaced and/or are no longer needed to deliver City programs and services. These surplus items will either be traded in on replacement items or will be sold in a public auction or bid process. The items include the following:

Department	Item / Description

POLICY OBJECTIVE

Required under City Code 103.05.

FINANCIAL IMPACTS

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

23 **STAFF RECOMMENDATION**

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

26 **REQUESTED COUNCIL ACTION**

27 Motion to approve the submitted list of general purchases, contracts for services, and if applicable the
28 trade-in/sale of surplus equipment.

29

30

Prepared by: Chris Miller, Finance Director
Attachments: A: None

31

REQUEST FOR COUNCIL ACTION

Date: 2/14/11
Item No.: 7.†

Department Approval

City Manager Approval


Item Description: Establish a Lawful Gambling Task Force

BACKGROUND

At the February 7, 2011 City Council Special Work Plan Meeting, Council discussed the formation of a Lawful Gambling Task Force.

STAFF RECOMMENDATION

Pursuant to Rule #7 of the City Council Rules of Procedure, establish a two-member task force to study the issue of Lawful Gambling in the City of Roseville, and establish a deadline of May 9, 2011 for the Task Force to report their findings or recommendations to the City Council.

REQUESTED COUNCIL ACTION

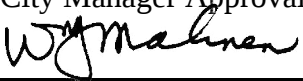
Motion to establish a Lawful Gambling Task Force, appoint Council Members Pust and Johnson to the Task Force, and, establish a May 9, 2011 deadline for the Task Force to report their findings or recommendations to the City Council.

Prepared by: Bill Malinen

REQUEST FOR COUNCIL ACTION

Date: 2/14/11
Item No.: 7.9

Department Approval

City Manager Approval


Item Description: Establish Infrastructure/CIP Financing Task Force

BACKGROUND

At the February 7, 2011 City Council Special Work Plan Meeting, Council discussed the formation of an Infrastructure/CIP Financing Task Force.

STAFF RECOMMENDATION

Pursuant to Rule #7 of the City Council Rules of Procedure, establish a two-member task force to study the issue of Infrastructure/CIP Financing, and establish a deadline of June 13, 2011 for the Task Force to report their findings or recommendations to the City Council.

REQUESTED COUNCIL ACTION

Motion to establish an Infrastructure/CIP Financing Task Force, appoint Mayor roe and Council Member Johnson to the Task Force, and, establish a June 13, 2011 deadline for the Task Force to report their findings or recommendations to the City Council.

Prepared by: Bill Malinen

REQUEST FOR COUNCIL ACTION

Date: 2/14/11
Item No.: 7.h

Department Approval

Timothy O'Neill

City Manager Approval

W. J. Mahinen

Item Description: Accept 2010 Citizen Corps Grant Approval

BACKGROUND

The Fire Department has been awarded a 2010 Citizen Corp Program contract in the amount of \$6,580.00. The grant funds will be used to recruit and train citizen volunteers to participate in a community based program, providing support to the Fire Department in a variety of ways. The citizen volunteers will be trained to help provide fire education, assist in disaster situations, basic operational support, and many other support functions.

FINANCIAL IMPACTS

All program costs for the first year, including training materials, will be covered using grant funds. As this is a volunteer program, anticipated continued on-going costs will be mainly related to training and will not require additional budget funding.

STAFF RECOMMENDATION

Staff recommends Council authorize the Fire Department accept the 2010 Citizen Corp Program Grant in the amount of \$6,580.00

REQUESTED COUNCIL ACTION

Authorize the Fire Department to accept the 2010 Citizen Corp Program Grant in the amount of \$6,580.00

Prepared by: Timothy O'Neill, Fire Chief

MINNESOTA DEPARTMENT OF PUBLIC SAFETY



Alcohol
and Gambling
Enforcement

Bureau of
Criminal
Apprehension

Driver
and Vehicle
Services

Emergency
Communication
Networks

Homeland
Security and
Emergency
Management

Minnesota
State Patrol

Office of
Communications

Office of
Justice Programs

Office of
Pipeline Safety

Office of
Traffic Safety

State
Fire Marshal

Homeland Security and Emergency Management

444 Cedar Street • Suite 223 • Saint Paul, Minnesota 55101-6223

Phone: 651-201-7400 • Fax: 651-296-0459 • TTY: 651-282-6555

www.dps.state.mn.us

January 18, 2011

Chief Timothy O'Neill
Roseville City of
1660 Civic Center Drive
Roseville, Minnesota 55113

Re: Grant # 2010-CCP-00750

Dear Chief O'Neill:

I am pleased to announce that City of Roseville has been awarded a 2010 Citizen Corp Program (CCP) Contract for the amount of \$6,580.00 .

Enclosed are three copies of the grant agreement. Please have the authorized official of your agency with the legal authority to sign grant agreement sign each of the copies on page 2 and return them to Kathleen Gaida at Homeland Security & Emergency Management, 444 Cedar Street, Suite 223, St. Paul, Minnesota 55101-6223.

If you have any questions, please contact me by phone at 651-201-7422, or by e-mail at kathleen.gaida@state.mn.us. Thank you.

Sincerely,

Kathleen Gaida
Grants Specialist

Enc.





Grant Agreement

Minnesota Department of Public Safety ("State") Homeland Security and Emergency Management Division 444 Cedar Street, Suite 223 St Paul, Minnesota 55101	Grant Program: HSEM Citizen Corps Program 2010 Grant Agreement No.: 2010-CCP-00750
Grantee: City of Roseville 1660 Civic Center Drive Roseville, Minnesota 55113	Grant Agreement Term: Effective Date: 8/1/2010 Expiration Date: 3/31/2013
Grantee's Authorized Representative: Timothy O'Neill 2660 Civic Center Drive Roseville, Minnesota 55113 Phone: (651) 792-7305 Email: tim.oneill@ci.roseville.mn.us	Grant Agreement Amount: Original Agreement \$ 6,580.00 Matching Requirement \$.00
State's Authorized Representative: Kathy Gaida, Grants Specialist Homeland Security and Emergency Management Division 444 Cedar Street, Suite 223 St Paul, Minnesota 55101 Phone: (651) 201-7422 Email: Kathleen.Gaida@state.mn.us	Federal Funding: CFDA 97.067 State Funding: Special Conditions: None

Under Minn. Stat. § 299A.01, Subd 2 (4) the State is empowered to enter into this grant agreement.

Term: Effective date is the date shown above or the date the State obtains all required signatures under Minn. Stat. § 16C.05, subd. 2, whichever is later. Once this grant agreement is fully executed, the Grantee may claim reimbursement for expenditures incurred pursuant to the Payment clause of this grant agreement. Reimbursements will only be made for those expenditures made according to the terms of this grant agreement. Expiration date is the date shown above or until all obligations have been satisfactorily fulfilled, whichever occurs first.

The Grantee, who is not a state employee will:

Perform and accomplish such purposes and activities as specified herein and in the Grantee's approved HSEM Citizen Corps Program 2010 Application ("Application") which is incorporated by reference into this grant agreement and on file with the State at 444 Cedar Street, Suite 223, St Paul, Minnesota 55101. The Grantee shall also comply with all requirements referenced in the HSEM Citizen Corps Program 2010 Guidelines and Application which includes the Terms and Conditions and Grant Program Guidelines (www.wego.dps.state.mn.us), which are incorporated by reference into this grant agreement.

Budget Revisions: The breakdown of costs of the Grantee's Budget is contained in Exhibit A, which is attached and incorporated into this grant agreement. As stated in the Grantee's Application and Grant Program Guidelines, the Grantee will submit a written change request for any substitution of budget items or any deviation and in accordance with the Grant Program Guidelines. Requests must be approved prior to any expenditure by the Grantee.

Matching Requirements: (If applicable.) As stated in the Grantee's Application, the Grantee certifies that the matching requirement will be met by the Grantee.

Grantee Name: Roseville, City of
Program: ALL PROGRAM COMPONENTS

Grant Number: 2010-CCP-00750

[illegible]



Grant Agreement

Payment: As stated in the Grantee's Application and Grant Program Guidance, the State will promptly pay the Grantee after the Grantee presents an invoice for the services actually performed and the State's Authorized Representative accepts the invoiced services and in accordance with the Grant Program Guidelines. Payment will not be made if the Grantee has not satisfied reporting requirements.

Certification Regarding Lobbying: (If applicable.) Grantees receiving federal funds over \$100,000.00 must complete and return the Certification Regarding Lobbying form provided by the State to the Grantee.

1. ENCUMBRANCE VERIFICATION

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

Signed: _____

Date: _____

Grant Agreement No. 2010-CCP-00750 / 2000-15420

3. STATE AGENCY

By: _____
(with delegated authority)

Title: _____

Date: _____

2. GRANTEE

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

By: _____

Title: Mayor

Date: _____

By: _____

Title: City Manager

Date: _____

Distribution: DPS/FAS
Grantee
State's Authorized Representative



Request for Council Action

Date: 02/14/2011

Item Number: 7 . i

Department Approval

Manager Approval

A handwritten signature in black ink, appearing to be "J. Arneson", written over a light blue rectangular background.

A handwritten signature in black ink, appearing to be "W. Mahinen", written in a cursive style.

Item Description:

Accept Ramsey County Emergency Management / Homeland Security Grant for a Thermal Imager to be installed on East Metro Swat BearCat

Background

In December of 2010, Sergeant Josh Arneson applied for a grant, through Ramsey County Emergency Management / Homeland Security (RCEMHS), to receive a Thermal Imager to be installed on the East Metro Swat BearCat.

In January, the Police Department received notice that Sergeant Arneson's grant request was approved from monies provided through the Urban Area Security Initiative Grant Program. RCEMHS will reimburse the City of Roseville up to \$30,000 for the purchase, shipping and installation of the unit.

Financial Impacts

As this item is being granted to us, there is no cost to the City. This item will not be replaced and does not have to be depreciated. Maintenance costs are limited.

Staff Recommendation

Staff recommends Council accept the grant award for the Thermal Imager and installation.

Council Action Requested

Accept the RCEMHS grant award.

Prepared by: Sgt. Josh Arneson

Attachment: A. Award Letter

B. Product Quote

Joshua Arneson

From: Mellors, Denzil [denzil.mellors@co.ramsey.mn.us]
Sent: Tuesday, January 18, 2011 11:32 AM
To: Joshua Arneson
Subject: Request

Importance: High

Josh,

Please consider this as authorization to purchase a CBRNE Search and Rescue Thermal imager you requested for the East metro SWAT.

Ramsey County will reimburse your Jurisdiction up to the amount of \$30,000.00.

To receive reimbursement you need to submit an official invoice from your Jurisdiction to Ramsey County Emergency Management and Homeland Security and include invoices that you have paid for the equipment.

I must receive the invoices no later than April 29 2011 to be able to process it with the State of Minnesota before the deadline of the Grant.

If you have any question, please contact me.

Reference:

UASI Grant Number: 2009-UASI-00376

Project Grant G208069

Program: Equipment 22101

Fund: 11101 Dept: 210180

Vote Approved for transfer of funds: 1/11/11

Denzil B Mellors

Emergency Management Coordinator

Ramsey County Emergency Management and Homeland Security

90 W Plato Blvd,

St. Paul, MN 55107

w: 651-266-1015

c: 651-249-1242

f: 651-266-1019

p: 952-365-0054

P Please consider the environment before printing.



Protecting Our Nation's Defenders™

10 Betnr Industrial Drive ñ Pittsfield, MA 01201
 PH (413) 443-7359 Ext. 125 ñ FAX (413) 442-9612
 Email: dpfeiffer@lencoarmor.com

Quotation 356

Quotation Date: 11/8/2010

RO016 Roseville Police Department 2660 Civic Center Dr. Roseville, MN 55113	Estimated Completion Date:	F.O.B.: Destination
	30 days	ShipVia: UPS
	Payment Terms: Net 30	
	Lenco Stock Number# 4728 Vehicle I.D.# B36782 2010 BearCat	

Qty. & Part Number (1) BCTI	Description	Each	Amount
	Thermal Image & Color Camera w/flat screen color monitor		\$28,714.00
	Insured Shipping charges		\$213.68

WHEN PLACING AN ORDER
 PLEASE REFERENCE THIS QUOTE NUMBER

Note: Lenco does not Collect or Pay Tax(s)

\$28927.31

- PROPRIETARY -

WE ARE PLEASED TO SUBMIT THE ABOVE QUOTATION FOR YOUR CONSIDERATION. SHOULD YOU PLACE AN ORDER, BE ASSURED IT WILL RECEIVE OUR PROMPT ATTENTION. THIS QUOTATION IS VALID FOR 60 DAYS. THEREAFTER, IT IS SUBJECT TO CHANGE WITHOUT NOTICE.

ACCEPTANCE OF PROPOSAL — The above prices are satisfactory
 and are hereby accepted. You are authorized to do the work as specified. Payment will be made as
 outlined above

**Authorized
 Signature** _____

Please sign and return

**Authorized
 Signature** _____

LENCO INDUSTRIES INC.

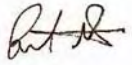
David E. Pfeiffer
David E. Pfeiffer

Thank You

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: February 14, 2011
Item No.: 7.J

Department Approval



City Manager Approval



Item Description:

Establish a Public Hearing on February 28, 2011 regarding the Lake Owasso Safe Boating Association's Request for Placement of Water Ski Course and Jump on Lake Owasso

BACKGROUND

In 1997 the Lake Owasso Task Force presented a series of recommendations to the City Council. The Council, in the resolution taking action on the recommendations, agreed it would be the policy of the City to provide for public comment at Council meetings regarding requests for permits on the Lake.

PROPOSED ACTION

The Lake Owasso Safe Boating Association requests approval for placement of a water ski course and jump in the same locations as in past years.

FINANCIAL IMPACTS

There are no financial impacts to the City

STAFF RECOMMENDATION

It is recommended the Council establish a public hearing for the February 24, 2011, meeting to provide for public input. Affected Roseville residents on the Lake will be notified.

REQUESTED COUNCIL ACTION

Motion establishing a public hearing for the City Council meeting of February 24, 2011, to provide for public comment regarding placement of a water ski course and jump on Lake Owasso for the 2011 season.

Prepared by: Chief Rick Mathwig
Attachment: Copy of Certificate of Insurance

CERTIFICATE OF INSURANCE		DATE: 12/20/2010			
		CERTIFICATE NUMBER: 20101220037622			
AGENCY: Entertainment & Sports Insurance eXperts (ESIX) 5660 New Northside Drive, Suite 640 Atlanta, Georgia 30328 Phone: 678-324-3300 Fax: 678-324-3303					
		THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.			
NAMED INSURED:		INSURERS AFFORDING COVERAGE:			
USA Water Ski 1251 Holy Cow Road Polk City, Florida 33868		Lake Owasso Safe Boating Association 460 W Horseshoe Dr Shoreview, Minnesota 55126-3001			
		INSURER A: Philadelphia Indemnity Ins. Co. INSURER B: Philadelphia Indemnity Ins. Co.			
POLICY/COVERAGE INFORMATION:					
THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.					
INS	TYPE OF INSURANCE:	POLICY NUMBER(S):	EFFECTIVE:	EXPIRES:	LIMITS:
A	GENERAL LIABILITY				
	☒ COMMERCIAL GENERAL LIABILITY	PHPK663189	1/1/2011 12:01 AM	1/1/2012 12:01 AM	GENERAL AGGREGATE (Applies Per Event) \$2,000,000
	☒ Occurrence				EACH OCCURRENCE \$1,000,000
	☒ Participant Legal Liability				DAMAGE TO RENTED PREMISES (Each Occ.) \$1,000,000
					MED EXP (Any one person) EXCLUDED
					PERSONAL & ADV INJURY \$1,000,000
					PRODUCTS-COMP/OP AGG \$2,000,000
B	UMBRELLA/EXCESS LIABILITY				
	☒ Occurrence	PHUB330267	1/1/2011 12:01 AM	1/1/2012 12:01 AM	AGGREGATE (Applies Per Event) \$4,000,000
	☒ SIR				EACH OCCURRENCE \$4,000,000
					RETENTION/DEDUCTIBLE \$10,000
DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/EXCLUSIONS ADDED BY ENDORSEMENT/SPECIAL PROVISIONS:					
The certificate holder is an Additional Insured with respect to liability arising out of the negligence of the Named Insured as per the following endorsement: Additional Insured - Certificate Holders (Form PI-AM-002). Coverage only applies with respect to tournaments, practices, exhibitions, clinics and related activities sanctioned and approved by USA Water Ski, Inc.					
CERTIFICATE HOLDER:			NOTICE OF CANCELLATION:		
City of Roseville 2660 Civic Center Drive Roseville, Minnesota 55113			Should any of the above described policies be cancelled before the expiration date thereof, notice will be delivered in accordance with the policy provisions.		
			AUTHORIZED REPRESENTATIVE:		
					

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 2/14/11
Item No.: 7 . k

Department Approval

City Manager Approval

Item Description: Resolution Approving Plans and Specifications and Ordering Advertisement for Bids for Dale Street

BACKGROUND

On Monday, January 10, 2011, a public improvement hearing was held for City Project No. P-11-02: Dale Street Reconstruction project. Following the hearing, the City Council ordered the improvement and preparation of plans and specifications of the proposed project. The next step in the process is for the City Council to approve plans and specifications and authorize the advertisement for bids. Consistent with Roseville's Assessment Policy, 25% of the street reconstruction costs would be assessed to adjacent property owners based on lot width. The Council adopted an estimated assessment rate of \$48.66/ ft for this improvement.

POLICY OBJECTIVE

State statute requires a Council resolution approving plans and specifications and ordering the advertisement for bids for all public improvements to be assessed. Since a portion of the costs for City Project No. 11-02: Dale Street, will be assessed to benefiting properties, the adoption of this resolution is required.

FINANCIAL IMPACTS

Fund the street reconstruction with Municipal State Aid funds, utility funds, and assessments as shown in the table below:

	Estimated cost	MSA	Assessments	Utility Funds
Street Construction*	\$1,125,172.53	\$936,250.24	\$188,922.29	\$0
Sidewalk/ Trail Construction	\$108,705.56	\$108,705.56	\$0	\$0
Storm Sewer Construction	\$175,000.00	\$175,000.00	\$0	\$0
Sanitary Sewer Reconstruction	\$30,000.00	\$0	\$0	\$30,000.00
Watermain Reconstruction	\$450,000.00	\$0	\$0	\$450,000.00
Total	\$1,888,878.09	\$1,219,955.80	\$188,922.29	\$480,000.00

*cost includes 15% engineering

STAFF RECOMMENDATION

It is recommended that the Council approve the plans and specifications and order the advertisement for bids.

REQUESTED COUNCIL ACTION

Approve resolution approving plans and specifications and ordering the advertisement for bids for M-11-02 Dale Street Reconstruction Project.

Prepared by: Debra Bloom, City Engineer;

Attachments: Resolution

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

* * * * *

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Roseville, County of Ramsey, Minnesota, was duly held on 14th day of February, 2011, at 6:00 p.m.

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

Member introduced the following resolution and moved its adoption:

RESOLUTION NO.

**RESOLUTION APPROVING PLANS AND SPECIFICATIONS
AND ORDERING ADVERTISEMENT FOR BIDS FOR
DALE STREET BETWEEN COUNTY ROAD C AND S. OWASSO BLVD**

WHEREAS, pursuant to resolution passed by the City Council, the City Engineer has prepared plans and specifications for City Project No. M-11-02, Dale Street Reconstruction, between County Road C and S. Owasso Boulevard

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

1. Such plans and specifications, copies of which are attached hereto, and made a part hereof, are hereby approved.
2. The City Manager shall prepare and cause to be inserted in the *Roseville Review*, the official newspaper, and in the *Construction Bulletin*, an advertisement for bids upon the making of such approved plans and specifications. The advertisement for bids for City Project P-11-02, Dale Street, shall be published as required by law, shall specify the work to be done, shall call the bids on the basis of cash payment for such work, shall state the date and time that the bids will be received by the City Manager and City Engineer at which time they will be publicly opened in the City Hall by the City Engineer and subsequently be considered by the Council; and that no bids will be considered unless sealed and filed with the Manager and accompanied by a cash deposit, certified check or bid bond payable to the City of Roseville for ten percent of the amount of such bid.

The motion was duly seconded by Member and upon vote being taken thereon, the following voted in favor thereof: and the following voted against: .

WHEREUPON said resolution was declared duly passed and adopted.

I, the undersigned, being the duly qualified City Manager of the City of Roseville, County of Ramsey, State of Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a regular meeting of said City Council held on the 14th day of February, 2011, with the original thereof on file in my office.

William J. Malinen, City Manager

(SEAL)

REQUEST FOR COUNCIL ACTION

Date: 2/14/11
Item No.: 7.1

Department Approval



City Manager Approval



Item Description: Award Bid for 2011 Sanitary Sewer Main Lining

BACKGROUND

The majority of the city's sanitary sewer mains were constructed in the late 1950's and early 1960's, utilizing clay tile pipe. Over time the joint materials have failed allowing root intrusion.

The pipe is also susceptible to cracking and construction damage. The 2011 Capital Improvement Plan includes funding for a sanitary sewer main lining program to extend the life of our sanitary sewers by 50 years or more. This technology essentially installs a new resin pipe inside the old clay tile sewer main without digging up city streets, which results in minimal disruption to residents during construction. The liner pipe is inserted into the main through existing manholes and cured in place with a heat process. Any given segment is usually completed in one working day. Service line connections are reopened using a robotic cutter and remote cameras. During the process, existing flows are bypassed using pumps. This technology has been proven over the past 20 years, and costs have become competitive with open cut replacement. The City started doing this type of renovation in 2006 and will have an annual project for the foreseeable future to replace our aging sewer infrastructure. This technology also prevents infiltration of groundwater into the system and can be credited toward our inflow/infiltration surcharge.

Staff assembled a specification and advertised for bids for approximately 13,181 lineal feet of main lining in areas identified as having root intrusion or infiltration problems. Bids were opened on January 26, 2011.

POLICY OBJECTIVE

It is city policy to keep utility infrastructure in good operating condition, utilizing current construction technologies that keep service disruption during construction to a minimum. Based on past practice, the City Council has awarded contracts to the lowest responsible bidder. In this case the lowest bidder is Michels Corporation, of Brownsville, Wisconsin.

FINANCIAL IMPACTS

We received five bids for the 2011 Sanitary Sewer Main Lining Project. The low bid submitted by Michels Corporation, \$479,868, is within the budgeted amount for this project. This work is funded in the Sanitary Sewer Infrastructure Funds. The following is a listing of the bids received:

32

BIDDER	AMOUNT
Michels Corporation.	\$479,868
Visu-Sewer, Inc.	\$495,291
Veit & Company, Inc.	\$503,925
Lametti & Sons, Inc.	\$511,790
Insituform Technologies USA, Inc	\$592,563.60

33 **REQUESTED COUNCIL ACTION**

34 Motion adopting a resolution awarding a bid for 2011 Sanitary Sewer Main Lining Project in the
35 amount of \$479,868 to Michels Corporation, of Brownsville, Wisconsin.

36

Prepared by: Kristine Giga, Civil Engineer

Attachments: A: Resolution

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

* * * * *

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Roseville, County of Ramsey, Minnesota, was duly held on the 14th day of February, 2011, 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.

**RESOLUTION AWARDING BIDS
FOR 2011 SANITARY SEWER MAIN LINING**

WHEREAS, pursuant to advertisement for bids for the improvement, according to the plans and specifications thereof on file in the office of the Manager of said City, said bids were received on Wednesday, January 26, 2011, at 9:00 a.m., opened and tabulated according to law and the following bids were received complying with the advertisement:

BIDDER	AMOUNT
Michels Corporation.	\$479,868
Visu-Sewer, Inc.	\$495,291
Veit & Company, Inc.	\$503,925
Lametti & Sons, Inc.	\$511,790
Insituform Technologies USA, Inc	\$592,563.60

WHEREAS, it appears that Michels Corporation, of Brownsville, Wisconsin, is the lowest responsible bidder at the tabulated price of \$479,868, and

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

1. The Mayor and City Manager are hereby authorized and directed to enter into a contract with Michels Corporation for \$479,868 in the name of the City of Roseville for the above improvements according to the plans and specifications thereof heretofore approved by the City Council and on file in the office of the City Manager.
2. The City Manager is hereby authorized and directed to return forthwith to all bidders the deposits made with their bids except the deposits of the successful bidder and the next lowest bidder shall be retained until contracts have been signed.

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

44
45 The motion for the adoption of the foregoing resolution was duly seconded by Member ,
46 and upon vote being taken thereon, the following voted in favor thereof: and the following
47 voted against the same: .

48
49 WHEREUPON said resolution was declared duly passed and adopted.

STATE OF MINNESOTA)
) ss
COUNTY OF RAMSEY)

I, the undersigned, being the duly qualified City Manager of the City of Roseville, County of Ramsey, State of Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a regular meeting of said City Council held on the 14th day of February, 2011, with the original thereof on file in my office.

WITNESS MY HAND officially as such Manager this 14th day of February, 2011.

William J. Malinen, City Manager

(SEAL)

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 2/14/11
Item No.: 7 . m

Department Approval



City Manager Approval



Item Description: Approve No parking resolution- Dale Street between County Road C to S.
Owasso Blvd

BACKGROUND

The City is reconstructing Dale Street between County Road C to S. Owasso Boulevard, which is part of the City's Municipal State Aid (MSA) system.

State Aid standards do not allow parking on both sides of 2 lane roads narrower than 38 feet. Dale Street will be reconstructed to 35 feet wide from County Road C to Owasso Hills Drive. Parking will be permitted on the west side and "no parking" signs will be posted on the east side of the street. The street will be narrowed to 30 feet wide between Owasso Hills Drive and S. Owasso Boulevard, as a result parking will be restricted on both sides in this segment. The proposed parking restrictions have been discussed with residents throughout the project development.

The State requires a Council resolution prohibiting parking where street width does not meet State Aid standards for parking on both sides.

POLICY OBJECTIVE

In order to utilize available MSA funds, the City must post parking in accordance with adopted State Aid standards.

STAFF RECOMMENDATION

Approve the attached resolution prohibiting parking on the east side of Dale Street between County Road C and Owasso Hills Drive, and on both sides of Dale Street between Owasso Hills Drive and S. Owasso Boulevard.

REQUESTED COUNCIL ACTION

Approve the attached resolution prohibiting parking on the south side of Dale Street between County Road C and Owasso Hills Drive, and on both sides of Dale Street between Owasso Hills Drive and S. Owasso Boulevard.

Prepared by: Debra Bloom, City Engineer;
Attachments: Resolution

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

*** * * * ***

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Roseville, County of Ramsey, Minnesota, was duly held on 14th day of February, 2011, at 6:00 p.m.

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

Member introduced the following resolution and moved its adoption:

RESOLUTION NO.

**RESOLUTION PROHIBITING PARKING ON
DALE STREET BETWEEN COUNTY ROAD C AND S. OWASSO BLVD**

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

WHEREAS, Dale Street between County Road C to S. Owasso Boulevard is a Municipal State Aid roadway;

AND WHEREAS, such roadways are proposed to be reconstructed using Municipal State Aid funds and the reconstruction of such roadways must conform to established State Aid standards;

AND WHEREAS, State Aid standards do not allow parking on both sides of 2 lane roads narrower than 38 feet;

AND WHEREAS, Dale Street will be reconstructed to 35 feet wide from County Road C to Owasso Hills Drive. Parking will be permitted on the west side and “no parking” signs will be posted on the east side of the street.

AND WHEREAS, Dale Street will be narrowed to 30 feet wide between Owasso Hills Drive and S. Owasso Boulevard, parking prohibited on both sides of the street for this segment;

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Roseville, that parking is hereby allowed along the west side of Dale Street between County Road C and Owasso Hills Drive, and prohibited along the prohibited on all other segments of Dale Street between County Road C and S. Owasso Boulevard;

The motion was duly seconded by Member and upon vote being taken thereon, the following voted in favor thereof: and the following voted against: .

WHEREUPON said resolution was declared duly passed and adopted.

I, the undersigned, being the duly qualified City Manager of the City of Roseville, County of Ramsey, State of Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a regular meeting of said City Council held on the 14th day of February, 2011, with the original thereof on file in my office.

William J. Malinen, City Manager

(SEAL)

REQUEST FOR COUNCIL ACTION

Date: 2/14/11
Item No.: 7 . n

Department Approval



City Manager Approval



Item Description: Approve Public Improvement Contract and Public Improvement Easement and Maintenance Agreement for Applewood Pointe Of Langton Lake (PF 08-020)

BACKGROUND

The City Council has approved the redevelopment of the property at 2990 and 2996 Cleveland Avenue North to develop a new 93-unit, assisted living facility. As a part of this development United Properties will be constructing a public pathway, street, watermain, sanitary sewer, streetlights, and storm sewer.

POLICY OBJECTIVE

In order to ensure that the improvements are built to City standards, we have drafted a Public Improvement Contract that defines the responsibilities involved with the proposed public improvements. The improvements must meet all applicable City Standards for the construction.

Upon completion of the project, the developer's engineer must provide the City with ss-built plans. They must also provide to the City Engineer a letter certifying that the improvements were constructed according to approved plans and specifications, and request that the City accept the improvements. Once the City Council accepts the improvements, the two-year warranty period will begin.

The Public Improvement Easement and Maintenance Agreement defines the future maintenance responsibilities for the improvements to the site.

FINANCIAL IMPACTS

All costs associated with construction of the new public improvements necessary for this development will be borne by the Developer. A \$8,100 City Coordination fee is required. Appropriate surety will be provided for all public improvements in the amount of 125% of the construction cost, for a total of \$506,250. Once the construction of the improvements has been completed and accepted by the City, this surety will be released.

STAFF RECOMMENDATION

Approve Applewood Pointe Of Langton Lake Public Improvement Contract and Public Improvement Easement and Maintenance Agreement

REQUESTED COUNCIL ACTION

Approve Applewood Pointe Of Langton Lake Public Improvement Contract Public Improvement Easement and Maintenance Agreement

Prepared by: Debra Bloom, City Engineer

Attachments: A: Draft Public Improvement Contract

B: Draft Public Improvement Easement and Maintenance Agreement

PUBLIC IMPROVEMENT CONTRACT
APPLEWOOD POINTE OF ROSEVILLE AT LANGTON LAKE

I. **Parties.** This Agreement, dated February __, 2011, is entered into between the City of Roseville, a Minnesota municipal corporation, of 2660 Civic Center Drive, Roseville, Minnesota 55113 (“the **City**”), and United Properties Residential LLC, a Minnesota limited liability company, of 3500 American Boulevard West, Suite 200, Bloomington, MN 55431 (“the **Developer**”).

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

See Legal Description attached as Exhibit A hereto.

III. **Terms and Conditions of Plat Approval.** Now, therefore, in reliance upon the representations contained herein; and in consideration of the mutual undertakings herein expressed, the parties agree as follows:

A. **Conditions of Plat Approval:** The Developer shall comply with any and all applicable City, County, Metropolitan, State and Federal laws and regulations including, but not limited to: subdivision ordinances, zoning ordinances and environmental regulations that may apply to the plat and its development.

B. **Land Use Approvals:** The plat consists of a senior cooperative building to be built in two phases, with Phase I consisting of 48 apartment-style cooperative units, and Phase II comprising an extension to the cooperative building consisting of an additional 44 apartment-style cooperative units. The property is also to be improved with the following: a pathway; a road and curbing; three (3) storm water ponds; two (2) infiltration basins; sanitary sewer lines, water main lines and hydrants, storm sewer lines with outlet control structures and flared end sections, and a retaining wall and fence (collectively, the “**Public Improvements**”).

C. **Public Improvements.** The Developer shall construct the following improvements in compliance with approved plans and specifications:

1. Site Grading and Turf Restoration. Site grading improvements shall include common excavation, subgrade correction, embankment and pond excavation. Turf restoration shall include seeding, mulching and erosion control.
 - a) The Developer shall submit to the City a site grading and drainage plan for the entire plat acceptable to the City showing the grades and drainage for each lot prior to installation of the improvements.
 - b) The Developer shall furnish the City Engineer satisfactory proof of payment for the site grading work and shall submit a certificate of survey (as- constructed survey) of the development to the City after site grading, with street and lot grades
 - c) All improvements to the lots and the final grading shall comply with the approved grading plan.
2. Street Improvements. Street improvements include subgrade preparation, gravel base, bituminous surfacing, and concrete curb and gutters.

- a) The Developer shall construct Langton Lake Drive connecting the property to Cleveland Avenue and running along the northernmost and easternmost boundaries of the property, ending in a 100 foot diameter cul-de-sac south and east of the southeastern corner thereof. The roadway shall be 1200 feet more or less of 26 foot wide (face to face) bituminous street with type B618 curb and gutter. Parking shall be restricted on the entire street. The typical section of pavement for the street shall be: 1.5 inches LVWE35030B/ 2.5 inches LVNW35030B/ 8 inches of Class 5-100% crushed limestone.
 - b) Unusable material within the roadway shall be removed by the Developer.
 - c) All subgrade excavation and filling shall be completed by the Developer in accordance with City details, City specifications, MNDOT's specifications, and the approved site grading and drainage plans.
 - d) The City reserves the right to test as necessary, at the Developer's expense, all grading work. A test roll of the street subgrade shall be passed prior to acceptance of the subgrade by the City.
 - e) Retaining Wall and Fence. Developer shall construct a retaining wall and fence along the easternmost edge of the roadway adjacent to the easternmost boundary of the property, in accordance with specifications and the approved public improvement construction plans.
3. Pathway. The Developer shall construct a pathway connecting Cleveland Avenue to the south boundary of the plat. The pathway shall also connect to Brenner along the Mount Ridge right of way. The pathway shall be constructed in accordance with specifications and the City approved public improvement construction plans.
 4. Watermain construction: The Developer shall construct all watermain necessary to serve the plat, including hydrants and individual lot services.
 - a) All watermain shall be constructed in accordance with City details, specifications, and public improvement construction plans.
 5. Sanitary sewer construction: The Developer shall construct all sanitary sewer pipes necessary to serve the plat, including individual lot services.
 - a) All sanitary sewers shall be constructed in accordance with City details, specifications, and public improvement construction plans.
 6. Storm sewer construction: The Developer shall construct all storm sewer improvements necessary to serve the plat, including the construction of outlet control structures and flared end sections.
 - a) Storm sewer facilities, including ponds and infiltration basins, shall be constructed in accordance with City details, specifications, and public improvement construction plans.
 - b) Infiltration basins shall be protected from silt during construction. If these areas do not function as designed, the Developer shall reconstruct them as directed by the City Engineer.

- 1 7. Restoration of existing streets: Curb cuts and street cuts shall be reconstructed to match
2 existing street typical section.
- 3 a) All unused curb openings along the Cleveland Avenue curb line shall be removed and
4 replaced with non- surmountable curb to match existing. Curbs proposed to be
5 replaced shall have a minimum of 3 feet of bituminous saw cut out to allow for proper
6 compaction.
- 7 b) Utility trenches shall be restored by the Developer per City standard plate.
- 8 8. Streetlights. The Developer shall contract with Xcel Energy to construct public
9 streetlights within the plat. The streetlights shall be spaced consistent with City policy.
10 All costs to construct the streetlights shall be the responsibility of the Developer. The
11 Design and Agreement to install the streetlights shall be reviewed and approved by the
12 City Engineer prior to construction.
- 13 9. Erosion control. Prior to site grading and before any utility construction is commenced
14 or building permits are issued, the erosion control plan shall be implemented, inspected
15 and approved by the City. The Developer shall meet all requirements of the City's
16 Erosion Control Ordinance including but not limited to the following.
- 17 a) No construction activity shall be allowed and no building permits shall be issued
18 unless the plat is in full compliance with the erosion control requirements.
- 19 b) Measures shall be installed in compliance with MPCA NPDES permit requirements.
- 20 c) The City shall inspect the site periodically and determine whether it is necessary to
21 take additional measures to address erosion.
- 22 d) To remove dirt and debris from streets that has resulted from construction work by
23 the Developer, its agents or assigns, the Developer shall sweep Cleveland and
24 Langton Lake Drive on a weekly basis or more frequently as directed by the City
25 Engineer until the site is stabilized. Developer must sweep roadways with a water-
26 discharge broom apparatus. Kick-off brooms shall not be utilized for street sweeping.
- 27 e) If the plat development does not comply with the erosion control plan or
28 supplementary instructions received from the City, after the Developer has received
29 48-hour verbal notice, the City may take such action as it deems appropriate to
30 control erosion.

31 **D. Development Plans.** The plat shall be developed in accordance with the following plans. The plans
32 shall not be attached to this Agreement. With the exception of the plat, the plans may be prepared,
33 subject to City approval, after entering the Agreement, but before commencement of Public
34 Improvement work in this plat. If the plans vary from the written terms of this Agreement, the
35 written terms shall control. The plans are:

- 36 a) Plat
- 37 b) Utility Plan
- 38 c) Grading, Drainage and Erosion Control Plan
- 39 d) Grading Notes and Details
- 40 e) Street, Sanitary sewer and Watermain Details

- f) Tree Preservation Plan
- g) Sanitary sewer, watermain, storm sewer and street plan.
- h) Pathway, Retaining Wall and Fence plan.

E. **Notice to Proceed.** The improvements shall be installed in accordance with City details, standards, and ordinances. The plans and specifications shall be prepared by a competent registered professional engineer, furnished to the City for review, and approved by the City Engineer.

1. The Developer shall obtain all necessary permits from the Minnesota Pollution Control Agency (MPCA), Minnesota Department of Health (MDOH), and other agencies before proceeding with construction. Copies of these permits must be provided to the City Engineer.
2. The Developer or his engineer shall schedule a preconstruction meeting at a mutually agreeable time at City Hall with all the parties concerned, including City staff, to review the program for the construction work.
3. The Developer represents to the City that the plat complies with all City, County, Metropolitan, State and Federal laws and regulations including, but not limited to: subdivision ordinances, zoning ordinances and environmental regulations. If the City determines that the plat does not comply, the City may, at its option, refuse to allow construction or development work in the plat until the Developer does comply. Upon the City's demand, the Developer shall cease work until there is compliance.

F. **Time of Performance.** The Developer shall install all required improvements enumerated in Paragraph C which will serve the plat by October 15, 2011. The Developer may, however, forward a request for an extension of time to the City. If an extension is granted, it shall be conditioned upon updating the security posted by the Developer to reflect cost increases and the extended completion date.

G. **Inspection.** The Developer shall provide the services of a Residential Project Representative and assistants at the site to provide continuous observation of the Contractor's work.

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

H. **Engineering Coordination.** A City Engineering Coordinator shall be assigned to this project to provide further protection for the City against defects and deficiencies in the work of the Contractor through the observations of the work in progress and field checks of materials and equipment. However, the furnishing of such engineering coordination will not make the City responsible for

1 construction means, methods, techniques, sequences or procedures or for the safety precautions or
2 programs, or for the Contractors failure to perform his work in accordance with the contract
3 documents. The Developer is obligated to pay the City for City inspection services an amount equal
4 to 2% of the cost of the Developer improvements or approximately \$8,100,125. This amount shall
5 be paid at or prior to the execution of this Agreement.

6 I. **Security.** To guarantee compliance with the terms of this Agreement, payment of the costs of all
7 public improvements and construction of all public improvements, the Developer shall furnish an
8 irrevocable letter of credit for \$506,250 in a form to be approved by the City. The amount of the
9 letter of credit is 125% of the cost for this project.

10 1. **Reduction of Security.** Periodically upon the Developers written request, the City
11 Engineer may reduce the amount of the Letter of Credit for completed Public
12 Improvements provided the following conditions are met:

- 13 a) The Developer's engineer certifies that the Public improvements have been
14 constructed to City Standards.
- 15 b) The Developer's Contractor provides documentation that they and their
16 subcontractors have been paid in full for the work completed.
- 17 c) The City Engineer determines that such Public Improvements have been fully
18 completed in accordance with the plans, specifications and provisions of this
19 Agreement.

20 The amount of reduction shall be equal to that portion of the Letter of Credit which covers
21 such completed Public Improvement(s); provided however, in no case shall the remaining
22 amount of the Letter of Credit be less than the greater of: (i) 25% of the original amount of
23 the Letter of Credit, or (ii) 125% of the estimated cost of the Public Improvements which
24 have not been completed as determined by the City Engineer.

25
26 2. **Release of Security.** This Agreement shall run with the land and may be recorded against
27 the title to the property. After the work described in this Agreement has been completed,
28 the Developer may request that the City accept the Public Improvements. This is
29 accomplished through a City Council resolution provided the following conditions are
30 met:

- 31 a) **As-built Survey.** The Developer shall provide an as-built survey upon completion of
32 the public improvements described in Paragraph C in reproducible and digital
33 (AutoCAD) format. The locations and elevations of sewer and water services shall be
34 accurately shown on these record plans.
- 35 b) **Certification.** The Developer's engineer submits a letter certifying that the
36 improvements have been constructed to City Standards and requests that the City
37 accept the improvements.
- 38 c) **Payment.** The Developer's Contractor provides documentation that they and their
39 subcontractors have been paid in full for the work completed.
- 40 d) The City Engineer and the City Council have determined that all Public
41 Improvements have been completed in accordance with the plans and specifications
42 and terms of this Agreement.

1 The date of City acceptance of the Public Improvements shall be the date of the City Council
2 resolution accepting the Public Improvements

3 The term of the Letter of Credit provided by the Developer must be at least one year.
4 Notwithstanding anything to the contrary contained herein, in the event that: i) some or all of
5 the Public Improvements have not been completed and accepted by the City, ii) the City has
6 been notified that the Letter of Credit is not being extended for another term of at least one
7 year, and iii) no replacement Letter of Credit satisfactory to the City has been delivered to the
8 City, the City shall have the right to draw on the full amount of the Letter of Credit at any
9 time prior to the expiration of the Letter of Credit. In the event of such draw on the Letter of
10 Credit, the City shall have the right to use the amount drawn to complete any unfinished
11 Public Improvements, perform any unperformed obligations of the Developer, pay the costs
12 to draw on the Letter of Credit and/or pay any costs to enforce this Agreement.

13 J. **Ownership of Improvements and Risk of Loss.** Upon completion and City acceptance of the
14 Public Improvements, all Public Improvements lying within public rights-of-way and easements
15 shall become City property without further notice or action. The Developer shall be responsible for
16 the risk of loss of all Public Improvements constructed by the Development until ownership thereof
17 passes to the City. Any damage or destruction, in whole or in part, to any Public Improvement
18 constructed by the Developer shall be repaired and/or replaced by the Developer until ownership of
19 such Public Improvement passes to the City.

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

32 L. **Utility Company Improvements.** The utility improvements include underground gas, electric, and
33 telephone service as installed by the appropriate utility company at the direction of the Developer.
34 The Developer shall arrange for the installation of underground gas, electric, telephone and cable
35 television before the final lift is started.

36 M. **Park Dedication Fee.** Phase I of construction consists of 48 units. The park dedication fee for the
37 Phase I of this plat shall be \$96,000 and shall be paid to the City of Roseville paid at or prior to the
38 execution of this Agreement.

39 N. **License.** The Developer hereby grants the City, its agents, employees, officers and contractors a
40 license to enter the plat to perform all work and inspections deemed appropriate by the City during
41 the installation of public improvements by the City. The license shall expire after the plat has been
42 completely developed.

1 O. **Building Permits.** In order to provide emergency vehicle access, a passable Class 5 road base must
2 be extended to within 150 feet of any address seeking a building permit. Breach of the terms of this
3 Agreement by the Developer shall be grounds for denial of building permits, including lots sold to
4 third parties.

5 P. **Land Occupancy.** No certificate of occupancy shall be issued until:

- 6 1. Curb and gutter and bituminous surfacing (at least the first lift) are installed and
7 approved by the City Engineer.
- 8 2. The installation of a hard surface driveway and parking lot.
- 9 3. The installation of the appropriate ground cover.

10 Q. **Construction Management.** The Developer and its contractors and subcontractors shall minimize
11 impacts from construction on the surrounding neighborhood by:

- 12 1. Definition of Construction Area. The limits of the Project Area shall be defined with
13 heavy-duty erosion control fencing approved by the City Engineer. Any grading,
14 construction or other work outside this area requires approval by the City Engineer and
15 the affected property owner.
- 16 2. Parking and Storage of Materials. Adequate on-site parking for construction vehicles and
17 employees must be provided or provisions must be made to have employees park off-site
18 and be shuttled to the Project Area. No parking of construction vehicles or employee
19 vehicles shall occur along Cleveland Avenue, County Road D, Brenner Street, Mount
20 Ridge Road, Evelyn Street or Wilder Street. No fill, excavating material or construction
21 materials shall be stored in the public right-of-way.
- 22 3. Hours of Construction. Hours of construction, including moving of equipment shall be
23 limited to the hours between 7 a.m. and 9 p.m. on weekdays and 9 a.m. and 9 p.m. on
24 weekends.
- 25 4. Site Maintenance. The Developer shall ensure the contractor maintains a clean work site.
26 Measures shall be taken to prevent debris, refuse or other materials from leaving the site.
27 Construction debris and other refuse generated from the project shall be removed from
28 the site in a timely fashion and/or upon the request by the City Engineer. After the
29 Developer has received twenty-four (24) hour verbal notice, the City will complete or
30 contract to complete the site maintenance work at the Developer's expense.
- 31 5. Cold Weather Construction. The City requires that no public concrete or bituminous
32 infrastructure be constructed on frozen ground. Upon evidence of frozen ground in the
33 project aggregate base/subgrade, all concrete and bituminous work shall cease for the
34 construction year. No bituminous base paving or concrete pouring will be allowed after
35 November 1st of the calendar year. Work may be performed after November 1st only with
36 the approval of the City Engineer, and if permitted such work shall comply with City
37 specifications.
- 38 6. Bituminous and Concrete Material Acceptance. The City shall not accept concrete curb
39 and gutter that has structural or cosmetic defects. The City shall identify all defective
40 curb for removal. The City shall not accept bituminous base course with less than 91.5%
41 density or that has an open graded appearance as determined by the City Engineer. This
42 is considered to be rejected and shall be required to be removed at the Developer's

expense. At no time shall the bituminous wear course be installed after September 1st of any calendar year or prior to weight restrictions being lifted in the spring.

7. Televising. All storm sewer and sanitary sewer shall be televised, at the Developer's expense, prior to the installation of the aggregate base, concrete curb and gutter, and bituminous. The City shall review and approve the televising tapes prior to commencement of the roadway construction. All televising media shall be submitted on DVD.
8. Project Identification Signage. Project identification signs shall comply with City Code Regulations.

R. Certificate of Insurance. The Developer shall provide, prior to the commencement of any site work, evidence that it has insurance in the form of a Certificate of Insurance issued by a company authorized to do business in the State of Minnesota, which includes workman's compensation and general liability. Limits for bodily injury and death shall not be less than \$500,000 for one person and \$1,000,000 per occurrence. Limits for property damages shall be not less than \$200,000 for each occurrence. The City shall be included as an additional insured on general liability and property damage policies.

S. All Costs Responsibility of Developer. The Developer agrees to pay for all costs incurred of whatever kind of nature in order to construct the improvements required by the City's regulations. The City shall not be obligated to pay the Developer or any of its agents or contractors for any costs incurred in connection with the construction of the improvements, or the development of the property. The Developer agrees to defend, indemnify, and hold the City harmless from any and all claims of whatever kind or nature which may arise as a result of the construction of the improvements, the development of the property or the acts of the Developer, its agents or contractors in relationship thereto.

1. The Developer shall defend, indemnify, and hold the City and its officers and employees harmless from claims made by itself and third parties for damages sustained or costs incurred resulting from plat approval and development. The Developer shall defend, indemnify, and hold the City and its officers and employees harmless for all costs, damages or expenses which the City may pay or incur in consequence of such claims, including attorney's fees.
2. The Developer shall pay, or cause to be paid when due, and in any event before any penalty is attached, all charges referred to in this Agreement. This is a personal obligation of the Developer and shall continue in full force and effect even if the Developer sells one or more lots, the entire plat, or any part of it.
3. The Developer shall pay in full all bills submitted to it by the City for obligations incurred under this Agreement within thirty (30) days after receipt. If the bills are not paid on time, the City may halt plat development work and construction including, but not limited to, the issuance of building permits for lots which the Developer may or may not have sold, until the bills are paid in full. Bills not paid within thirty (30) days shall accrue interest at the rate of nine percent (9%) per year.
4. In addition to the charges referred to herein, other charges may be imposed such as, but not limited to, sewer availability charges ("SAC"), City water connection charges, City

sewer connection charges, City storm water connection charges and building permit fees.
The Developer shall pay all such other charges and fees

T. **Default.** In the event of default by the Developer as to any of the work to be performed by it hereunder, the City may, at its option, perform the work and the Developer shall promptly reimburse the City for any expense incurred by the City, provided the Developer is first given notice of the work in default, not less than 48 hours in advance. This Agreement is a license for the City to act, and it shall not be necessary for the City to seek a court order for permission to enter the land. When the City does any such work, the City may, in addition to its other remedies, assess the cost in whole or in part.

U. **Remedies.** Upon the occurrence of a breach of this Agreement by the Developer, the City, in addition to any other remedy which may be available to it shall be permitted to do the following:

1. City may make advances or take other steps to cure the default, and where necessary, enter the subject property for that purpose. The Developer shall pay all sums so advanced or expenses incurred by the City upon demand, with interest from the date of such advances or expenses at the rate of 10% per annum. No action taken by the City pursuant to this section shall be deemed to relieve the Developer from curing any such default to the extent that it is not cured by the City or from any other default hereunder. The City shall not be obligated, by virtue of the existence or the exercise of this right, to perform any such act or cure any such default.
2. The Developer shall defend, indemnify, and hold the City harmless, including reasonable attorneys fees, from any liability or damages, which may be incurred as a result of the exercise of the City's rights pursuant to this section.
3. Obtain an order from a court of competent jurisdiction requiring the Developer to specifically perform its obligations pursuant to the terms and provisions of this Agreement.
4. Exercise any other remedies, which may be available to it, including an action for damages.
5. Withhold the issuance of a building permit and/or prohibit the occupancy of any building(s) for which permits have been issued.
6. Draw upon and utilize the Developer's letter of credit to cover the costs of the City in order to correct the default, the costs to complete any unfinished Public Improvements, the costs to draw on the Letter of Credit and/ or the costs to enforce this Agreement.
7. In addition to the remedies and amounts payable set forth or permitted above, upon the occurrence of an Event of Default, the Developer shall pay to the City all fees and expenses, including attorneys fees, incurred by the City as a result of the Event of Default, whether or not a lawsuit or other action is formally taken.

V. **Assign.** The Developer may not assign this Contract without the written permission of the City Council

W. **Notices to the Developer.** Required notices to the Developer shall be in writing, and shall be either hand delivered to the Developer, its employees or agents, or mailed to the Developer by registered mail at the following address:

1 United Properties Residential LLC
2 3500 American Boulevard West, Suite 200
3 Bloomington, MN 55431
4

5 X. **Notices to the City.** shall be either hand delivered or mailed to the City by registered mail in care of
6 the City Engineer at the following address:

7 City of Roseville
8 Attn: City Engineer
9 2660 Civic Center Drive
10 Roseville, Minnesota 55113
11

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

2
3 CITY OF ROSEVILLE

4
5 By: _____
6 Daniel J. Roe, Mayor

7
8 By: _____
9 William J. Malinen, City Manager

10
11
12
13 STATE OF MINNESOTA)
14) SS
15 COUNTY OF _____)

16
17 The foregoing instrument was acknowledged before me this ____ day of January, 2011, by Daniel
18 J. Roe, Mayor, and William J. Malinen, City Manager, of the City of Roseville, a Minnesota municipal
19 corporation, on behalf of the corporation and pursuant to the authority granted by its City Council.

20
21
22 _____
23 Notary Public
24

UNITED PROPERTIES RESIDENTIAL LLC

By: _____

Name: _____

Its: _____

By: _____

Name: _____

Its: _____

STATE OF MINNESOTA)
) SS
COUNTY OF HENNEPIN)

The foregoing instrument was acknowledged before me this ____ day of January, 2011, by _____ and _____, the _____
And _____, respectively, of United Properties Residential LLC, a Minnesota limited liability company, on behalf of the company.

Notary Public

THIS INSTRUMENT DRAFTED BY:
Lindquist & Vennum, P.L.L.P. (MCT)
4200 IDS Center
80 S. Eighth Street
Minneapolis, MN 55402-2205
(612) 371-3207

EXHIBIT A
Legal Description

Parcel 1:

The West 250.15 feet of the North 3 acres of the Southwest Quarter of the Northwest Quarter of Section 4, Township 29, Range 23, Ramsey County, Minnesota.

Parcel 2:

The West 250.15 feet of the South 5 acres of the North 8 acres of the Southwest Quarter of the Northwest Quarter of Section 4, Township 29, Range 23, Ramsey County, Minnesota.

PUBLIC IMPROVEMENT EASEMENT AND MAINTENANCE AGREEMENT

THIS PUBLIC IMPROVEMENT EASEMENT AND MAINTENANCE AGREEMENT ("**Agreement**") dated February __, 2011, is entered into between the City of Roseville, a Minnesota municipal corporation, of 2660 Civic Center Drive, Roseville, Minnesota 55113 ("the **City**"), and United Properties Residential LLC, a Minnesota limited liability company, of 3500 American Boulevard West, Suite 200, Bloomington, MN 55431 (the "**Grantor**").

WITNESSETH:

A. Grantor is the owner of that certain real estate located in Ramsey County, Minnesota, and legally described as set forth in Exhibit A attached hereto and hereby made a part hereof (the "**Property**").

B. Pursuant to that certain Public Improvement Contract by and between the parties hereto dated as of February __, 2011 (the “**Public Improvement Contract**”), Grantor is constructing and installing a number of public improvements on the Property, including a roadway and associated curbing (the “**Street Improvements**”); a public pathway (the “**Pathway Improvements**”); a sanitary sewer, watermain, hydrants, and storm sewer with outlet control structures and flared end sections, including all above- or below-ground pipes, intakes and/or outlets and other mechanical equipment associated therewith (collectively, the “**Utility Improvements**”); ponds (the “**Ponds**”); infiltration basins (the “**Infiltration Basins**”), and the retaining wall and fence (the “**Retaining Wall and Fence Improvements**”), the location of which improvements is shown on those certain plans attached hereto as Exhibit B attached hereto and made a part hereof (the “**Improvement Plans**”). All of the foregoing items are collectively referred to herein as the “**Public Improvements**”).

C. Grantor and City wish to enter into this Agreement for the purpose of clarifying their respective obligations with respect to the maintenance of the Public Improvements, as well as to grant easements necessary to sufficient access to such Public Improvements for the purpose of performing such maintenance.

NOW, THEREFORE, in consideration of the foregoing and the mutual covenants herein contained and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereto hereby agree as follows:

1. City Maintenance and Repairs. The City hereby agrees, warrants and covenants that it shall, following completion and City acceptance of the work, maintain, repair and replace the Street Improvements, the Pathway Improvements, the Utility Improvements, the Infiltration Basins, and the Retaining Wall and Fence Improvements. In addition to the foregoing, the City agrees, warrants and covenants that it shall maintain, repair and replace any inlets and outlets to the Ponds, and that it shall also remove sediment from the Ponds on a periodic as-needed basis. Maintenance, repair and replacement shall be funded consistent with the City policy in place at

1 the time of the work to be performed. All of the foregoing shall be collectively referred to herein
2 as the "**City Maintenance.**"

3 2. Grantor Maintenance and Repairs. Grantor hereby agrees, warrants and
4 covenants that it will maintain all landscaping located on the Property adjacent to the Public
5 Improvement, including without limitation all trees, shrubs, grasses or other plantings, as well as
6 all stonework or other decorative landscaping features. The City acknowledges that such
7 landscaping may include the installation of decorative fountains and similar type ornaments,
8 within the Ponds. The landscaping may also include the installation of a liner within the Ponds.
9 All of the foregoing shall be collectively referred to herein as the "**Private Landscaping**". The
10 Ponds shall be maintained at all times by Grantor in a safe, clean and attractive condition, said
11 maintenance to include, but not to be limited to, the cutting and grooming of all grass areas, the use
12 of appropriate weed control procedures, removal of litter, keeping the pond water free and clear
13 from excessive accumulation of algae, and maintenance of the water in a condition safe for
14 habitation by natural wildlife.

15
16 3. Grant of Easements. Grantor hereby grants and declares, for the benefit of the
17 City and its contractors and agents, a perpetual, non-exclusive easement for access purposes on,
18 over, under and across those portions of the Property upon which the Public Improvements are
19 located, as well as a perpetual non-exclusive easement for access purposes on, over, under and
20 across those portions of the Property which are either improved with roadways or maintenance
21 paths, or which lie directly adjacent to such Public Improvements, for use by either personnel or
22 equipment as needed to perform the City Maintenance.

23 4. Replacement of Private Landscaping. Grantor agrees that it shall repair and
24 restore any Private Landscaping which may be damaged or disturbed during the City's
25 performance of the City Maintenance consistent with the condition of such damaged or disturbed
26 improvements prior to the performance of the City Maintenance. The City shall not be
27 responsible for such work.

28 5. Insurance. From and after the date hereof, Grantor shall at its own expense,
29 procure or cause to be procured and maintained at all times general public liability insurance in
30 commercially reasonable amounts against claims for bodily injury, death, or property damage
31 occurring on or from the use or operation of those Public Improvements located within the
32 boundaries of the Property.

33 6. Catastrophe. Neither party shall be liable for failure to perform its respective
34 obligations under this Agreement when such failure is caused by fire, explosion, flood, act of
35 God or inevitable accident, civil disorder or disturbance, strikes, vandalism, war riot, sabotage,
36 weather and energy related closings, governmental rules or regulations, "or like causes beyond
37 the reasonable control of such party.

38 7. Remedies, Cumulative Rights. In the event that the City fails to perform the City
39 Maintenance as required by paragraph 1 above, or the Grantor fails to perform its maintenance
40 obligations as required by paragraph 2 above (in either event, referred to herein as a "**Default**");
41 and if such Default continues for a period of sixty (60) days after written notice to the party
42 which has caused the Default (the "**Defaulting Party**") by the other party ("**Nondefaulting**

1 **Party**"), then the Nondefaulting Party shall be entitled to take any and all action, in its
2 reasonable discretion, to correct such Default and the Defaulting Party agrees to indemnify, save
3 and hold harmless the Nondefaulting Party from and against any and all costs, expenses, claims,
4 or damages incurred by the Nondefaulting Party in so acting. Notwithstanding anything
5 contained herein to the contrary, nothing in this agreement shall constitute a waiver of the
6 statutory limits on liability set forth in Minnesota Statutes Chapter 466 or any waiver of any
7 available immunities or defenses provided to the City by statute or at law. No right or remedy
8 herein conferred upon or reserved to any party hereto is intended to be exclusive of any other
9 right or remedy herein or by law provided, but each shall be cumulative and in addition to every
10 other right or remedy given herein or hereafter existing at law or in equity or by statute.

11 8. Term; Parties in Interest. This Agreement shall be effective and in full force and
12 effect for thirty (30) years from the date hereof, unless sooner terminated pursuant to the next
13 succeeding paragraph, at the end of said thirty (30) year period this Agreement shall
14 automatically be extended for successive ten (10) year periods until or unless the record fee
15 owner of the Property and the City agree in writing and file of record a statement that this
16 Agreement shall not automatically renew at the next expiration date thereof, but rather shall
17 terminate and be of no further force and effect. The terms, conditions and covenants herein shall
18 run with the owners of the Property and shall be binding upon the successors in interest thereof,
19 as well as the City and its successors.

20 9. Amendment, Modification or Waiver. No amendment, modification, waiver or
21 termination of any condition, provision or term of this Agreement shall be valid or of any effect
22 unless made in writing, signed by the record fee owner of the Property and the City and
23 specifying with particularity the extent and nature of such amendment, modification, termination
24 or waiver. Any waiver by any party of any default of another party hereunder shall not affect or
25 impair any right arising from any subsequent default. Nothing herein shall limit the remedies
26 and rights of the parties hereto under and pursuant to this Agreement.

27 10. Headings. The headings of this sections of this Agreement are for convenience of
28 reference only and do not form a part hereof and in no way interpret or construe such paragraphs.

29 11. Integration. This Agreement is the entire agreement between the parties with
30 respect to its subject matter and supersedes all prior agreements and understandings between the
31 parties hereto with respect to such subject matter.

32 12. Severability. If any provision of this Agreement is held to be unenforceable or
33 void, such provision shall be deemed to be severable and shall in no way affect the validity of the
34 remaining terms of this Agreement.

IN WITNESS WHEREOF, the foregoing Agreement has been executed on the day and year first above written.

CITY OF ROSEVILLE

By: _____
Daniel J. Roe, Mayor

By: _____
William J. Malinen, City Manager

STATE OF MINNESOTA)
) SS
COUNTY OF _____)

The foregoing instrument was acknowledged before me this ____ day of _____, 2011, by Daniel J. Roe, Mayor, and William J. Malinen, City Manager, of the City of Roseville, a Minnesota municipal corporation, on behalf of the corporation and pursuant to the authority granted by its City Council.

Notary Public

UNITED PROPERTIES RESIDENTIAL LLC

By: _____

Name: _____

Its: _____

By: _____

Name: _____

Its: _____

STATE OF MINNESOTA)
) SS
COUNTY OF HENNEPIN)

The foregoing instrument was acknowledged before me this ____ day of _____,
2011, by _____ and _____, the

And _____, respectively, of United Properties Residential LLC, a
Minnesota limited liability company, on behalf of the company.

Notary Public

THIS INSTRUMENT DRAFTED BY:
Lindquist & Vennum, P.L.L.P. (MCT)
4200 IDS Center
80 S. Eighth Street
Minneapolis, MN 55402-2205
(612) 371-3207

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Parcel 1:

Parcel 2:

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EXHIBIT B

Improvement Plans

REQUEST FOR COUNCIL ACTION

Date: 2/14/11
Item No.: 7.0

Department Approval



City Manager Approval



Item Description: Adopt a Resolution to Accept the Work Completed, Authorize Final Payment of \$9,903.10 and commence the One-Year Warranty Period on the 2010 Sanitary Sewer Lining Project

BACKGROUND

On May 24, 2010 the City Council awarded the 2010 Sanitary Sewer Lining Project to Insituform Technologies USA, Inc., of Chesterfield, Missouri. The work for this contract was finished in September, 2010, and the contractor has requested final payment. This project consisted of 5,128 lineal feet of sanitary sewer main lining in areas throughout the City identified as having root intrusion or infiltration problems.

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, \$198,062, is \$616 more than the awarded amount of \$197,446. This represents an increase in the contract of 0.3%. The cost increase is the result of the actual lined length of sanitary sewer being 21 feet more than the estimated length.

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 the 2010 Sanitary Sewer Lining Project and authorize final payment of \$9,903.10.

REQUESTED COUNCIL ACTION

Approve the resolution accepting the work completed as 2010 Sanitary Sewer Lining Project, starting the one-year warranty and authorizing final payment of \$9,903.10.

Prepared by: Kristine Giga, Civil Engineer
Attachments: A: Resolution
B: Certification from City Engineer

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

*** * * * ***

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Roseville, County of Ramsey, Minnesota, was duly held on the 14th day of February, 2011, at 6:00 p.m.

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

Member introduced the following resolution and moved its adoption:

RESOLUTION No.

**FINAL CONTRACT ACCEPTANCE
2010 SANITARY SEWER LINING PROJECT**

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 May 24, 2010, for the 2010 Sanitary Sewer Lining Project, Insituform Technologies USA, Inc., of Chesterfield, Missouri, 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 February 14, 2011.

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

WHEAREUPON said resolution was declared duly passed and adopted.

WITNESS MY HAND officially as such Manager this 14th day of February, 2011.

(SEAL)



February 14, 2011

TO THE CITY COUNCIL, CITY OF ROSEVILLE, MINNESOTA

RE: 2010 Sanitary Sewer Lining Project
Contract Acceptance and Final Payment

Dear Council Members:

I have observed the work executed as a part of the 2010 Sanitary Sewer Lining 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)	\$197,446.00
Final Contract Amount	\$198,062.00
Actual amount due (based on actual quantities)	\$198,062.00
Previous payments	\$188,158.90
 Balance Due	 \$9,903.10

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

Sanitary Sewer Utility	\$198,062.00
------------------------	--------------

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

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 02/14/11
Item No.: 7 . p

Department Approval



City Manager Approval



Item Description: Resolution to Approve 2011 Apportionment of Assessments

BACKGROUND

Whenever the legal description of property changes, it is necessary to reassign levied assessments remaining on the property to the proper frontage or area of the lot or lots. This is called "Reapportionment of Assessments." This typically happens when a property is subdivided or an easement is recorded on the property. The City Council must approve all reapportionments.

Until 1993, each reapportionment was done with a separate Council Action request and Resolution. The need to process separate reapportionments was very costly and time consuming. In the past, there have been as many as 30 reapportionments in a single year. By adopting one resolution authorizing the Public Works Director to reapportion the assessments, we are saving the City time and money.

POLICY OBJECTIVE

The City Council must approve the reapportionment of levied assessments. The engineering staff does the calculations to reapportion the assessments and processes all support documentation for each request.

STAFF RECOMMENDATION

This system has been used since 1993 and has worked well. It is the staff recommendation to continue this action in 2011.

REQUESTED COUNCIL ACTION

Approval of a resolution authorizing the Public Works Director to reapportion assessments in 2011.

Prepared by: Sally Ricard, Senior Office Assistant
Attachments: A: Resolution

The City Manager of the City of Roseville is hereby authorized to prepare a certified copy of this resolution and to certify the same to the County Auditor of Ramsey County, Minnesota.

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

WHEREUPON said resolution was declared duly passed and adopted.

I, the undersigned, being the duly qualified City Manager of the City of Roseville, County of Ramsey, State of Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a regular meeting of said City Council held on the 14th day of February, 2011, with the original thereof on file in my office.

William J. Mallinen, City Manager

(SEAL)

REQUEST FOR COUNCIL ACTION

Date: 2/14/11
Item No.: 7 . q

Department Approval

City Manager Approval



Item Description: Resolve Transformer Damage Claims

BACKGROUND

This winter has proved to be a challenging one for snow removal. We have received above average snowfall with over 70 inches of snow to date and have been actively working in between snow events to make room in the boulevard for snow from additional events. Clearing the snow off streets to make them safe for passage of cars and emergency vehicles is one of Public Works' core functions.

On December 17th, a Public Works staff member was clearing snow from around hydrants as well as pushing snow back from the curb to make room for the next snow events. He was using the bucket of the backhoe to perform this work. During the course of him performing this task, snow was inadvertently and unknowingly pushed into a transformer that was located in the boulevard behind the curb at the end of the Pascal St. cul-de-sac. This resulted in the damage claims presented to the City Council on January 31st. The Council scheduled this item for consideration to resolve the claims for damages.

POLICY OBJECTIVE

It is our policy to provide excellent customer service and cost effective and efficient programs and services to the residents of the city.

City Code states that private utilities located in right of way are there at the owner's risk. Our franchise agreement with Xcel Energy contains similar language. This language also indemnifies the city for claims of damage unless it is determined the city was negligent. The city and the insurance carrier respond to claims based on existing city code, agreements, statutory immunity, and findings of negligence.

Pursuant to the City franchise agreement with Xcel Energy, the City should not be liable for damages due to Xcel's use of City right-of-way, except where the City is negligent. The proposed settlement will provide for a resolution of the damage claims, and the City will pursue reimbursement from Xcel.

SUGGESTED COUNCIL ACTION

Resolve the residents' claims through a Release arrangement with homeowners and authorize pursuit by the City of contribution and indemnification claims against Xcel Energy.

30 **REQUESTED COUNCIL ACTION**

31 Approve payment of homeowner claims upon receipt of signed Release from homeowners and
32 pursuit of claims of contribution and indemnification by the City of Roseville against Xcel
33 Energy resulting from payment of such claims.

Prepared by: William J. Malinen, City Manager
Attachments: A: Settlement and Release Agreement

RELEASE

IN CONSIDERATION of the sum of _____ Dollars (\$ _____), the receipt of which is hereby acknowledged, the undersigned do hereby release, acquit and forever discharge the City of Roseville, and its officers, mayor, council, employees and agents, from any and all actions, causes of action, claims, demands, damages, costs, loss of services, expenses, compensation and property damage, on account of, or in any way growing out of, the electrical power surge and resulting damage to the undersigned's home and property on or about December 17, 2011.

The undersigned hereby declare and represent that the damages sustained may be permanent and progressive and that recovery therefrom is uncertain and indefinite, and in making this release and agreement it is understood and agreed that the undersigned rely wholly upon their own judgment, belief and knowledge of the nature, extent and duration of said damages, and that the undersigned have not been influenced to any extent whatever in making this release by any representation or statements regarding said damages, or regarding any other matters, made by the persons, firms, or corporations who are hereby released, or by any person or persons representing it or them.

The undersigned clearly understand that they are releasing the City of Roseville, and its officers, mayor, council, employees and agents, and that this release includes all damages now known to them and also all damages now unknown, and clearly understand that this release also includes all damage or results which may develop in the future now know or unknown to them.

It is further understood and agreed that this settlement is the compromise of a doubtful and disputed claim, and that the payment is not to be construed as an admission of liability on the party of City of Roseville, by whom liability is expressly denied.

It is further understood and agreed that this release and payment pursuant thereto is not to be construed as a waiver by or an estoppel of the City of Roseville to prosecute a claim or action against Xcel Energy, Inc., or its subsidiaries, affiliates and/or parent company, for any damages sustained, and the City of Roseville expressly reserves any claims it may have for contribution and/or indemnity against any other party for damages arising out of the incident above mentioned.

This release contains the ENTIRE AGREEMENT between the parties hereto, and the terms of this release are contractual and not a mere recital.

The undersigned further state that they have read the foregoing release and know the contents thereof, and they sign the same as their own free act.

CAUTION! READ BEFORE SIGNING

Dated: _____, 2011 _____



Roseville Area Schools

Quality Teaching & Learning for All

Demographic Report

Serving:

Arden Hills

Falcon Heights

Lauderdale

Little Canada

Maplewood

Roseville

Shoreview

Executive Summary

October 2010

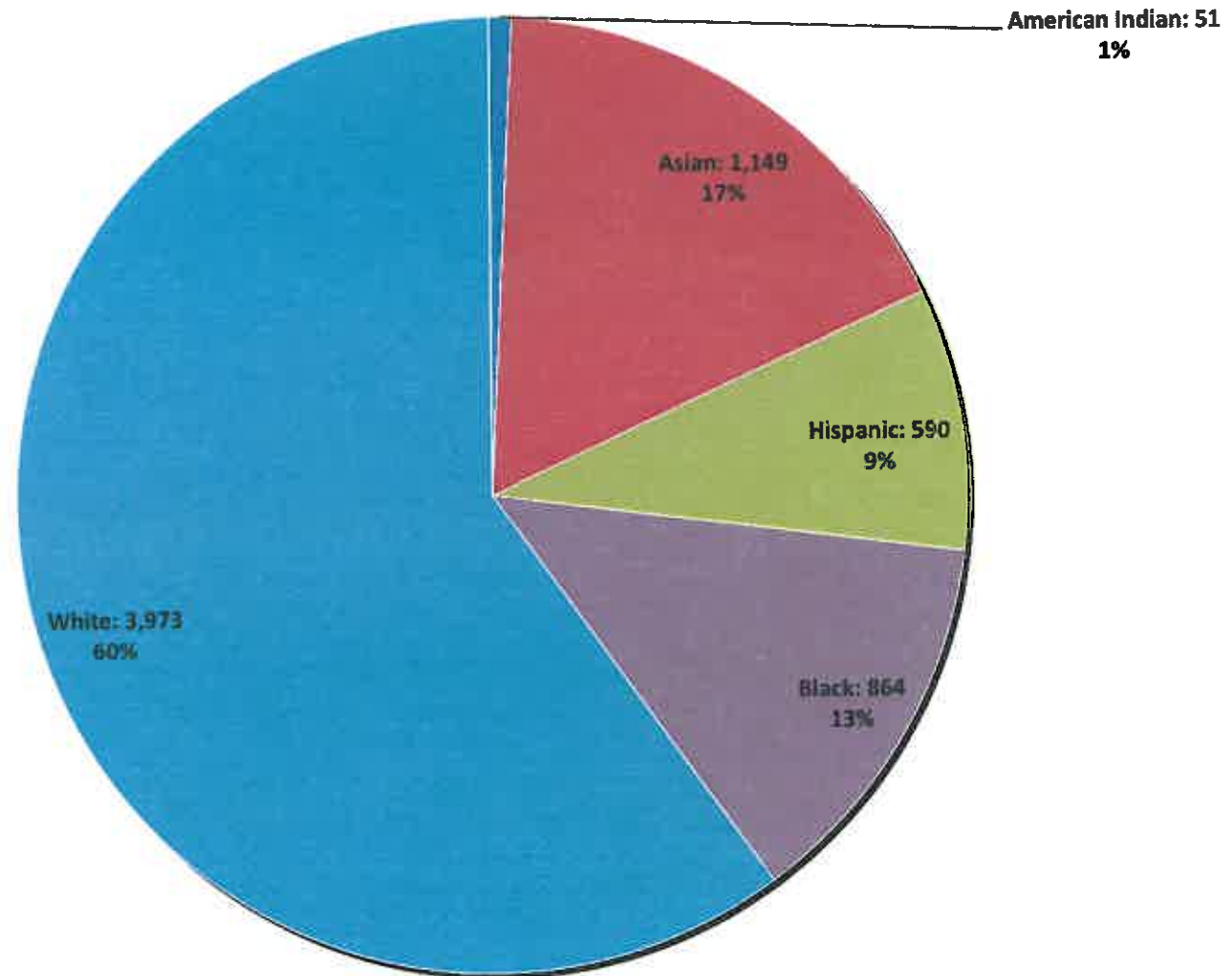
Office of the Assistant Superintendent

Source: MARSS Data 10-1-10

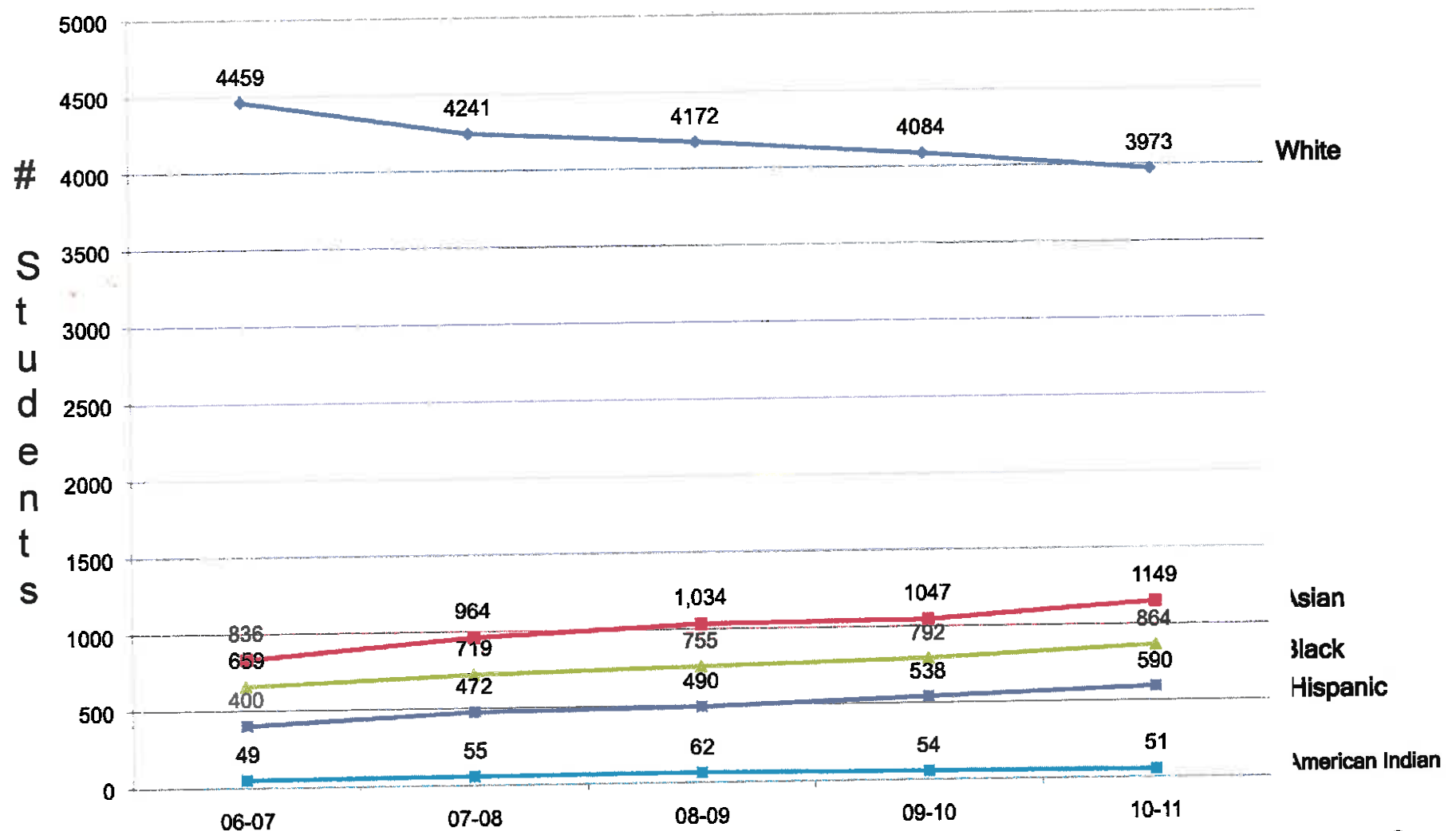
Date: 2/14/11
Item: 10.a

Roseville Area Schools: Ethnic Composition

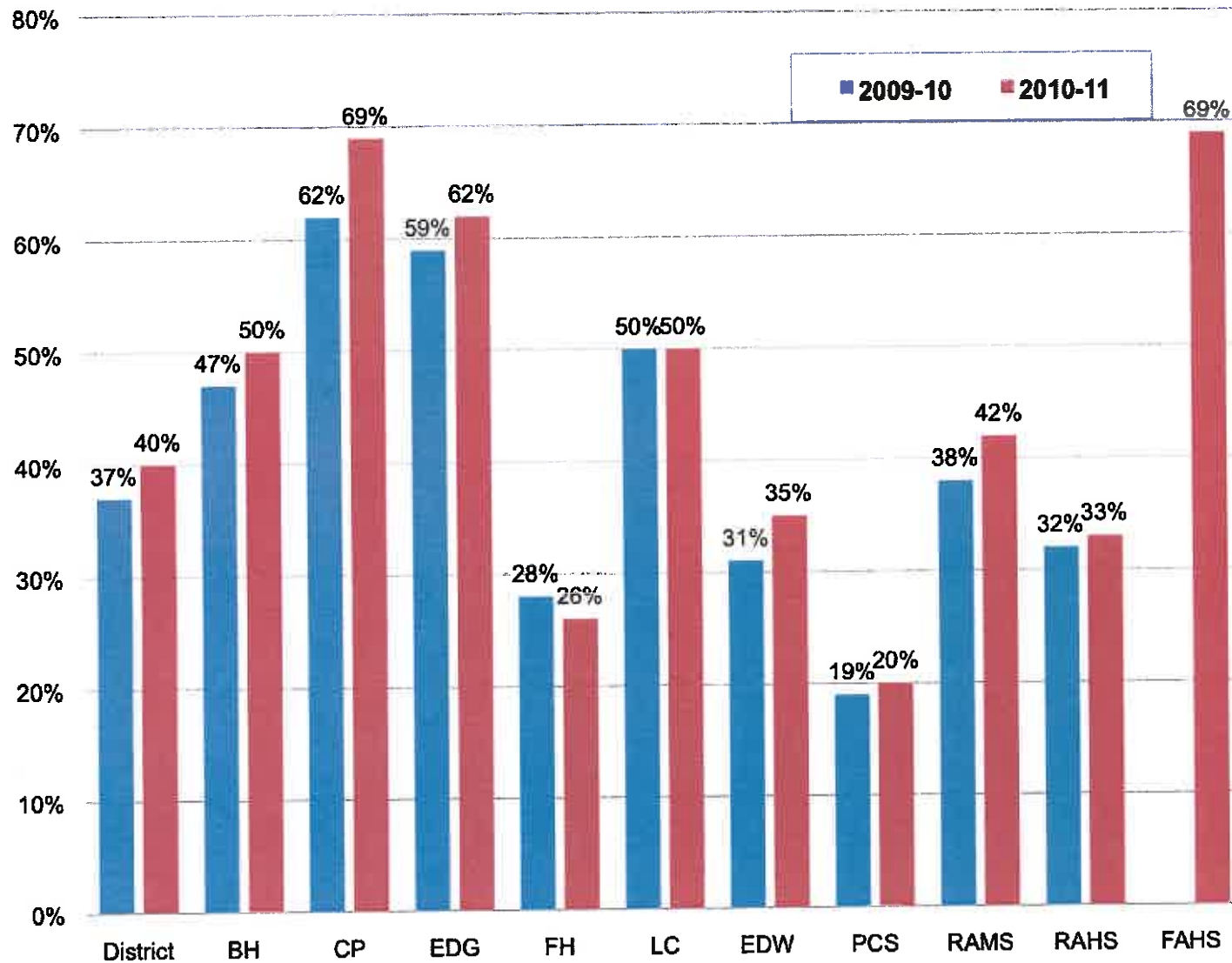
District Enrollment 6,627



Roseville Area Schools Five Year Trend: District Enrollment by Ethnicity

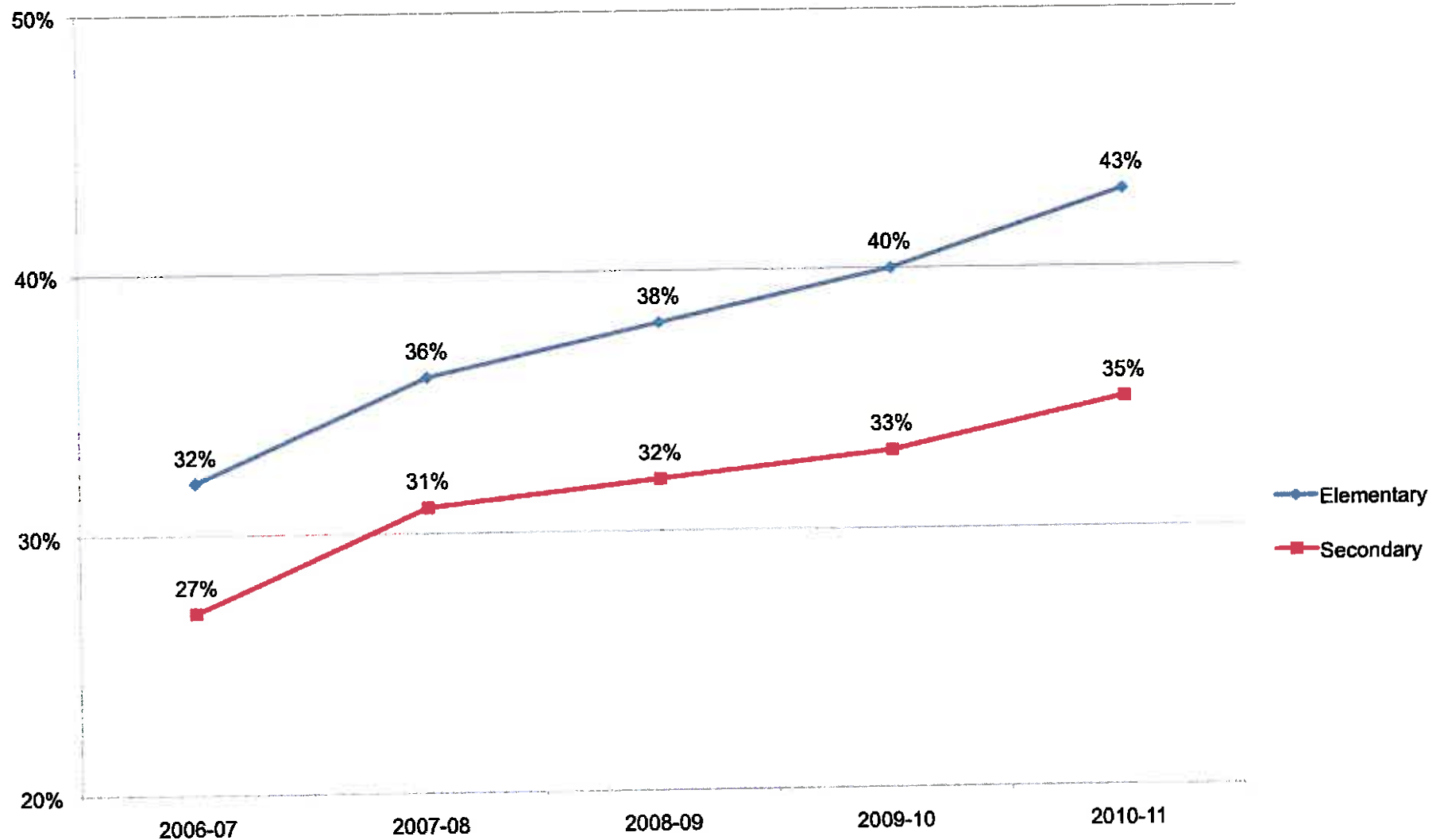


Roseville Area Schools: Students of Color

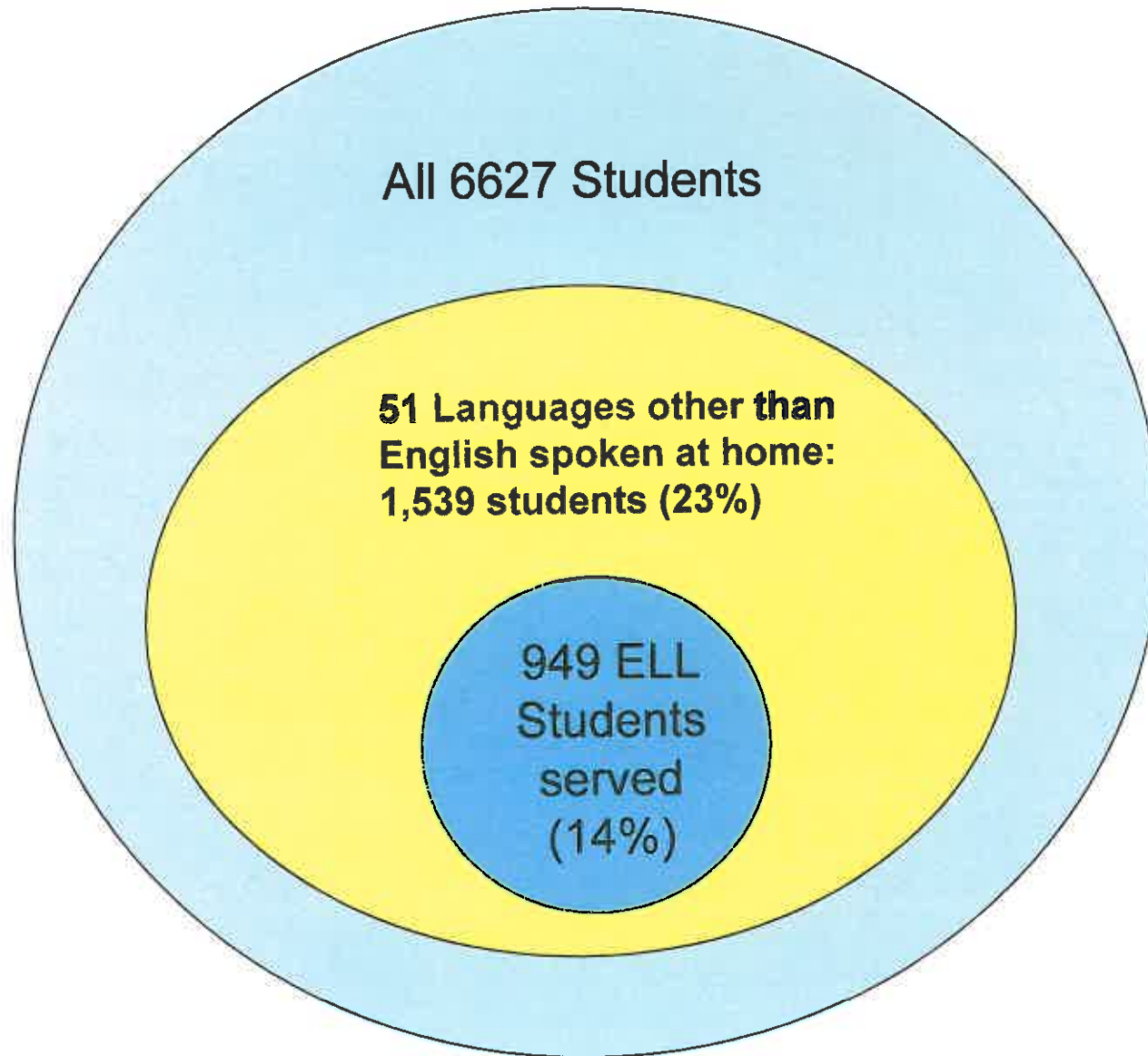


MARSS Data 10-1-10

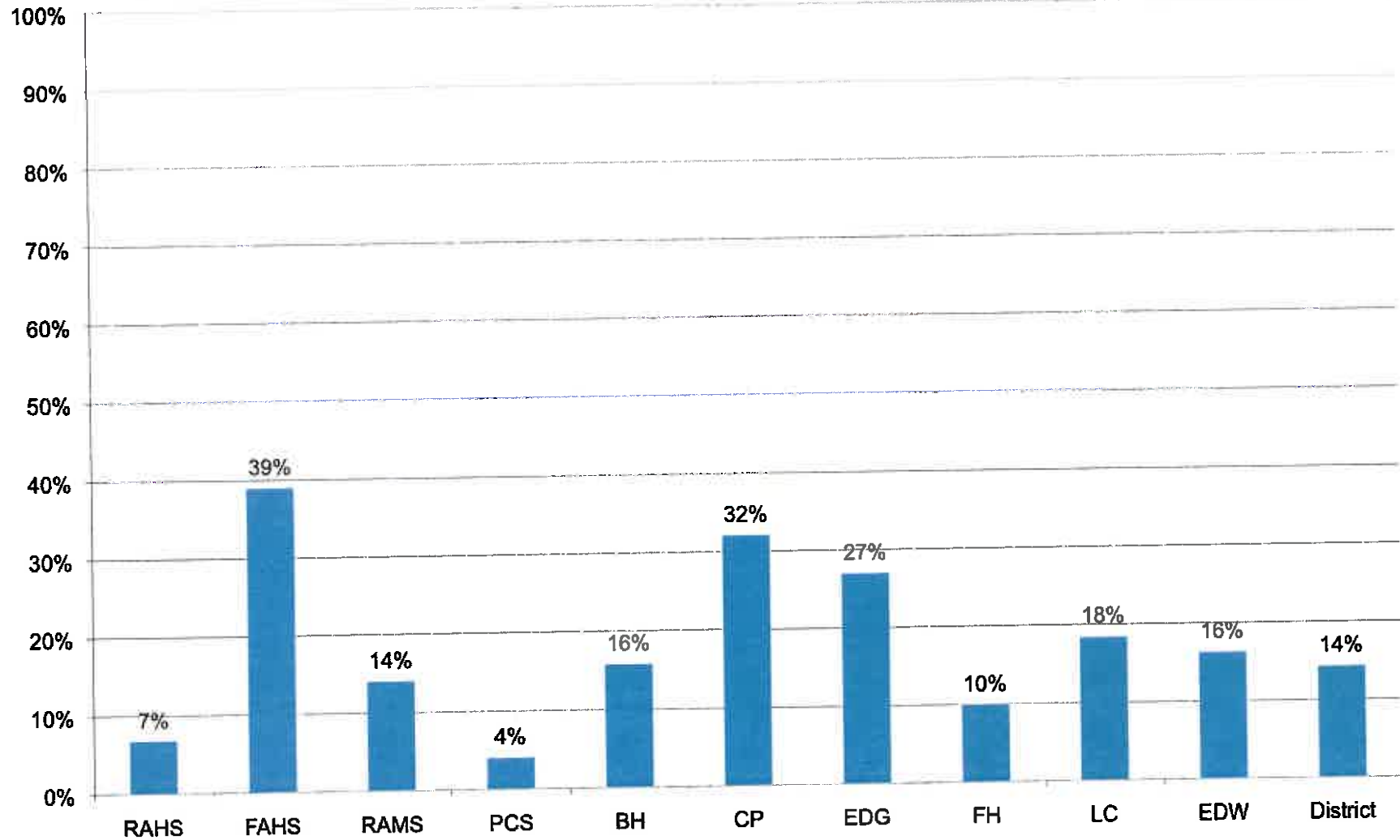
Roseville Area Schools: Students of Color Elementary (K-8) vs Secondary (9-12) Trend



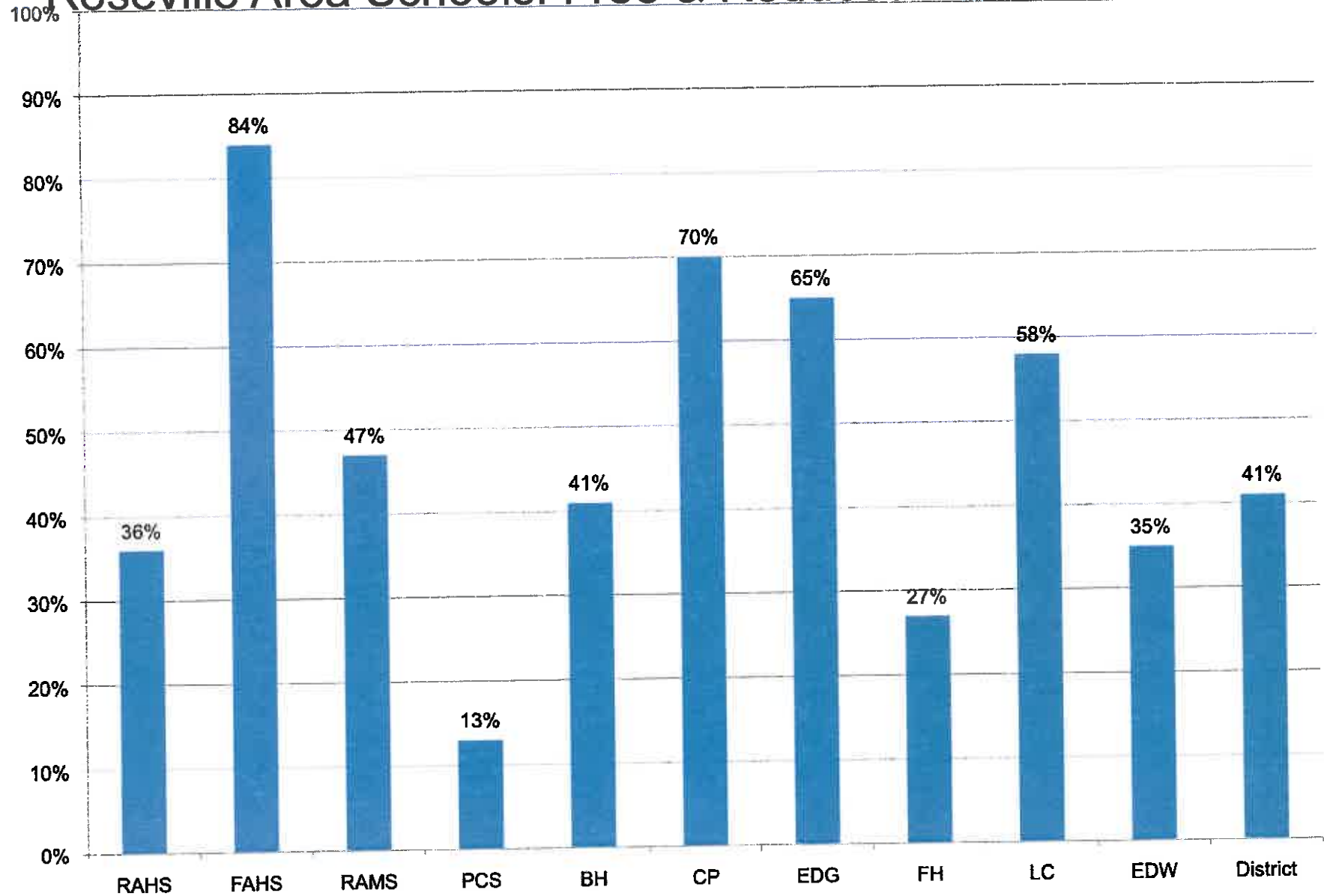
Roseville Area Schools: Languages



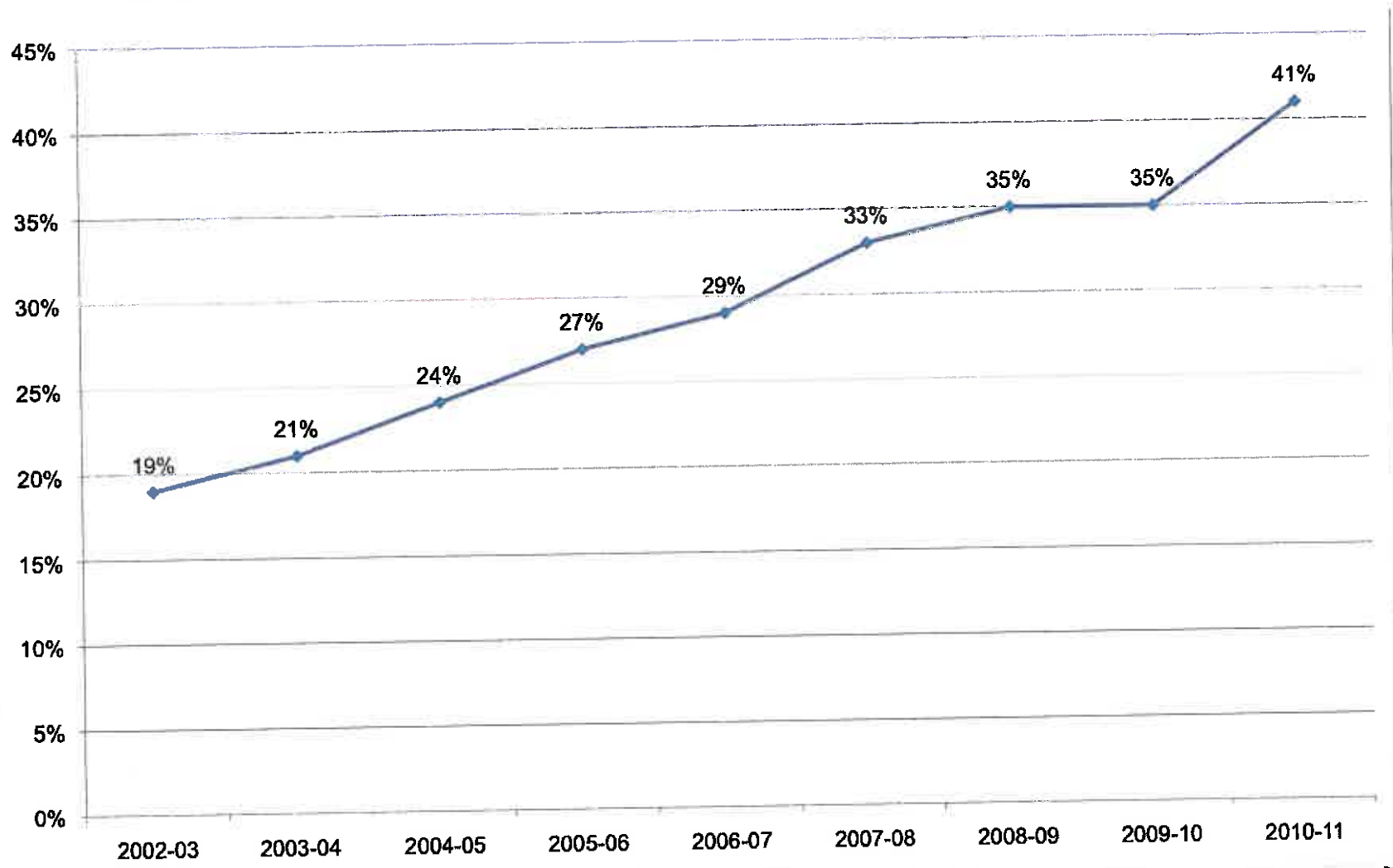
Roseville Area Schools: Limited English Proficiency (LEP) Enrollment 10-11



Roseville Area Schools: Free & Reduced Priced Meals 10-11



Roseville Area Schools: Free & Reduced Priced Meals Trend



Subject: Counts you requested

Date: Wednesday, February 2, 2011 10:30:16 AM CT

From: RUTT, LORA

To: ZAKARAS, MERRIE

Open enrollment – 842 total

Free – 210

Reduced – 71

55113 enrollment – 3423

Free – 963

Reduced - 239

Lora Rutt

MARSS/Census Coordinator

Roseville Area Schools

651-628-6449 (phone)

651-635-1659 (fax)

lora.rutt@isd623.org

Subject: EDW comparisons

Date: Wednesday, February 2, 2011 10:53:00 AM CT

From: RUTT, LORA

To: ZAKARAS, MERRIE

Total students – 497

Total OE students – 49

Residents: Reduced – 36, Free – 128

Open Enrolled: Reduced – 1, Free - 11

Lora Rutt

MARSS/Census Coordinator

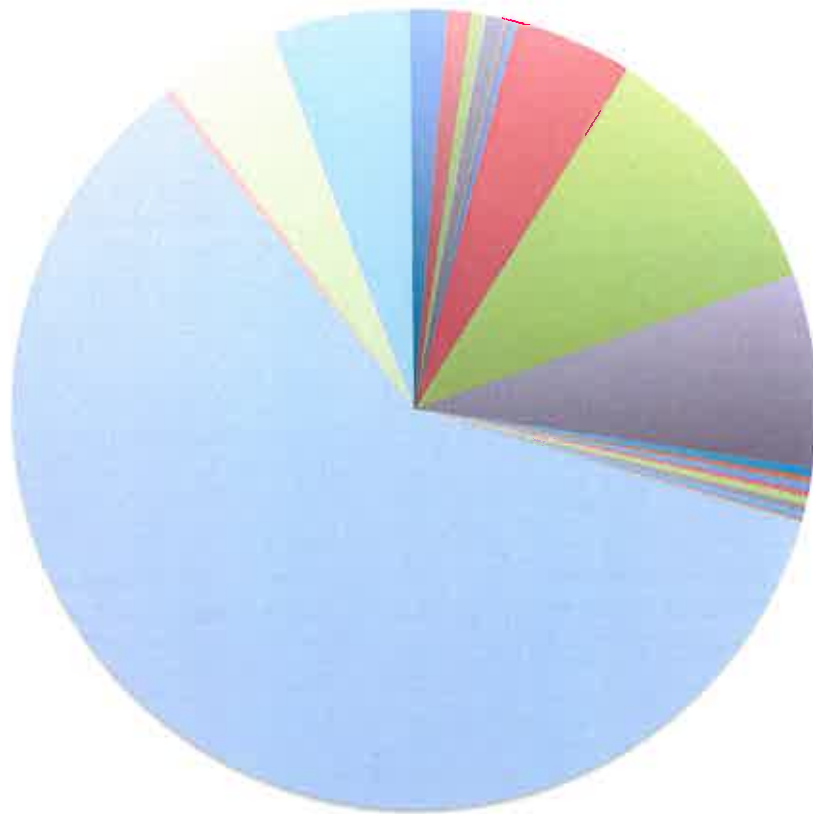
Roseville Area Schools

651-628-6449 (phone)

651-635-1659 (fax)

lora.rutt@isd623.org

Resident District	Total
ANOKA-HENNEPIN PUBLIC SCHOOL DIST.	13
CENTENNIAL PUBLIC SCHOOL DISTRICT	8
COLUMBIA HEIGHTS PUBLIC SCHOOL DIST	5
FOREST LAKE PUBLIC SCHOOL DISTRICT	6
FRIDLEY PUBLIC SCHOOL DISTRICT	1
INVER GROVE HEIGHTS SCHOOLS	1
MAHTOMEDI PUBLIC SCHOOL DISTRICT	3
MINNEAPOLIS PUBLIC SCHOOL DIST.	41
MOUNDS VIEW PUBLIC SCHOOL DISTRICT	93
NORTH ST PAUL-MAPLEWOOD SCHOOL DIST	68
OSSEO PUBLIC SCHOOL DISTRICT	3
ROBBINSDALE PUBLIC SCHOOL DISTRICT	2
ROSEMOUNT-APPLE VALLEY-EAGAN	3
ROSEVILLE PUBLIC SCHOOL DISTRICT	2
SOUTH WASHINGTON COUNTY SCHOOL DIST	3
SPRING LAKE PARK PUBLIC SCHOOLS	3
ST. ANTHONY-NEW BRIGHTON SCHOOLS	2
ST. FRANCIS PUBLIC SCHOOL DISTRICT	1
ST. PAUL PUBLIC SCHOOL DISTRICT	520
STILLWATER AREA PUBLIC SCHOOL DIST.	3
Unknown	39
WEST ST. PAUL-MENDOTA HTS.-EAGAN	1
WHITE BEAR LAKE SCHOOL DISTRICT	48
TOTAL	869



- ANOKA-HENNEPIN PUBLIC SCHOOL DIST.
- CENTENNIAL PUBLIC SCHOOL DISTRICT
- COLUMBIA HEIGHTS PUBLIC SCHOOL DIST
- FOREST LAKE PUBLIC SCHOOL DISTRICT
- FRIDLEY PUBLIC SCHOOL DISTRICT
- INVER GROVE HEIGHTS SCHOOLS
- MAHTOMEDI PUBLIC SCHOOL DISTRICT
- MINNEAPOLIS PUBLIC SCHOOL DIST.
- MOUNDS VIEW PUBLIC SCHOOL DISTRICT
- NORTH ST PAUL-MAPLEWOOD SCHOOL DIST
- OSSEO PUBLIC SCHOOL DISTRICT
- ROBBINSDALE PUBLIC SCHOOL DISTRICT
- ROSEMOUNT-APPLE VALLEY-EAGAN
- ROSEVILLE PUBLIC SCHOOL DISTRICT



Roseville Area Schools

Mission Statement--Our Core Purpose

Quality Teaching and Learning for All...Equity in All We Do

OUR VISION 2015:

What we intend to create

Roseville Area Schools, working in partnership with all families and the community, is a learning organization of engaged, motivated and high achieving lifelong learners.

We demonstrate this Vision when:

- Each learner thrives in a safe, equitable, and respectful learning environment that fosters confidence, excellence and a sense of belonging while honoring difference.
- Each learner receives high quality, personally relevant instruction enhanced by all members of the learning community.
- Each learner studies a challenging academic curriculum, which enhances social, emotional, physical and ethical development.
- Each learner meets rigorous academic standards and is prepared for future learning and success in a multicultural society.

CORE VALUES

What drives our words and actions

- Equity
- Responsibility
- Integrity
- Respect
- Compassion
- Commitment
- Sense of Belonging
- Curiosity

EQUITY VISION

In alignment with the District Vision, Roseville Area Schools is committed to ensuring an equitable and respectful educational experience for every student, family and staff member regardless of:

- Race
- Gender
- Sexual Orientation
- Socioeconomic Status
- Ability
- Home or First Language
- Religion
- National Origin
- Age
- Physical Appearance

STRATEGIC DIRECTIONS

Our focused allocation of resources

- Community** • Engaging and partnering with the whole community.
- Leadership** • Building a culture that nurtures the leadership potential in each member of the diverse learning community.
- Equity** • Ensuring each individual develops and thrives; eliminating systemic barriers to success.
- Achievement** • Aligning systems, practices, and instruction to the individual's needs, abilities and goals.
- Resources** • Securing, managing and leveraging our human, financial, and physical capital responsibly and creatively.

VALUES

- **Equity.** Accepting and valuing each individual for who they are and providing the structures, environment and resources each person needs to reach their greatest potential.
- **Responsibility.** Understanding and accepting the impact and consequence of personal actions and decisions; striving to fulfill obligations to self, others, and the greater good of society.
- **Integrity.** Practicing truthfulness and sincerity in relationships and actions; shaping a clear set of beliefs and ethics that directs thoughts and actions.
- **Respect.** Appreciating the unique qualities of others and oneself; displaying courtesy and appreciation for others.
- **Compassion.** Caring about others; expressing kindness, concern and empathy; helping others through action.
- **Commitment.** Believing in one's personal capacity to make a difference; investing the hard work needed to realize goals; seeking ways to consistently improve; and persisting through setbacks.
- **Sense of Belonging.** Feeling safe, welcome and included.
- **Curiosity.** Actively and eagerly pursuing knowledge, insight and understanding.

REQUEST FOR COUNCIL ACTION

Date: 02-14-11
Item No.: 10.b

Department Approval

City Manager Approval

PT/DM



Item Description: **Receive Annual Reports for Community Development's Land Use Code Enforcement and Neighborhood Enhancement Program Activities in 2010**

BACKGROUND

- The Community Development Department is responsible for enforcement of the public nuisance provisions of the City Code. It accomplishes this through two separate programs: Land Use Code Enforcement and the Neighborhood Enhancement Program.
- Land Use Enforcement primarily addresses City Code public nuisance violations reported to staff by the public, such as: junk/debris, outside storage, long grass, junk vehicles, building maintenance, illegal signs, noise, etc:
 - o This program was funded from Community Development Department revenue. Beginning in 2011 this program will be funded from the General Fund.
 - o Land Use Enforcement's 2010 Year End Report is attached.
- The Neighborhood Enhancement Program is a more proactive type program that initiates neighborhood inspections (from the street) for similar public nuisance type violations in an attempt to identify and resolve public nuisances before they become large enough to negatively impact neighborhoods and property values:
 - o This program is funded by Roseville's Housing Redevelopment Authority.
 - o The Neighborhood Enhancement Program's 2010 Year End report is attached.
- Council has requested a specific report on the status of Abatement and Court Citation cases initiated in 2010:
 - o The 2010 Abatement and Court Citation Cases Status Report is attached.

POLICY OBJECTIVE

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

REQUESTED COUNCIL ACTION

- RECEIVE THE REPORTS

Attachments: A: Land Use Enforcement's 2010 Year End Report
 B: Neighborhood Enhancement Program's 2010 Year End Report
 C: 2010 Abatement and Court Citation Cases Status Report
 D: Abatement Billing in 2010
 E. Informational Brochure

Land-Use Code Enforcement Program 2010 Year End Report



Background:

- The Community Development Department is responsible for enforcement of most of the public nuisance provisions of the City Code.
- Land-use enforcement primarily addresses public nuisance violations reported to staff by the public, such as: junk/debris, outside storage, long grass, junk vehicles, building maintenance, illegal signs, noise complaints, un-shoveled public sidewalks, etc.

Goals of the Program:

- Greater public awareness and compliance with city codes and ordinances through education, cooperation and enforcement.
- Enhanced property values and livability of neighborhoods.
- Minimize negative effects of public nuisance violations upon surrounding neighborhoods.
- Maintenance of the city's tax base.

Case files per year:

- | | |
|--------------------|------------------|
| • 2005 – 380 Cases | 2008 – 730 Cases |
| • 2006 – 474 Cases | 2009 – 736 Cases |
| • 2007 – 425 Cases | 2010 – 614 Cases |

Public Nuisance Violations (2010):

- Types of violations:
 - o 25% - Grass over 8".
 - o 7% - Junk/Debris.
 - o 41% - Residential.
 - o 17% - Commercial.
 - o 10% - Junk vehicles.
 - o <1% - Signs
- Resolution of cases:
 - o 495 - 80.6% of cases resolved within 20 days.
 - o 33 - 86% of cases resolved within 40 days.
 - o 17 - 88.8% of cases resolved within 60 days.
 - o 28 - 4.5% of cases resolved over 60 days.
 - o 41 - 6.6% of cases pending resolution.

Expenses:

- 2010 – Staffing, vehicle, gas, office, postage - approximately - \$160,000

Accomplishments:

- Have continued to improve procedures each year through reassignment of staff duties, streamlining procedures and shortening timeframes for compliance.
- To date have closed 93.4% of the 614 cases opened in 2010:
 - Cooperation from the public on correcting public nuisances is typically very positive. 82% have complied with simple letter requests for compliance.
- Include in initial notices an informational brochure to educate residents about common public nuisance violations in an effort to minimize violations through education and cooperation.
- When a violation is a building maintenance issue staff includes additional HRA Program information as well as HRC Program information.
- Generating goodwill:
 - Have received many supportive comments from the public about the cooperative and respectful approach staff takes when dealing with residents.
- The code enforcement program helps maintain the livability of neighborhoods.
- The code enforcement program helps maintain the city's tax base.

Observations:

- Still observing where one public nuisance in an area tends to promote more of the same - a clustering effect.
- Still observing more violations in neighborhoods of older homes; this is to be expected due to typically smaller lots, smaller garages and older construction.
- Some property maintenance cases remain difficult to resolve due to financial/physical hardship by the property owner. Many of the unresolved 'pending' cases are of this type.

2010 Code Enforcement Report													
Land Use Cases Ending December 31, 2010													
Case Counts by Month													
Type	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	TOTAL
Business	22	19	8	14	7	3	2	4	3	1	8	15	106
Cars	8	5	9	5	5	8	2	7	1	4	2	4	60
Debris	0	0	9	2	9	6	5	3	3	1	3	1	42
Residential	13	19	24	22	18	30	24	21	21	17	26	15	250
Signs						1							1
Weeds				5	41	48	23	25	11	2			155
TOTAL	43	43	50	48	80	96	56	60	39	25	39	35	614
Cases Opened/Closed by Month													
Month	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	TOTAL
Opened	43	43	50	48	80	96	56	60	39	25	39	35	614
Closed	44	45	49	46	55	102	56	53	39	22	33	29	573
Problem Cases in 2009 - Year to Date													
Administrative Tickets													10
Accelerated Abatements (Grass)													40
Council Approved Abatements													16
Council Approved Citations													2
TOTAL													68



Neighborhood Enhancement Program 2010 Year End Report



Background:

- Program began in 2008 and funded by Roseville's Housing and Redevelopment Authority.

Goals of the Program:

- Greater public awareness and compliance with city codes and ordinances through education, cooperation and enforcement.
- Enhanced property values and livability of neighborhoods.
- Minimize negative effects of rental properties upon surrounding neighborhoods.
- Maintenance of the city's tax base.
- Inspect all 8,500 residential properties over a three year period.

Residential Properties Inspected:

- 2008 – 1,900
- 2009 – 3,159
- 2010 – 4,232

Public Nuisance Violations Observed:

- Numbers of violations observed:
 - o 2008 - 144 violations out of 1,900 properties inspected (7.6% violation rate)
 - o 2009 - 195 violations out of 3,159 properties inspected (6.2% violation rate)
 - o 2010 - 157 violations out of 4,232 properties inspected (3.7% violation rate)
- Types of violations observed:
 - o 4% - Commercial equipment in residential area.
 - o 2% - Grass over 8".
 - o 17% - Junk/Debris in public view.
 - o 17% - Outside Storage in public view.
 - o 28% - Property Maintenance.
 - o 31% - Unlicensed/Inoperable Vehicles.
 - o 1% - Misc.
- Resolution of cases:
 - o 130 - 83% of cases resolved within 20 days.
 - o 11 - 90% of cases resolved within 40 days.
 - o 4 - 93% of cases resolved within 60 days.
 - o 5 - 96% of cases resolved within 90 days
 - o 7 - 4% of cases pending resolution (primarily property maintenance).

Expenses:

- 2010 – Staffing, vehicle, insurance, gas, office, postage, printing - \$20,200

Accomplishments:

- To date have inspected 9,291 residential properties, observed 496 public nuisance violations, and corrected 489 public nuisances:
 - Public cooperation on correcting public nuisances has been exceptional. 90% complied with simple letter requests for compliance. Most, who have not complied, have not done so due to financial and/or physical hardship.
- Continuing with informational brochure to educate residents about common public nuisance violations in an effort to minimize violations through education and cooperation:
 - Each initial letter includes this brochure.
 - This brochure is also included in the City's Welcome Packet.
- Including in initial letter additional HRA Program information and HRC Program information.
- Generating goodwill:
 - Have received many supportive comments from the public about the Program.
 - League of Women Voters endorsement of the program.
- The program helps maintain the livability of neighborhoods.
- The program helps maintain the city's tax base.

Observations:

- Public comment has been overwhelmingly supportive of the program.
- Each year observing a lower percentage violation rate (7.6% in 2008, 6.2% in 2009, 3.7% in 2010), indicating residents are aware of the program, support the program, and cooperate when they receive an initial letter.
- Still observing a clustering effect where one violation promotes more.
- Still observing more violations in neighborhoods of older homes; this is to be expected due to typically smaller lots, smaller garages and older construction.
- Some property maintenance cases remain difficult to resolve due to financial/physical hardship by the property owner. Most of the unresolved 'pending' cases are of this type.

Case Counts by Month						
Type	May	June	July	Aug	Sept	TOTAL
Commercial in Res. Zone	0	1	4	2	0	7
Grass	2	0	0	1	0	3
Junk/Debris	6	8	2	4	6	26
Miscellaneous	0	0	2	0	0	2
Outside Storage	9	7	5	1	5	27
Property Maintenance	2	7	12	16	6	43
Vehicles	11	15	10	6	7	49
TOTAL	30	38	35	30	24	157
Cases Closed Within Number of Days - Year to Date						
	Closed within 20 days					130
	Closed within 40 days					11
	Closed within 60 days					4
	Closed within 90 days					5
	Pending					7
	TOTAL					157

2010 Abatement and Court Citation Report						Attachment C
Address	Abatement Reason	Council Approval Date	Violation Corrected by	Estimated Cost	Actual Cost Including Admin. Serv. Chrgs	Date Completed
Abatements						
1423 Judith	Junk/Debris	2/8/10 Cancelled	Homeowner	\$400.00	\$0.00	2/5/10
1175 County Road B	Junk/Debris	2/8/10 Cancelled	Homeowner	\$400.00	\$0.00	2/5/10
2903 Fairview	Bldg Maintenance	3/8/10	Homeowner	\$3,000.00	\$0.00	9/1/10
1890 Huron	Bldg Maintenance	3/8/10	Homeowner	\$8,000.00	\$0.00	8/13/10
2985 Fairview	Bldg Maintenance	3/8/10	Volunteers	\$3,500.00	\$0.00	6/25/10
2904 Pascal	Bldg Maintenance	3/8/10	Volunteers	\$5,000.00	\$0.00	6/7/10
2433 Simpson	Bldg Maintenance	4/12/10	Volunteers	\$21,500.00	\$0.00	9/14/10
1748 Galtier	Junk/Debris	4/26/10	City	\$250.00	\$75.00	4/27/10
391 Highway 36	Bldg Maintenance	6/28/10	Bank	\$11,000.00	\$0.00	11/22/10
2931 Fairview	Bldg Maintenance	6/28/10 Cancelled	Homeowner	\$10,000.00	\$0.00	Permit Iss'd
2544 Fairview	Bldg Maintenance	6/28/10	City	\$14,500.00	\$12,117.00	11/6/10
2390 Cohansey	Bldg Maintenance	7/19/10	City	\$5,000.00	\$7,385.80	12/1/10
959 Brenner	Bldg Maintenance	7/26/10	Homeowner	\$6,000.00	\$0.00	9/3/2010
1890 Hamline	Bldg Maintenance	7/26/10	Homeowner	\$8,000.00	\$0.00	Permit Iss'd
1430 Cty Rd C	Screen Maint	7/19/10 Cancelled	Property Owner	\$8,500.00	\$0.00	7/26/2010
1080 Shryer	Junk/Debris	7/12/10 Cancelled	Homeowner	\$400.00	\$0.00	7/26/2010
341 Cty Rd B-2	Bldg Maintenance	8/9/10	Homeowner	\$2,000.00	\$0.00	9/1/10
1350 Ryan	Brush/Debris	8/9/10 Suspended	Volunteers	\$500.00	\$0.00	9/1/10
1805 Stanbridge	Junk/Debris	8/9/10 Cancelled	Homeowner	\$500.00	\$0.00	8/9/10
397 Brooks	Hazzard	8/16/10 Cancelled	Homeowner	\$400.00	\$0.00	8/1/10
2875 Griggs	Bldg Maintenance	9/27/2010	Homeowner	\$1,500.00	\$0.00	In Process
661 Cope	Haz Building	9/20/2010	Homeowner	\$10,000.00	\$0.00	11/1/10
2745 Hamline	Bldg Maintenance	9/13/10 Cancelled	Homeowner	\$2,500.00	\$0.00	9/20/10
885 Cty Rd C-2	Bldg Maintenance	9/27/10	Homeowner	\$1,500.00	\$0.00	10/4/10
2570 Charlotte	Bldg Maintenance	9/20/10 Cancelled	Homeowner	\$650.00	\$0.00	9/20/10
755 Cope	Junk/Debris	9/27/10 Cancelled	Homeowner	\$500.00	\$0.00	9/17/2010
2237 Dale	Bldg Maintenance	9/13/10 Cancelled	Homeowner	\$0.00	\$0.00	Permit Iss'd
2580 Hamline	Bldg Maintenance	11/8/10	Bank	\$3,000.00	\$0.00	In Process
Court Citations						
1450 County Road C	Outside Storage	1/25/10	Property Owner	N/A	N/A	11/1/10
850 Lovell	Prohibited Activity	9/27/10	In Court	N/A	N/A	In Process

Attachment D

***** Admin. Charges do not come out of HRA Budget**

Property Use

Home Occupations

In-home businesses and working from home are permitted in residential districts as long as they meet the following criteria:

- Accessory buildings may not be used for home occupations.
- Business activities or storage of business materials (outdoors or in an accessory structure) are prohibited.
- Operation may not begin earlier than 8 a.m. or continue later than 8 p.m.
- Retail sales of products, on-site headquarters or dispatch centers are prohibited.
- A maximum of 1 non-resident employee is allowed.
- One business sign with a maximum of 3 square feet can be displayed in the front yard.
- Cannot change the neighborhood's residential character.

Duplexes

Duplexes are illegal if:

- A single family home is divided in such a way to prohibit access through part of the home.
- The property is not zoned for two-family or multi-family units.

Renting Single Family Homes

Registration of single family rental units is required. Maximum of:

- 1 family
- 4 unrelated adults
- 2 boarders



Garage Sales

- Each property may have up to three 3-day garage sales per year.
- Allowed hours: 8 a.m.—6 p.m.

Dear Resident:

In Roseville maintaining our neighborhoods is a top priority. The citizen-led Imagine Roseville 2025 Report identified it as one of its top goals, and this was a key idea stressed at neighborhood meetings held by Roseville's Housing and Redevelopment Authority.

Over the years Roseville residents have developed the City Code as an agreed upon set of guidelines and standards for appearance and upkeep of homes and yards. The City Code follows a couple of key principles – do it right the first time and preventative maintenance is best. Well-kept homes maintain their value, and keep your neighborhood a desirable place to live and work.

Not many people sit down and read the Code cover to cover, so people may not be aware of the guidelines and standards. This brochure highlights some of the most often cited parts of the Code. Review this brochure so you know how to protect your investment in your home and neighborhood. The City Code may be viewed online at: <http://www.cityofroseville.com>

If you have any questions, please contact the Code Enforcement staff by calling 651-792-7082.



City of Roseville Property Maintenance Guidelines

*A guide for
maintaining the
beauty and value of
your Roseville
residential property*



*City of Roseville
Code Enforcement Division
2660 Civic Center Drive
Roseville, MN 55113
651-792-7082
www.cityofroseville.com*

Vehicles

Parking

All vehicles must be currently licensed and street operable if they are stored outside.

- Currently licensed means the vehicle must have proper plates and current tabs displayed.
- Street operable means the vehicle is operational (no missing parts, flat tires, etc.).
- Vehicle must be parked on an approved hard surface (asphalt, concrete, pavers).
- Trucks over 2,000 lb. capacity are not allowed to park for more than 2 hours in a residential zone. Typically, these are vehicles with dual tires on the rear axle.

Vehicle Storage

- Vehicle cannot be stored on grass in front/side/back yards.
- If inoperable or unlicensed, a vehicle needs to be stored inside an approved structure.

Vehicle For Sale on Private Property

- Vehicle must be on an approved hard surface.
- Vehicle must be registered to the property owner or occupant.



Note

Notification will be sent to owners of vehicles violating the above restrictions. After the notification period, the vehicle may be tagged and impounded.

Storage

Garbage Containers

- Containers must be stored out of public view except on day of collection.
- Containers cannot remain at curb more than 24 hours.



Outside Storage

- Outside storage of junk, old machinery, furniture, household items, lumber, trash, debris, brush etc. is prohibited.

Trailers

- Only single axle trailers up to 3,000 lb. rating are allowed in residential zones. These can be stored indefinitely in side and backyards.
- Storage of single axle trailers is restricted to a maximum of three days in a front yard.



Boats

- Boats can be stored indefinitely in side or backyards. Boats less than 20 feet long and on a trailer can be stored on a front driveway.



Property Maintenance

Lawn Maintenance

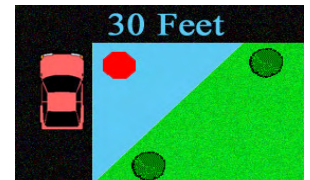
Grass/weeds in excess of 8 inches on any property, occupied or vacant, is prohibited. Owners will be notified. If uncut after 5 days, the City may mow the property and bill the property owner. Nuisance accumulations of brush and rank vegetation are also subject to removal by the City.

Fences

Fences on residential properties must be no higher than 4 feet in the front yard, and 6 feet 6 inches in the side and back yard. Fences must be installed entirely on the owner's private property. They do not have to be a specific distance from the property line. Fences over 4 feet require a permit. Check with the City regarding special fencing requirements around swimming pools to control access and provide safety.

Vision Safety

On corner lots, plants or building structures that block the view in the traffic visibility triangle are not allowed—the area formed by the corner and points on the front and side lot lines 30 feet from the corner.



Building Maintenance

The property maintenance code is found at www.cityofroseville.com. In general, properties must be kept in good repair.



REQUEST FOR BOARD OF ADJUSTMENTS AND APPEAL ACTION

DATE: 02/14/2011
ITEM NO: Board of Adj/Appeals

Department Approval

City Manager Approval

Item Description: Appeal from Woods Edge Homeowners Association and Old Highway 8 Neighborhood residents regarding property rejection of petition requesting a comprehensive plan amendment to the land use guidance for 3253 and 3261 Old Highway 8 (PF11-001).

1.0 BACKGROUND

1.1 On November 16, 2010, a petition was submitted to the Community Development Department requesting that the City Council "...amend the Roseville Comprehensive Plan to recommend "medium density development with future Zoning to be of a density no greater than R-6 for 3253 and 3261 Old Highway 8". Upon receipt the Petition was referred to the Community Development Department for review. As part of the review, the Community Development Director asked the City Attorney to provide an opinion on how the City should proceed with the petition. The City Attorney reviewed the petition and gave the opinion that the petition was a request for a Comprehensive Plan Amendment and that the petitioners have no standing to make the request pursuant to the Roseville City Code, Section 201.07 (see Attachment A). Based on the City Attorney's opinion, the Community Development Director decided that the petitioner's do not have standing to initiate a Comprehensive Plan Amendment and to deny the petition. On December 8, 2010, the Community Development Director forwarded Ms. Rita Mix, petitioners' representative a memo from the City Attorney that stated that the petition should be rejected on procedural grounds since neither state statutes nor city code allowed for abutting property owners to initiate a Comprehensive Plan Amendment. However, staff did include the petition as part of the case material for the December 13, 2010 City Council meeting where adoption of a new zoning map was being considered.

1.2 On December 20, 2010, the City Manager received an appeal to the administrative decision to reject the petition (see Attachment B). The reasons stated for the appeal are as follows:

- a. The Petition was submitted to the Community Development Director on November 16, 2010. It contains signatures of 50 of the 73 property owners (69%) surrounding/abutting the parcels scheduled to be rezoned.
- b. The City Attorney in a letter to the Director recommends that the Petition be "declined" stating that only the Planning Commission or Council can initiate a change in the Comprehensive Plan. However the Planning Commission did initiate the very same change named in the Petition on October 6, 2010.
- c. The City Ordinance 1016.01C that allows petitions by abutting property owners in matters of zoning was intended to protect citizen stakeholder rights to influence

- 32 zoning or development that directly affects their property. The City has initiated
33 this change in zoning, making it dependent on and subsequent to the
34 Comprehensive Plan. Thus by disallowing the Petition on the basis that abutting
35 property owners have no standing to petition a change in the Comprehensive
36 Plan, the abutting property owners are being denied the ability to exercise the
37 right to petition or otherwise influence zoning and land use decisions that affect
38 their own property. Denial of petition rights in this circumstance is contrary to
39 the intent of the ordinance.
- 40 1.3 Appeals of administrative decision made by the Community Development Department,
41 are required to go the City Council acting as the Board of Adjustment and Appeals.
- 42 1.4 The petition was considered by the Board of Adjustments and Appeals on January 10,
43 2011 and pursuant to Minnesota State Statutes §462.354, Subd. 2, the petitioner was
44 referred to the Planning Commission for its review and report.
- 45 1.5 Per this specific appeal, Minnesota Statutes §462.354, Subd. 2, provides as follows:
46 “In any municipality in which the planning agency does not act as the board of
47 adjustments and appeals, the board shall make no decision and any appeal or petition
48 until the planning agency, if there is one, or a representative authorized by it has had
49 reasonable opportunity, not to exceed sixty (60) days, to review and report to the board of
50 adjustments and appeals upon the appeal or petition.”
- 51 1.6 The Planning Commission acts as the planning agency and the report is a
52 recommendation regarding whether the Community Development Department/Planning
53 Division rendered the correct and appropriate decision regarding the petition.
- 54 **2.0 ZONING ORDINANCE REQUIREMENT**
- 55 2.1 Section 201.07 (PROCEDURE FOR ADOPTION OF CITY COMPREHENSIVE PLAN)
56 reads as follows:
- 57 a. The Planning Commission may, at any time, recommend to the City Council, the
58 adoption of the City Comprehensive Plan, any section of it or any substantial
59 amendment thereof. Before making such recommendation to the City Council, the
60 Planning Commission shall hold at least one public hearing, as provided for in
61 Chapter 108 of this Code. The recommendation by the Planning Commission to
62 the City Council shall be by a resolution of the Commission, approved by the
63 affirmative votes of not less than 5/7ths
64 of its total membership. The Commission may from time to time recommend
65 minor amendments to the City Comprehensive Plan or any section thereof without
66 the public hearing mentioned herein providing that a majority of its members are
67 of the opinion that such hearing is not necessary or in the public interest. (Ord.
68 1175A, 11-25-1996)
- 69 b. If an amendment to the Comprehensive Plan Future Land Use Map is requested
70 by a property owner, the applicant shall hold an open house meeting with
71 residents and property owners in the vicinity of the affected property prior to
72 submitting an application for the amendment.

73 2.2 The City Council may also initiate the process of amending the Comprehensive Plan –
74 Land Use Map.

75 **3.0 SUMMARY OF RECOMMENDATION**

76 Since the City Code does not permit adjacent property owners to petition for a
77 Comprehensive Plan – Land Use Map Amendment, the Community Development
78 Department/Planning Division believes it made the correct determination in denying the
79 petition by the Woods Edge Homeowners Association and Old Highway 8 Neighborhood
80 residents. The property owners at 3253 (the John and Helen Heinz Estate) and 3261 (Mr.
81 Thomas Ranallo) have not requested nor applied to the City for a Comprehensive Plan –
82 Land Use Map Amendment of their properties.

83 **4.0 PLANNING COMMISSION ACTION**

84 4.1 On February 2, 2011, the Roseville Planning Commission discussed with the City
85 Attorney and the City Planner the appeal for Woods Edge Homeowners Association and
86 the Old Highway 8 Neighborhood residents and the action necessary.

87 4.2 At the meeting a few neighborhood residents addressed the Planning Commission
88 regarding the petition/appeal. Although understanding of the fact that the item was a
89 determination regarding an administrative decision by the Planning Division and not a
90 discussion on what the land use designation and/or zoning classification should be for the
91 subject two parcels, most of the residents that addressed the Commission sought the
92 Commission's support for the land use change.

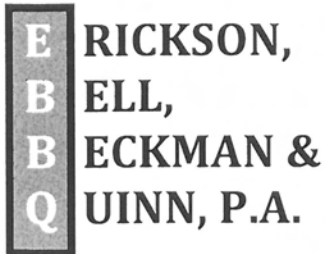
93 4.3 The Planning Commission voted (5-0) to recommend to the City Council that the
94 petitioners do not have standing pursuant to Roseville City Code Section 201.07 or
95 otherwise to petition for a Comprehensive Plan Amendment and that the Community
96 Development Director made the proper decision not to proceed with the request made by
97 the Woods Edge Homeowners Association and the Old Highway 8 Neighborhood
98 residents in their petition.

99 **5.0 SUGGESTED CITY COUNCIL ACTION**

100 **ADOPT A RESOLUTION** with **FINDINGS**, affirming that the petitioners do not have
101 standing pursuant to Roseville City Code Section 201.07 or otherwise to petition for a
102 Comprehensive Plan Amendment and that the Community Development Director made
103 the proper decision not to proceed with the request made by the Woods Edge
104 Homeowners Association and the Old Highway 8 Neighborhood residents in their
105 petition.

106 **Prepared by:** City Planner Thomas Paschke
107 Attachments: A. City Attorney Opinion
108 B. Petition
109 C. Resolution

110



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

Attachment A

James C. Erickson, Sr.
Caroline Bell Beckman
Charles R. Bartholdi
Kari L. Quinn
Mark F. Gaughan
James C. Erickson, Jr.

Robert C. Bell – *of counsel*

Via Electronic Mail and U.S. Mail

December 7, 2010

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

RE: Old Highway 8 Petition
Our File No.: 1011-00196

Dear Mr. Trudgeon:

I have reviewed the enclosed, undated Petition from property owners surrounding 3253 and 3261 Old Highway 8. As I understand the situation to be, the subject properties are currently zoned R-1, while the City's Comprehensive Plan declares the properties to be used for high density residential use. The petitioners seek to maintain the current or similar zoning designation by way of amending the Comprehensive Plan to more closely conform with the R-1 designation. Specifically, the Petition requests that the City Council "amend the Roseville Comprehensive Plan to recommend 'medium density development' with future Zoning to be of density no greater than R-6."

Without entering into the merits of the proposed amendment, the Petition should be declined on procedural grounds. It is noteworthy that the petitioners seek an amendment to the Comprehensive Plan, not an amendment to the City's zoning code. Under Minnesota Statutes 462.357, an amendment to a municipal zoning designation may be initiated upon petition of "affected property owners as defined in the zoning ordinance." Roseville's zoning ordinance defines such affected property owners as "50 % of the property owners abutting" the subject property. (Roseville City Code section 1016.01.C.)

In the present matter, however, the petitioners seek an amendment to the Comprehensive Plan. Under Minnesota Statutes section 462.355, such amendments must be initiated by the City's Planning Commission or the City Council itself. Roseville City Code does provide a mechanism through which an amendment to a Comprehensive Plan may be initiated by a property owner. (Roseville City Code section 201.07.) This process, however, is confined to an a request "by a property owner." It is my understanding that the City has consistently defined "property owner" in this context as the owner of the subject property. Such definition makes sense, as there is no provision for "abutting property owners" as contained in the City's zoning amendment provisions. Had the drafters of section 201.07 contemplated initiation of a Comprehensive Plan

Mr. Pat Trudgeon
December 7, 2010
Page 2

amendment by abutting property owners, such provision would have been specified. As such, the petitioners in the present matter do not have standing to bring their Petition before the City.

Minnesota Statutes and Roseville City Code, therefore, do not allow for the Petition in the present matter. The Petition should be declined by the City.

Very truly yours,

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



Mark P. Gaughan

MFG/kmw
Enclosure

Petition

To: City of Roseville, Minnesota

From: Property owners surrounding 3253 and 3261 Old Highway 8

Subject: Land use and zoning

Whereas:

- 1. The Roseville Comprehensive Plan recommends high density development for parcels 3253 and 3261 Old Highway 8, and**
- 2. The current zoning of said parcels is R-1, and**
- 3. The zoning is now required to be consistent with the Comprehensive Plan, and**
- 4. The City previously restricted planned high density development of 3201 Old Highway 8 to R-6 Townhouse District (no greater than 11 units per acre), and**
- 5. All immediately surrounding properties are of no greater density than R-6**

We, the undersigned property owners, call on the Roseville City Council to amend the Roseville Comprehensive Plan to recommend “medium density development” with future Zoning to be of density no greater than R-6 for 3253 and 3261 Old Highway 8.

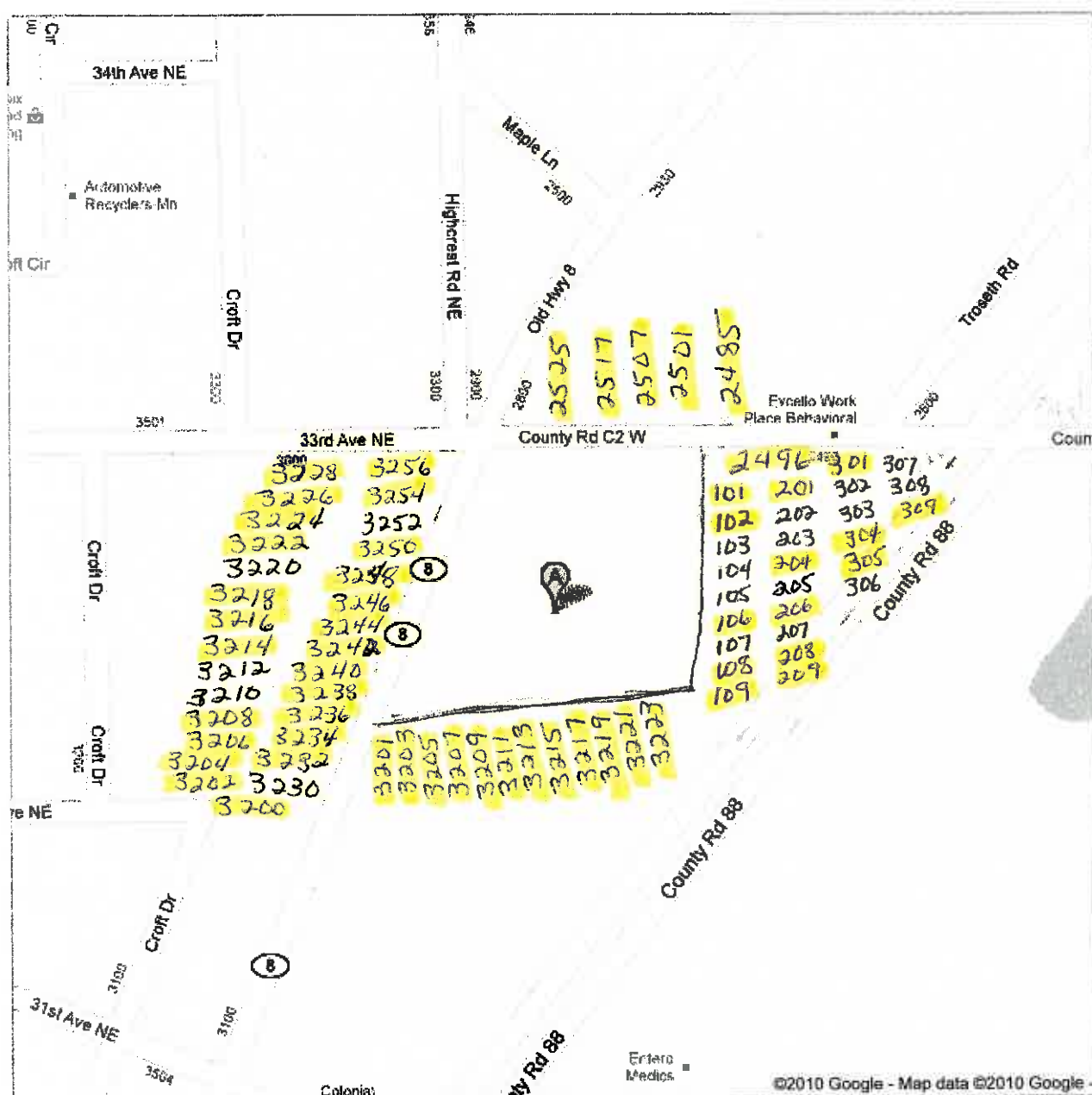
Contacts: Rita Mix 651-746-0311, Wayne Johnson 612-232-3360, Mike McCloskey 651-639-0281, Ken Carlson 651-639-0281

[Print](#)

Google maps

Address 3253 Old Highway 8
Minneapolis, MN 55113

Notes



Petition

To: City of Roseville, Minnesota

From: Property owners surrounding 3253 and 3261 Old Highway 8

Subject: Land use and zoning

Whereas:

1. The Roseville Comprehensive Plan recommends high density development for parcels 3253 and 3261 Old Highway 8, and
2. The current zoning of said parcels is R-1, and
3. The zoning is now required to be consistent with the Comprehensive Plan, and
4. The City previously restricted planned high density development of 3201 Old Highway 8 to R-6 Townhouse District (no greater than 11 units per acre), and
5. All immediately surrounding properties are of no greater density than R-6

We, the undersigned property owners, call on the Roseville City Council to amend the Roseville Comprehensive Plan to recommend "medium density development" with future Zoning to be of density no greater than R-6 for 3253 and 3261 Old Highway 8.

Name

Address

Janet Olson

3200 Old Highway 8

Carol M. M. M.

3202 Old Hwy 8

Paul H. M.

3234 Old Hwy 8

Matt Brunell 3232 Old Hwy 8

Frank [signature] 3218 Old Hwy 8, 55418

Quynh [signature] 3206 Old Hwy 8 55418

Marie A. BORGES 3214 Old Hwy 8 55418

Jim Oth [signature] 3216 Old Hwy 8 55418

Nancy Tonnell 3226 Old Hwy 8 55418

Raney Loman 3256 Old Hwy 8 55418

Wayne H. Westwood 3208 Old Hwy 8, St. Anthony 55418

Debra Schmitz 3228 Old Hwy 8 St. Anthony MN 55418

Petition

To: City of Roseville, Minnesota

From: Property owners surrounding 3253 and 3261 Old Highway 8

Subject: Land use and zoning

Whereas:

1. The Roseville Comprehensive Plan recommends high density development for parcels 3253 and 3261 Old Highway 8, and
2. The current zoning of said parcels is R-1, and
3. The zoning is now required to be consistent with the Comprehensive Plan, and
4. The City previously restricted planned high density development of 3201 Old Highway 8 to R-6 Townhouse District (no greater than 11 units per acre), and
5. All immediately surrounding properties are of no greater density than R-6

We, the undersigned property owners, call on the Roseville City Council to amend the Roseville Comprehensive Plan to recommend "medium density development" with future Zoning to be of density no greater than R-6 for 3253 and 3261 Old Highway 8.

Name

Address

John Lynch 3246 Old Highway 8

Karen Wemmer 3248 Old Hwy 8

1000 S. Nancy Road 3240 Old Hwy 8

Billy Gray 3250 Old Hwy. 8 ^{St. Anthony} Village 55418

~~Frank C. Kelly~~ 3204 Old Highway 8 ^{St. Anthony} 55418

Wm. Kelly 3238 Old Hwy 8, St. Anthony, MN 55418

James Pearson 3254 Old Hwy 8

Lynn Oood 3240 Old Hwy 8

~~Jeffrey Meyer~~ 3236 Old Highway 8

~~W.D. A~~ 3224 Old Hwy 8

Stephanie Johnson 3224 Old Hwy 8

Suzanne Trick 3222 Old Hwy 8

Carol B. Fridley 3242 Old Hwy 8, St. Anthony, MN 55418

Petition

To: City of Roseville, Minnesota

From: Property owners surrounding 3253 and 3261 Old Highway 8

Subject: Land use and zoning

Whereas:

1. The Roseville Comprehensive Plan recommends high density development for parcels 3253 and 3261 Old Highway 8, and
2. The current zoning of said parcels is R-1, and
3. The zoning is now required to be consistent with the Comprehensive Plan, and
4. The City previously restricted planned high density development of 3201 Old Highway 8 to R-6 Townhouse District (no greater than 11 units per acre), and
5. All immediately surrounding properties are of no greater density than R-6

We, the undersigned property owners, call on the Roseville City Council to amend the Roseville Comprehensive Plan to recommend "medium density development" with future Zoning to be of density no greater than R-6 for 3253 and 3261 Old Highway 8.

Name

Address

Rebecca Johnson 2517 County Rd C-2

Karen Hagen 2485 County Road C2 West

Michael Maloney 2525 County Rd C2 West Roseville,

Decheng Yang 2507 County Rd. C2 W.

Ken A McKeze 2501 County Rd C2

Petition

To: City of Roseville, Minnesota

From: Property owners surrounding 3253 and 3261 Old Highway 8

Subject: Land use and zoning

Whereas:

1. The Roseville Comprehensive Plan recommends high density development for parcels 3253 and 3261 Old Highway 8, and
2. The current zoning of said parcels is R-1, and
3. The zoning is now required to be consistent with the Comprehensive Plan, and
4. The City previously restricted planned high density development of 3201 Old Highway 8 to R-6 Townhouse District (no greater than 11 units per acre), and
5. All immediately surrounding properties are of no greater density than R-6

We, the undersigned property owners, call on the Roseville City Council to amend the Roseville Comprehensive Plan to recommend "medium density development" with future Zoning to be of density no greater than R-6 for 3253 and 3261 Old Highway 8.

Name

Address

Rita Mix

3207 Old Highway 8

Aune Janna

3213 Old Hwy 8

Mary Jansen

3215 Old Hwy 8

BRYAN SCHEIBLE Bryan/MA 30 OCT 2010

Julie Allen Julie Kallen 3219 Old Highway 8 30 OCT 2010

James Dunn 3203 Old Hwy 8, 55418.

Joseph Giannettiz

Mona C. 3209 Old Hwy. 8. 55418

Jan Bell 3205 Old Hwy 8 55418

Dolly Kawczynski 3223. Old Hwy 8, 55418

Betty Saja 3201 Old Hwy 8, 55418

Bonnie Reverins 3211 Old Hwy 8, 55418

Lawrence T. Ward 3221 - Old Hwy. #8

Petition

To: City of Roseville, Minnesota

From: Property owners surrounding 3253 and 3261 Old Highway 8

Subject: Land use and zoning

Whereas:

1. The Roseville Comprehensive Plan recommends high density development for parcels 3253 and 3261 Old Highway 8, and
2. The current zoning of said parcels is R-1, and
3. The zoning is now required to be consistent with the Comprehensive Plan, and
4. The City previously restricted planned high density development of 3201 Old Highway 8 to R-6 Townhouse District (no greater than 11 units per acre), and
5. All immediately surrounding properties are of no greater density than R-6

We, the undersigned property owners, call on the Roseville City Council to amend the Roseville Comprehensive Plan to recommend "medium density development" with future Zoning to be of density no greater than R-6 for 3253 and 3261 Old Highway 8.

Name

Address

<u>Theng Lee</u>	<u>249600 RD C2 W ROSEVILLE MN 55113</u>
<u>Jeannine Pearson</u>	<u>2496 W. Cty Rd C2</u>
<u>Shellen Heund</u>	<u>" " "</u>
<u>Sherrice Schrock</u>	<u>2496 Cty Rd C2 W # 304</u> <u>Roseville, MN</u>

01/13

Gladys Gallagher 2496 W. Cty Rd C2 Roseville

John Katchem 2496 Cty. Rd. C2 W. Roseville #101

Kenneth ~~2496~~ " " #106

Pet & Xia. 2496 Cty Rd C2 W. Roseville 55113 #204

Krista W. ~~2496~~ 2496 Cty Rd C2 W #301, Roseville, MN 55113

Darlene Rosen 2496 Cty Rd C2 West #201 Roseville
MN 55113

Henry W. Mallanda 2496 C. Rd C2 W. Roseville

Nay M. O'Shea 2496 W. Cty Rd C-2 #209 55113

Petition

To: City of Roseville, Minnesota

From: Property owners surrounding 3253 and 3261 Old Highway 8

Subject: Land use and zoning

Whereas:

1. The Roseville Comprehensive Plan recommends high density development for parcels 3253 and 3261 Old Highway 8, and
2. The current zoning of said parcels is R-1, and
3. The zoning is now required to be consistent with the Comprehensive Plan, and
4. The City previously restricted planned high density development of 3201 Old Highway 8 to R-6 Townhouse District (no greater than 11 units per acre), and
5. All immediately surrounding properties are of no greater density than R-6

We, the undersigned property owners, call on the Roseville City Council to amend the Roseville Comprehensive Plan to recommend "medium density development" with future Zoning to be of density no greater than R-6 for 3253 and 3261 Old Highway 8.

Name

Heidi Sarker

Address

*Heidi Sarker
3244 Old Hwy 8
St Anthony MN 55418*

Petition

To: City of Roseville, Minnesota

From: Property owners surrounding 3253 and 3261 Old Highway 8

Subject: Land use and zoning

Whereas:

1. The Roseville Comprehensive Plan recommends high density development for parcels 3253 and 3261 Old Highway 8, and
2. The current zoning of said parcels is R-1, and
3. The zoning is now required to be consistent with the Comprehensive Plan, and
4. The City previously restricted planned high density development of 3201 Old Highway 8 to R-6 Townhouse District (no greater than 11 units per acre), and
5. All immediately surrounding properties are of no greater density than R-6

We, the undersigned property owners, call on the Roseville City Council to amend the Roseville Comprehensive Plan to recommend "medium density development" with future Zoning to be of density no greater than R-6 for 3253 and 3261 Old Highway 8.

Name

Address

Ken Carlson 2496 W. COUNTY RD C-2 #102

Jason Singh 2496 ct rd c2 w #208

Appeal of City Council Decisions

Date: December 20, 2010

To: City of Roseville *Bill Malinen, City Manager*

From: Woods Edge Homeowners Association and Old Highway 8
Neighborhood Residents

Regarding: Appeal of Decisions of Roseville City Council Regarding Zoning of 3253 and 3261 Old Highway 8 and Petition of Surrounding Property Owners

We, the members and property owners of Woods Edge Homeowners Association, 3201-3223 Old Highway 8, appeal the decision made by the Roseville City Council on December 13, 2010, to change the Zoning of adjacent parcels at 3253 and 3261 Old Highway 8 from Low Density Single Family Residential (R-1) to High Density Residential (HDR-1). We make the Appeal according to Roseville Code Chapter 1015.04(C) on the following bases:

1. Failure of public notice as mandated in Roseville Code 108.01B regarding Public Hearing. The failures and errors in public notification had the effect of confusing, inconveniencing and discouraging public participation.
 - A. While a Public Hearing was scheduled for September 29 and notices were mailed, the actual hearing was cancelled. Notice of the rescheduled hearing was only available on the publication of the agenda just two days before the hearing.
 - B. The start time of the Public Hearing was stated as "5:30 p.m."* The Statute requires Public Hearings to take place between 6:00 and 10:00 p.m.
 - C. Earlier in the process of providing public information about the changes in zoning of "anomaly properties," published listing misstated the parcels as being in New Brighton and staff reports

*Received by
Margaret W. Durcol
12/20/10*

consistently referred to the parcels as being “on Long Lake Road.”*

2. The owner of 3261 and the trustee of 3253 and his contractor verbally attacked and intimidated some neighbors after the Public Hearing. Though the Police were called, the incident caused neighbors to be fearful of participating or opposing the rezoning.
3. The Council gave no substantial reasons that their decision was in the best interest of the community. They accepted the staff recommendation even though it was based on erroneous reports of density and zoning of surrounding properties.*
4. More than 30 homeowners attended, e-mailed and testified to the true nature of the community, citing a.) development of previously zoned business properties into single family and townhouse residences, b.) previous Council decisions to limit density and height and to protect wetland abutting the parcels,* c.) the parcels’ history of flooding abutting properties, d.) lack of infrastructure, traffic control, sidewalks, crosswalks and bike paths, and e.) risks to schoolchildren walking to several nearby schools. These legitimate homeowner concerns are consistent with the stated values and goals of Community Development in Roseville.
5. The Roseville Planning Commission recommended future zoning for “medium density development.”

We, the property owners abutting/surrounding the parcels at 3253 and 3261 Old Highway 8 appeal the decision to deny our Petition on the following bases:

1. The Petition was submitted to the Community Development Director on November 16, 2010. It contains signatures of 50 of the 73 property owners (69%) surrounding/abutting the parcels scheduled to be rezoned.
2. The City Attorney in a letter to the Director recommends that the Petition be “declined” stating that only the Planning Commission or Council can initiate a change in Comprehensive Plan. However, The Planning Commission did initiate the very same change named in the Petition on October 6, 2010.

* * documentation provided



3. The City Ordinance 1016.01C that allows petitions by abutting property owners in matters of zoning was intended to protect citizen-stakeholders rights to influence zoning or development that directly affects their property. The City has initiated this change in zoning, making it dependent on and subsequent to the Comprehensive Plan. Thus by disallowing the Petition on the basis that abutting property owners have no standing to petition a change in the Comprehensive Plan, the abutting property owners are being denied the ability to exercise their right to petition or otherwise influence zoning and land use decisions that affect their own property. Denial of petition rights in this circumstance is contrary to the intent of the Ordinance.

We urge the City of Roseville to schedule an appropriate hearing for this Appeal at their earliest convenience.

Sincerely yours,



Rita Mix

Woods Edge Homeowners Association, president
Old Highway 8 Neighborhood Residents, coordinator

3207 Old Highway 8
Roseville MN, 55418

651-746-0311

rlmix @ msn . com

ROSEVILLE
PLANNING COMMISSION
PUBLIC HEARING NOTICE

TIME & PLACE: The Planning Commission will meet at 5:30 p.m. on Wednesday, September 29, 2010 in the City Hall Council Chambers.

PURPOSE: Request for consideration of **CHANGING THE 2030 COMPREHENSIVE LAND USE PLAN DESIGNATION** of 2 parcels from High Density Residential to Low Density Residential and the subsequent **REZONING** of the same parcels from High Density Residential to Low Density Residential 1

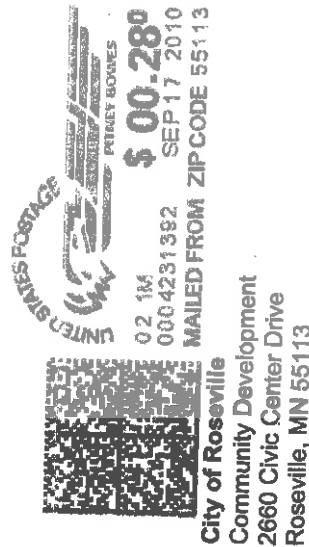
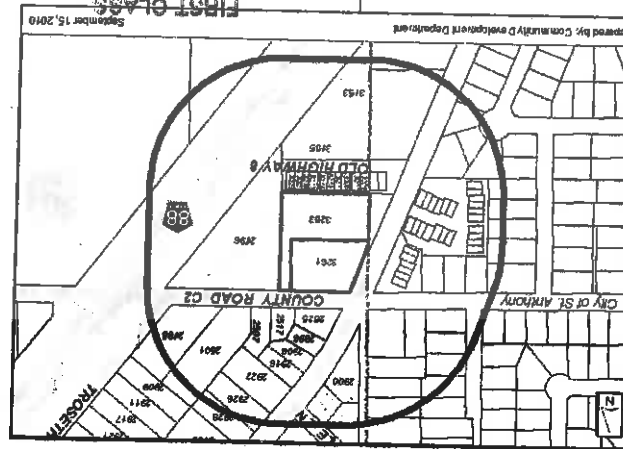
SITE: 3253 Old Highway 8 PIN: 05-29-23-32-0002
 3261 Old Highway 8 PIN: 05-29-23-32-0001

APPLICANT: Roseville City Council (Proj. File 0004 & 17)

Three ways you can learn more and participate:

1. Review the Staff Report (available 9/24/2010) at: www.ci.roseville.mn.us/pc-agenda
2. Call or email Thomas Paschke, City Planner, at 651-792-7074 or thomas.paschke@ci.roseville.mn.us prior to the hearing. Mail a letter or fax it to 651-792-7070.
3. Attend the Public Hearing and address the Planning Commission, or view it on Cable Channel 16.

Please see map on reverse side for property location.



City of Roseville
 Community Development
 2660 Civic Center Drive
 Roseville, MN 55113

RITA MIX
 3207 Old Highway 8
 Minneapolis MN 55418-2558

425384

Documentation
 statement
 1B

Item 1.C.

Item 3.

None of the
higher density
properties cited
directly about
the parcels.

Roseville Common
is medium
density.

ROSEVILLE
REQUEST FOR PLANNING COMMISSION ACTION

DATE: 9/29/2010
ITEM NO: 5d

Division Approval

Agenda Section
PUBLIC HEARING

Item Description: Request to change the Comprehensive Plan – Land Use Designation and Zoning of property at 3253 and 3261 Old Highway 8 (PROJ004 and 0017).

1.0 BACKGROUND

- 1.1 During the City Council's discussion regarding the Official Zoning Map on July 12, 2010, a citizen addressed the Council seeking a change to the current land use designation of 3253 and 3261 Old Highway 8 from the existing High Density Residential to Low Density Residential.
- 1.2 The City Council supported the change and directed the Planning Division to proceed through the process to amend the current Comprehensive Plan – Land Use Designation.

2.0 STAFF COMMENTS/RECOMMENDATIONS

- 2.1 The subject two properties along property to the east and south have had a Comprehensive Land Use guiding of High Density at least since the late 1970's. In 2000 the Woodsedge Townhomes (directly south), a medium density residential development, was approved and constructed and in 2001 the Roseville Commons Condominium, a high density residential development (directly east), was approved and constructed.
- 2.2 In review of other adjacent parcels the Executive Manor Condominiums, a high density development, lies south of the Woodsedge Townhomes; single family homes and a few duplexes/townhomes that are medium density lie across Long Lake Road; and directly west across Old Highway 8 is town home development that would be considered medium density.
- 2.3 Given the location of the two parcels at the intersection of Old Highway 8 and Long Lake Road, and given the existing density in the direct area, the Planning Divisions does not see a compelling reason to reduce the density from high to low.
- 2.4 On July 28, 2010, the Planning Division held the public open house regarding approximately 70 anomaly properties that had been determined by the Planning Staff to be incorrect or inappropriate and the subject two properties along Old Highway 8. Only the property owner of the 3253 Old Highway 8 property was in attendance to comment on this proposed change and he opposed the change to low density residential.
- 2.5 The Roseville Planning Division recommends that the Comprehensive Plan – Land Use Map designation remain High Density Residential on 3253 and 3261 Old Highway 8.

3.0 SUGGESTED PLANNING COMMISSION ACTION

By motion, recommend to the City Council that the Comprehensive Plan – Land Use Map designation for 3253 and 3261 Old Highway 8 remain High Density Residential versus be changed to Low Density Residential.

Prepared by: Thomas Paschke, City Planner

Attachments: A: Site Map

Notes of previous

PC + Council

decisions

provide document-
ation on:

1. errors in
staff reports

4. a. b. ~~and~~.

reduced height,

restricted
density

zoning R6

wetland

REQUEST FOR CITY COUNCIL ACTION

DATE: 07/14/99

UF53 NO.

Agenda Section:

HEARING

at Approval:

Manager Approved:

Description:

Mendota Homes - Request for an amendment to Planned Unit Development #1197 for preliminary/final plat consideration and concept/final development plan consideration for a 10 unit town home development.
(PF #3123)

1.0 REQUESTED ACTION

1.1 Mendota Homes seeks an amended Planned Unit Development (#1197), preliminary and final plat approval, and concept/final development plan approval in order to develop the vacant one (1) acre parking lot located between Old Highway 8 and Highway 88. The proposed development would include 12 town homes, two (2) located in St. Anthony and 10 located in Roseville. Access will be provided from Old Highway 8, which lies in St. Anthony. The 12 town home development would provide 22 to 28 new residents.

1.2 Planned unit development (PUD) is a zoning district which may include single or mixed uses, one or more lots or parcels, and is intended to create a more flexible, alternative, efficient approach to the use of land. Because of the flexibility it offers, Roseville has used PUD's as the primary zoning tool in redevelopment projects. In considering proposed planned unit developments, the City considers all standards and purposes of the Comprehensive Land Use Plan to achieve a maximum coordination between the proposed development and the surrounding uses and historic landmarks, the preservation of woodlands, ponding, and wetlands, and the protection of health, safety and welfare of the community.

1.3 The process also allows the City to consider the location of the buildings, compatibility with existing areas and other features with respect to the topography of the area and existing natural features; the efficiency, adequacy and safety of the proposed layout of internal streets and driveways; the adequacy and location of green areas; the adequacy, location and screening of parking areas; and such other matters as the City may find to have a material bearing on the stated standards and objectives of the Comprehensive Land Use Plan.

1.4 The tentative hearing and action schedule for this project is as follows:

07/14/99

Planning Commission hearing and action on the concept plan

07/26/99

City Council action on the concept/final development plan and action on PUD Agreement, preliminary/final plat

2.0 PROJECT BACKGROUND

- 2.1 Mendota Homes has a purchase agreement for the vacant (former parking lot) parcel located north of the Executive Manor Condos, 3155 Old Highway 8. The site is relatively flat, gradually sloping from the southwest to the northeast. There are no structures on the current parcel; the entire site is pavement.
- 2.2 The portion of the lot that lies in Roseville is 125 feet in width by 330.4 feet in depth or 41,300 square feet. The parcel is a small but a workable redevelopment site for a town house development. The site was identified as Phase 2 of the original Mendota Homes PUD which included Phase 1, a 30 unit senior housing complex northeast of the Phase 2 proposal.
- 2.3 The proposed architecture will be single level structures with walkout or lookout basements and a height from the main floor of 20 feet. The exterior will be maintenance free siding and brick, metal fascia and soffit, and asphalt shingles. Gutters and downspouts will direct the rainwater and snow melt away from the site. Decks and/or patios are proposed with each structure. The front of each town home and its two-stall garage will face south toward the Executive Manor Condo's. The estimated value of the finished project is \$1.5 to \$1.8 million.
- 2.4 Mendota Homes submitted the required concept development plans, including site, drainage, landscape, and building elevations. Because the site is reducing the existing impervious site area ponding is not required. However, storm water will drain to the adjacent parcel, northeast of the proposal. The drainage pond on the previously approved three story, 30 unit condominium building has ponding capacity for Phase 2.
- 2.5 The front yard is considered that west parcel boundary or that portion that lies adjacent to the parcel within Hennepin County. The side yards are considered the north and south parcel boundaries. The rear yard is the east parcel boundary. Setbacks for the site development are as follows:

	Front Setback	Side Setback	Rear Setback	Parking per unit	Percent Lot Coverage
Code requirement (R-6)	30 feet	15 feet	30 feet	2 stalls	NA
PUD request	11 feet*	6 feet**	13 feet	4 stalls	75%

* This building setback, though considered a front yard, is an interior yard due to the lots true frontage being provided via Hennepin County and Old Highway 8.

** The side yard building setback located to the north has been created to allow flexibility knowing that a deck may someday become a three season porch and then a four season porch, and allowance of this modification without having to amend the PUD each time this change occurs.

PF#3123

- 2.6 Section 1008 of the City Code outlines the requirements and procedures for a planned unit development.

3.0 STAFF REVIEW & CONDITIONS

- 3.1 The City's Comprehensive Plan map designates this area for High Density Residential. The zoning of the site is Limited Business District "B-1". The zoning would be revised to R-PUD with an underlying zone of R-6, Townhouse District. High density allows residential developments from 10 to 36 units per acre. Highway 88 and the previously approved PUD lies to the northeast; the Executive Manor Condos, zoned Limited Business (B-1) lies to the south (residential uses are permitted in a B-1 zone); two single family residential homes, zoned Single Family (R-1) to the north; and town homes within the City of St. Anthony are located to the west.
- 3.2 The City's Comprehensive Plan text currently does not specifically address any of this particular site, however does address the adjacent triangular 30 unit senior housing site previously approved by the City. Further, the policies within the plan provide direction to eliminate blight, upgrade neighborhoods with a mix of compatible uses, and diversify and solidify the tax base.
- 3.3 In conjunction with the application for concept development plan approval, a project site plan, grading and utility plan, landscape plan, building elevations and floor plan have been submitted and reviewed by staff in preparation of this report.
- 3.4 Based on the proposed redevelopment of the site it is necessary to place the principal structures as close as 16 feet from the north property line; and decks, patios, and/or three/four season porches to within six (6) feet of the north property line; and the turn-around private driveway to within two (2) feet of the east property line. Cross parking and access easements will be necessary between the two (2) units located in Hennepin County and the 10 units located in Ramsey County.
- 3.5 Off-street parking space for the storage of two (2) vehicles within a garage and two (2) vehicles in the driveway is sufficient. Additional guest parking is provided adjacent some of the units.
- 3.6 Because this project is an empty nester (single level) town home development, traffic is not anticipated to significantly increase along Old Highway 8. Staff estimates no more than eight (8) trips (in or out) from each unit or a total of 96 trips per day. Traffic counts completed in 1997 indicate a 24-hour movement of 6,732 vehicles.
- 3.7 Due to the close proximity to the adjacent condominiums to the south, staff has worked with Mendota Homes on achieving a quality development that does not have the typical characteristics of a town home development. These items include staggering the setbacks of structures; the incorporation of decks and/or patios; differing rooflines between structures; and the addition of architectural components such as 1-1/2 story foyers. Plans

recommended (0-1) approval of the request by Mendota Homes, subject to the review and recommendations outlined in Section 3 of the Report for Planning Commission Action dated July 14, 1999.

6.0 RECOMMENDED CITY COUNCIL ACTION

- 6.1 By motion, approve the concept/final development plan and preliminary/final plat which allows the construction of 10 town homes by Mendota Homes, Inc. to be located on a one (1) acre parcel at 3201 Old Highway 8 (approximately) based on the review and conditions outlined in Section 3 of this report, and authorize the Mayor and City Manager to sign when review is complete.
- 6.2 By motion, subject to City Attorney final review and approval, approve the PUD agreement (draft attached) and authorize the Mayor, City Manager, and appropriate staff to sign the agreement when the review is complete.
- 6.3 By motion, approve an ordinance amending the City of Roseville Zoning Map from "B-1" Limited Business District to Residential - Planned Unit Development (R-PUD) with an underlying base zoning of "R-6" Townhouse District, subject to final review of all documents by the City Attorney (draft attached) for the Mendota Home property located at 3201 (approximately) Old Highway 8, (PID # 052923320003).

Attachments: Location map; Site Plans; Photos of site, and aerial photo.
Prepared by: Thomas Paschke, City Planner (490-2236)
Q:\Planning Files\3121_Wirth Companies\RCA (072699).doc

REQUEST FOR CITY COUNCIL ACTION

DATE: 01/26/98

ITEM NO: 1-2

Department Approval:

Manager Approved:

Agenda Section:

*DW/KC**XRC*

LAND USE

Item Description: Mendota Homes, Inc. request for approval of a preliminary plat for a one lot subdivision at the intersection of County Road C2 and Highway 88 (Phase I of a PUD - PF#2891).

1.0 REQUESTED ACTION

- 1.1 Mendota Homes, Inc. is requesting approval of a preliminary plat for a one-lot subdivision at the intersection of County Road C2 and Highway 88 (Phase I of a residential planned unit development).
- 1.2 The City Council approved the concept development plan for Phase I of the project, which is proposed for construction within this one lot subdivision, on January 12, 1998. Action on the final development plan and the final plat will be placed on the February 9, 1998, City Council agenda.
- 1.3 The project as proposed includes a three-story 30 unit condominium building as a first phase on this parcel, with a similar three-story 30 unit rental apartment building proposed as a second phase on an adjacent parcel. The applicant is not seeking approvals for any aspect of Phase II of the project at this time.
- 1.4 A planned unit development is a zoning district which may include single or mixed uses, one or more lots or parcels, and is intended to create a more flexible, creative and efficient approach to the use of land.

The planned unit development review process also requires coordination with the subdivision regulations; therefore, subdivision review in accordance with the City's subdivision regulations is carried out simultaneously with the review of the PUD. This provision applies whether the PUD includes one parcel or multiple parcels.

- 1.5 The hearing and action schedule for Phase I of the project is as follows:

03/12/97	Planning Commission sketch plan review of Phase I
12/10/97	Planning Commission hearing and action on Phase I concept plan
01/12/98	City Council action on Phase I concept plan
01/14/98	Planning Commission action on preliminary plat for Phase I
01/26/98	Anticipated City Council action on preliminary plat for Phase I
02/09/98	Anticipated City Council hearing and action on final plat, action on final development plan, action on subdivision agreement, and action on PUD agreement for Phase I

2.0 BACKGROUND

2.1 Mendota Homes, Inc. holds a purchase agreement for a 2.97 acre parcel (2.8 acres with required right-of-way dedication for County Road C2) at the intersection of County Road C2 and Highway 88, which is owned by Williams Pipeline Company. The property is located in an R1, Single Family Residential District, and is designated as MR, Medium Density Residential (4-10 dwelling units per acre) on the City's Comprehensive Plan Map. Adjacent land uses include single family residential to the north across County Road C2, industrial to the east and southeast across Highway 88 (Williams Brothers tank farm), single family residential on large lots directly to the west, townhomes (medium density residential) to the west across Old Highway 8, and condominium buildings (high density residential) to the southwest.

2.2 Section 1008 of the City Code outlines the requirements and procedures for a planned unit development, including the coordination with subdivision regulations.

Section 1102 of the City Code outlines the requirements and procedures for the subdivision (platting) of property, including the data necessary for preliminary plat review.

Section 1103.07 of the City Code outlines the requirements for park land dedication or payment in lieu thereof.

3.0 STAFF COMMENT

3.1 In reviewing the request for preliminary plat approval, staff made the following findings:

1. The Comprehensive Plan designates the triangular-shaped parcel as Medium Density Residential.
2. In conjunction with the application for concept development plan and preliminary plat approval, the following documents have been submitted and reviewed by staff in preparation of this report:

- * preliminary plat
- * a grading and erosion control plan for Phase I and Phase II, including layout of off-street parking areas, location of buildings, and delineation of wetland (dated 11/10/97);
- * a landscaping plan for Phase I (dated 07/11/97);
- * building elevation plans for Phase I (dated 11/10/97);
- * building floor plans for Phase I (dated 11/10/97)

3. The preliminary plat meets the requirements of Section 1102 of the City Code. The preliminary plat and other documents submitted in conjunction with this request include all of the necessary data required for preliminary plat review.
4. The proposed name of the one lot subdivision is Roseville Commons, which does not duplicate the name of any plat previously recorded in Ramsey County.
5. The proposed dedication of 33 feet for roadway purposes for County Road C2 meets City requirements and is adequate. An easement for roadway purposes is currently located in this location and will be released by the City upon approval and recording of the final plat.
6. The proposed drainage and utility easements shown on the preliminary plat meet the City's requirements and are adequate. There are currently a number of adjacent properties which drain to the existing wetland via overland flow or drain tile; therefore, the easement over the wetland/storm water ponding area is only necessary to maintain use for other adjacent properties. The City is not interested in owning and/or maintaining the wetland at this point in time; therefore, a drainage easement over the wetland would not be accepted by the City.
7. A deferred assessment in the amount of \$15,616.47 must be paid prior to recording of the final plat and development of the site. This deferred assessment is from four separate improvement projects, including a 1961 sanitary sewer project, a 1962 water main project, a 1993 paving project, and a 1993 storm sewer project.
8. The final grading plan and utility servicing plan will need to be reviewed and approved by the Director of Public Works prior to any permits being issued for the project.
9. It is the policy of the City to require the installation of sidewalks, or payment in lieu of installation in the amount of \$15 per linear foot, adjacent to multi-family residential development.
10. The dedication of land for park purposes and/or the amount of any payment in lieu of park land dedication will be finalized prior to final plat approval.
11. The preliminary plat as proposed is in harmony with the general purpose and intent of the City's Comprehensive Plan. Title 10 of the City Code (Zoning), and Title 11 of the City Code (Subdivisions).
12. The preliminary plat and proposed project will not adversely affect the public health, safety, or general welfare.

4.0 STAFF RECOMMENDATION

- 4.1 Based on the findings outlined in Section 3.1 of this report, staff recommends approval of the preliminary plat for a one lot subdivision for Phase I of a residential planned unit development at the intersection of County Road C2 and State Highway 88.

5.0 PLANNING COMMISSION ACTION

- 5.1 On January 14, 1998, the Planning Commission held a public hearing on the request. John Mathern of Mendota Homes, Inc. was present to answer questions and provide additional information. Dorothy Ohnsorg (2523 Maple Lane) expressed concerns with the density of the proposed Phase II and Barb Anderson (2922 Old Highway 8) asked for details regarding traffic entering and exiting the site. No other residents present commented on this request.
- 5.2 The Planning Commission discussed the installation of sidewalk along County Road C-2, how storm water from this site will be pre-treated prior to entering the pond, the impact of this development on traffic in the area (minimal), and the possibility of reducing the amount of exterior off-street parking with a proof of parking provision.
- 5.3 The Planning Commission recommended approval of a preliminary plat for a one-lot subdivision at the intersection of County Road C2 and Highway 88 (Phase I of a residential planned unit development), based on the findings in Section 3.1 of this report (7-0).

6.0 SUGGESTED CITY COUNCIL ACTION

- 6.1 By motion, approve the preliminary plat for Roseville Commons, a one-lot subdivision at the intersection of County Road C2 and Highway 88, based on the findings in Section 3.1.

Attachments: location map; notification map (with zoning and comprehensive plan designations); notice of public hearing (sent to all properties within 350 feet of Phase I and Phase II, plus additional area north of County Road C2); preliminary plat; grading and drainage plan for Phase I and Phase II.

60-day Time Limit: application submitted on November 10, 1997; application accepted as complete on November 19, 1997; decision deadline is March 9, 1998 (extended by City Council on 12/06/97)

Prepared by: Kim L. Lee, AICP (490-2236)
M:\RCA\PF2891B

REQUEST FOR PLANNING COMMISSION ACTION

DATE: 7/14/99

ITEM NO:

Department Approval:

Manager Approved:

Agenda Section:

PUBLIC HEARINGS

Item Description: Mendota Homes – Request for an amendment to Planned Unit Development #1197 for Concept and preliminary plat consideration of a 10 unit town home development.
(PF #3123).

1.0 REQUESTED ACTION

- 1.1 Mendota Homes seeks concept approval of an amended Planned Unit Development (#1197) and preliminary plat in order to develop the vacant one (1) acre parking lot located between Old Highway 8 and Highway 88. The proposed development would include 12 town homes, two (2) located in St. Anthony and 10 located in Roseville. Access will be provided from Old Highway 8, which lies in St. Anthony. The 12 town home development would provide 22 to 28 new residents
- 1.2 A planned unit development (PUD) is a zoning district which may include single or mixed uses, one or more lots or parcels, and is intended to create a more flexible, creative, efficient approach to the use of land. Because of the flexibility it offers, Roseville has used PUD's as the primary zoning tool in redevelopment projects. In considering proposed planned unit developments, the City considers all standards and purposes of the Comprehensive Land Use Plan to achieve a maximum coordination between the proposed development and the surrounding uses and historic landmarks, the conservation of woodlands, ponding, and wetlands, and the protection of health, safety and welfare of the community.

The process also allows the City to consider the location of the buildings, compatibility, parking areas and other features with respect to the topography of the area and existing natural features; the efficiency, adequacy and safety of the proposed layout of internal streets and driveways; the adequacy and location of green areas; the adequacy, location and screening of parking areas; and such other matters as the City may find to have a material bearing on the stated standards and objectives of the Comprehensive Land Use Plan.

- 1.4 The tentative hearing and action schedule for this project is as follows:

07/14/99	Planning Commission hearing and action on the concept plan
07/26/99	City Council action on the concept/final development plan and action on PUD Agreement, preliminary/final plat

2.0 PROJECT BACKGROUND

- 2.1 Mendota Homes has a purchase agreement for the vacant (former parking lot) parcel located north of the Executive Manor Condos, 3155 Old Highway 8. The site is relatively flat, gradually sloping from the southwest to the northeast. There are no structures on the current parcel; the entire site is pavement.
- 2.2 The portion of the lot that lies in Roseville is 125 feet in width by 330.4 feet in depth or 41,300 square feet. The parcel is a small but a workable redevelopment site for a town house development. The site was identified as Phase 2 of the original Mendota Homes PUD which included Phase 1, a 30 unit senior housing complex northeast of the Phase 2 proposal.
- 2.3 The proposed architecture will be single level structures with walkout or lookout basements and a height from the main floor of 20 feet. The exterior will be maintenance free siding, fascia, and soffit and asphalt shingles. Gutters and downspouts will direct the rainwater and snow melt away from the site. Decks and/or patios are proposed with each structure. The front of the town home and the garage access will face south toward the Executive Manor Condo's. The estimated value of the finished project is \$1.5 to \$1.8 million.
- 2.4 Mendota Homes submitted the required concept development plans, including site, drainage, landscape, and building elevations. Because the site is reducing the existing impervious site area ponding is not required. However, storm water will drain to the adjacent parcel, northeast of the proposal. The drainage pond on the previously approved three story, 30 unit condominium building has ponding capacity for Phase 2. Greater detail will be required as part of the final approvals.
- 2.5 Section 1008 of the City Code outlines the requirements and procedures for a planned unit development.

3.0 STAFF REVIEW & CONDITIONS

- 3.1 The City's Comprehensive Plan map designates this area for High Density Residential. The zoning of the site is Limited Business District "B-1". The zoning would be revised to PUD with an underlying zone of R-6, Townhouse District. High density allows residential developments from 10 to 36 units per acre. Highway 88 and the previously approved PUD lies to the northeast; the Executive Manor Condos, zoned Limited Business (B-1) lies to the south (residential uses are permitted in a B-1 zone); two single family residential homes, zoned Single Family (R-1) to the north; and town homes within the City of St. Anthony are located to the west.
- 3.2 The City's Comprehensive Plan text currently does not specifically address any of this

particular site, however does address the adjacent triangular 30 unit senior housing site previously approved by the City. Further, the policies within the plan provide direction to eliminate blight, upgrade neighborhoods with a mix of compatible uses, and diversify and solidify the tax base.

- 3.3 In conjunction with the application for concept development plan approval, a project site plan, grading and utility plan, landscape plan, building elevations and floor plan have been submitted and reviewed by staff in preparation of this report.

3.5. Based on the proposed redevelopment of the site it is necessary to place the principal structures as close as 16 feet from the north property line, decks and patios to within six (6) feet of the north property line, and the turn-around private driveway to within two (2) feet of the east property line.

- 3.6. Off-street parking space for the storage of two (2) vehicles within a garage and two (2) vehicles in the driveway is sufficient. Additional guest parking will be addressed in the final document.

- 3.7. Because this project is an empty nester (single level) town home development, traffic is not anticipated to significantly increase along Old Highway 8. Staff estimates no more than eight (8) trips (in or out) from each unit or a total of 96 trips per day. Traffic counts completed in 1997 indicate a 24 movement of 6,732 vehicles.

- 3.8. Because this development will be viewed from the condominiums to the south, staff has worked with Mendota Homes in achieving a quality development that does not have the typical characteristics of a twin home development. These items include staggering the setbacks of structures; the incorporation of decks and/or patios; differing rooflines between structures; and the addition of architectural components such as 1-1/2 story foyers. These items have been incorporated into the proposal, however, staff still feels that the development could be revised further to create more diversity. Staff suggests that the rooflines of the structures be redesigned, especially at garage locations. Further 1-1/2 story foyers or more diverse entry designs should be included at all entry locations and not be the typical dormer look.

- 3.9. If the Concept plan is approved, the PUD would be written to allow a 10 unit town home development with the underlying zoning R-6, Townhouse District and the setback reductions proposed in the attached plans. Easements for access and utilities must be in place from Old Highway 8 to serve all units, including the two (2) units in St Anthony.

- 3.10. The project as proposed is in harmony with the general purpose and intent of the City's Comprehensive Plan and Title 10 of the City Code (Zoning).

- 3.11. The proposed project will not adversely affect the public health, safety, or general welfare.

- 3.12. A complete utility, lighting, paving, grading, site, landscape, signage, and drainage plan

must be submitted to and approved by the City prior to consideration of the final development plan. Coordination of plans with the City of St. Anthony must also be completed.

- 3.13. Park dedication fees in lieu of land dedication will be collected at building permit issuance for each new townhome unit constructed in Roseville at a rate \$400.00 per unit.

4.0 STAFF RECOMMENDATION

- 4.1 Based on the review and conditions outlined in Section 3 of this report, staff recommends approval of the concept development plan and preliminary plat for a planned unit development amendment allowing the construction of 10 town homes on property directly north of Executive Manor Condos.

5.0 SUGGESTED ACTION

- 5.1 By motion, recommend approval of the concept development plan and preliminary plat for a planned unit development amendment that allows the construction of 10 town homes on property located directly north of the Executive Manor Condos, based on the review and conditions outlined in Section 3 of this report.
- 5.2 It is understood that the effective date of such a planned unit development will not occur until after the application submission and final approval of the planned unit development agreement, the final plat and publication of the zoning ordinance amending the City Zoning Map. No new construction may occur before the effective date of the ordinance.

Attachments: Location map, Site Plans, Photos of site, and aerial photo.
Prepared by: Thomas Paschke, City Planner (490-2236)
Q:\Planning Files\3123_Wirth Companies\RPCA (071499).doc

Application Deadlines: Accepted June 21, 1999, 60 day deadlines August 20, 1999.

CITY COUNCIL

City of Roseville Planning Commission Minutes Wednesday, July 14, 1999

1. Call to Order

Chair Klausung called the regular meeting of the City of Roseville Planning Commission to order at 6:30 p.m. in the City Council Chambers

2. Roll Call and Introduction

Present:	Chair Craig Klausung, Peggy Egli, Janet Olson, Ed Cunningham, Doug Wilke, James Mulder
Absent:	John Rhody
Council Members present:	Barb Mastel
Staff Present:	Dennis Welsch, Deb Bloom, Thomas Paschke

3. Approval of Minutes

Motion: Member Cunningham moved, seconded by Member Olson, to approve the minutes of the June 9, 1999 meeting of the Planning Commission as submitted.

Ayes: Mulder, Olson, Cunningham, Klausung, Wilke, Egli

Nays: None

4. Communications from the Public

None

5. Consent Agenda

5a. Planning File 3119: Accept withdrawal of City Center Task Force Request to establish Comprehensive Plan District for City Center.

Member Mulder asked for more information and requested that this item be moved to 7B.

6. Public Hearings

6a. Planning File 3123: Mendota Homes is requesting an amendment to PUD #1197 for Concept consideration of a ten-unit town home development on property located along Old Highway 8, north of Executive Manor Condos.
(PID 052923320003)

Chair Klausung opened the hearing and requested City Planner Thomas Paschke to present a verbal summary of the staff report dated 7-14-99. He described the purpose of the concept PUD and preliminary plat. He noted the existing site is a vacant parking lot and explained the zoning on the site and adjacent

sites. Paschke reviewed Phase I and preliminary Phase II of the existing PUD. The design of the townhome units was described as well as the preliminary plat illustrating the ten lots and the common area lot. There will be one twin unit and two four-unit buildings in Roseville. There would be up to 96 trips per day created by all units. The comprehensive plan states that the site is designated for High Density Housing. Park dedication would be \$400/unit. The staff recommended concept and preliminary plat approval with more guest parking, and refined design of the structures; final plat must include utility easements. Final plans will be prepared for a final approval later in the summer.

Member Olson asked for details on guest parking space. Thomas Paschke explained possible spaces for four additional spaces with screening and landscaping.

Member Olson asked for details of the fences on the existing property line (to be removed) as well as vegetation. (Most to be removed)

Chair Klausing asked for further details on parking for guests and code requirements for guest parking. He also asked for location of the fencing.

Member Wilke asked for details of the St. Anthony approvals – nothing would be approved in Roseville until St. Anthony approves.

Member Egli asked for examples of similar situations of PUDs in two cities. (None available)

Chair Klausing asked for details of the reasoning for a PUD. Could the developer build without a variance? What is being done to be different from normal code requirements? (Generally five-foot setbacks for driveways are required.)

Chair Klausing asked for details of the PUD process. Why does the Planning Commission review this only once?

Member Olson asked if the rear yard is also owned by Mendota Homes.

John Mathern representing Mendota Homes, explained the development project. He noted that the parking lot currently drains to the east, into a common area wetland. He noted the project is on the agenda in St. Anthony for the next week. All fences and asphalt on the site will be removed and there will be more green space when done than currently exists. Mr. Mathern described the townhome design and landscaping. He is reviewing alternatives for guest overflow parking of four spaces. The prospective owner is over fifty years and wants to stay in the area and wants few steps. The chain-link fence will be removed on both sides and the lot-lines will be replanted.

Member Olson asked for details of the asphalt that is two feet from the property line; the building is 16' to 18' from the east (rear) property line.

Member Egli asked if there was a sidewalk on Old County Road 8? Will there be linkage or pathway connecting the two properties and the pond? She explained her concern for the view of the project from the condominiums. Can there be better screening? (There is five feet of planting space.) Mr. Mathern said that a choice of trees, evergreens and shrubs is possible

Chair Klausing asked if tuck-under garages were considered? Can there be a

half-story tuck-under? (No, tuck-unders require more steps) Mathern said steps require a different buyer.

Chair Klausing asked what the market price will be? Mathern explained the market price will be \$159,000 to \$180,000.

Member Wilke asked if the fire staff has reviewed. (Yes, suggests a hydrant at the east end of the site)

Comments from the public.

Ray Maliner, representing the Executive Condominium Association, noted the association does not object to development, but to setback from Executive Manor "B" building, especially the driveway. Headlights and noise may be a concern. He read a letter objecting to the ten-unit development because it would face the condo, cars, buildings and construction dirt will be too close.

Mr. Maliner said condo members did not fully receive mailings. Nine of thirty-six members did not receive mailings.

Dorothy Ohnsorg, Maple Lane, noted that the original proposal was a thirty-unit building. The current proposal is much better design. Please inform her of additional hearings.

There being no further comment, Chair Klausing closed the hearing.

Member Mulder asked for setback dimensions of the condo Building "B" (18 feet from property line)

Chair Klausing noted he does like the senior housing concept and the lower building and density. He expressed concern about the setback to the south. He prefers the project grant a variance on the north side, moving the building farther away from Building "B".

Chair Klausing noted the site should be redeveloped from a parking lot. He noted that the developer could build on the site without rezoning. He preferred the senior project concept.

Member Wilke asked for clarification of the Chair Klausing idea to move the new buildings further to the north to allow more green space on the south side. Mendota Homes stated they would also plant on the condo property if requested.

Member Wilke liked the current setbacks in order to provide space on the north side.

Member Mulder agreed with Member Wilke to retain the current proposed setbacks; this is a more acceptable design than the thirty-unit building.

Member Olson stated she liked the proposal and the setbacks do not appear tight.

Member Cunningham stated that there is adequate screening along the driveway.

Motion: Member Cunningham moved, seconded by Member Wilke to recommend approval of the concept development plan and preliminary plat for a planned unit development amendment that allows the construction of ten townhomes on property located directly north of the Executive Manor Condos, based on the following findings from the staff report dated July 14, 1999:

1. The City's Comprehensive Plan map designates this area for High Density Residential. The zoning of the site is Limited Business District "B-1". The zoning would be revised to PUD with an underlying zone of R-6, Townhouse District. High density allows residential developments from 10 to 36 units per acre. Highway 88 and the previously approved PUD lies to the northeast; the Executive Manor Condos, zoned Limited Business (B-1) lies to the south (residential uses are permitted in a B-1 zone); two single family residential homes, zoned Single Family (R-1) to the north; and town homes within the City of St. Anthony are located to the west.
2. The City's Comprehensive Plan text currently does not specifically address any of this particular site, however does address the adjacent triangular 30 unit senior housing site previously approved by the City. Further, the policies within the plan provide direction to eliminate blight, upgrade neighborhoods with a mix of compatible uses, and diversify and solidify the tax base.
3. In conjunction with the application for concept development plan approval, a project site plan, grading and utility plan, landscape plan, building elevations and floor plan have been submitted and reviewed by staff in preparation of this report.
4. Based on the proposed redevelopment of the site it is necessary to place the principal structures as close as 16 feet from the north property line, decks and patios to within six (6) feet of the north

- property line, and the turn-around private driveway to within two (2) feet of the east property line.
5. Off-street parking space for the storage of two (2) vehicles within a garage and two (2) vehicles in the driveway is sufficient. Additional guest parking will be addressed in the final document.
 6. Because this project is an empty nester (single level) town home development, traffic is not anticipated to significantly increase along Old Highway 8. Staff estimates no more than eight (8) trips (in or out) from each unit or a total of 96 trips per day. Traffic counts completed in 1997 indicate a 24 movement of 6,732 vehicles.
 7. Because this development will be viewed from the condominiums to the south, staff has worked with Mendota Homes an achieving a quality development that does not have the typical characteristics of a twin home development. These items include staggering the setbacks of structures; the incorporation of decks and/or patios; differing rooflines between structures; and the addition of architectural components such as 1-1/2-story foyers. These items have been incorporated into the proposal; however, staff stills feels that the development could be revised further to create more diversity. Staff suggests that the rooflines of the structures be redesigned, especially at garage locations. Further 1-1/2-story foyers or more diverse entry designs should be included at all entry locations and not be the typical dormer look.
 8. If the Concept plan is approved, the PUD would be written to allow a 10-unit town home development with the underlying zoning R-6, Townhouse District and the setback reductions proposed in the attached plans. Easements for access and utilities must be in place from Old Highway 8 to serve all units, including the two- (2) units in St Anthony.
 9. The project as proposed is in harmony with the general purpose and intent of the City's Comprehensive Plan and Title 10 of the City Code (Zoning).
 10. The proposed project will not adversely affect the public health, safety, or general welfare.
 11. A complete utility, lighting, paving, grading, site, landscape, signage, and drainage plan must be submitted to and approved by the City prior to consideration of the final development plan. Coordination of plans with the City of St. Anthony must also be completed.
 12. Park dedication fees in lieu of land dedication will be collected at building permit issuance for each new townhome unit constructed in Roseville at a rate \$400.00 per unit.

Ayes: Mulder, Olson, Wilke, Klausing, Rhody, Cunningham

Nays: None

Motion Carried 6-0

Member Cunningham stated that the developer should have screening on the southern portion of the property to minimize the visual impact of the condos.

6b. Planning File 3128: Joseph Duellman, Tom's Mobile Service, is requesting a variance to allow additional signage on a pre-existing non-conforming sign on property located at 1935 Rice Street North (PID 132923140019).

Chair Klausing opened the hearing and asked Thomas Paschke to explain the staff report dated 7-14-99. Paschke described the request and setbacks required. Pylon signs are structures requiring a thirty-foot setback. The Duellman sign is a pre-existing (1957) non-conforming structure. The site is 90% developed or paved. There are no alternative sites. The request is for less than half of the code allowance for this site. Staff recommended approval. The sign is four feet from the Rice Street right-of-way and twenty-one feet from the McCarrons Street right-of-way.

Member Mulder asked the height of the sign base. Is it too low to be safe for visibility along Rice Street?

Chair Klausing asked if applicant needed a variance from McCarrons Street right-of-way side yard? (No)

Chair Klausing asked if a variance is granted, would the sign be in conformance with the code (Yes) provided the size and height met the city code requirements in effect at that time. Site lines and the site triangle must be protected. Can conditions be attached? (Yes)

Tom Duellman, representing the site owners, answered questions.

Meeting Notice

The City of Roseville City Council will meet on Monday 7-26-99, 1999 beginning at 6:30 pm in the City Council Chambers within the City Hall located at the northwest corner of Lexington and County Road "C".

Your issue is on the agenda and is within the section circled below. A more complete agenda is available after noon on the Friday before the meeting. Please feel free to call 490-2206 for further details about the City Council agenda.

In order for your request to be considered by the City Council, you or your representative must attend this meeting to review the request and answer any questions.

The planning staff is also available to help answer questions about your specific project and the attached staff report. Planning: 490-2236; Community Development: 490-2279.

Agenda

Call to Order - 6:30 pm

- A. Communications/Public Comment
- B. Approval of Minutes
- C. Consent Agenda - One motion approves all items on the Consent Agenda
- D. Items Removed From Consent Agenda
- E. Organizational Business
- F. Reports and Recommendations
- G. Recognitions - 7:15 pm
- H. Hearings - Approximately 7:30pm.
 - I. Land Use
 - J. Ordinances
 - K. Additional Reports and Recommendations
 - L. Items Tabled
 - M. Other Business
 - N. Adjournment

RESOLUTION NO. _____
A RESOLUTION OF THE ROSEVILLE BOARD OF ADJUSTMENTS AND APPEALS
CONFIRMING THE DECISION OF THE COMMUNITY DEVELOPMENT
DEPARTMENT DENYING THE PETITION OF THE PROPERTY OWNERS
ABUTTING/SURROUNDING 3253 AND 3261 OLD HIGHWAY 8

WHEREAS, on November 16, 2010, the property owners surrounding 3253 and 3261 Old Highway 8 delivered to the City of Roseville a Petition calling on the Roseville City Council to amend the Roseville Comprehensive Plan to recommend “Medium Density Development” with future zoning to be of density no greater than R-6 for 3253 and 3261 Old Highway 8; and

WHEREAS, the Petition was referred to the Roseville Community Development Department for review and action; and

WHEREAS, as part of its review process the Roseville Community Development Department requested an opinion from the City Attorney regarding the rights of the Petitioners pursuant to the Petition; and

WHEREAS, the City Attorney determined that the Petitioners sought an amendment to the Comprehensive Plan, and that pursuant to City Code Section 201.07 a request for an amendment to the City Comprehensive Plan by surrounding property owners is not allowed; and

WHEREAS, based upon the City Attorney's determination and other information deemed relevant, the Roseville Community Development Department decided that the Petitioners did not have standing to initiate an amendment to the Comprehensive Plan; and

WHEREAS, on December 8, 2011, the Roseville Community Development Director informed Rita Mix, coordinator for the property owners of the decision, and sent a copy of the letter from the City Attorney setting forth the reasons for the decision; and

WHEREAS, on December 20, 2010 an Appeal to the decision to deny the Petition was submitted to the City by Rita Mix on behalf of property owners surrounding 3253 and 3261 Old Hwy 8; and

WHEREAS, the Appeal was referred to the Roseville Board of Adjustments and Appeals and was considered at a public meeting held on January 10, 2011; and

WHEREAS, at its January 10th meeting, the Board of Adjustments and Appeals referred the Appeal to the Roseville Planning Commission for its review and report pursuant to Minnesota Statutes § 462.354, Subd. 2; and

WHEREAS, the Planning Commission met on February 2, 2011 to review the Appeal and voted 5 to 0 to confirm the decision of the Community Development Director to deny the Petition; and

WHEREAS, the Board of Adjustments and Appeals at a public meeting held on February 14, 2011 received and considered the report of the Planning Commission, documents and testimony from City staff and evidence from parties appearing at the hearing;

NOW THEREFORE, BE IT RESOLVED BY THE ROSEVILLE BOARD OF ADJUSTMENTS AND APPEALS:

FINDINGS AND CONCLUSIONS

1. A Petition was received from Rita Mix and other property owners surrounding 3253 and 3261 Old Highway 8 requesting that the Roseville City Council amend the Roseville Comprehensive Plan to recommend "Medium Density Development" with future zoning to be of density no greater than R-6 for 3253 and 3261 Old Highway 8.
2. The Petition is a request for a Comprehensive Plan Amendment.
3. The property owners submitting the Petition were owners of property adjacent to and surrounding 3253 and 3261 Old Highway 8.
4. The owners of the property located at 3253 and 3261 Old Highway 8 did not join in the Petition and have not petitioned for or requested a Comprehensive Plan Amendment.
5. Roseville City Code Section 201.07 does not allow adjacent property owners to initiate a Comprehensive Plan amendment.
6. The Petitioners do not have standing and are not authorized to seek a Comprehensive Plan Amendment of the property located at 3253 and 3261 Old Highway 8.

FINAL ORDER

The decision of the Community Development Department that the Petitioners do not have standing, nor are authorized, to initiate a Comprehensive Plan Amendment, is hereby affirmed.

WHEREUPON said resolution was declared duly passed and adopted on the 14th day of February, 2011.

ROSEVILLE BOARD OF ADJUSTMENTS
AND APPEALS

By: _____
Daniel J. Roe, Chairman

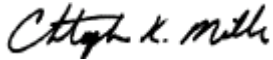
ATTEST

William J. Malinen, City Manager

REQUEST FOR COUNCIL ACTION

Date: 2/14/11
Item No.: 12 . a

Department Approval



City Manager Approval



Item Description: Certify Unpaid Utility and Other Charges to the Property Tax Rolls

BACKGROUND

As authorized by City Code, Sections 506, 801, 802, and 906, the City annually certifies to the County Auditor any unpaid false alarm, water, sewer, and other charges that are in excess of 90 days past due, for collection on the following year's property taxes. Affected property owners are provided a hearing to dispute any charges against their property.

Beginning in 2010, the City Council began approving certifications for delinquent utilities on a quarterly basis. This ensures that any unpaid utilities are brought to the attention of new property owners in a more timely fashion. It will also allow the City to record a lien against the property in the event that a property goes into foreclosure and/or is being prepared for sale for other reasons.

Attached is the current list of delinquent charges. Payments (along with accrued interest) received in the Finance Office prior to December 16th, 2011 will be accepted and not levied on the 2012 property taxes.

POLICY OBJECTIVE

Certifying delinquent charges are required under City Code.

FINANCIAL IMPACTS

Not applicable.

STAFF RECOMMENDATION

Staff recommends approval of the attached resolution levying unpaid utility and other charges for collection on the property taxes.

REQUESTED COUNCIL ACTION

Motion adopting the resolution approving the certification of unpaid utility and other charges to the County Auditor for collection on the property taxes.

Prepared by: Chris Miller, Finance Director

Attachments: A: Resolution approving the certification of unpaid utility and other charges to Ramsey County

B: List of Delinquent Accounts

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

* * * * *

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Roseville, County of Ramsey, Minnesota was duly held on the 14th day of February, 2011 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 DIRECTING THE COUNTY AUDITOR TO
LEVY UNPAID WATER, SEWER AND OTHER CITY CHARGES FOR PAYABLE 2012 or
BEYOND**

WHEREAS, the City Code of the City of Roseville, Sections 506, 801, 802, and 906 provides that the City may certify to the County Auditor the amounts of unpaid sewer, water, and other charges to be entered as part of the tax levy on said premises:

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

1. Exhibit "A" attached hereto and made a part thereof by reference is a list of parcels of real property lying within the City limits which are served by the City of Roseville, and on which there are unpaid city water, sewer, and other charges as shown on the attached Exhibit "A".

2. The Council hereby certifies said list and requests the Ramsey County Auditor to include in the real estate taxes due the amount set forth in Schedule A.

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.

67 State of Minnesota)
68) SS
69 County of Ramsey)
70

71 I, undersigned, being the duly qualified City Manager of the City of Roseville, County of Ramsey, State of
72 Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes
73 of a regular meeting of said City Council held on the 14th day of February, 2011 with the original thereof
74 on file in my office.
75

76 WITNESS MY HAND officially as such Manager this 14th day of February, 2011.
77
78

79 _____
80 William J. Malinen
81 City Manager
82

83 Seal
84

Feb 8 2011

Delinquent Active Account
for 1st Qtr 2011 Property Taxes

City Of Roseville, MN

PIN	LOT ADDRESS	\$ Amount to Certifications	Attachment B
01.29.23.11.0038	3035 WOODBRIDGE ST	\$ 8.89	
01.29.23.12.0001	313 OWASSO BLVD	\$ 67.59	
01.29.23.12.0024	301 S OWASSO BLVD	\$ 138.79	
01.29.23.12.0025	301 1/2 S OWASSO BLVD	\$ 103.94	
01.29.23.12.0025	301 1/2 S OWASSO BLVD	\$ 78.19	
01.29.23.12.0026	303 OWASSO BLVD	\$ 247.83	
01.29.23.12.0030	3071 FARRINGTON CT	\$ 119.78	
01.29.23.13.0022	2896 MATILDA ST	\$ 213.98	
01.29.23.13.0028	2942 MATILDA ST	\$ 178.11	
01.29.23.13.0047	349 CO RD C2	\$ 268.46	
01.29.23.13.0074	2958 FARRINGTON ST	\$ 229.35	
01.29.23.13.0078	2993 FARRINGTON ST	\$ 17.55	
01.29.23.14.0006	2941 RICE ST	\$ 192.55	
01.29.23.14.0019	2980 WOODBRIDGE ST	\$ 153.03	
01.29.23.14.0081	208 MAPLE LN	\$ 290.86	
01.29.23.14.0082	216 MAPLE LN	\$ 203.43	
01.29.23.14.0083	224 MAPLE LN	\$ 97.59	
01.29.23.14.0085	240 MAPLE LN	\$ 341.09	
01.29.23.23.0034	609 OWASSO BLVD	\$ 274.25	
01.29.23.23.0057	523 OWASSO HILLS DR	\$ 148.01	
01.29.23.24.0091	2987 HIGHPOINT CURVE	\$ 78.89	
01.29.23.31.0032	443 TERRACE DR	\$ 66.08	
01.29.23.31.0053	494 TERRACE DR	\$ 273.19	
01.29.23.31.0078	468 JUDITH AVE	\$ 192.13	
01.29.23.31.0081	494 JUDITH AVE	\$ 69.29	
01.29.23.32.0025	531 OWASSO HILLS DR	\$ 198.95	
01.29.23.32.0033	2820 HILLSCOURTE SOUTH	\$ 229.67	
01.29.23.33.0003	528 IONA LN	\$ 362.02	
01.29.23.33.0025	2757 KENT ST	\$ 263.91	
01.29.23.33.0391	2731 MACKUBIN ST #27	\$ 78.18	
01.29.23.33.0462	2650 MACKUBIN ST	\$ 138.79	
01.29.23.34.0035	395 WOODHILL DR	\$ 402.32	
01.29.23.34.0113	2657 WESTERN AVE	\$ 247.27	
01.29.23.34.0150	433 CO RD C	\$ 138.79	
01.29.23.34.0156	445 CO RD C	\$ 259.75	
01.29.23.34.0164	463 CO RD C	\$ 0.19	
01.29.23.34.0174	2730 MACKUBIN ST	\$ 310.31	
01.29.23.41.0004	2871 WOODBRIDGE ST	\$ 524.50	
01.29.23.41.0006	2857 WOODBRIDGE ST	\$ 299.11	
01.29.23.41.0017	2771 WOODBRIDGE ST	\$ 0.16	
01.29.23.41.0036	2841 MARION ST	\$ 255.63	
01.29.23.41.0042	2795 MARION ST	\$ 288.32	
01.29.23.41.0051	2834 GALTIER ST	\$ 117.82	
01.29.23.42.0010	2807 GALTIER ST	\$ 185.83	
01.29.23.42.0075	2795 FARRINGTON ST	\$ 182.31	
01.29.23.42.0104	2779 VIRGINIA AVE	\$ 253.03	

Feb 8 2011

Delinquent Active Account
for 1st Qtr 2011 Property Taxes

City Of Roseville, MN

PIN	LOT ADDRESS	\$ Amount to Certifications	Attachment B
01.29.23.43.0010	2687 GALTIER ST	\$ 179.02	
01.29.23.43.0043	2679 MATILDA ST	\$ 115.49	
01.29.23.43.0044	2673 MATILDA ST	\$ 26.53	
01.29.23.43.0045	2665 MATILDA ST	\$ 229.67	
01.29.23.43.0110	2670 WESTERN AVE	\$ 110.34	
01.29.23.44.0044	2663 MARION ST	\$ 148.39	
02.29.23.11.0021	3048 W OWASSO BLVD	\$ 232.55	
02.29.23.12.0037	835 BRENNER AVE	\$ 41.21	
02.29.23.12.0044	3105 AVON ST	\$ 266.91	
02.29.23.12.0058	3060 VICTORIA ST	\$ 221.64	
02.29.23.12.0074	3088 VICTORIA ST	\$ 103.43	
02.29.23.13.0047	2992 VICTORIA ST	\$ 397.46	
02.29.23.13.0083	2944 W OWASSO BLVD	\$ 301.53	
02.29.23.21.0068	3033 VICTORIA ST	\$ 176.23	
02.29.23.22.0014	1045 WOODLYNN AVE	\$ 94.11	
02.29.23.24.0045	922 MILLWOOD AVE	\$ 238.95	
02.29.23.24.0050	2947 VICTORIA ST	\$ 85.29	
02.29.23.24.0056	885 CO RD C2	\$ 168.87	
02.29.23.24.0060	923 CO RD C2	\$ 269.99	
02.29.23.31.0034	2791 VICTORIA ST	\$ 46.91	
02.29.23.32.0002	2851 LAKEVIEW AVE	\$ 199.59	
02.29.23.32.0080	2846 CHURCHILL ST	\$ 162.47	
02.29.23.33.0027	1051 WOODHILL DR	\$ 295.86	
02.29.23.33.0034	2750 CHURCHILL ST	\$ 272.76	
02.29.23.33.0040	2721 CHURCHILL ST.	\$ 0.61	
02.29.23.41.0016	705 HEINEL CIR	\$ 273.32	
02.29.23.41.0029	700 HEINEL DR	\$ 226.47	
02.29.23.41.0054	638 TERRACE DR	\$ 181.56	
02.29.23.43.0033	795 TERRACE DR	\$ 181.99	
02.29.23.44.0005	717 TERRACE DR	\$ 131.79	
02.29.23.44.0052	738 WHEATON AVE	\$ 220.22	
02.29.23.44.0057	701 CO RD C	\$ 85.91	
02.29.23.44.0060	675 CO RD C	\$ 214.38	
02.29.23.44.0076	2751 DALE ST	\$ 107.69	
02.29.23.44.0078	636 IONA LN	\$ 201.28	
03.29.23.12.0009	1265 JOSEPHINE RD	\$ 100.00	
03.29.23.13.0021	2925 MERRILL ST	\$ 178.79	
03.29.23.21.0047	3061 HAMLINE AVE	\$ 169.79	
03.29.23.21.0056	1401 BRENNER AVE	\$ 131.81	
03.29.23.21.0082	3001 ALBERT ST	\$ 65.51	
03.29.23.21.0082	3001 ALBERT ST	\$ 287.63	
03.29.23.22.0003	1493 WOODLYNN AVE	\$ 106.21	
03.29.23.22.0003	1493 WOODLYNN AVE	\$ 0.46	
03.29.23.22.0038	3014 ARONA ST	\$ 149.79	
03.29.23.22.0048	3007 ARONA ST	\$ 48.28	
03.29.23.22.0088	3069 ASBURY ST	\$ 81.94	

Feb 8 2011

Delinquent Active Account
for 1st Qtr 2011 Property Taxes

City Of Roseville, MN

PIN	LOT ADDRESS	\$ Amount to Certifications	Attachment B
03.29.23.23.0028	2951 SIMPSON ST	\$ 133.21	
03.29.23.23.0045	2936 ARONA ST	\$ 171.58	
03.29.23.23.0055	2943 ARONA ST	\$ 104.64	
03.29.23.23.0072	2944 ASBURY ST	\$ 150.61	
03.29.23.24.0034	2930 SHELDON ST	\$ 75.49	
03.29.23.24.0061	2903 ALBERT ST	\$ 181.14	
03.29.23.24.0066	2904 PASCAL ST	\$ 84.88	
03.29.23.24.0069	2924 PASCAL ST	\$ 92.49	
03.29.23.24.0071	2942 PASCAL ST	\$ 102.61	
03.29.23.24.0088	2972 SIMPSON ST	\$ 91.46	
03.29.23.31.0022	1423 JUDITH AVE	\$ 264.92	
03.29.23.32.0045	1491 APPLEWOOD COURT	\$ 273.51	
03.29.23.33.0011	2750 SNELLING AVE	\$ 428.27	
03.29.23.33.0012	2740 SNELLING AVE	\$ 3,428.29	
03.29.23.34.0002	1354 JUDITH AVE	\$ 194.24	
03.29.23.34.0025	2750 SHELDON ST	\$ 192.19	
03.29.23.34.0027	1390 JUDITH AVE	\$ 224.36	
03.29.23.34.0032	1424 JUDITH AVE	\$ 238.75	
03.29.23.34.0047	1434 RAMBLER RD	\$ 241.60	
03.29.23.34.0048	1440 RAMBLER RD	\$ 200.90	
03.29.23.34.0059	1392 RAMBLER RD	\$ 158.81	
03.29.23.41.0008	2828 GRIGGS ST	\$ 130.00	
03.29.23.41.0035	2827 GRIGGS ST	\$ 276.39	
03.29.23.41.0046	2761 GRIGGS ST	\$ 175.59	
03.29.23.41.0048	2777 GRIGGS ST	\$ 77.31	
03.29.23.42.0004	2851 FERNWOOD ST	\$ 373.86	
03.29.23.42.0006	2835 FERNWOOD ST	\$ 259.75	
03.29.23.42.0062	2835 DELLWOOD ST	\$ 311.27	
03.29.23.43.0042	2754 HAMLINE AVE	\$ 186.19	
03.29.23.44.0016	2724 FERNWOOD ST	\$ 317.60	
04.29.23.12.0019	3048 FAIRVIEW AVE	\$ 129.78	
04.29.23.12.0023	3024 FAIRVIEW AVE	\$ 65.86	
04.29.23.12.0065	3017 SHOREWOOD LN	\$ 94.61	
04.29.23.13.0022	1805 STANBRIDGE AVE	\$ 343.81	
04.29.23.13.0028	1770 STANBRIDGE AVE	\$ 114.69	
04.29.23.13.0040	1771 MILLWOOD AVE	\$ 114.04	
04.29.23.14.0018	1685 STANBRIDGE AVE	\$ 23.18	
04.29.23.14.0025	1645 STANBRIDGE ST	\$ 106.24	
04.29.23.22.0029	3055 WILDER ST	\$ 526.73	
04.29.23.22.0057	1990 BRENNER AVE	\$ 796.06	
04.29.23.22.0100	3099 EVELYN ST	\$ 120.29	
04.29.23.24.0023	1889 W CO RD C2	\$ 103.74	
04.29.23.24.0030	2969 FAIRVIEW AVE	\$ 87.16	
04.29.23.24.0034	2954 MILDRED DR	\$ 130.18	
04.29.23.24.0044	2903 FAIRVIEW AVE	\$ 170.73	
04.29.23.34.0002	2690 PRIOR AVE	\$ 126.27	

Feb 8 2011

Delinquent Active Account
for 1st Qtr 2011 Property Taxes

City Of Roseville, MN

PIN	LOT ADDRESS	\$ Amount to Certifications	Attachment B
04.29.23.34.0002	2690 PRIOR AVE	\$ 107.57	
04.29.23.34.0002	2690 PRIOR AVE	\$ 107.57	
04.29.23.34.0028	1905 W CO RD C - IRR	\$ 1.59	
04.29.23.42.0005	1785 CENTENNIAL DR	\$ 94.84	
05.29.23.21.0071	3020 OLD HWY 8	\$ 1,388.82	
05.29.23.21.0073	3006 OLD HWY 8	\$ 143.36	
05.29.23.21.0102	2403 BRENNER CT	\$ 120.26	
05.29.23.22.0041	2412 BRENNER CT	\$ 487.42	
05.29.23.22.0060	2482 BRENNER AVE	\$ 104.30	
05.29.23.22.0075	3051 LYDIA CT	\$ 98.03	
05.29.23.22.0084	3082 HIGHCREST RD	\$ 175.91	
05.29.23.22.0105	2516 LYDIA AVE	\$ 35.59	
05.29.23.22.0133	2430 W CO RD D #4	\$ 102.08	
05.29.23.23.0056	2936 OLD HWY 8	\$ 152.24	
05.29.23.23.0072	2896 OLD HWY 8	\$ 77.58	
05.29.23.32.0001	3261 OLD HWY 8	\$ 90.52	
05.29.23.32.0124	3205 OLD HWY 8	\$ 85.29	
05.29.23.32.0126	3209 OLD HWY 8	\$ 15.21	
08.29.23.33.0004	2433 W CO RD B	\$ 57.93	
08.29.23.34.0019	2266 ST CROIX ST	\$ 81.92	
08.29.23.34.0043	2224 EUSTIS ST	\$ 22.92	
08.29.23.43.0044	2223 W CO RD B	\$ 126.53	
08.29.23.43.0056	2265 MARION RD	\$ 64.97	
08.29.23.44.0028	2255 CLEVELAND AVE	\$ 137.96	
09.29.23.11.0020	2598 ALDINE ST	\$ 101.99	
09.29.23.11.0024	2570 ALDINE ST	\$ 145.89	
09.29.23.11.0027	2550 ALDINE ST	\$ 58.09	
09.29.23.11.0038	2605 CHARLOTTE ST	\$ 101.06	
09.29.23.12.0032	2544 FAIRVIEW AVE	\$ 125.12	
09.29.23.12.0033	2545 BEACON ST	\$ 69.70	
09.29.23.12.0078	2598 HERSCHEL AVE	\$ 99.26	
09.29.23.12.0097	2613 ALDINE ST	\$ 52.18	
09.29.23.12.0118	2636 FAIRVIEW AVE	\$ 149.06	
09.29.23.31.0001	2375 FAIRVIEW AVE-IRR	\$ 1.59	
09.29.23.33.0197	2216 FERRIS LN	\$ 0.60	
09.29.23.33.0227	2191 FERRIS LN	\$ 3.83	
10.29.23.11.0012	1149 OAKCREST AVE	\$ 251.67	
10.29.23.11.0019	2561 DUNLAP ST	\$ 186.47	
10.29.23.11.0027	1106 OAKCREST AVE	\$ 201.66	
10.29.23.11.0041	1206 OAKCREST AVE	\$ 128.91	
10.29.23.12.0019	1251 OAKCREST AVE	\$ 198.03	
10.29.23.12.0024	2572 DELLWOOD AVE	\$ 242.32	
10.29.23.12.0028	1240 OAKCREST AVE	\$ 64.93	
10.29.23.12.0037	2580 HAMLINE AVE	\$ 153.14	
10.29.23.12.0046	2575 DELLWOOD AVE	\$ 219.47	
10.29.23.13.0027	1332 WILLOW CR	\$ 46.54	

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Delinquent Active Account
for 1st Qtr 2011 Property Taxes

City Of Roseville, MN

PIN	LOT ADDRESS	\$ Amount to Certifications	Attachment B
10.29.23.13.0044	2426 HAMLINE AVE	\$ 198.95	
10.29.23.14.0051	1150 SEXTANT AVE	\$ 234.92	
10.29.23.21.0083	2579 HAMLINE AVE-STE D	\$ 48.32	
10.29.23.21.0086	2585 HAMLINE AVE-STE D	\$ 30.38	
10.29.23.21.0086	2585 HAMLINE AVE-STE D	\$ 0.66	
10.29.23.22.0017	2545 PASCAL ST	\$ 246.95	
10.29.23.23.0042	2433 SIMPSON ST	\$ 89.35	
10.29.23.23.0066	2526 SNELLING CV	\$ 9.32	
10.29.23.24.0002	1449 BROOKS AVE	\$ 229.67	
10.29.23.24.0006	1419 BROOKS AVE	\$ 14.47	
10.29.23.24.0014	1363 BROOKS AVE	\$ 192.55	
10.29.23.24.0021	2471 HAMLINE AVE	\$ 206.63	
10.29.23.24.0035	2499 SHELDON ST	\$ 138.79	
10.29.23.24.0094	1357 W CO RD B2	\$ 2.64	
10.29.23.34.0017	1397 SANDHURST DR	\$ 214.42	
10.29.23.34.0024	1392 SANDHURST DR W	\$ 14.37	
10.29.23.43.0003	1239 SHERREN ST	\$ 106.52	
10.29.23.43.0015	2211 FERNWOOD AVE	\$ 110.81	
10.29.23.43.0055	2234 DELLWOOD AVE	\$ 127.64	
10.29.23.44.0021	1156 SHERREN ST	\$ 1.98	
10.29.23.44.0026	2237 LEXINGTON AVE	\$ 122.68	
10.29.23.44.0028	1117 LAURIE RD	\$ 111.41	
10.29.23.44.0059	1205 SANDHURST DR W	\$ 111.42	
10.29.23.44.0099	1125 SANDHURST DR W	\$ 69.86	
11.29.23.12.0040	2545 FISK ST	\$ 240.55	
11.29.23.12.0057	2547 AVON ST	\$ 280.44	
11.29.23.12.0072	2570 GROTTO ST	\$ 204.94	
11.29.23.14.0010	721 SEXTANT AVE	\$ 0.30	
11.29.23.14.0011	715 SEXTANT AVE	\$ 189.03	
11.29.23.14.0032	707 W CO RD B2	\$ 198.95	
11.29.23.14.0033	701 W CO RD B2	\$ 234.26	
11.29.23.14.0060	2407 DALE ST	\$ 191.91	
11.29.23.23.0008	1035 BROOKS AVE	\$ 300.51	
11.29.23.23.0017	2444 LEXINGTON AVE	\$ 42.95	
11.29.23.23.0017	2444 LEXINGTON AVE	\$ 0.03	
11.29.23.23.0021	2465 CHURCHILL ST	\$ 284.00	
11.29.23.23.0068	2432 LEXINGTON AVE	\$ 301.99	
11.29.23.23.0081	1016 TRANSIT AVE	\$ 159.27	
11.29.23.23.0116	1063 W CO RD B2	\$ 181.99	
11.29.23.24.0010	949 BROOKS AVE	\$ 158.95	
11.29.23.31.0031	2360 NANCY PL	\$ 128.41	
11.29.23.31.0051	907 LOVELL AVE	\$ 75.00	
11.29.23.32.0015	1086 W CO RD B2	\$ 122.14	
11.29.23.32.0062	1060 LOVELL AVE	\$ 165.15	
11.29.23.32.0088	1079 LOVELL LN N	\$ 125.50	
11.29.23.33.0002	2256 LEXINGTON AVE	\$ 425.40	

PIN	LOT ADDRESS	\$ Amount to Certifications	Attachment B
11.29.23.33.0004	1075 SHERREN ST	\$ 186.73	
11.29.23.33.0051	1003 W CO RD B	\$ 239.75	
11.29.23.33.0051	1003 W CO RD B	\$ 4.90	
11.29.23.34.0007	936 HWY 36	\$ 245.71	
11.29.23.34.0010	925 SHERREN ST	\$ 218.77	
11.29.23.34.0013	900 HWY 36	\$ 85.40	
11.29.23.34.0052	2219 NANCY PL	\$ 109.44	
11.29.23.34.0054	2207 NANCY PL	\$ 143.10	
11.29.23.34.0060	949 W CO RD B	\$ 95.96	
11.29.23.34.0080	2203 VICTORIA ST	\$ 153.66	
11.29.23.34.0085	2214 MILTON ST	\$ 129.02	
11.29.23.34.0089	2210 MILTON ST	\$ 128.58	
11.29.23.41.0015	711 GRANDVIEW AVE	\$ 101.63	
11.29.23.41.0036	644 GRANDVIEW AVE	\$ 12.05	
11.29.23.42.0010	790 W CO RD B2	\$ 106.52	
11.29.23.42.0051	831 LOVELL AVE	\$ 115.79	
11.29.23.42.0086	795 COPE AVE	\$ 90.30	
11.29.23.42.0091	755 COPE AVE	\$ 23.41	
11.29.23.43.0052	835 W CO RD B	\$ 81.19	
12.29.23.11.0022	2587 RICE ST	\$ 12.92	
12.29.23.11.0051	2611 RICE ST	\$ 277.79	
12.29.23.11.0054	2595 RICE ST	\$ 13.48	
12.29.23.11.0055	174 CO RD C	\$ 76.12	
12.29.23.13.0016	310 BROOKS AVE	\$ 0.50	
12.29.23.13.0024	330 BROOKS AVE	\$ 357.09	
12.29.23.13.0029	380 BROOKS AVE	\$ 98.09	
12.29.23.13.0040	2409 GALTIER ST	\$ 216.23	
12.29.23.13.0048	2450 MATILDA CR	\$ 320.23	
12.29.23.13.0055	2451 MATILDA CR	\$ 17.36	
12.29.23.13.0093	333 W CO RD B2	\$ 218.37	
12.29.23.14.0027	2479 WOODBRIDGE ST	\$ 108.30	
12.29.23.14.0028	2477 WOODBRIDGE ST	\$ 66.09	
12.29.23.14.0033	2486 MARION ST	\$ 245.99	
12.29.23.21.0024	2578 IRENE ST	\$ 94.89	
12.29.23.21.0031	422 CO RD C	\$ 542.47	
12.29.23.21.0043	2553 IRENE ST	\$ 87.42	
12.29.23.21.0066	436 OAKCREST AVE	\$ 347.81	
12.29.23.23.0024	599 W CO RD B2	\$ 18.61	
12.29.23.24.0005	421 BROOKS AVE	\$ 306.79	
12.29.23.24.0006	429 BROOKS AVE	\$ 189.44	
12.29.23.24.0014	404 BROOKS AVE	\$ 421.87	
12.29.23.24.0038	2417 WESTERN AVE	\$ 173.48	
12.29.23.24.0090	397 BROOKS AVE	\$ 250.64	
12.29.23.31.0001	2383 WESTERN AVE	\$ 16.38	
12.29.23.31.0037	464 LOVELL AVE	\$ 118.46	
12.29.23.31.0040	471 SOUTHHILL DR	\$ 11.80	

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Delinquent Active Account
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City Of Roseville, MN

PIN	LOT ADDRESS	\$ Amount to Certifications	Attachment B
12.29.23.31.0046	2306 SOUTHHILL DR	\$ 132.10	
12.29.23.31.0048	405 MINNESOTA AVE	\$ 72.70	
12.29.23.32.0024	533 LOVELL AVE	\$ 35.44	
12.29.23.33.0003	590 HWY 36	\$ 93.82	
12.29.23.34.0002	391 HWY 36	\$ 72.70	
12.29.23.34.0004	405 HWY 36	\$ 93.82	
12.29.23.34.0010	432 MINNESOTA AVE	\$ 0.70	
12.29.23.34.0015	404 SANDHURST CIR	\$ 125.50	
12.29.23.34.0021	415 W CO RD B	\$ 104.38	
12.29.23.34.0034	2170 BOSSARD DR	\$ 89.69	
12.29.23.34.0036	2186 BOSSARD DR	\$ 28.56	
12.29.23.34.0043	2233 BOSSARD DR	\$ 129.79	
12.29.23.34.0049	2199 COHANSEY BLVD	\$ 141.72	
12.29.23.34.0069	398 MINNESOTA AVE	\$ 75.00	
12.29.23.34.0069	398 MINNESOTA AVE	\$ 392.38	
12.29.23.42.0009	328 W CO RD B2	\$ 95.96	
12.29.23.42.0010	336 W CO RD B2	\$ 51.43	
12.29.23.42.0011	346 W CO RD B2	\$ 133.19	
12.29.23.42.0049	265 MINNESOTA AVE	\$ 114.94	
12.29.23.42.0051	273 MINNESOTA AVE	\$ 36.72	
12.29.23.42.0060	2318 AUERBACH AVE	\$ 99.93	
12.29.23.43.0030	365 SANDHURST DR W	\$ 98.26	
12.29.23.44.0007	204 MINNESOTA AVE	\$ 129.02	
12.29.23.44.0008	218 MINNESOTA AVE	\$ 9.46	
12.29.23.44.0009	226 MINNESOTA AVE	\$ 163.81	
12.29.23.44.0015	2234 MARION ST	\$ 98.26	
12.29.23.44.0023	251 CAPITOL VIEW CR	\$ 72.70	
13.29.23.11.0019	228 W CO RD B	\$ 87.93	
13.29.23.11.0039	2078 ALBEMARLE ST	\$ 97.34	
13.29.23.11.0075	2039 MARION ST	\$ 19.88	
13.29.23.11.0076	2050 WILLIAM ST	\$ 72.70	
13.29.23.11.0079	2066 WILLIAM ST	\$ 8.55	
13.29.23.11.0146	2097 RICE ST	\$ 158.24	
13.29.23.12.0016	311 BURKE AVE	\$ 136.99	
13.29.23.12.0025	2051 WILLIAM ST	\$ 83.33	
13.29.23.12.0064	2059 HAND AVE	\$ 95.04	
13.29.23.12.0073	2088 WESTERN AVE	\$ 143.81	
13.29.23.12.0084	320 W CO RD B	\$ 255.74	
13.29.23.13.0011	2036 WESTERN AVE	\$ 118.46	
13.29.23.13.0016	269 MCCARRONS BLVD	\$ 103.00	
13.29.23.14.0007	249 ELMER ST	\$ 169.70	
13.29.23.21.0015	2122 COHANSEY BLVD	\$ 115.87	
13.29.23.21.0072	454 CRESCENT LN	\$ 139.30	
13.29.23.21.0077	2050 COHANSEY BLVD	\$ 11.46	
13.29.23.23.0021	540 SHRYER AVE	\$ 116.48	
13.29.23.23.0025	527 RYAN AVE	\$ 135.01	

PIN	LOT ADDRESS	\$ Amount to Certifications	Attachment B
13.29.23.23.0034	554 RYAN AVE	\$ 190.28	
13.29.23.23.0037	523 ROSELAWN AVE	\$ 93.09	
13.29.23.23.0049	601 RYAN AVE	\$ 7.89	
13.29.23.23.0058	577 ROSELAWN AVE	\$ 79.04	
13.29.23.23.0077	558 SHRYER AVE	\$ 164.99	
13.29.23.24.0005	2006 COHANSEY BLVD	\$ 100.86	
13.29.23.24.0056	391 MCCARRONS BLVD	\$ 55.76	
13.29.23.31.0026	453 S MCCARRONS BLVD	\$ 95.96	
13.29.23.31.0029	483 S MCCARRONS BLVD	\$ 113.73	
13.29.23.31.0030	493 S MCCARRONS BLVD	\$ 121.37	
13.29.23.31.0042	1818 WOODRUFF AVE	\$ 76.22	
13.29.23.31.0064	421 GLENWOOD AVE	\$ 158.35	
13.29.23.31.0087	475 GLENWOOD AVE	\$ 125.82	
13.29.23.31.0089	491 GLENWOOD AVE	\$ 179.66	
13.29.23.31.0098	462 HILLTOP AVE	\$ 121.37	
13.29.23.31.0113	476 GLENWOOD AVE	\$ 104.38	
13.29.23.31.0120	410 S MCCARRONS BLVD	\$ 103.77	
13.29.23.32.0007	511 HILLTOP AVE	\$ 96.97	
13.29.23.32.0010	1840 CHANDLER AVE	\$ 113.36	
13.29.23.41.0045	1872 SHADY BEACH DR	\$ 58.28	
13.29.23.42.0021	358 MCCARRONS BLVD	\$ 118.79	
13.29.23.42.0026	330 MCCARRONS BLVD	\$ 121.98	
13.29.23.42.0027	326 S MCCARRONS BLVD	\$ 101.63	
13.29.23.43.0017	295 DIONNE ST	\$ 106.52	
13.29.23.43.0022	1748 GALTIER ST	\$ 136.06	
13.29.23.43.0029	284 DIONNE ST	\$ 20.94	
13.29.23.44.0005	182 MCCARRONS BLVD S	\$ 35.70	
14.29.23.11.0005	724 W CO RD B	\$ 88.10	
14.29.23.11.0036	670 BELMONT LN	\$ 118.62	
14.29.23.11.0052	2099 DALE ST	\$ 138.53	
14.29.23.11.0064	718 ELDRIDGE AVE	\$ 209.50	
14.29.23.12.0021	817 PARKER AVE	\$ 161.03	
14.29.23.12.0030	2113 AVON ST	\$ 100.86	
14.29.23.14.0018	682 SHRYER AVE	\$ 309.49	
14.29.23.21.0056	2067 VICTORIA ST	\$ 13.04	
14.29.23.21.0080	896 PARKER AVE	\$ 11.35	
14.29.23.21.0087	2064 CHATSWORTH COURT	\$ 491.68	
14.29.23.22.0002	990 W CO RD B	\$ 86.17	
14.29.23.22.0065	2062 LEXINGTON AVE	\$ 136.83	
14.29.23.23.0017	1080 SHRYER AVE	\$ 111.42	
14.29.23.23.0037	1018 RYAN AVE	\$ 141.12	
14.29.23.23.0056	1941 CHATSWORTH ST	\$ 161.80	
14.29.23.23.0079	1065 RYAN AVE	\$ 713.00	
14.29.23.24.0010	2036 CHATSWORTH ST	\$ 134.68	
14.29.23.32.0010	1849 CHATSWORTH ST	\$ 114.33	
14.29.23.32.0017	1812 AGLIN ST	\$ 0.13	

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City Of Roseville, MN

PIN	LOT ADDRESS	\$ Amount to Certifications	Attachment B
14.29.23.33.0046	1699 CHATSWORTH ST	\$ 90.30	
14.29.23.41.0044	625 PINEVIEW CT	\$ 225.42	
14.29.23.41.0046	645 PINEVIEW CT	\$ 139.58	
14.29.23.41.0083	1824 ALTA VISTA DR	\$ 65.92	
14.29.23.43.0001	803 LARPENTEUR AVE	\$ 0.20	
14.29.23.44.0027	1755 ALAMEDA ST	\$ 188.69	
14.29.23.44.0059	1765 DALE ST	\$ 107.90	
15.29.23.11.0022	1192 BURKE AVE	\$ 178.30	
15.29.23.11.0046	1193 SKILLMAN AVE	\$ 76.22	
15.29.23.11.0069	1157 SKILLMAN AVE	\$ 148.16	
15.29.23.12.0001	2147 FERNWOOD AVE	\$ 143.26	
15.29.23.12.0013	2151 DELLWOOD AVE	\$ 45.87	
15.29.23.13.0008	1274 SKILLMAN AVE	\$ 93.21	
15.29.23.13.0026	1317 SHRYER AVE	\$ 95.96	
15.29.23.13.0034	1306 SHRYER AVE	\$ 136.83	
15.29.23.13.0052	1238 SHRYER AVE	\$ 4.93	
15.29.23.13.0066	1226 RYAN AVE	\$ 90.30	
15.29.23.13.0096	1293 DRAPER AVE	\$ 110.04	
15.29.23.13.0128	1233 ROSELAWN AVE	\$ 91.69	
15.29.23.13.0139	1236 DRAPER AVE	\$ 136.39	
15.29.23.14.0001	2033 LEXINGTON AVE	\$ 67.03	
15.29.23.14.0031	1995 LEXINGTON AVE	\$ 164.45	
15.29.23.14.0074	1172 RYAN AVE	\$ 51.12	
15.29.23.14.0084	1129 ROSELAWN AVE	\$ 93.82	
15.29.23.21.0004	1378 W CO RD B	\$ 115.71	
15.29.23.21.0038	1398 BURKE AVE	\$ 10.77	
15.29.23.21.0048	1447 ELDRIDGE AVE	\$ 11.23	
15.29.23.21.0079	1447 BELMONT LN	\$ 134.24	
15.29.23.21.0108	1454 BELMONT LN	\$ 155.20	
15.29.23.23.0012	2009 ASBURY ST	\$ 12.79	
15.29.23.24.0006	1390 SKILLMAN AVE	\$ 151.70	
15.29.23.24.0043	1446 SHRYER AVE	\$ 97.07	
15.29.23.24.0052	1397 RYAN AVE	\$ 66.09	
15.29.23.24.0090	1935 HAMLINE AVE	\$ 104.54	
15.29.23.41.0005	1140 ROSELAWN AVE	\$ 90.30	
15.29.23.41.0063	1847 LEXINGTON AVE	\$ 145.41	
15.29.23.42.0038	1840 HAMLINE AVE	\$ 10.07	
15.29.23.42.0052	1911 HURON AVE	\$ 128.50	
15.29.23.42.0057	1890 HURON AVE	\$ 76.22	
15.29.23.42.0105	1253 GARDEN AVE	\$ 68.94	
15.29.23.42.0125	1844 HAMLINE AVE	\$ 16.61	
15.29.23.43.0003	1244 GARDEN AVE	\$ 7.76	
15.29.23.43.0019	1235 ROMA AVE	\$ 127.81	
15.29.23.43.0025	1258 ROMA AVE	\$ 14.49	
15.29.23.43.0027	1272 ROMA AVE	\$ 160.70	
15.29.23.43.0034	1235 LARPENTEUR	\$ 134.62	

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Delinquent Active Account
for 1st Qtr 2011 Property Taxes

City Of Roseville, MN

PIN	LOT ADDRESS	\$ Amount to Certifications	Attachment B
15.29.23.44.0014	1776 LINDY AVE	\$ 19.90	
16.29.23.11.0013	2064 FRY ST	\$ 49.05	
16.29.23.11.0015	2082 FRY ST	\$ 212.20	
16.29.23.11.0076	2090 SAMUEL ST. #10	\$ 75.00	
16.29.23.11.0076	2090 SAMUEL ST. #10	\$ 115.60	
16.29.23.11.0076	2086 SAMUEL ST. #8	\$ 229.71	
16.29.23.12.0035	1781 SKILLMAN AVE	\$ 112.76	
16.29.23.12.0049	1738 SKILLMAN AVE	\$ 0.08	
16.29.23.13.0014	2030 FAIRVIEW AVE	\$ 88.41	
16.29.23.13.0027	2000 BEACON ST	\$ 66.09	
16.29.23.13.0039	1988 WHEELER ST	\$ 80.61	
16.29.23.13.0058	1742 RYAN AVE	\$ 98.89	
16.29.23.13.0078	1745 ROSELAWN AVE	\$ 142.54	
16.29.23.14.0013	1681 RIDGEWOOD LN NO	\$ 91.49	
16.29.23.14.0021	1630 RIDGEWOOD LN NO	\$ 91.69	
16.29.23.14.0042	1624 RIDGEWOOD LN SO	\$ 79.23	
16.29.23.14.0046	1999 SNELLING AVE	\$ 80.61	
16.29.23.22.0032	2001 ELDRIDGE AVE	\$ 76.70	
16.29.23.24.0025	1827 SHRYER AVE	\$ 118.46	
16.29.23.24.0034	1886 SHRYER AVE	\$ 8.62	
16.29.23.24.0068	1841 DRAPER DR	\$ 88.34	
16.29.23.24.0090	1932 TATUM ST	\$ 80.84	
16.29.23.24.0097	1973 TATUM ST	\$ 74.21	
16.29.23.24.0099	1957 TATUM ST	\$ 102.06	
17.29.23.13.0032	2211 DRAPER AVE	\$ 74.21	
17.29.23.13.0035	2231 DRAPER AVE	\$ 116.02	
17.29.23.13.0050	1927 ROSDALE DR	\$ 21.47	
17.29.23.14.0030	2141 SO ROSEWOOD LN	\$ 217.51	
17.29.23.14.0034	2175 SO ROSEWOOD LN	\$ 106.91	
17.29.23.14.0044	2145 DRAPER AVE	\$ 231.20	
17.29.23.21.0001	2322 W CO RD B	\$ 53.71	
17.29.23.21.0008	2096 FAIRWAYS LN	\$ 203.57	
18.29.22.22.0002	2158 RICE ST	\$ 90.90	
18.29.22.23.0016	2020 RICE ST	\$ 593.84	
		\$ 67,608.50	

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 2-14-11
Item No.: 12 . b

Department Approval

City Manager Approval



Item Description: **Community Development Department Request to Perform an Abatement for Unresolved Violations of City Code at 511 Hilltop.**

BACKGROUND

- The subject property is a single-family detached home.
- The home is utilized as a rental property.
- The home is owned by Timothy and Sandra Folkenson, who live elsewhere in Roseville.
- Current violations include:
 - Garage addition has been without siding materials for approximately 18 months (violation of City Code Sections 407.02.J).
- A status update, including pictures, will be provided at the public hearing.

POLICY OBJECTIVE

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

FINANCIAL IMPACTS

City Abatement:

An abatement would encompass:

- Completing the exterior siding on the garage using "Smartlap" siding (as identified on the original building permit) and painting it to match the house:
 - o Approximately - \$8,000.00

Total: Approximately – \$8,000.00

28

29 In the short term, costs of the abatement will be paid out of the HRA budget, which has allocated
30 \$100,000 for abatement activities. The property owner will then be billed for actual and administrative
31 costs. If charges are not paid, staff is to recover costs as specified in Section 407.07B. Costs will be
32 reported to Council following the abatement.

33 **STAFF RECOMMENDATION**

34 Staff recommends that the owner must complete installation of siding on the garage by April 15, 2011,
35 or the City will contract to have the work completed by installing “Smartlap” siding on garage addition
36 (as identified on the original building permit).

37 **REQUESTED COUNCIL ACTION**

38 The owner must complete installation and painting of siding on the garage by April 15, 2011, or the
39 City will contract to have the work completed by installing and painting “Smartlap” siding on garage
40 addition (as identified on the original building permit).

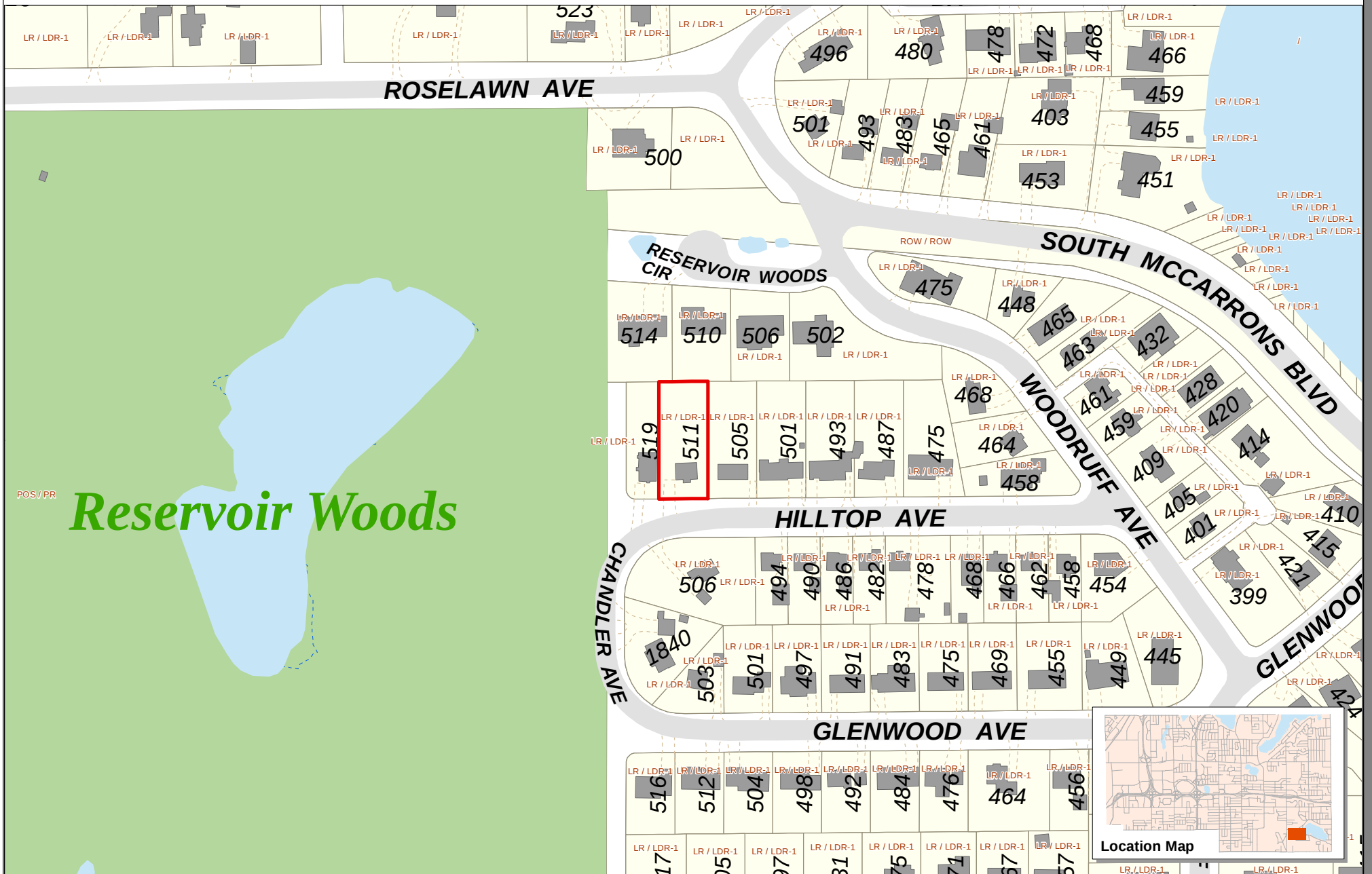
41 The property owner will then be billed for actual and administrative costs. If charges are not paid, staff
42 is to recover costs as specified in Section 407.07B.

43

Prepared by: Don Munson, Permit Coordinator

Attachments: A: Map of 511 Hilltop

511 Hilltop Ave W



Prepared by:
Community Development Department
Printed: October 12, 2010



Site Location

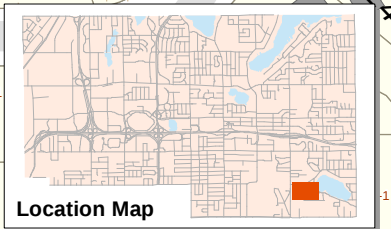
LR / R1 Comp Plan / Zoning
Designations

Data Sources

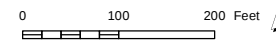
* Ramsey County GIS Base Map (10/4/2010)
For further information regarding the contents of this map contact:
City of Roseville, Community Development Department,
2660 Civic Center Drive, Roseville MN

Disclaimer

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Location Map



mapdoc: planning_commission_location.mxd

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 2-14-11
Item No.: 12 . C

Department Approval



City Manager Approval



Item Description: **Community Development Department Request to Perform an Abatement for Unresolved Violations of City Code at 590 Highway 36 West.**

BACKGROUND

- The subject property is a single-family detached home.
- The home is currently in foreclosure.
- Current violations include:
 - Numerous house maintenance issues, outside storage of junk, debris, and brush, and an unlicensed vehicle in the driveway (violation of City Code Sections 407.02.J & K, 407.02.D., 407.03.H, and 407.02.O).
- A status update, including pictures, will be provided at the public hearing.

POLICY OBJECTIVE

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

FINANCIAL IMPACTS

City Abatement:

An abatement would encompass the following:

- Building maintenance – repair and paint outside staircase, window trim and doors, siding, and shed:
 - o Approximately - \$4,500.00
- Removal of junk and debris:

o Approximately - \$700.00

- Impound vehicle:

o Approximately - \$0.00

Total: Approximately – \$5,200.00

In the short term, costs of the abatement will be paid out of the HRA budget, which has allocated \$100,000 for abatement activities. The property owner will then be billed for actual and administrative costs. If charges are not paid, staff is to recover costs as specified in Section 407.07B. Costs will be reported to Council following the abatement.

STAFF RECOMMENDATION

Staff recommends that the Council direct Community Development staff to abate the above referenced public nuisance violations at 590 Highway 36 W.

REQUESTED COUNCIL ACTION

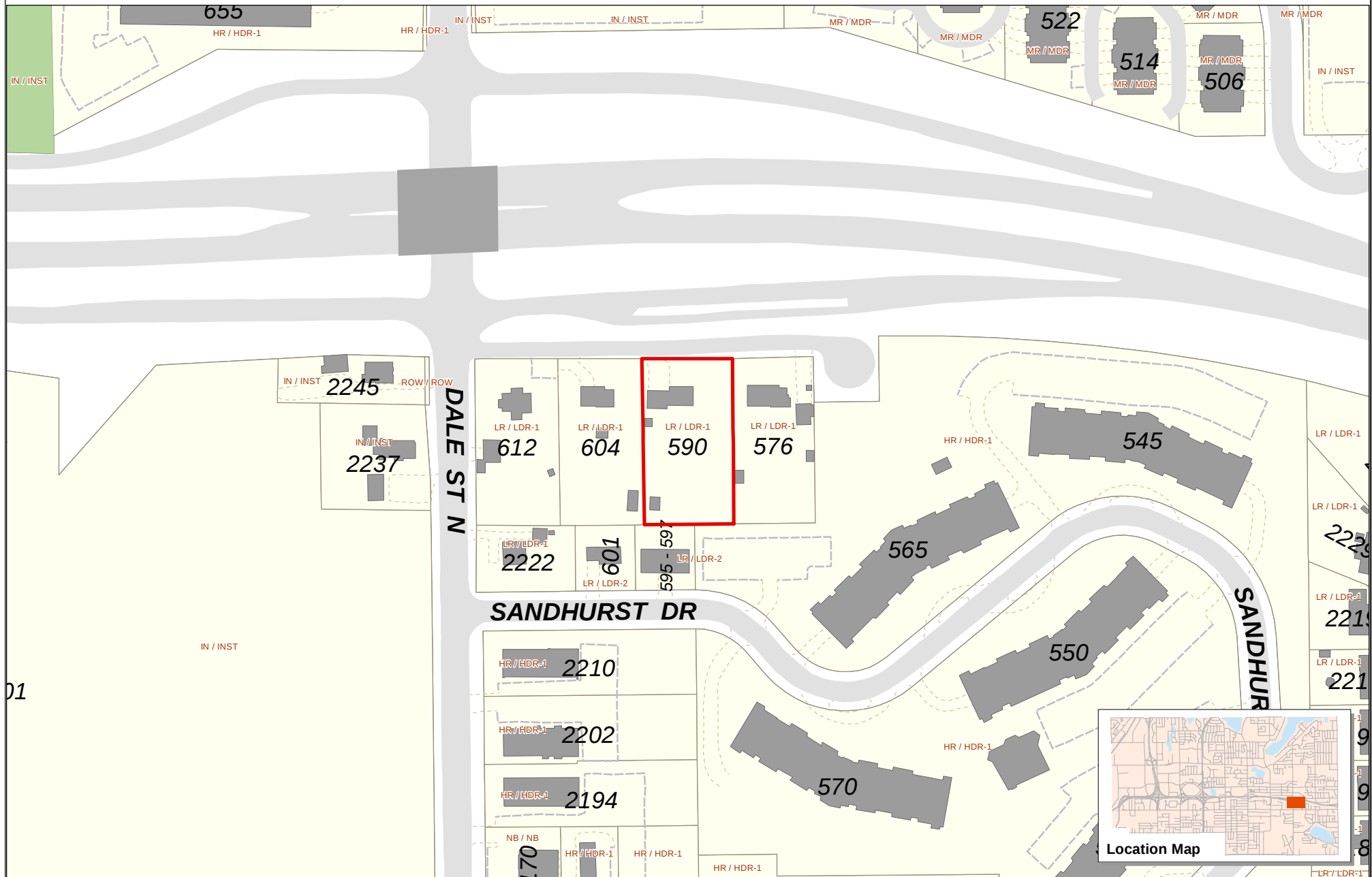
Staff recommends that the Council direct Community Development staff to abate the public nuisance violations at 590 Highway 36 W by hiring general contractors to: repair and paint outside staircase, window trim and doors, siding, and shed; remove junk and debris; and impound vehicle.

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

Prepared by: Don Munson, Permit Coordinator

Attachments: A: Map of 590 Highway 36 W

590 Highway 36



Prepared by:
Community Development Department
Printed: January 10, 2011



Site Location

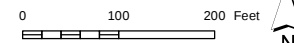
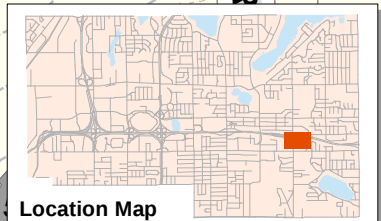
LR / R1 Comp Plan / Zoning
Designations

Data Sources

* Ramsey County GIS Base Map (1/3/2011)
For further information regarding the contents of this map contact:
City of Roseville, Community Development Department,
2660 Civic Center Drive, Roseville MN

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mapdoc: planning_commission_location.mxd

ROSEVILLE
REQUEST FOR COUNCIL DISCUSSION

DATE: 02/14/2011
ITEM NO: 12.d

Department Approval:



City Manager Approval:



Item Description: Selection of consultant to complete the Regulating Map and Plan component of the Roseville Zoning Ordinance re-write

1.0 BACKGROUND

1.1 On December 13, 2010, the Roseville City Council adopted a new Official Zoning Map and Zoning Ordinance for Roseville. The ordinance or text portion replaced in its entirety a number of sections including 1001-1009, 1011, and 1019, while the map created zoning districts similar to the Comprehensive Plan - Land Use Map counterparts.

1.2 One of the specific changes that occurred was the creation of the Community Mixed Use District (CMU) for the Twin Lakes Redevelopment Area, which district requires a Regulating Map and Plan before redevelopment can occur. A Regulating Map and Plan is the technical document for the Twin Lakes Redevelopment Area and would include:

- a. Parking Locations: Locations where surface parking may be located would be specified by block or block face. Structured parking is treated as a building type.
- b. Building and Frontage Types: Building and frontage types would be designated by block or block face. Some blocks should be coded for several potential building types; others for one building type on one or more block faces. Permitted and conditional uses may occur within each building type as specified in Table 1005-1 of the Roseville Zoning Ordinance.
- c. Building Lines: Building lines would indicate the placement of buildings in relation to the street.
- d. Street Types: The regulating map may include specific street design standards to illustrate typical configurations for streets within the district, or it may use existing City street standards.

1.3 The proposal by the Planning Division would replace the existing Twin Lakes Urban Design Principles with the Regulating Map and Plan. The existing Urban Design Principles is the current technical document and checklist for redevelopment proposals, but is merely a guideline. The document also includes certain items that are no longer applicable and/or may provide confusion between the guidelines and the new Code requirements adopted in December, if the Urban Design Principles document continues to exist. However, there are a number of items contained in the Urban Design Principles document that would remain and be incorporated into the Regulating Plan, which will become part of the CMU District requirements.

31 1.4 The Planning Division sent out via email a request for Professional Services (attached) to
32 the five finalists in the original Zoning Ordinance update process (RFP), which included
33 Bonestroo, The Cuningham Group, Hoisington Koegler Group, Inc. (HKGI), Sanders,
34 Wacker and Bergly, Inc. (SWB), and Short, Elliot Henderson, Inc. (SEH).

35 1.5 The Planning Division received three proposals for Professional Services to assist us in
36 creating the Regulating Map and Plan. The three proposals included Bonestroo, The
37 Cuningham Group and HKGI; while SWB declined to submit and SEH did not reply.

38 1.6 After careful consideration the Planning Division rated the proposals in order of
39 preference as follows: The Cuningham Group, HKGI and Bonestroo. In rating the three
40 consultants The Cuningham Group and HKGI stood out for their previous work on the
41 zoning ordinance re-write and the Comprehensive Plan, respectively. However, in the
42 final analysis the knowledge of the adopted zoning ordinance and their previous work on
43 regulating maps and plans was the determining factor in the Planning Division decision
44 to recommend the Cuningham Group. At \$14,500 The Cuningham Group also has the
45 lowest cost to complete the Regulating Map and Plan.

Cuningham Group	\$14, 500
Bonestroo	\$15,750
HKGI	\$16,000

47
48 **2.0 STAFF RECOMMENDATION**

49 Based on the analysis completed, the Planning Staff recommends to the City Council that
50 the Cuningham Group be approved for completing the Community Mixed Use/Twin
51 Lakes Regulating Map and Plan.

52 **3.0 REQUESTED CITY COUNCIL ACTION**

53 BY MOTION, APPROVE, The Cuningham Group to complete the Community Mixed
54 Use/Twin Lakes Regulating Map and Plan and enter into a Standard Agreement for
55 Professional Services.

56 **Prepared by: Thomas Paschke, City Planner**

Attachments: A. Request for Professional Services
B. Cuningham Group Proposal
C. Standard Agreement for Professional Services
D. Design Check List

REQUEST FOR PROFESSIONAL SERVICES

The City of Roseville Community Development Department is seeking quotes for professional services to create the Regulating Map and Plan for the Twin Lakes Redevelopment Area.

BACKGROUND

The Twin Lakes Redevelopment Area of Roseville has been a high priority for the City for the past 20 years. In 2007 the City established the Urban Design Principles, a set of guidelines for redevelopment predicated on pedestrian connectivity and form-based development. Recently, the City adopted a new Comprehensive Plan (2009) and a new Official Zoning Map, which identified the Twin Lakes Redevelopment Area as Community Mixed Use (CMU). The City also adopted new “form based” zoning regulations for the CMU district as well as the other zoning districts. However, the unique feature of the CMU district and the purpose of the Request for Professional Services is that the CMU district, in addition to its specific design standards and other regulations, requires a Regulating Map.

Much like a zoning ordinance includes technical requirements specific to each zoning district and in some instances specific uses, the Regulating Map and Plan is considered the technical document for the Twin Lakes Redevelopment Area and as such will replace the 2007 Urban Design Principles.

SCOPE OF WORK

The development of the Regulating Map and Plan for the CMU district will include the following tasks:

Task 1: Introductory Meeting - Meet with City staff to review scope of work and define overall direction and guidance, as well as the basic assumptions for preparing a working draft regulating map and plan.

Task 2: Kick-Off Meeting – Meet with City Council to discuss the process, review nuances of a Regulating Map, and to obtain guidance and direction on the important principles that should be incorporated into the map and plan.

Task 3: Draft Map and Plan – Prepare an initial draft to address text and graphic definitions for building location, height, frontage, setbacks, parking, uses and criteria defined in the CMU district.

Task 4: Work Session #1 – Meet with City staff to review the draft map and plan, and prepare for Community Open House.

Task 5: Community Open House – conduct and facilitate an Open House for the general community to review and gather feedback on the draft map and plan.

Task 6: Work Session #2 – Meet with staff to review and discuss feedback from the Community Open House and make necessary revisions.

Task 7: Revised Draft Map and Plan – based on feedback from Community Open House and direction from the Community Development Department, prepare the Proposed Twin Lakes Regulating Map and Plan.

Task 8: Public Hearing with Planning Commission – Attend and present the Proposed Twin Lakes Regulating Map and Plan for consideration and recommendation to the City Council.

Task 9: City Council meeting – Attend and present Proposed Twin Lakes Regulating Map and Plan document for consideration and approval.

The City's Community Development Department staff will be responsible for coordinating, communicating and advertising all meetings as well as providing for appropriate venue locations. The hired consultant will prepare materials and media necessary to conduct and facilitate the various meetings.

REQUIRED DELIVERABLES

All deliverables shall be prepared using Indesign CS4 and the consultant will provide all copies of materials and products in digital formats as agreed to with the City. The Regulating Map and Plan that are defined with graphics and text shall include:

- a. Regulating Map graphic – digital copy to scale based on most current data and information as provided by the City.
- b. Parking Locations: Locations where surface parking may be located are specified by block or block face. Structured parking is treated as a building type.
- c. Building and Frontage Types: Building and frontage types are designated by block or block face. Some blocks should be coded for several potential building types; others for one building type on one or more block faces. Permitted and conditional uses may occur within each building type as specified in Table 1005-1 of the Roseville Zoning Ordinance.
- d. Building Lines: Building lines indicate the placement of buildings in relation to the street.
- e. Street Types: The regulating map may include specific street design standards to illustrate typical configurations for streets within the district, or it may use existing City street standards.

REGULATING MAP BOUNDARY

The Regulating Map and Plan shall include the Twin Lakes Redevelopment Area generally bound by Cleveland Avenue on the west, Fairview Avenue on the east, County Road C2 on the north, and County Road C and the south.

BUDGET

The Community Development Department has \$19,000 of professional services dollars that it can apply to this project.

SELECTION PROCESS AND TIMELINE

The Community Development Department is on an aggressive timeline to both select a consultant, as well to complete the project, and offers the following completion timeline:

Quotes/Proposals Due:	January 18, 2011
Review of Proposals:	January 19-20, 2011
Recommendation to Council:	January 24, 2011
Begin Work:	February 1, 2011
Complete Work:	April 15, 2011



January 14, 2011

Patrick Trudgeon, Community Development Director
City of Roseville, MN
2660 Civic Center Drive
Roseville, MN 55113

Subject: PROPOSAL AND AGREEMENT FOR PROVIDING PROFESSIONAL SERVICES
Twin Lakes Regulating Map

Dear Pat:

Cunningham Group Architecture, P.A. (Architect) is delighted to be able to provide the City of Roseville (Client), with this Proposal and Agreement for professional services to assist you in preparing the Twin Lakes Regulating Plan.

PROJECT UNDERSTANDING

We understand the City is interested in preparing a Regulating Map for the Twin Lakes area to be consistent with the new zoning code update and specifically the Community Mixed Use district. The Regulating Map should respond to the provisions of the new code, specifically section 1005.07, item B. We know Twin Lakes has been the subject of attention from the City as well as potential developers over the years; the City has prepared a variety of studies, plans, and guidelines. In particular the *Twin Lakes Master Plan & Redevelopment Area Urban Design Principles* should be used as the primary reference for preparing the Regulating Map.

APPROACH/SCOPE OF WORK

We will attend an initial meeting with you to clarify scope, schedule and confirm details for the Regulating Map (map). This will result in the preparation of a "working draft" map that we will deliver and discuss with you prior to facilitating a meeting with the immediate stakeholders; this will be followed by a larger community open house. We will then assemble the comments received as the basis for reviewing with Staff and making revisions. A revised Regulating Map would then be prepared for review and comment by Staff. A final draft is produced for review by Plan Commission and then City Council.

Task 1: Kick-off Meeting - Meet with City staff to review scope of work and define overall direction and guidance as well as the basic assumptions for preparing a working draft regulating map.

Task 2: City Council Meeting #1 – Attend council meeting and present general approach and definition of the Regulating Map; facilitate comments and feedback.

Task 3: Working Draft – Prepare the initial working draft that would address the graphic element of the map as well as include text and graphic definitions for building location, height, frontage, setbacks, parking, uses and criteria defined in the CMU district.

Task 4: Work Session #1 – Meet with City staff to review Working Draft.

Task 5: Community Open House – Facilitate an Open House for the general community to review and gather feedback on the Working Draft.

Task 6: Work Session #2 – Meet with staff to review and discuss feedback from the Stakeholders and Open House meetings; determine edits and revisions per the feedback from the meetings.

**Cunningham Group
Architecture, P.A.**

St. Anthony Main
201 Main Street SE
Suite 325
Minneapolis, MN
55414

Tel: 612 379 3400
Fax: 612 379 4400

www.cunningham.com

John W. Cunningham, FAIA
John Culter, AIA
Thomas L. Hoskens, AIA
Douglas A. Lowe, FAIA
Lee Brennan, AIA
John W. Culligan, AIA
Timothy Dufault, AIA
Jack Highwart, AIA
Roger W. Kipp, AIA
Margaret S. Parsons, AIA
John G. Pfluger, AIA
James S. Scheidel, AIA
David M. Solner, AIA
Michael P. Strand, AIA
Brian Tempas, AIA
Kathryn M. Wallace, AIA
Jonathan V. Watts, AIA

Task 7: Revised Working Draft – Per direction from Staff and based on feedback from Stakeholder and Community meetings we will prepare a Final Working Draft.

Task 8: Plan Commission meeting – Attend and present Working Draft

Task 9: City Council meeting #2 – Attend and present Working Draft

The City's Community Development Department staff will be responsible for coordinating, communicating and advertising all meetings as well as providing for appropriate venue locations. Cunningham Group will prepare materials and media necessary to conduct and facilitate the various meetings.

Deliverables

All deliverables will be prepared using Indesign CS4 unless specified otherwise. CGA will provide all copies of materials and products in digital formats as agreed to with the City. A Regulating Map and Urban Standards that are defined with graphic and text shall include:

- **Regulating Map graphic** – digital copy to scale based on most current data and information as provided by the City. **Street and Block Layout:** The regulating map defines blocks and streets based on existing and proposed street alignments. New street alignments, where indicated, are intended to identify general locations and required connections but not to constitute preliminary or final engineering.
- **Parking Locations:** Locations where surface parking may be located are specified by block or block face. Structured parking is treated as a building type.
- **Building and Frontage Types:** Building and frontage types are designated by block or block face. Some blocks are coded for several potential building types; others for one building type on one or more block faces. Permitted and conditional uses may occur within each building type as specified in Table 1005-1.
- **Building Lines:** Building lines indicate the placement of buildings in relation to the street.
- **Street Types:** The regulating map may include specific street design standards to illustrate typical configurations for streets within the district, or it may use existing City street standards. Private streets may be utilized within the CMU District where defined as an element of a regulating map.

Regulating Map boundary

Attached as Exhibit 1 is the Community Mixed Use district as defined by the current zoning map. The Twin Lakes Regulating Map will not technically address this entire boundary but it should take into consideration the idea and vision of the larger district as a well connected, wholistic, mixed use place. As such CGA and the City should agree on the basic assumptions about public realm and open space (specifically as it relates to Langton Lake Park), access, and circulation. The intent and purpose of the Regulating Map is to provide greater specificity and predictability that deliver the physical characteristics of walkable, people-oriented, mixed-use communities A key objective is to support a prominent public realm (ROW, streets, sidewalks, parks, open space, civic buildings, etc.) with how the private sector investments are arranged and organized to physically define the public realm.

PROJECT TEAM

Michael Lamb will lead the project working closely with Andrew Dresdner.

FEES

We are proposing a fee of fourteen thousand five hundred dollars (\$14,500) to complete the above scope of work.

SCHEDULE

A schedule will be determined with the City of Roseville staff.

REIMBURSABLES

We do not anticipate any reimbursable expenses; however if reimbursable expenses are incurred they are in addition to the above fees. They include all normal expenses incurred by Architect for the benefit of the project including, but not limited to, out-of-town travel (if any and if authorized), mileage, long-distance telephone calls, faxing, messenger service, printing, etc. These expenses will be billed at 1.15 times their direct cost to Architect.

ADDITIONAL SERVICES

Services you may request such as physical models, 3-D computer modeling, additional drawings or any renderings, any engineering or special consultants, or other special services not specifically included in the above scope of work shall be invoiced at the current hourly rates or at 1.15 times the direct cost of consultant's charges to Architect. In addition, any changes in the scope will also be billed at an hourly rate. Hourly rates will be per Architect's current Hourly Rates, attached as Exhibit "A." Additional services will be performed only upon your written authorization.

INVOICING

Billings will be issued at 30-day intervals. Payment is due and payable upon invoice receipt. Interest of 1.0% per month will be due on the unpaid balance beginning 20 days after invoice date.

USE OF SUPPLIED INFORMATION

Owner agrees to provide and/or obtain all required licenses, including copyright license, to allow Architect to use and incorporate all Client supplied project-related drawing or other information and agrees to indemnify, defend and hold Architect and their consultants harmless from or against any and all claims arising out of or relating to Architect's or their consultants' use or incorporation of such information.

OTHER TERMS AND CONDITIONS

Except as otherwise modified herein, the terms and conditions of AIA Document B151, *Abbreviated Standard Form of Agreement Between Owner and Architect*, 1997 edition (copy attached) where Client acts as Owner for purposes of the Agreement, shall apply to all services provided under this Proposal and Agreement.

This Proposal and Agreement shall be interpreted and enforced under the laws of the State of Minnesota.

With your signature below you are indicating your acceptance of the understandings, terms and conditions of this Proposal and Agreement. This Proposal and Agreement may be



terminated by either party upon seven (7) days written notice should either party fail to perform substantially in accordance with its terms. Failure of Client to make payments to Architect within 20 days of invoice date shall be considered substantial non-performance and cause for suspension or termination of Architect's services.

If this Proposal and Agreement meets with your approval, please sign both copies and return one copy for our records and we will begin the work.

Thank you again for this opportunity to be of assistance. We look forward to working with you.

Sincerely,

CUNINGHAM GROUP ARCHITECTURE, P.A.

Approved By:
CITY OF ROSEVILLE

Michael Lamb
Director, Urban Design Studio

Patrick Trudgeon
Community Development Director

Date: _____

Date: _____

Mrl/mrl/

Attachment:
Exhibit 1 – Project boundary

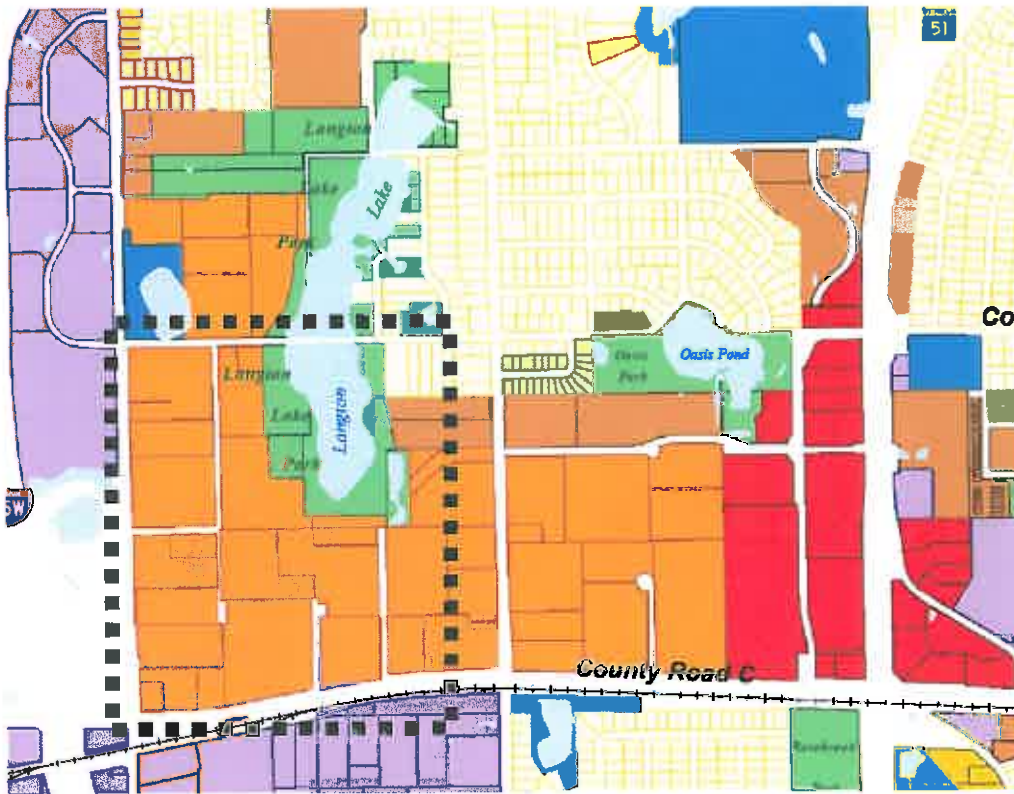


Exhibit 1 – Project Boundary

 Approximate area of Regulating Map

STANDARD AGREEMENT FOR PROFESSIONAL SERVICES

This Agreement is made on the 14th day of February, 2011, between the City of Roseville, Minnesota (hereinafter "City"), whose business address is 2660 Civic Center Drive, Roseville, MN 55113-1899, and Cuningham Group Architecture, P.A., a Minnesota Professional Corporation (hereinafter "Consultant") whose business address is St. Anthony Main, 201 Main Street SE, Suite 325, Minneapolis, MN 55414.

PRELIMINARY STATEMENT

The City has adopted a policy regarding the selection and hiring of consultants to provide a variety of professional services for City projects. That policy requires that persons, firms or corporations providing such services enter into written agreements with the City. The purpose of this Agreement is to set forth the terms and conditions for the provision of professional services by Consultant for creating the Regulating Map and Plan for the Community Mixed Use District of the Zoning Ordinance (Title 10, chapter 1005), hereinafter referred to as the "Work".

The City and Consultant agree as follows:

1. **Scope of Work/Proposal.** The Consultant agrees to provide the professional services shown in Exhibit "A" in connection with the Work. The terms of this standard agreement shall take precedence over any provisions of the Consultants proposal and/or general conditions.
2. **Term.** The term of this Agreement shall be from February 14 through May 27, 2011, the date of signature by the parties notwithstanding. This Agreement may be extended upon the written mutual consent of the parties for such additional period as they deem appropriate, and upon the terms and conditions as herein stated.
3. **Compensation for Services.** City agrees to pay the Consultant on a stipulated sum fee basis plus expenses in a total amount of not to exceed \$14,500 for the services as described in Exhibit A.
 - A. Any changes in the scope of the work which may result in an increase to the compensation due the Consultant shall require prior written approval by an authorized representative of the City or by the City Council. The City will not pay additional compensation for services that do not have prior written authorization.
 - B. Special Consultants may be utilized by the Consultant when required by the complex or specialized nature of the Project and when authorized in writing by the City.
 - C. If Consultant is delayed in performance due to any cause beyond its reasonable control, including but not limited to strikes, riots, fires, acts of God, governmental actions, actions of a third party, or actions or inactions of City, the time for performance shall be extended by a period of time lost by reason of the delay. Consultant will be entitled to payment for its reasonable additional charges, if any, due to the delay.
4. **City Information.** The City agrees to provide the Consultant with the complete information concerning the Scope of the Work and to perform the following services:
 - A. Access to the Area. Depending on the nature of the Work, Consultant may from time to time require access to public and private lands or property. As may be necessary, the City shall obtain access to and make all provisions for the Consultant to enter upon public and private lands or property as required for the Consultant to perform such services necessary to complete the Work.

- B. Consideration of the Consultant's Work. The City shall give thorough consideration to all reports, sketches, estimates, drawings, and other documents presented by the Consultant, and shall inform the Consultant of all decisions required of City within a reasonable time so as not to delay the work of the Consultant.
 - C. Standards. The City shall furnish the Consultant with a copy of any standard or criteria, including but not limited to, design and construction standards that may be required in the preparation of the Work for the Project.
 - D. Owner's Representative. A person shall be appointed to act as the City's representative with respect to the work to be performed under this Agreement. He or she shall have complete authority to transmit instructions, receive information, interpret, and define the City's policy and decisions with respect to the services provided or materials, equipment, elements and systems pertinent to the work covered by this Agreement.
5. **Method of Payment.** The Consultant shall submit to the City, on a monthly basis, an itemized invoice for professional services performed under this Agreement. Invoices submitted shall be paid in the same manner as other claims made to the City for:
- A. Progress Payment. For work reimbursed on a stipulated sum fee basis, the Consultant shall invoice monthly for the amounts due for the percentage of the scope of services completed for each project phase less amounts previously invoiced. Consultant shall verify all statements submitted for payment in compliance with Minnesota Statutes Sections 471.38 and 471.391. For reimbursable expenses, if provided for in Exhibit A, the Consultant shall provide an itemized listing and such documentation as reasonably required by the City. Each invoice shall contain the City's project number and a progress summary showing the original (or amended) amount of the contract, current billing, past payments and unexpended balance of the contract.
 - B. Suspended Work. If any work performed by the Consultant is suspended in whole or in part by the City, the Consultant shall be paid for any services performed prior to receipt of written notice from the City of such suspension, all as shown on Exhibit A.
 - C. Payments for Special Consultants. The Consultant shall be reimbursed for the work of special consultants, as described in Section 3B, and for other items when authorized in writing by the City.
 - D. Claims. To receive any payment on this Agreement, the invoice or bill must include the following signed and dated statement: "I declare under penalty of perjury that this account, claim, or demand is just and correct and that no part of it has been paid."
6. **Project Manager and Staffing.** The Consultant has designated Michael Lamb to serve on the Project. He will be assisted by other staff members as necessary to facilitate the completion of the Work in accordance with the terms established herein. Consultant may not remove or replace these designated staff from the Project without the approval of the City.
7. **Standard of Care.** All Work performed pursuant to this Agreement shall be in accordance with the standard of care in Ramsey County, Minnesota for professional services of the like kind.

8. **Audit Disclosure.** Any reports, information, data, etc. given to, or prepared or assembled by the Consultant under this Agreement which the City requests to be kept confidential, shall not be made available to any individual or organization without the City's prior written approval. The books, records, documents and accounting procedures and practices of the Consultant or other parties relevant to this Agreement are subject to examination by the City and either the Legislative Auditor or the State Auditor for a period of six (6) years after the effective date of this Contract. The Consultant shall at all times abide by Minn. Stat. 13.01 et seq., the Minnesota Government Data Practices Act, to the extent the Act is applicable to data and documents in the possession of the Consultant.
9. **Termination.** This Agreement may be terminated by either party by seven (7) days written notice delivered to the other party at the address written above. Upon termination under this provision, if there is no fault of the Consultant, the Consultant shall be paid for services rendered and reimbursable expenses until the effective date of termination. If however, the City terminates the Agreement because the Consultant has failed to perform in accordance with this Agreement, the City may retain another consultant to undertake or complete the work identified in Paragraph 1 and the Consultant shall be paid for services rendered to the effective date of termination less the City's replacement consultant cost to have the Consultant's uncompleted scope of services completed.
10. **Subcontractor.** The Consultant shall not enter into subcontracts for services provided under this Agreement except as noted in the Scope of Work, without the express written consent of the City. The Consultant shall pay any subcontractor involved in the performance of this Agreement within the ten (10) days of the Consultant's receipt of payment by the City for undisputed services provided by the subcontractor. If the Consultant fails within that time to pay the subcontractor any undisputed amount for which the Consultant has received payment by the City, the Consultant shall pay interest to the subcontractor on the unpaid amount at the rate of 1.5 percent per month or any part of a month. The minimum monthly interest penalty payment for an unpaid balance of \$100 or more is \$10. For an unpaid balance of less than \$100, the Consultant shall pay the actual interest penalty due to the subcontractor. A subcontractor who prevails in a civil action to collect interest penalties from the Consultant shall be awarded its costs and disbursements, including attorney's fees, incurred in bringing the action.
11. **Independent Consultant.** At all times and for all purposes herein, the Consultant is an independent contractor and not an employee of the City. No statement herein shall be construed so as to find the Consultant an employee of the City.
12. **Non-Discrimination.** During the performance of this Agreement, the Consultant shall not discriminate against any employee or applicants for employment because of race, color, creed, religion, national origin, sex, marital status, status with regard to public assistance, disability, sexual orientation or age. The Consultant shall post in places available to employees and applicants for employment, notices setting forth the provision of this non-discrimination clause and stating that all qualified applicants will receive consideration for employment. The Consultant shall incorporate the foregoing requirements of this paragraph in all of its subcontracts for program work, and will require all of its subcontractors for such work to incorporate such requirements in all subcontracts for program work. The Consultant further agrees to comply with all aspects of the Minnesota Human Rights Act, Minnesota Statutes 363.01, et. seq., Title VI of the Civil Rights Act of 1964, and the Americans with Disabilities Act of 1990.

13. **Assignment.** Neither party shall assign this Agreement, nor any interest arising herein, without the written consent of the other party.
14. **Services Not Provided For.** No claim for services furnished by the Consultant not specifically provided for herein shall be honored by the City.
15. **Severability.** The provisions of this Agreement are severable. If any portion hereof is, for any reason, held by a court of competent jurisdiction to be contrary to law, such decision shall not affect the remaining provisions of this Agreement.
16. **Entire Agreement.** The entire agreement of the parties is contained herein. This Agreement supersedes all oral agreements and negotiations between the parties relating to the subject matter hereof as well as any previous agreements presently in effect between the parties relating to the subject matter hereof. Any alterations, amendments, deletions, or waivers of the provisions of this Agreement shall be valid only when expressed in writing and duly signed by the parties, unless otherwise provided herein.
17. **Compliance with Laws and Regulations.** In providing services hereunder, the Consultant shall abide by statutes, ordinances, rules and regulations pertaining to the provisions of services to be provided. The Consultant and City, together with their respective agents and employees, agree to abide by the provisions of the Minnesota Data Practices Act, Minnesota Statutes Section 13, as amended, and Minnesota Rules promulgated pursuant to Chapter 13. Subject to the professional standard of care identified in Paragraph 7, a violation of statutes, ordinances, rules and regulations pertaining to the services to be provided shall constitute a material breach of this Agreement and entitle the City to immediately terminate this Agreement.
18. **Waiver.** Any waiver by either party of a breach of any provisions of this Agreement shall not affect, in any respect, the validity of the remainder of this Agreement.
19. **Indemnification.** Consultant agrees to defend, indemnify and hold the City, its officers, and employees harmless from any liability, claims, damages, costs, judgments, or expenses, including reasonable attorney's fees, to the extent resulting from a negligent act or omission (including without limitation professionally negligent errors or omissions) of the Consultant, its agents, employees, or subcontractors in the performance of the services provided by this Agreement and against all losses by reason of the failure of said Consultant fully to perform, in all material respects, the obligations under this Agreement.
20. **Insurance.**
 - A. **General Liability.** Prior to starting the Work, Consultant shall procure, maintain and pay for such insurance as will protect against claims for bodily injury or death, or for damage to property, including loss of use, which may arise out of operations by Consultant or by any subcontractor or by anyone employed by any of them or by anyone for whose acts any of them may be liable. Such insurance shall include, but not be limited to, minimum coverages and limits of liability specified in this Paragraph, or required by law. The policy(ies) shall name the City as an additional insured for the services provided under this Agreement and shall provide that the Consultant's coverage shall be primary and noncontributory in the event of a loss.
 - B. Consultant shall procure and maintain the following minimum insurance coverages and limits of liability on this Project:

Worker's Compensation	Statutory Limits
Employer's Liability	\$500,000 each accident \$500,000 disease policy limit \$500,000 disease each employee
Comprehensive Liability	\$1,000,000 property damage per occurrence \$2,000,000 general aggregate \$2,000,000 Products – Completed Operations Aggregate \$100,000 fire legal liability each occurrence \$5,000 medical expense
Comprehensive Automobile Liability	\$1,000,000 combined single limit (shall include coverage for all owned, hired and non-owned vehicles.
Umbrella or Excess Liability	\$2,000,000

- C. The Comprehensive General/Commercial General Liability policy(ies) shall be equivalent in coverage to ISO form CG 0001, and shall include the following:
1. Premises and Operations coverage with no explosions, collapse, or underground damage exclusion (XCU).
 2. Products and Completed Operations Property Damage coverage. Consultant agrees to maintain this coverage for a minimum of two (2) years following completion of its work.
 3. Personal injury with Employment Exclusion (if any) deleted.
 4. Broad Form CG0001 0196 Contractual Liability coverage, or its equivalent.
 5. Broad Form Property Damage coverage, including completed operations, or its equivalent.
 6. Additional Insured Endorsement(s), naming the "City of Roseville" as an Additional Insured, on ISO form CG 20 10 11 85, or CG 20 10 10 01 and CG 20 37 10 01, or an endorsement(s) providing equivalent coverage to the Additional Insureds. ISO form CG 20 10 07 04, and later versions of said form, are not acceptable.
 7. If the Work to be performed is on an attached condominium, there shall be no exclusion for attached or condominium projects.
 8. "Stop gap" coverage for work in those states where Workers' Compensation insurance is provided through a state fund if Employer's liability coverage is not available.
 9. Incidental Malpractice and Host Liquor Liability insurance applicable to the Consultant's performance under this Agreement.

10. Severability of Insureds provision.

- D. Professional Liability Insurance. The Consultant agrees to provide to the City a certificate evidencing that they have in effect, with an insurance company in good standing and authorized to do business in Minnesota, a professional liability insurance policy. Said policy shall insure payment of damage for legal liability arising out of the performance of professional services for the City, in the insured's capacity as the Consultant, if such legal liability is caused by a negligent error, omission, or act of the insured or any person or organization for whom the insured is legally liable. Said policy shall provide an aggregate limit of \$2,000,000. Said policy shall not name the City as an insured.
- E. Consultant shall maintain in effect all insurance coverages required under this Paragraph at Consultant's sole expense and with insurance companies licensed to do business in the state in Minnesota and having a current A.M. Best rating of no less than A-, unless specifically accepted by City in writing. In addition to the requirements stated above, the following applies to the insurance policies required under this Paragraph:
1. All policies, except the Professional Liability Insurance policy, shall be written on an "occurrence" form ("claims made" and "modified occurrence" forms are not acceptable);
 2. All policies, except the Professional Liability Insurance policy, shall be apply on a "per project" basis;
 3. All policies, except the Professional Liability Insurance and Worker's Compensation Policies, shall contain a waiver of subrogation naming "the City of Roseville";
 4. All policies, except the Professional Liability Insurance and Worker's Compensation Policies, shall name "the City of Roseville" as an additional insured;
 5. All policies, except the Professional Liability Insurance and Worker's Compensation Policies, shall insure the defense and indemnity obligations assumed by Consultant under this Agreement; and
 6. All policies shall contain a provision that coverages afforded there under shall not be canceled or non-renewed or restrictive modifications added, without thirty (30) days prior written notice to the City.

A copy of the Consultant's insurance declaration page, Rider and/or Endorsement, as applicable, which evidences the compliance with this Paragraph 20, must be filed with City prior to the start of Consultant's Work. Such documents evidencing Insurance shall be in a form acceptable to City and shall provide satisfactory evidence that Consultant has complied with all insurance requirements. Renewal certificates shall be provided to City prior to the expiration date of any of the required policies. City will not be obligated, however, to review such declaration page, Rider, Endorsement or certificates or other evidence of insurance, or to advise Consultant of any deficiencies in such documents and receipt thereof shall not relieve Consultant from, nor be deemed a waiver of, City's right to enforce the terms of Consultant's obligations hereunder. City reserves the right to examine any policy provided for under this paragraph.

F. **Effect of Consultant's Failure to Provide Insurance.** If Consultant fails to provide the specified insurance, then Consultant will defend, indemnify and hold harmless the City, the City's officials, agents and employees from any loss, claim, liability and expense (including reasonable attorney's fees and expenses of litigation) to the extent necessary to afford the same protection as would have been provided by the specified insurance. Consultant also agrees that if applicable law limits or precludes any aspect of this indemnity, then the indemnity will be considered limited only to the extent necessary to comply with that applicable law. The stated indemnity continues until all applicable statutes of limitation have run.

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

Executed as of the day and year first written above.

CITY OF ROSEVILLE

Mayor

City Manager

Cunningham Group Architecture P.A.

By: _____

Its: _____



URBAN DESIGN PRINCIPLES

TWIN LAKES REDEVELOPMENT AREA CITY OF ROSEVILLE, MN

Checklists for establishing a Strong Public Realm and for ensuring Livability, Walkability, Sustainability, and Environmental Responsibility

Contents:

- Introduction: Basic Goals
- Checklist 1: Land Use Patterns
- Checklist 2: Streets & Public Spaces
- Checklist 3: Frontages
- Checklist 4: Buildings
- Checklist 5: Design Review Process



Approved 11/14/07

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The following principles were jointly drafted by City of Roseville Staff & Urban Design consultant Peter J. Musty of CharretteCenter.com Inc, Minneapolis, MN. Partial Funding for the development of the design principles was provided by a Metropolitan Council Livable Communities Demonstration Grant.

Twin Lakes Design Checklists

ESTABLISHING A STRONG PUBLIC REALM: A list of Urban Design Principles to ensure Livability, Walkability, Sustainability and Environmental Responsibility.

Approved: November 14, 2007

Design Checklists:

The City of Roseville is building an exciting new model for new development within the Twin Lakes Neighborhood.

A NEW BUT PROVEN MODEL FOR NEW DEVELOPMENT AND GROWTH

The two patterns below are the basis for the five attached checklists of design principles for Twin Lakes. The appropriate implementation of the following design principles within individual developments will ensure that the public realm of the Twin Lakes Neighborhood remains livable, walkable, and sustainable for all of its residents, workers and customers. The City seeks to collaborate with the private sector in achieving development projects consistent with these principles. Furthermore, the City of Roseville specifically advocates the use of these guidelines, patterns, and development principles within the Twin Lakes Neighborhood. There are several reasons why:

- a. **Economic Growth through Livability.** The City of Roseville is in an economy that requires cities to compete for a growing creative class of knowledgeable workers. These workers are drawn to places and cities with an excellent quality of urban life in close proximity to pristine natural resources. It is important that Roseville increase the quantity and diversity of living choices so that the City can retain its broad range of workers, expand its tax base and utilize the existing infrastructure to attract new workers. In other words – it is important for Roseville to build more quality neighborhoods and living infrastructure to draw and retain quality and professional workers.
- b. **Economic Growth through Walkability.** The City of Roseville wishes to expand its existing infrastructure of walkable residential streets into its new redeveloped commercial and industrial areas. Providing choices for residents, workers, and customers is important – and this will give the neighborhood a choice to walk more and to support transit services. The ability to walk from place to place is a wonderful alternative for those that can drive – and it is a liberating activity for those confined to an office or home during portions of the day. Youths and seniors – both growing and vital populations in the community - prefer neighborhoods and cities that are truly walkable. The ability to walk to work and use the noon hour for a walk is an opportunity that should be afforded to as many Roseville workers as possible.
- c. **Economic Growth through Sustainability.** The City of Roseville wishes to encourage a broad range of new technologies in order to achieve a more sustainable infrastructure of energy, drinking water, surface water management and sanitary sewer, natural resources, and traffic/pavement management. Investing in these technologies now will assist in bringing long-range infrastructure costs down, lowering the maintenance burden and reducing the negative impacts on the environment.
- d. **Economic Growth through Environmental Responsibility:** The City of Roseville is striving to increase environmental responsibility within the community as a whole and the Twin Lakes should evolve no differently. The opportunity exists on this site to not only demonstrate the best technologies and practices for protecting, preserving, and enhancing unique natural features and resources, but also to improve existing negative environmental conditions and attributes. Roseville will be proud of redevelopment that takes place in the



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Twin Lakes area as it will be a shining example of how good citizens and neighbors do business in the 21st Century.

One tool that is currently being used to bring this vision of environmental responsibility to fruition is the Leadership in Energy and Environmental Design (LEED), which is a rating system that reviews environmentally conscious design choices in six areas, including sustainable sites, water efficiency, energy and atmosphere, indoor environmental quality, materials, and innovation. Developments earn points based on the degree of compliance with LEED standards and the City can use this rating system to determine its degree of public assistance for development projects.

The benefits to such an arrangement will reach beyond the obvious environmental benefits. For example, the Twin Lakes area will likely compete regionally—perhaps nationally—for businesses that want to call this area home, and LEED certification can be a great public relations tool. Similarly, redevelopment proposals for this area have stalled in the past due to lack of public support and it is likely that a company building a LEED certified building will be embraced to a greater degree by existing neighbors.

Provisions for locally-sourced materials and innovation could potentially lead to direct support of other local businesses. Through the use of green roofs and porous pavement, runoff can be reduced to near zero and the associated impacts on the Twin Lakes will be greatly reduced even from what they are today. Similar measures can reduce urban heat island effects, reduce light pollution, and support alternative modes of transportation, leading by example for other entities intending to develop within Roseville.

ROSEVILLE WILL ACHIEVE LIVABILITY, WALKABILITY, SUSTAINABILITY AND ENVIRONMENTAL RESPONSIBILITY IN THE FOLLOWING MANNER:

While recognizing the essential need to accommodate vehicular service, circulation and parking, Twin Lakes will be built to encourage pedestrian activity by creating an attractive, safe, and comfortable public realm for pedestrian, bicycle, transit, and automobile traffic.

Building Human-scaled Patterns

There are three organizing physical patterns that repeatedly occur in successful compact neighborhoods, villages, towns and cities.

- I Urban to suburban natural pattern
- II Public to private pattern.
- III Small block pattern.

Building Human-scaled Neighborhoods

Development and Redevelopment is implemented through the design, placement, relationship and implementation of three basic neighborhood forms.

- I Streets



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II Frontages

III Buildings

Human-scaled patterns and neighborhoods are the fabric of many successfully developed cities today. They cross cultural and climatic boundaries and are evident in Minnesota towns and cities nationwide. These concepts are worth incorporating in new development and redevelopment. They are encouraged in the new Twin Lakes.



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WHAT IS THE URBAN TO SUBURBAN PATTERN?

The urban to suburban pattern works well at the scale of the Neighborhood (or the District).

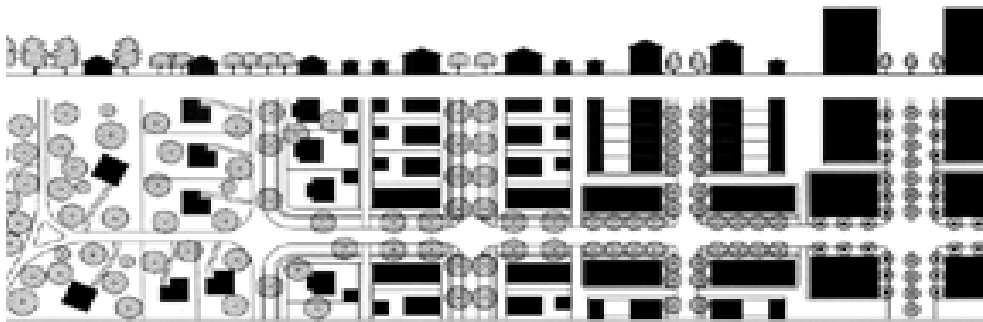
The transformation in how development and open space becomes more compact happens in part or in whole from the center of the neighborhood to the edge over several different degrees of sophistication described as:

- Urban core,
- Neighborhood centers,
- Neighborhood general areas, and
- Suburban areas.

Each degree has a set of design principles that take place in arrangements unique to the site and its location in the gradation from urban to suburban.

For instance, shopping can take place in a large department store in core districts, in markets or storefronts in neighborhood centers – or in corner stores in neighborhood general areas. In less compact, more automobile dependent suburban areas, shopping occurs at regional malls and shopping centers – or via mail, phone and internet from homes.

This pattern repeats itself within the many neighborhoods and districts of a city. Complete neighborhoods or districts generally are made up at least three of the four typical urban zones – yet they are all within walking distance of each other. It is feasible to have limited suburban residential areas connected to urban districts, but it is not acceptable to have predominantly or exclusively suburban “Big Box” commercial areas connected to neighborhoods, as they generally obliterate walkability due to their scale. There is also limited automobile-scaled commercial development appropriate along commercial corridors, but this development will be limited and provide pedestrian access to adjoining residential areas.



SUBURBAN ←-----→ URBAN



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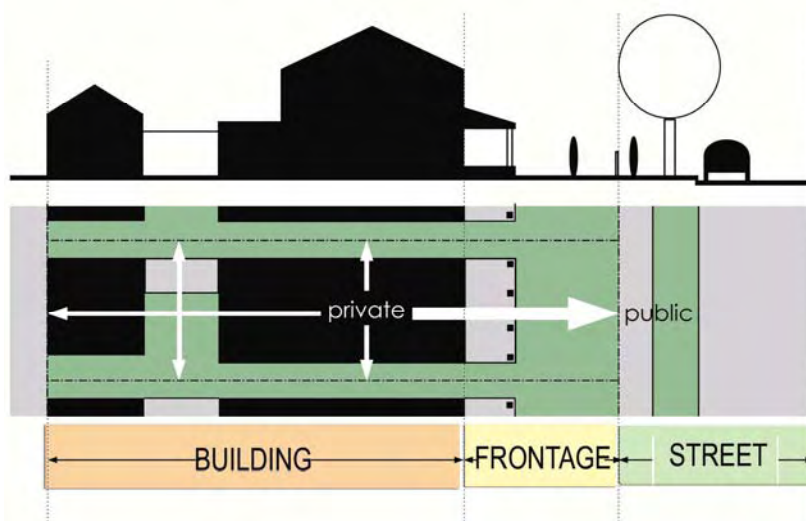
WHAT IS THE PUBLIC TO PRIVATE PATTERN?

The street, lot frontage and the building make up the public to private transition that occurs repeatedly throughout Roseville.

As the design of each project evolves, the market and the unique needs of the landowner assist in creating the arrangement of the different parts (street, lot frontage, and building) that should exist. These contribute to the “public realm”: the environment that all citizens share.

To Roseville it is important to encourage the positive impacts of development that recognize the value of the public realm as a community amenity. The City encourages design elements that contribute to a public realm that increases the quality of life for current and future residents. Furthermore – the City has responsibility for defining how the “private realm” (buildings, etc.) affects the “public realm” (streets, public places, etc.). For Twin Lakes this has been done by identifying and encouraging a set of streets (public realm), frontages (semi-private realm) and buildings (public realm) that are consistent with the neighborhood redevelopment vision.

Call it a KIT OF PARTS. This Kit of Parts is a menu of development types that – if followed - will help ensure that the “public realm” evolves in a way that satisfies and serves all citizens – residents, workers and customers. The following development checklist is designed to help define ways to implement the “public realm” and provide developers and their architects written and graphic descriptions of the important components of the Twin Lakes Master Plan. However, the ultimate building design and the range of permitted uses – within the private realm – should be market driven and left to the property owner to detail (see Checklist 5: Design Review Process).



Redevelopment of Twin Lakes – whether high tech office, mixed use or residential – will respect street/frontage/building pattern found throughout Roseville’s neighborhoods. A continuous pattern of public to private relationships will ensure that all development contributes to and benefits from a shared public realm.



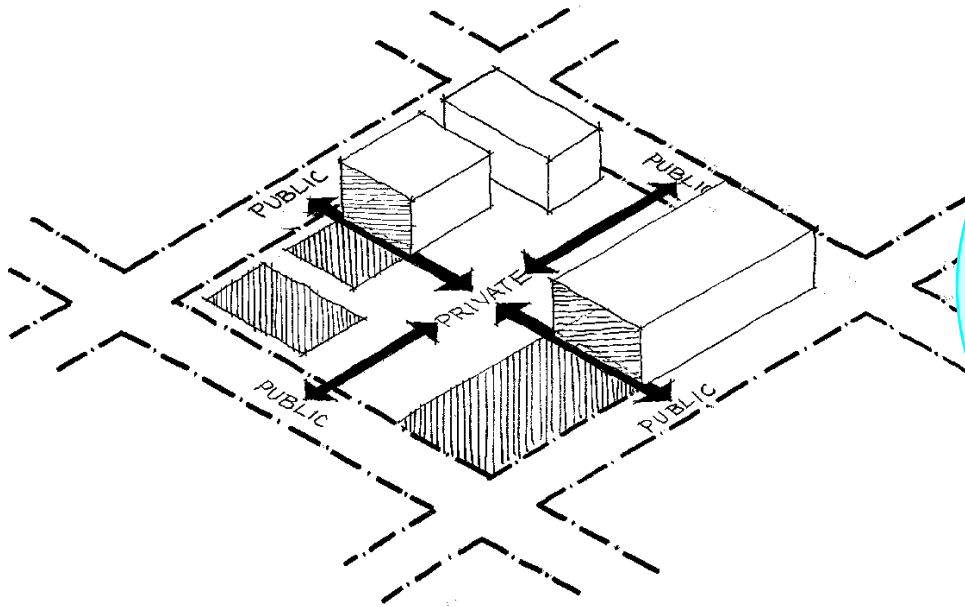
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WHAT IS THE SMALL BLOCK PATTERN?

Another urban form that is found throughout many of Roseville's older residential neighborhoods is the small block.



Twin Lakes will require a pattern of interconnected streets forming complete blocks. Buildings will face outward, fronting public streets, while private spaces are created in the interior of the block.

The small block pattern enhances walkability: Small blocks allow for a network of interconnected streets. This network is vital for pedestrians. Large blocks force pedestrians to walk around them – often creating walking distances that are too long. It is widely known that pedestrians will only consider walking if the trip can be made within three to five minutes. In Minnesota's winters, cutting down walking distances are even more important especially in a life style, open air shopping development. Small blocks reduce average walking distances.

The small block pattern enhances sustainability: Designing blocks creates flexible increments of development over time. Small blocks lead to more efficient parceling and subdividing, reducing the average increment and scale of each development. Developing Twin Lakes one small block at a time creates a reusable infrastructure by ensuring that second phases or second generations of development can be inserted or redeveloped 'right across the street' without creating awkward transitions between uses. A smaller block pattern also increases the lineal frontage per square foot of land, creating better access and more opportunities for different uses within the same block.



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Checklist 1

LAND USE PATTERNS

- ☐ 1. 'MIXED USE' – In Twin Lakes, 'mixed use' means more than the development of adjacent single use projects (multi-use or mixed land use). "Mixed use" means a range of uses within each development project accommodating a range of daily activities within walking distance of each other. 'Mixed use' also means that there may be different uses within the same building, or that buildings are placed so that different uses can happen in the same building over time. This can be done through innovative design and by incorporating elements of new mixed-use projects currently underway throughout the Twin Cities.

Examples of mixed use and mixes of land uses:

- Park Commons (Excelsior and Grand), St. Louis Park (*mixed housing over shops*)
- Northeast Quadrant, St. Paul (*mixed housing over shops*)
- Clover Field Neighborhood, Chaska (*Mixed housing over shops*)
- Arbor Lakes, Maple Grove (*limited office over shops, adjacent housing*)
- Centennial Lakes, Edina (*separate retail, mixes of housing, office, recreational opportunities*)
- The Village, Blaine (*retail, big box, adjacent to future housing*)



There will be a rich mix of residential, workplace and retail in the same blocks (horizontally) and in the same buildings (vertically).

Sensitive transitions between uses are crucial and must be creatively designed.



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- ☐ 2. **CONNECTION TO PUBLIC SPACES** – There will be physically accessible and visually clear corridors connecting all public places to the lakes and parks. These corridors can be pathways, streets, or linear greens and where possible will be continuously framed by building frontages on both sides or public open spaces.
- ☐ 3. **COMMERCIAL VISIBILITY** - Prominent features of the urban core development such as towers, fountains, entrance monuments, and signage will be visible from adjacent highway corridors. This will be done without sacrificing the sense of intimacy, enclosure, and human scale so important to pedestrian comfort.
- ☐ 4. **TRANSITION and CONNECTIVITY** - All existing suburban residential neighborhoods to the north of the development will be sensitively protected and separated both physically and visually from core zones and suburban commercial development. Yet, they will be formally connected to center areas via a system of walkable streets with sidewalks – and where necessary – bike and walking paths.
- ☐ 5. **GATEWAYS** – There will be a set of buildings and/or landmarks clearly marking the entries to primary thoroughfares such as Twin Lakes Parkway (from the West and the East). The gateways will be surrounded by landscaping and fully accessible by car, bicycle, and pedestrian and be enclosed by buildings on both sides.
- ☐ 6. **CENTERS, URBAN to RURAL, PUBLIC to PRIVATE** - Twin Lakes will not exclusively be made up of commercial building types set in automobile scaled settings. Rather – they will include many of these commercial uses – but will distribute them amongst residential uses in a varying urban pattern that is more compact at the centers and less compact at the edges. There will be both urban and suburban settings in Twin Lakes – with sensitive transitions carried out between each type of development. There will be a proportionally higher quantity of more urban, mixed-use buildings in the center - closely but sensitively placed upon a range of street types. The Twin Lakes Neighborhood will consist of core, neighborhood center, neighborhood general and limited suburban zones.
- ☐ 7. **SMALL BLOCKS** – There will be a network of public right-of ways forming complete blocks. Mid-block pedestrian passages are acceptable as long as buildings address them with frontages.



Twin Lakes Design Checklists

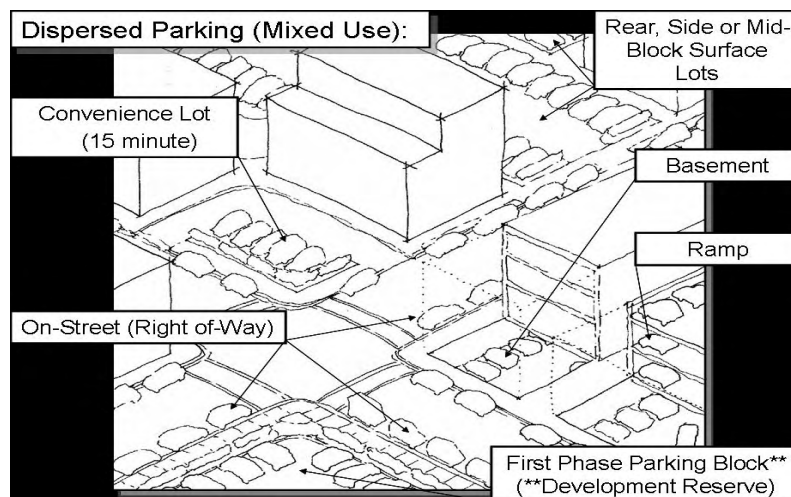
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- ☐ 8. **LIMITED SUBURBAN COMMERCIAL** - There may be limited suburban commercial along edge corridors (Cleveland and County Rd C). Such development will be seamlessly integrated with core urban zones immediately adjacent or in the same block.



- ☐ 9. **DISPERSED PARKING** – Parking will be dispersed in many different places rather than concentrated in large surface lots. Parking can be dispersed by designing it into the following locations:
- on the streets in parking bays
 - behind buildings (inside blocks)
 - in underground or built structures not exposed to pedestrian view. (Multi-function of parking spaces and decks are encouraged for spaces that clearly will double as public spaces or event areas)
 - "convenience parking" frontage that allows parking to exist in front of high traffic commercial building types.



Twin Lakes Design Checklists

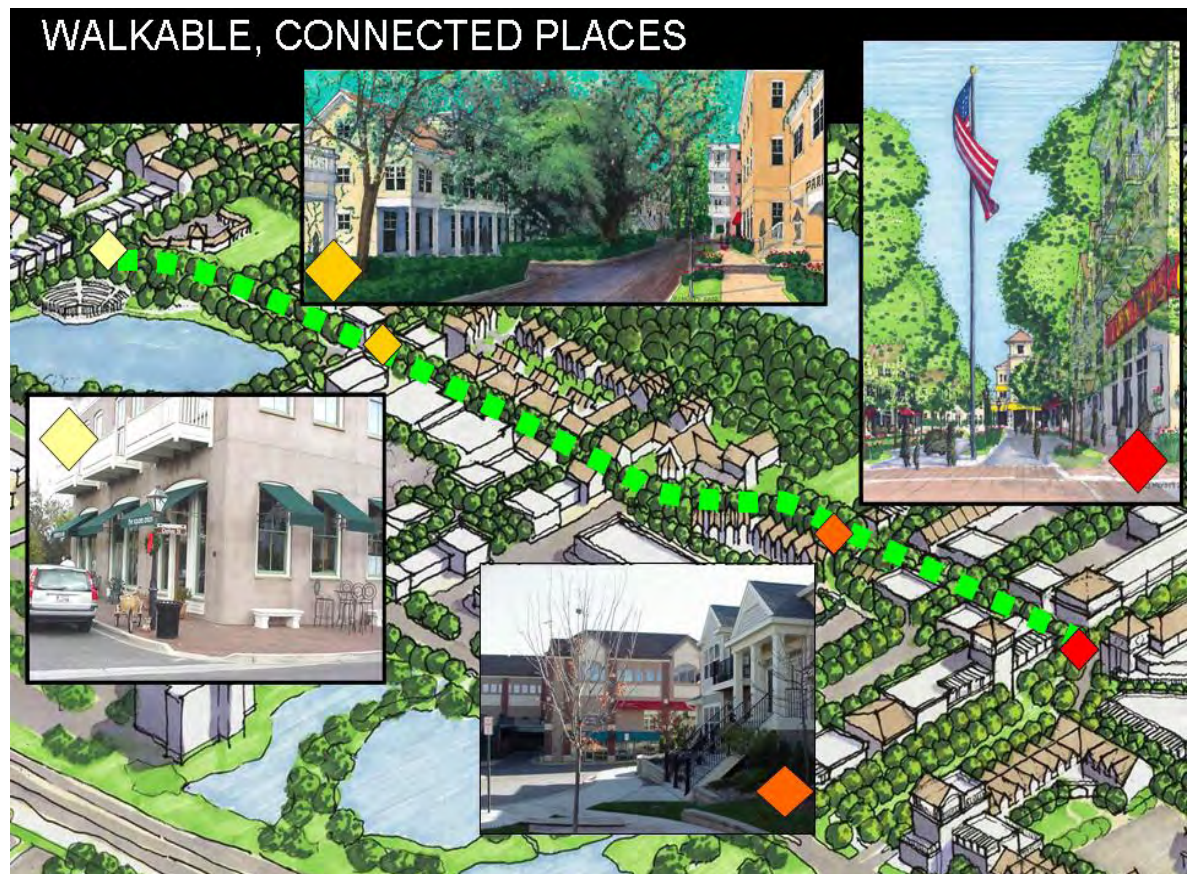
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Checklist 2

STREETS & PUBLIC PLACES (Public Realm)

- ☐ 1. **WALKABILITY** – Streets and Public Places are walkable if they are protected, enclosed, and attract pedestrian activity. Walkability may be accomplished through consistent placement of buildings with varying but complimentary frontages close to the sides of a space or along streets. Trees also provide enclosure – but they cannot provide continuous protection from wind, rain, and sun. Buildings with interesting frontages, windows and lighted display can also add to the vitality and interest of the streets in the Twin Lakes Neighborhood. Features of walkable streets and public places require continuous presence of the following elements:
- Trees spaced close enough to provide canopy
 - Buildings brought forward to address the street, creating enclosure.
 - Travel lanes for autos, bikes and pedestrians.



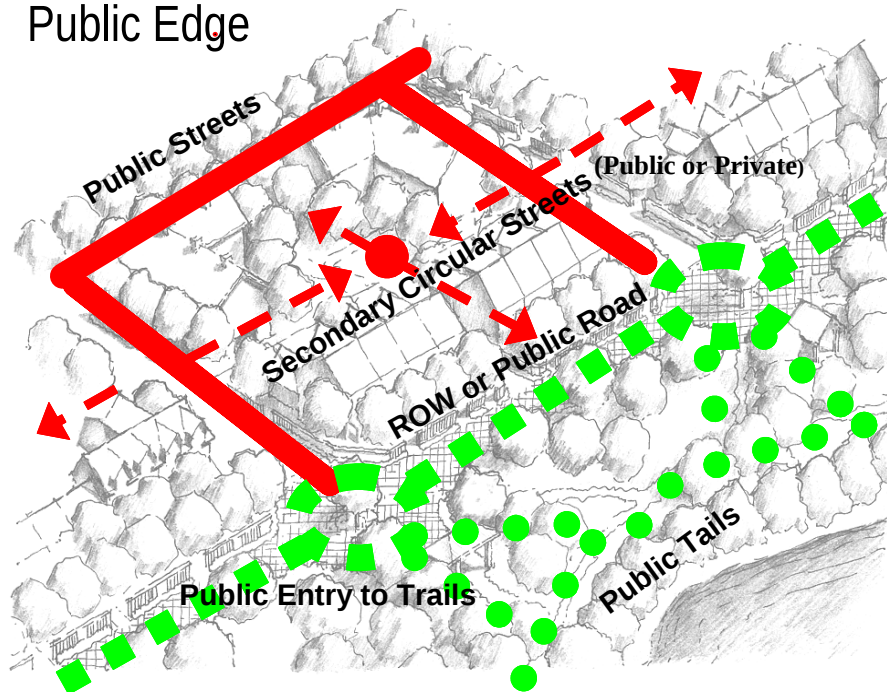
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- ☐ 2. **PUBLIC EDGE** - Existing lakes and parks will be fronted with clearly defined, continuous and accessible public pedestrian rights of ways maintained by the City. These right-of ways, like all other right of ways, will be lighted and open to the public at all hours. Where appropriate, adjacent paved streets may be a portion of this right-of-way. While both pathways and roadways are permitted and encouraged, the building fronting on them must provide an entry/exit to the public edge.

Public Edge



- ☐ 3. **RANGE OF FORMAL PUBLIC SPACES** - There will be a range of public open spaces throughout the district, including but not limited to squares, courts, parks, plazas and greens. These places will be enclosed by building frontages and will be safe places for walking, relaxing, and gathering. These spaces will be heavily landscaped yet be designed for low maintenance.
- ☐ 4. **RANGE OF TRANSPORTATION MODES** - There will be a wide range of transportation modes accommodated on all streets. Pedestrians, bicyclists and vehicles will all be accommodated on every street – including major thoroughfares.



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- ☐ 5. **ON-STREET PARKING** – The City encourages parallel (public streets in bays) or diagonal on-street parking (private streets) on every street in the development. This is in order to reduce the parking demands on surface or structured parking facilities, as well as to provide customer convenience to storefront retailers.
- ☐ 6. **STREET LIGHTING** - There will be overhead and pedestrian lighting placed at regular intervals on all streets throughout the development.
- ☐ 7. **PUBLIC SIGNAGE** - All public traffic control\directional\construction and temporary signage will include design that is compatible to the building character or other site signage.
- ☐ 8. **TREES** - There will be trees planted at regular intervals within the planting strip of every street throughout the district. The tree species will comply with the Roseville Street Tree Master Plan and replacement of dying, diseased and stressed trees will be required.



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Checklist 3

FRONTAGES (Semi-Private Realm)

- ☐ 1. **FRONTAGES WILL SUPPORT STREET LIFE AND WALKABILITY** – Well designed building frontages provide an address on the public street or open space. A consistent alignment of building frontages and street spaces support a level of street life that can increase the quality of life for residents, workers and customers and the values of the private property. It also helps to create walkable corridors by providing an attractive, safe and comfortable place for pedestrian activity.
- ☐ 2. **MINIMIZED SETBACKS** – Excessive setbacks leave the public right of ways uninteresting and environmentally hostile to pedestrians. Buildings will be placed to the exterior of blocks to allow a maximum amount of private open space or parking within the center of blocks. Buildings will front street such that their frontages help frame public streets and open spaces.
- ☐ 3. **STREETWALL** – Building frontages that are consistently aligned form a streetwall, shelter pedestrians from bad weather and create a sense of place. This will encourage increased street activity beneficial to commercial establishments while increasing the quality of life for residents, workers, and visiting customers. This principle holds true for public places as well as streets.
- ☐ 4. **FRONTAGES ON EVERY FAÇADE** – There will be a distinct frontage type on each building that faces a public right of way. These frontages will contain primary entries for visitors. All streets and public places, including parks and lakes, need to be faced with primary frontages. No buildings will ‘back up’ or ‘back onto’ to any public space without a clearly identifiable frontage or facade. Any building not able to meet this requirement for commercial viability reasons may need to require two entries of equal importance.



The streets and public spaces in Twin Lakes will be portrayed by a range of frontages that provide a welcoming, comfortable and walkable character.

These frontages include shop front, arcade, stoop/dooryard, porch and common yard.



Twin Lakes Design Checklists

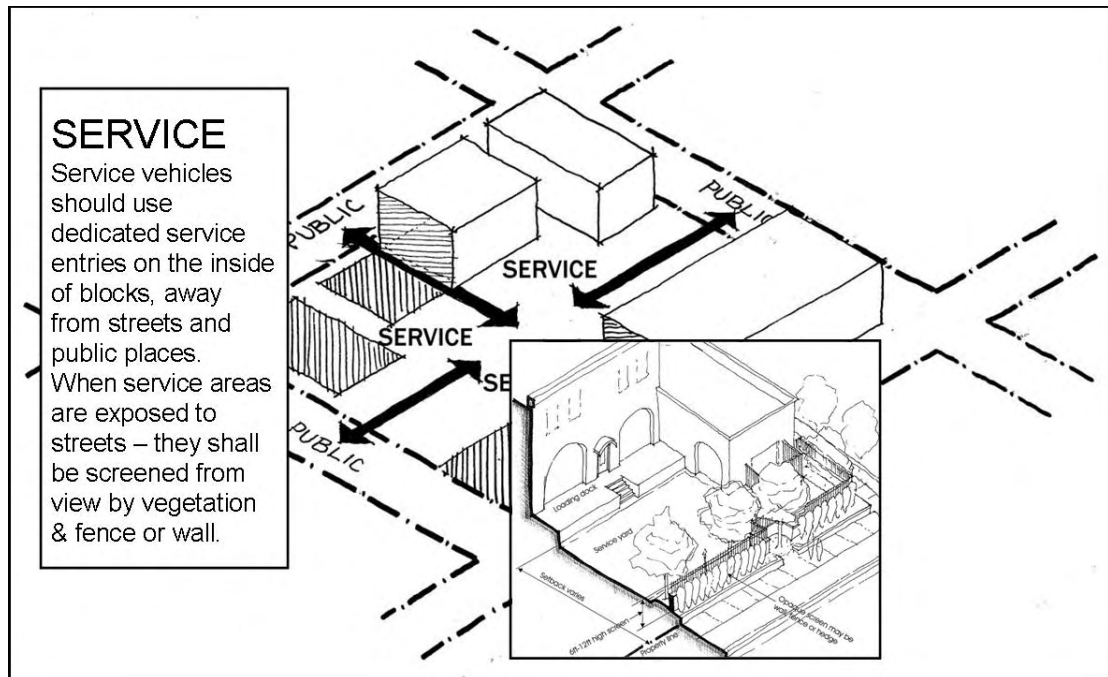
ESTABLISHING A STRONG PUBLIC REALM: A list of Urban Design Principles to ensure Livability, Walkability, Sustainability and Environmental Responsibility.

Approved: November 14, 2007

- ☐ 5. **NO BLANK WALLS** – There will be no continuous wall surface along any street longer than 60’ without an entry or windows. An ‘entry’ allows a pedestrian to access a building from the street it fronts. All continuous wall surfaces longer than 60’ will include window displays or other design feature at the street level.



- ☐ 6. **SERVICE** – Service vehicles will use dedicated service entries interior to blocks and not visible from public open spaces or streets. The service areas include space for loading bays, dock doors, trash enclosures, etc.



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Checklist 4

BUILDINGS (Private Realm)

- ☐ 1. **DURABILITY** - Buildings throughout the development will be built to last for generations of users. This can be done through the proper use of durable, energy efficient building materials. Suggested materials include glass, architectural metal, masonry manufactured or natural stone, and pre-cast color impregnated concrete.
- ☐ 2. **ADAPTABILITY** - Buildings throughout the development will be built to suit the first users while being flexible to allow varying uses over time. Adaptability can be achieved by using simple, modular plans (bays) and allowing complex and less adaptable design to take place at the edges of the buildings. The reason for applying flexibility to building design is that over time, it is much easier to move the walls within a building than to move an entire building or make the building bigger or smaller. This approach will also lower the costs of retrofitting and remodeling for future uses. Designing for flexibility within the building allows for efficient and cost effective retrofitting and remodeling as well.
- ☐ 3. **BEAUTY** – Building walls will be well designed, beautiful, highly valued, and worthy of preservation. Buildings will convey timeliness and a sense of pride through the visible presence of good proportion, careful detailing, and thoughtful composition of architectural elements. This can be done with a qualified architect for each building.
- ☐ 4. **MIXED VERTICAL ZONES** – Buildings – through good design, will allow different uses to occur on different levels within the same building. This is done through sensitive planning of transitions and separations.
- ☐ 5. **DISCOUNT RETAIL USE vs. BIG BOX BUILDING TYPE** – The Twin Lakes goals are flexible and allow for large format retail facilities but discourages the single level large footprint concrete box building types. Larger format retail buildings will need to minimize adverse effects on the public realm such as blank street walls, large exposed parking lots and inward orientation. Options to solve this problem can be as follows:
 - Discount retail uses are located on the ground level of multi-level mixed use buildings.
 - Shared parking to the rear (second front) is provided with other uses on a larger block with a distinct exterior or interior – i.e. forming an ‘urban side’ and a ‘suburban side’.
 - Incorporating the use of common wall (liner) buildings around the outside with independent retail fronts facing the street.



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- ☐ 6. **MAXIMIZE NATURAL LIGHT** - Buildings will maximize the use of natural light and southern exposure, especially along exterior walkways and entry points.
- ☐ 7. **INFORMATION TECHNOLOGY** - Buildings will be outfitted with the latest up-gradable information technology infrastructure.
- ☐ 8. **SUSTAINABLE** - Buildings will employ environmentally sustainable design and construction standards.
- ☐ 9. **SHEDDING WATER** - Buildings will handle, store, and clean storm water on the site in a slow and diffuse manner, or collectively with adjacent buildings in a subregional retention area that doubles as public amenity, consistent with Rice Creek Watershed District standards. Such innovative techniques for treatment of water include roof gardens, rain gardens, swales and under paved surface piping and storage.
- ☐ 10. **STYLE: BACKGROUND vs. LANDMARK BUILDINGS** –
 - Background buildings are designed to fit the context that they are in, often participating with other buildings to form spaces or ‘places’ and thus attempt to call less attention to themselves in order to support. Traditional row houses, shop front and mixed use buildings are background buildings.
 - Landmark buildings are set alone in space. These buildings separate themselves physically and visually from the context that they are in. Churches, civic and prominent commercial or workplace/industrial headquarters are examples of appropriate Landmark buildings.

Most background buildings employ architectural styles that reflect the building context, design character, proportions and rhythms of the region’s best architecture, while also recognizing and responding to the region’s unique climate. In other words background building style and expression should come second to function, usefulness and durability. An exception can be made for more public, civic, or headquarters buildings (“Landmark” buildings), which deserve special treatment with regards to self expression and design as they create landmark sites and are often a visual focus.

- ☐ 11. **MECHANICAL SCREENING** – Roof mounted service equipment will be screened from view at all times. Screening used will ensure the roofscapes and screening materials or parapet is an integral part of the design of the building with respect to form, materials and color.



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- ☐ 12. **GENERAL LANDSCAPING REQUIREMENTS** - Priority will be given to attractive landscape design in the following areas:
 - Entrances to the site
 - Focal points within the site
 - Front yards and exposed exterior side yards and building faces
 - Buffers and transitions between sites
 - Parking areas

- ☐ 13. **LANDSCAPE DESIGN STYLE** - The preferred approach for landscape style is to group trees and shrubs to frame building frontage. Dense landscaping and/or berming will be used to screen parking areas that are not adequately screened by the building frontages. These landscape areas that are used for screening visually uninteresting building surfaces or parking areas will be coniferous planting for year round protection.

- ☐ 14. **SIGNAGE** - Building identification signs will include the name of the building or tenant(s). When signs are proposed on building facades, they must be on the front elevation and within a sign band illustrated in the architectural drawings and must be approved and consistent with the building owner's/manager's sign design plan. Freestanding identification signs may include the building address and ground mounted in a landscape setting. Materials and colors used on the sign will be consistent and compatible with the building design. Building signs must not dominate the streetscape by their size or height and may be internally or externally lit. For size details and approvals, refer to the City Sign Code.



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Checklist 5

DESIGN REVIEW PROCESS

The following will be used by the City of Roseville as a checklist for items to be included on the Site Plan drawings. Include these details with the drawings submitted for a review by the Development Review Committee.

☐ 1. SITE PLAN DRAWINGS

- Context and Building Placement Plan – (intended to address livability, walkability and sustainability issues of all intended phases.) This plan must communicate:
 - Impacts on existing community, built environment and natural landscape a minimum of 750' in all directions
 - Placement of all new building types (including future expansion areas if applicable).
 - Major landscaping changes and their impacts.
 - Floor Area Ratios and building lot coverage for each phase of the project.
- Site Plan – (includes all property lines, conventional technical graphic standards required) This plan must include:
 - Driveways, parking and loading areas including curb details, surface materials and snow storage provisions.
 - Sidewalks, other paved areas such as entry areas and patios.
 - Existing trees with existing and proposed grades.
 - Lot grading, drainage and ponding showing approved grades on the site over which a landscape plan is drawn.
 - Service lead-ins (storm, sanitary, water, hydro, gas and telephone).
 - Poles, transformers, meters, fire hydrants, siamese connections.
 - Fence and wall locations, design, height, materials and colors.
 - Exterior lighting location, design, color and throw.
 - Exterior service areas and their screening (including garbage).

☐ 2. BUILDING TYPE DRAWINGS

- Elevation Section, and Plan (to scale) of every Building Type to be built in each project. (It is not required that every building be represented, just every building type. Slight variations of each type must be shown in schematic fashion.)
- Square footage per floor and per building.



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- Building height from grade.
- Models, aerial photo or 3-D images of every project.
- Material types and colors to be used (samples may be requested).
- All mechanical equipment, vent stacks, etc on elevation or roofs (location, size, color) and proposed screening.
- Building Signage (if applicable) and sign bands for multi-tenant buildings.

☐ 3. LANDSCAPE PLANS

- Existing trees, grades and measures proposed to preserve them.
- Site contours (either 1 foot or 2 foot) and utilities (overhead and underground).
- All planting, including locations, type and size in caliper, height, spread and root condition. The planting plan must be completed on same plan with contours.
- All screening, including details (fencing, berms, walls, etc)
- Coordination with minimum landscape requirements for streetscape edge, foundation planting and landscape buffers.
- Scale of drawings 1 inch = 30 feet minimum.

☐ 4. SIGNAGE AND EXTERIOR FURNISHINGS (IF APPLICABLE)

- Flags, sculpture, fountains, benches, planters, waste units, including locations, size, design materials and colors.
- Exterior Signs and Graphics.
- Location on Site Plan or Sign Band.
- Size of planters and elevations
- Color indicated on elevations. Provide samples on request.
- Type of lettering. Show graphics on elevations.
- Materials. Provide samples on request.
- Lighting. Location, color and throw.
- Framing and supporting walls or devices.

☐ 5. LOT GRADING, DRAINAGE AND SERVICING PLANS

- Lot grading, drainage, ponds, and water storage (including calculations)
- Building location, driveways and walks.
- Transformers.
- Poles.
- Bell vaults.
- Hydrants.
- Siamese connections.
- Street lights.
- All existing trees with original grades.



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- Trees to be removed.
- Trees to be preserved.
- Proposed grades. Contours and spot elevations. Soil stock pile areas and height.
- Snow fencing and snow storage area.
- Service lead-ins and hook-ups, meters, regulators, etc.
- Property dimensions, bearing.
- Noise abatement measures.
- Exterior doors, steps or stairs.

☐ 6. GRADING INFORMATION

- Minimum percent slope for landscaped swales is 1.5%.
- Maximum slopes: For landscaped areas is 3:1; for driveways is 8%
- Complete grading information. Contours and spot elevations.
- Finish garage, basement and first floor spot elevations.
- Footing elevations. Depth below street grade.
- Sanitary sewer, storm water and city water pipe elevations at nearest connection point.
- Road/lot corner elevations.
- Berming.
- Drainage flow arrows.
- Swales.
- Retaining walls and details.



Twin Lakes Design Checklists

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Approved: November 14, 2007



REQUEST FOR COUNCIL ACTION

Date: 2/14/11

Item No: 12.e

Department Approval:

City Manager Approved:



Item Description: Adopting the 2012/13 Budget Calendar

Background

Annually, the City Council adopts, by resolution, a budget calendar in an effort to better coordinate the budget and decision-making process. Based on the outcome of previous year's budget processes, and in recognition that the 2011 budget process is relatively fresh in everyone's mind, Staff recommends that the Council take a similar approach for the 2012/13 Budget process, with some refinements.

The proposed calendar includes some suggested changes from previous years:

- 1) Recognition of the Priority Based Budgeting approach including Program Listing Prioritization methodology refinement occurs.
- 2) The staff and Council priority results are developed and reviewed.
- 3) The results of the Community Survey are reviewed and the results available for additional direction.
- 4) A preliminary Not To Exceed (NTE) levy is identified early in the year
- 5) A second draft budget from the CM based on the preliminary NTE levy
- 6) Identification of documentation to be used throughout the process.

For discussion purposes, Staff suggests the following meeting calendar:

2012/13 Budget Calendar

	<u>Event</u>	<u>Date(s)</u>
1.	Council/Staff Work Plan/Strategic Planning meetings	Jan. 31 & Feb. 7
2..	Council approves 2012 Budget Work Plan INCLUDING REQUIRED DOCUMENTATION	Feb. 14
3..	Council reviews and possibly refines Budget Ranking Methodology (note: rename to "Program Listing Prioritization Methodology")	Feb 28
4.	Dept. by Dept. Council-Staff Q & A on items in Program Listing (to understand what the items in the listing are)	Feb 28

	<u>Event</u>	<u>Date(s)</u>
5.	Council and Staff review and agree on which items on Program Listing are truly mandatory	Feb. 28
6.	Departments prepare 2012-2016 Strategic Plans based upon Council/Staff Work Plan/Strategic Planning meetings and priorities	Feb. 28-Mar. 14
7.	CM & Dept. heads develop and submit Program Listing prioritization results by dept. to Council (both tax & non-tax supported programs); Results reported as a single number (1-5) representing the joint CM/Dept. Head priority (each dept head only prioritizes programs in his/her dept.)	by Mar. 14
8.	With knowledge of joint CM/Dept. Head prioritization results, Councilmembers submit Program Listing prioritizations; Results reported back to Council with listings by Councilmember and Council averages	Mar. 14-Mar. 21 (or -Mar. 28)
9.	Based on prioritization results, CM & Dept heads develop 1st DRAFT CM recommended 2012/13 Budget Expenditure Summary by dept., and Program Listing (and supporting Budget Expenditure Reconciliation related to 2011 final Budget Worksheets) AND 2012/13 Capital Spending Plan (aka Capital Budget) for tax- & non-tax supported programs	Mar. 21 (or Mar. 28) – May 9
10.	Council receives report on results of citizen survey	Mar. 28
11.	Staff report to Council on 2011 County Assessor's Report property value changes for 2012, and preliminary tax base change estimate.	April 11 or 18
12.	Dept. by Dept. Council-Staff Q & A on 1st DRAFT CM recommended 2012/13 Budget Expenditure Summary (and Budget Expenditure Reconciliation related to 2011 final Budget Worksheets) AND 2012/13 Capital Spending Plan (aka Capital Budget) for tax- & non-tax supported programs	May 9 & 16
13.	Council sets preliminary 2012/13 NTE levy [AND preliminary utility rates] in response to 1st DRAFT CM recommended 2012/13 Budget Expenditure Summary AND 2012/13 Capital Spending Plan (aka Capital Budget) for tax-and non-tax supported programs	May 23

	<u>Event</u>	<u>Date(s)</u>
14.	CM & Dept. heads refine 1st DRAFT CM recommended 2012/13 Budget Expenditure Summary AND 2012/13 Capital Spending Plan (aka Capital Budget) based on preliminary 2012/13 NTE levy amount [and utility rates]	May 23 – June 20
15.	CM presents 2nd DRAFT CM recommended 2012/13 Budget Expenditure Summary and 2012/13 Capital Spending Plan (aka Capital Budget) for tax- and non-tax supported programs	Jun. 20
16.	Dept. by Dept. public comment on 2nd DRAFT CM recommended 2012/13 Budget Expenditure Summary and 2012/13 Capital Spending Plan (aka Capital Budget) for tax- and non-tax-supported programs	Jul. 11, 18, & 25 as needed
17.	Council/staff discussion of issues raised in public comment on 2nd DRAFT CM recommended 2012/13 Budget Expenditure Summary and 2012/13 Capital Spending Plan (aka Capital Budget) for tax- and non-tax supported programs	August 11 or 18
18.	Council sets final 2012/13 NTE levy [and 2012/13 utility rates]	Sept. 12
19.	County sends tax notices to property owners [Only if Council approves this: City sends notices to utility customers on proposed 2012 utility rates and impacts]	Nov. 10-24
20.	CM & Dept. heads refine 2nd DRAFT CM recommended 2012/13 Budget Expenditure Summary and 2012/13 Capital Spending Plan (aka Capital Budget) based on final 2012 NTE levy amount [and utility rates]	Sept. 13 – Dec. 4
21.	Budget Hearing on Proposed Levy [and Utility Rates] based on 2nd DRAFT CM recommended 2012/13 Budget Expenditure Summary and 2012/13 Capital Spending Plan (aka Capital Budget)	Dec. 5
22.	Council approves final 2012/13 budget, levy, [and utility rates]	Dec. 5 or 12

Budget Process Working Documents:

(Individual documents on the list may be combined with each other as appropriate.)

1. *Program Listing Prioritization Methodology.* Defines what each ranking 1-5 means.
2. *Program Listing.* List of programs and services, sorted first by fund, then by department or division, then by mandatory/non-mandatory, then by priority results (initially by previous results; later by updated results, when completed)

3. *Program Descriptions.* (ref. Attachment D of item 13a of Nov 15, 2010, agenda)
Descriptions of programs in the *Program Listing*, organized in the same order as the *Program Listing*; includes descriptions of Performance Measures for each program, and current rating of performance versus performance measures
4. *Budget Expenditure Summary.* (ref. Attachment A of item 13b2 of Nov. 22, 2010, agenda)
A listing of each program in the *Program Listing*, organized in the same order, with the current year's approved budget amount, previous years' actual amounts (as available), and the proposed 2012 budget amount, for each program, including percent change from previous year in each case
5. *Budget Revenue Summary.* A summary listing, for ALL programs combined (or further broken down beyond that level – such as BY FUND), of each revenue source, with the current year's approved budget amount, previous years' actual amounts (as available), and the proposed 2012 budget amount, with percent change from previous year in each case
6. *Budget Expenditure Summary Reconciliation.* (ref. Attachment B of item 13b2 of Nov. 22, 2010, agenda) For each program in *Program Listing* for which an expenditure change is proposed, a further detailed listing of the estimates for the additions and subtractions that result in the net change.

Discussion Items

The Council should review and discuss the proposed budget calendar.

Staff Recommendation

Staff recommends that the Council formally adopt the 2012 Budget Calendar by resolution.

Council Action Requested

Motion to approve the attached resolution adopting the 2012 Budget Calendar.

Attachments

- A: Resolution adopting the 2012 Budget Calendar
- B: Supporting Budget Document Examples
- C: State Statute 412.701
- D: State Statute 412.711
- E: 2011 City Council Meeting Schedule

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

* * * * *

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Roseville, County of Ramsey, Minnesota was duly held on the 14th day of February 2011 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 ADOPTING THE 2012/13 BUDGET CALENDAR

WHEREAS, the City Council of the City of Roseville, Minnesota is committed to a budget process that ensures effective discussions and informed decisions; and

WHEREAS, the City Council of the City of Roseville, Minnesota is committed to promoting opportunities for stakeholders and interested parties to participate in the budget process.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Roseville, Minnesota, that the following 2012/13 Budget Calendar be adopted.

	<u>Event</u>	<u>Date(s)</u>
1.	Council/Staff Work Plan/Strategic Planning meetings	Jan. 31 & Feb. 7
2..	Council approves 2012 Budget Work Plan INCLUDING REQUIRED DOCUMENTATION	Feb. 14
3..	Council reviews and possibly refines Budget Ranking Methodology (note: rename to "Program Listing Prioritization Methodology")	Feb 28
4.	Dept. by Dept. Council-Staff Q & A on items in Program Listing (to understand what the items in the listing are)	Feb 28
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	<u>Event</u>	<u>Date(s)</u>
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8.	With knowledge of joint CM/Dept. Head prioritization results, Councilmembers submit Program Listing prioritizations; Results reported back to Council with listings by Councilmember and Council averages	Mar. 14-Mar. 21 (or -Mar. 28)
9.	Based on prioritization results, CM & Dept heads develop 1st DRAFT CM recommended 2012/13 Budget Expenditure Summary by dept., and Program Listing (and supporting Budget Expenditure Reconciliation related to 2011 final Budget Worksheets) AND 2012/13 Capital Spending Plan (aka Capital Budget) for tax- & non-tax supported programs	Mar. 21 (or Mar. 28) – May 9
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	<u>Event</u>	<u>Date(s)</u>
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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.

State of Minnesota)
) SS
County of Ramsey)

I, undersigned, being the duly qualified City Manager of the City of Roseville, County of Ramsey, State of Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a regular meeting of said City Council held on the 14th day of February, 2011 with the original thereof on file in my office.

WITNESS MY HAND officially as such Manager this 14th day of February , 2011.

William J. Malinen
City Manager

Seal

City of Roseville
Priority-Based Budgeting
Tax-Supported Programs
2011

Department / Division	Program / Function	8/9/2010	Composite Council Rank	Klausing Rank	Ihlan Rank	Pust Rank	Roe Rank	Johnson Rank	Diff. +/-
		2011 Program Cost Current							
Administration	Council Support	120,252	-	-	-	-	-	-	-
Administration	Records Management/Data Practices	23,852	-	-	-	-	-	-	-
Administration	Human Resources	108,216	-	-	-	-	-	-	-
Administration	Organizational Management	125,113	-	-	-	-	-	-	-
Code Enforcement	Code Enforcement	165,000	-	-	-	-	-	-	-
Elections	Elections	80,655	-	-	-	-	-	-	-
Finance	Accounts Payable	34,970	-	-	-	-	-	-	-
Finance	Gen. Ledger, fixed assets, financial reporting	149,908	-	-	-	-	-	-	-
Finance	Payroll	74,405	-	-	-	-	-	-	-
Finance	Risk Management	32,122	-	-	-	-	-	-	-
Finance	Cash Receipts	52,204	-	-	-	-	-	-	-
Finance	Lawful Gambling (partial cost)	4,359	-	-	-	-	-	-	-
Finance	Business Licenses	8,719	-	-	-	-	-	-	-
Finance	Workers Compensation Admin.	48,183	-	-	-	-	-	-	-
General Insurance	General Insurance	84,000	-	-	-	-	-	-	-
Fire Relief	Fire Relief	355,000	-	-	-	-	-	-	-
Police Patrol	Dispatch	292,078	-	-	-	-	-	-	-
PW Administration	Storm Water Management	36,424	-	-	-	-	-	-	-
PW Administration	Permitting	49,421	-	-	-	-	-	-	-
Recreation Maint.	Natural Resources	139,601	-	-	-	-	-	-	-
Streets	Traffic Management & Control	99,456	-	-	-	-	-	-	-
Miscellaneous	Debt Service - Streets	310,000	-	-	-	-	-	-	-
Miscellaneous	Debt Service - City Hall, PW Bldg.	825,000	-	-	-	-	-	-	-
Miscellaneous	Debt Service - Arena	355,000	-	-	-	-	-	-	-

**** All items listed above are categorized as MANDATORY programs ****

1	Police Patrol	24 x 7 x 365 First Responder	2,256,492	4.80	5.00	5.00	5.00	5.00	4.00	1.00
2	Police Investigations	Criminal Prosecutions	665,395	4.80	5.00	5.00	5.00	5.00	4.00	1.00
3	Fire Fighting / EMS	Emergency Medical Services	666,036	4.80	5.00	5.00	5.00	5.00	4.00	1.00
4	Fire Prevention	Fire Prevention	181,038	4.80	5.00	5.00	5.00	5.00	4.00	1.00
5	Fire Fighting / EMS	Fire Suppression / Operations	415,400	4.80	5.00	5.00	5.00	5.00	4.00	1.00
6	Firefighter Training	Firefighter Training	100,355	4.80	5.00	5.00	5.00	5.00	4.00	1.00
7	Police Investigations	Crime Scene Processing	44,013	4.40	3.00	5.00	5.00	5.00	4.00	2.00
8	Fire Administration	Emergency Management	371	4.40	5.00	3.00	5.00	5.00	4.00	2.00
9	Police Emerg. Mgmt	Police Emergency Management	10,185	4.40	5.00	2.00	5.00	5.00	5.00	3.00
10	Streets	Pavement Maintenance	562,881	4.20	4.00	4.00	5.00	4.00	4.00	1.00
11	Streets	Pathways & Parking Lots	187,242	4.00	4.00	3.00	5.00	4.00	4.00	2.00
12	Police Lake Patrol	Police Lake Patrol	1,900	4.00	5.00	3.00	5.00	3.00	4.00	2.00
13	Legal	Prosecuting Attorney	138,925	4.00	3.00	5.00	4.00	5.00	3.00	2.00
14	PW Administration	Street Lighting	219,447	4.00	3.00	3.00	5.00	5.00	4.00	2.00
15	Central Garage	Vehicle Repair	136,821	4.00	4.00	4.00	4.00	4.00	4.00	-
16	Streets	Winter Road Maintenance	222,237	4.00	3.00	3.00	5.00	5.00	4.00	2.00
17	Police Patrol	Animal Control	200,477	3.80	3.00	3.00	4.00	5.00	4.00	2.00
18	Finance	Budgeting / Financial Planning	77,995	3.80	3.00	4.00	3.00	4.00	5.00	2.00
19	Recreation Maint.	Facility Maintenance	329,779	3.80	4.00	3.00	5.00	4.00	3.00	2.00
20	PW Administration	Project Delivery	352,877	3.80	4.00	3.00	5.00	3.00	4.00	2.00
21	Police Investigations	Response to Public Requests	10,802	3.80	3.00	3.00	5.00	3.00	5.00	2.00
22	Street Lighting	Street Lighting capital items	64,000	3.80	3.00	4.00	4.00	4.00	4.00	1.00
23	Finance	Banking & Investment Management	11,012	3.60	4.00	4.00	3.00	4.00	3.00	1.00
24	Police Administration	Community Liaison	161,338	3.60	3.00	3.00	5.00	3.00	4.00	2.00
25	Miscellaneous	Emerald Ash Borer	100,000	3.60	4.00	3.00	3.00	3.00	5.00	2.00
26	Police Administration	Response to Public Requests	225,245	3.60	3.00	3.00	3.00	5.00	4.00	2.00
27	Recreation Programs	Volunteer Management	83,631	3.60	4.00	2.00	3.00	4.00	5.00	3.00
28	Skating Center	Arena	493,320	3.40	3.00	3.00	4.00	3.00	4.00	1.00
29	Skating Center	Banquet Area	135,998	3.40	3.00	3.00	4.00	3.00	4.00	1.00
30	Police Comm Services	Community Services	65,955	3.40	3.00	3.00	5.00	3.00	3.00	2.00
31	Rec Administration	Financial Management	58,814	3.40	3.00	2.00	5.00	3.00	4.00	3.00
32	Fire Administration	Fire Administration & Planning	166,325	3.40	4.00	2.00	5.00	2.00	4.00	3.00
33	Fire Prevention	Fire Administration & Planning	10,197	3.40	4.00	2.00	5.00	2.00	4.00	3.00
34	Skating Center	OVAL	407,038	3.40	3.00	3.00	4.00	3.00	4.00	1.00
35	Police Administration	Police Records / Reports	217,766	3.40	3.00	2.00	5.00	3.00	4.00	3.00
36	Police Patrol	Police Reports (by officer)	562,260	3.40	3.00	2.00	5.00	3.00	4.00	3.00
37	Rec Administration	Community Services	253,549	3.20	3.00	3.00	3.00	3.00	4.00	1.00
38	Fire Fighting / EMS	Fire Administration & Planning	107,294	3.20	3.00	2.00	5.00	2.00	4.00	3.00
39	PW Administration	General Engineering/Customer Service	132,157	3.20	3.00	3.00	3.00	3.00	4.00	1.00
40	Police Administration	Organizational Management	330,236	3.20	3.00	2.00	5.00	2.00	4.00	3.00
41	Police Patrol	Organizational Management	408,474	3.20	3.00	2.00	5.00	2.00	4.00	3.00
42	Police Investigations	Organizational Management	43,207	3.20	3.00	2.00	5.00	2.00	4.00	3.00
43	Fire Administration	Organizational Management	39,159	3.20	3.00	2.00	5.00	2.00	4.00	3.00
44	PW Administration	Organizational Management	112,143	3.20	3.00	2.00	5.00	2.00	4.00	3.00
45	Streets	Organizational Management	41,501	3.20	3.00	2.00	5.00	2.00	4.00	3.00
46	Recreation Programs	Personnel Management	67,734	3.20	3.00	2.00	5.00	2.00	4.00	3.00

Attachment A

\$ 18,931,869

City of Roseville
Priority-Based Budgeting
Summary of Non-Tax Programs
2011

Attachment B

		8/16/2010		
		2011		
		Program Cost		
<u>Department / Division</u>	<u>Program / FunctionC</u>	<u>current</u>		
Planning	Planning - Current	300,235		
Planning	Planning - Long Range	59,842		
Planning	Zoning Code Enforcement	23,702		
Planning	Organizational Management	23,554		
Econ. Development	Economic Development and Redevelopment	104,869		
Econ. Development	Organizational Management	7,744		
Code Enforcement	Building Codes Review and Permits	408,335		
Code Enforcement	Nuisance Code Enforcement	33,981		
Code Enforcement	Organizational Management	64,501		
GIS	GIS	65,679		
GIS	Organizational Management	4,882	----->	1,097,324 Total Community Development
Communications	Newsletter / News Reporting	143,552		
Communications	Audio / Visual	69,274		
Communications	Internet / Website	48,154		
Communications	NSCC Member Dues	84,500	----->	345,480 Total Communications
Info Technology	Enterprise Applications	288,538		
Info Technology	Network Services	60,683		
Info Technology	PDA/Mobile Devices	13,219		
Info Technology	Server Management	49,087		
Info Technology	Telephone/Radio Systems	82,937		
Info Technology	Computer/End User Support	551,331		
Info Technology	User Administration	77,684		
Info Technology	Internet Connectivity	33,688		
Info Technology	Facility Security Systems	2,718		
Info Technology	Organizational Management	3,705	----->	1,163,590 Total Information. Technology
License Center	Passport Issuance	108,069		
License Center	Motor Vehicle Transactions	479,071		
License Center	Identity Applications	144,418		
License Center	DNR Transactions	28,512		
License Center	Daily Sales Reporting & Cash Reconciliation	143,748		
License Center	Inventory and Supplies	16,565		
License Center	Customer Communications/Problem Solving	134,044		
License Center	Bad Check Recording & Recovery	10,989		
License Center	Organizational Management	79,308	----->	1,144,724 Total License Center
Lawful Gambling	Gambling Licenses & Reports	50,660		
Lawful Gambling	Community Donations	80,000	----->	130,660 Total Lawful Gambling
Water	Infrastructure Maintenance & Repair	749,891		
Water	System Monitoring & Regulation	138,272		
Water	Customer Response	112,099		
Water	GIS	25,106		
Water	Utility Billing	189,891		
Water	Metering	442,786		
Water	Wholesale Water Purchase from St. Paul	4,400,000		
Water	System Depreciation	250,000		
Water	Admin Service Charge	350,000		
Water	Organizational Management	412,770	----->	7,070,815 Total Water
Sewer	Infrastructure Maintenance & Repair	846,840		
Sewer	Customer Response	63,415		
Sewer	GIS	34,298		
Sewer	Sewage Treatment Costs	2,750,000		
Sewer	System Depreciation	190,000		
Sewer	Admin Service Charge	275,000		
Sewer	Organizational Management	254,045	----->	4,413,598 Total Sewer
Storm Sewer	Infrastructure Maintenance & Repair	882,267		
Storm Sewer	Street Sweeping	279,513		
Storm Sewer	Leaf Collection / Compost Maintenance	263,938		
Storm Sewer	System Depreciation	210,000		
Storm Sewer	Admin Service Charge	78,000		
Storm Sewer	Organizational Management	68,626	----->	1,782,344 Total Storm Sewer
Recycling	Program Administration	21,077		
Recycling	Communications	16,061		
Recycling	Data Reporting / Outreach efforts	9,442		
Recycling	Recycling Pickup Contractor	435,000		
Recycling	Admin Service Charge	10,000	----->	491,580 Total Recycling
Golf	Clubhouse Operations	181,154		
Golf	Grounds Maintenance	127,486		
Golf	Department-Wide Support	51,310	----->	359,950 Total Golf
		\$ 18,000,065		

2011 Budget Ranking Methodology

5 - Items in this category, if not funded, are those that could potentially compromise the physical well-being of individuals or property. Examples are the inability of police or fire to respond to calls.

4 - Items in this category, if not funded, are those that could result in substantial increases in the financial burden on the community in subsequent years. Examples of this would be a failure to repair a street or replace a capital asset.

3 - Items in this category, if not funded, are those that could impede the city's ability to provide the type of services that contribute to the quality of life. Examples of this would be funding for the cultural or social events.

2 - Items in this category, if not funded, are those that wouldn't likely affect individuals in the community, but would impede the ability of the city to fulfill its mission. An example of this would be reduced office maintenance.

1 - Items in this category, if not funded, are those that would have little or no impact either on the community, or the city's ability to fulfill its mission. An example of this would be deferred mowing.

City Council

City Council: Business Meetings - City Council salaries and cost of City audit.

City Council: Community Support/Grants - Annual Grants to NWYFS and Roseville Senior Program.

City Council: Intergovernmental Affairs / Memberships - Annual memberships: League of Minnesota Cities; Ramsey County League of Local Governments, Suburban Rate Authority; and National League of Cities

City Council: Recording Secretary – Contract for recording and preparation of city council meeting minutes.

Advisory Commissions

Human Rights Commission – Expenses related to hosting a forum, member training, essay contest member conference attendance and other misc expenses

Ethics Commission - Expenses related to annual Ethics Training and other misc expenses.

Administration

Administration: Customer Service - Time spent responding to phone, email and in person inquiries.

Administration: Council Support - Time spent preparing City Council packets; preparing official documents; Codification of Ordinances; and Administrative support of Ethics and Human Rights Commissions.

Administration: Records Management/Data Practices - Administration of city-wide electronic Records Management system to collect, archive, and retrieve records. Administration of city-wide Data Practices procedures to assure privacy of certain data and appropriate dissemination of public information.

Administration: General Communications - Provide public information via *Roseville City News*; website; news releases, and other materials. Educate the public via tapes/dvds and special events.

Administration: Human Resources - Administration of human capital; benefits and wellness; compensation; employee/labor bargaining and relations; employee training and development; communications; and, legal compliance and record keeping.

Administration: Organizational Management - Time spent planning, leading, and organizing the City and department; participating in general training or meetings, conducting performance evaluations, etc.

Elections

Elections - Administration and clerical support for the education, recruitment and training of judges and staff; absentee and Election Day voter support; and precinct preparation. Election Day supplies and annual maintenance fees.

Legal

Civil Attorney – Annual retainer plus out-of-pocket expenses.

Prosecuting Attorney – Annual retainer plus out-of-pocket expenses.

Special Services - Contingency amount budgeted for legal suits and/or other actions.

Finance, Central Services, Insurance

Banking & Investment Management - Manage the City's investment portfolio and banking relationships including buying and selling investments, transferring cash among city accounts.

Budgeting / Financial Planning – Coordinate the City's Budget and capital planning function including; the preparation of the annual budget and CIP, and regular preparation of materials for the City Council, City Manager, and Department Heads.

Business Licenses - Process all tasks related to the issuance of business licenses including; application review and submittals to the City Council.

Cash Receipts - Process all tasks related to the cash receipts function including; entering cash receipts, balancing the cash drawer, etc.

Contract Administration - Assist in the coordination of IT JPA's, wireless lease agreements and License Center lease.

Contractual Services (RVA, Cable) - Provide contractual accounting-related services to the Roseville Visitor's Association, and Cable Commission.

Debt Management - Coordinate the City's debt management function including the issuance of all debt including conduit financing offerings.

Economic Development - Assist in the City's Economic Development function.

Accounts Payable - Process all tasks related to the accounts payable function including; processing invoices, issuing 1099's and sales tax filings.

Gen. Ledger, Fixed Assets, Financial Reporting - Process all tasks related to the general accounting and financial reporting functions including; journal entries, financial statement preparation, bank reconciliation, etc.

Lawful Gambling - Process all tasks related to the issuance of lawful gambling licenses including; application review and submittals to the City Council.

Payroll - Process all tasks related to the payroll function including; entering timesheets, managing benefit withholdings, general processing, federal and state reporting, etc.

Reception Desk - Process all tasks related to the receptionist function including; answering phones, directing lobby traffic, issuing pet licenses, etc.

Risk Management - Coordinate the City's risk management function including; property/liability, serving as Chair of the Safety Committee, and serving as the City's Agent of Record.

Utility Billing - Process all tasks related to the utility billing function including; entering meter reads, processing invoices, and servicing accounts.

Workers Compensation Administration - Administer the City's workers compensation program including managing First Report of Injury forms, and claims administration.

Organizational Management - Time spent planning, leading, and organizing the department; participating in general training or meetings, conducting performance evaluations, etc.

Central Services - Includes all general City Hall copier supplies (paper, toner, etc.), letterhead and envelopes, and postage machine lease payments.

General Insurance - The General Fund's share of the City's workers compensation and property/casualty insurance costs.

Police

Admin: Response to Public Requests - The foremost function of the police department is to serve and protect the public. Background checks through the Minnesota Bureau of Criminal of Apprehension (BCA) for new hires, gun purchase permits, clearance letters, investigations, business licensing; performed by front office staff trained by the BCA. Copies of police reports are available to the public upon request. The police counter front window is covered Monday-Friday, 8:00 to 4:30 to serve the public. There is also a 24 x 7 x 365 entry available to the public.

Admin: Police Records / Reports - Approximately 25,000 police reports are written by Patrol annually. Record Technicians review and code all reports and then enter the reports into the records management system. Staff scans any media pertaining to the reports and files a hard copy of 25,000 reports. Copies of police reports are available to the public upon request. Police reports are also forwarded to the City/County Attorneys and the Court.

Admin: Community Liaison - National & Family Night Out, Citizens Academy, Neighborhood Block Watch, volunteer Citizens Park Patrol, Shop with a Cop, Senior Safety Camp, Bike Rodeos, Crime Free Multi-Housing, crime alerts, business/residential premise safety reviews, and statistical crime reporting.

Admin: Organizational Management - Personnel supervision, strategic planning, budget planning/management, grant procurement/management, internal investigations, compliance with data practices and state statutes, web site maintenance, policy and procedure development, union deliberation, tactical planning (SWAT) and training.

Patrol: 24x7x365 First Responder - 24 hour day/seven days week patrol entire City; first responder on the scene of all 911 calls.

Patrol: Public Safety Promo/Community Interaction - Volunteer Reserve Officer unit, volunteer Citizen's Emergency Response Team (CERT), Explorer's, Officer Friendly, Bike Rodeos, Citizens Academy, Shop with a Cop, and participation in many community events. Patrol by district to become familiar to residents.

Patrol: Dispatch - Dispatch through Ramsey County Sheriff's Office – 24 x 7 x 365 days/year; billed by number of calls for service.

Patrol: Police Reports (by Officers) - Approximately 25,000 police reports are written by Patrol annually. All reports are reviewed by a sergeant and then the records technicians for thoroughness and accuracy. A good percentage of incidents require all officers involved write a report on the incident—the first officer on the scene generates the original report and other officers called to the scene generate a supplemental report under the same case number.

Patrol: Animal Control - The Patrol Division holds the primary responsibility for animal control in the City unless a part-time Community Service Officer is available.

Patrol: Organizational Management - Personnel supervision, training, compliance with ordinances and statutes, monitor budget, develop programs, evaluate services/programs/procedures for efficiency; define/establish/attain overall goals and objectives. Sworn officers are mandated by the state to attend several trainings on a regularly scheduled basis—many civil judgments across county (deliberate indifference), constitutional violations.

Investigations: Crime Scene Processing - On scene collection of evidence; secured filing of evidence in police department; submission of evidence to BCA and courts. May include the writing of search warrants, getting judicial approval of warrant and then execution of said warrant (may include SWAT).

Investigations: Public Safety Promo/Community Interaction - Officer Friendly, Bike Rodeos, Citizens Academy, Shop with a Cop, "lemonade stand," focused Rosedale surveillance, and participation in many community events. Assist with crime alerts to notify community of criminal activity. Investigation of all major cases that continues until the case is closed. Under contract, the school district pays 2/3 salary of a detective to act as school liaison officer at RAHS during the school year.

Investigations: Response to Public Requests - To function efficiently the police department needs to see active and continual collaboration with the public, the State, County, other city departments, other law enforcement agencies, the courts, local businesses, the schools, vendors, and unions. Investigation of all major cases (incidents) by the department's detectives that occur in the City of Roseville; investigation continues until case is cleared.

Investigations: Criminal Prosecutions - Present and forward cases to City/County Attorney, Probation,

Child Protection, and other law enforcement/public safety agencies.

Investigations: Organizational Management - Personnel supervision, training, compliance with ordinances and statutes, monitor budget, develop programs, evaluate services/programs/procedures for efficiency; define/establish/attain overall goals and objectives. Reviewing cases to determine which cases require follow-up or review by detectives based on solvability and case load. Coordination and supervision of major investigations and crime scenes.

Community Services: Community Services – Salary of two part-time temporary CSO's and annual community service officer budget that includes the cost of the City's contract with Brighton Vet Clinic—takes in strays and attempts to find owner, also disposes of dead animals.

Emergency Management: Emergency Management - City-wide emergency siren maintenance, cost of training for designated emergency manager, and cost to support the Department's volunteer reserve officer program.

Lake Patrol – Lake Patrol - Ramsey County Sheriff's Office to patrol Lake Owasso (water issues only).

Fire

Admin: Fire Administration and Planning - Administrative staff time related to department operations, planning, payroll processing, budgets, meeting, state, local, and federal requirements.

Admin: Emergency Management - Fire Department staff time for planning and operations related to City wide emergency management.

Admin: Organizational Management - Fire Department staff time related to daily department operations.

Prevention: Fire Administration and Planning - Full-time administrative and prevention personnel time for daily operations, personnel management, and planning.

Prevention: Fire Prevention - Prevention staff to perform prevention, plan review, inspections, fire investigations.

Fire Fighting/EMS: Fire Administration and Planning - Full-time administrative and operational personnel time for daily operations, personnel management, and planning.

Fire Fighting/EMS: Fire Suppression/Operations - On-duty staffing available to provide fire related response- General supplies, and equipment- Firefighter uniforms- Vehicle replacement.

Fire Fighting/EMS: Emergency Medical - On-duty staffing available to provide EMS response- General supplies, and equipment- Firefighter uniforms- Vehicle replacement.

Fire Fighter Training: Training - Firefighting, EMS, HAZ MAT, OSHA, leadership, rescue, vehicle operations, vehicle driving, equipment operations, report writing, new hire training, all areas of department training.

Public Works

Admin: Project Delivery – Planning, designing, organizing & managing engineering resources to ensure successful completion 2.5-4.0 million of projects. Construction staking, administration, and inspection of the construction process.

Admin: Street Lighting – Maintain 1300+ street lights & traffic signals, electrical costs for lighting. Manage contract maintenance.

Admin: Permitting – Issue ROW & erosion permits, review plans, inspection, coordinate with applicants. Take corrective action, as needed. Planning & building permit review.

Admin: General Engineering/Customer Service – Assist customers (phone, walk-up, online) with inquiries regarding public utilities, property lines, past & future projects, city services. Design, maintain, and update the City's organized collection of maps using computer hardware, software, geographic data designed to efficiently capture, store, update, manipulate, analyze, and display all forms of geographically referenced information

Admin: Storm Water Management – Customer service, engineering, review, and management/coordination of stormwater issues and outside agencies involved in Storm Water Management.

Admin: Organizational Management – Supervise PW Staff, develop and manage the budget. General oversight & planning of the department. Prepare for, participate in, and follow up to Council & Commission meetings.

Streets: Pavement Maintenance – Preventative maintenance & repair of all City pavement to achieve an average condition rating of 75-80. Crackseal and sealcoat on a regular schedule to ensure safe & adequate transportation and to extend life of the pavement in the most cost effective manner.

Streets: Winter Road Maintenance – Keeping roads and streets accessible through the winter is a priority for the City. Full plow after 2 or more inches, ice control as needed to keep roads safe.

Streets: Traffic Management & Control – Design, fabrication, installation and maintenance of City traffic control signs for City streets and parking lots. Street & parking lot striping, including crosswalks, arrows, lane markings, school & parking lots to ensure compliance.

Streets: Streetscape and ROW Maintenance – Regular tree-trimming program to ensure visibility and clearance for safety. Mowing, watering, weeding, picking trash, tree maintenance in all streetscape areas. Mowing & weeding ROW areas.

Streets: Pathways & Parking Lots – Maintain pathways & parking lots to ensure safety to all users and achieve an average pavement condition of 75-80. Sustain an aesthetically pleasing appearance through repairs & various types of sealants. Repair quickly to avoid higher costs or injury.

Streets: Organizational Management – Supervise/oversee street staff, street purchases, manage budget, departmental planning of street division to maintain services.

415
416 Street Lighting: Street Lighting – Maintain /replace as needed.

417
418 Bldg Maintenance: Custodial services – Provide cleaning of City buildings & contract maintenance to
419 medium level, order supplies, resolve issues to ensure buildings are kept clean and acceptable.

420
421 Bldg Maintenance: General Maintenance – Oversee two-person contract custodial staff, HVAC
422 management & monitoring, maintenance, manage summer seasonals.

423
424 Bldg Maintenance: Organizational Management – Supervision, budgetary control, planning, leading, and
425 organizing.

426
427 Central Garage: Vehicle Repair - Maintenance & repair of City fleet to maintain safe, working condition
428 minimize downtime, and regular scheduled maintenance and repairs.

429
430 Central Garage: Organizational Management - Budgetary control, supervision, and organizing workplan for
431 fleet maintenance division.

432
433 Sanitary Sewer: Infrastructure Maintenance & Repair - Preventative maintenance & repair of 145 miles
434 sanitary sewer lines and 3,116 sewer manholes. Operate, monitor, maintain & repair lift stations to meet
operational standards and necessary reliability.

436
437 Sanitary Sewer: Customer Response - Respond to customer inquiries and provide assistance for
438 approximately 10,500 sewer customers. Issues, such as sewer backups are investigated and
439 repaired/resolved 24/7.

440
441 Sanitary Sewer: Capital Improvement - Maintain/replace as needed.

442
443 Sanitary Sewer: Organizational Management - Supervise/oversee utility staff, organize training, sewer
444 purchases, manage budget, departmental planning of sewer utility to maintain services.

445
446 Water: Infrastructure Maintenance & Repair – Preventative maintenance & repair of the water utility
447 infrastructure, including 160 miles of watermain and 1,711 fire hydrants. Monitor, maintain & repair
448 pump station and water tower.

449
450 Water: System Monitoring & Regulation - Monitor the water infrastructure and operations for continuous
451 supply, and respond as necessary to ensure continuous service. Test sample as required by regulatory
452 agencies.

453
454 Water: Customer Response - Respond to daily customer calls and inquiries, investigate and repair, and
455 educate the customer.

456
457 Water: Metering - Reading of approximately of 3,000 water meters per month, plus re-reads and transfer
458 reads. Repair, replace, and inspect water meters as necessary. Maintain all City meters and curb stops
459 (approximately 10,300 each).

460
461 Water: Capital Improvement - Rehabilitate or replace water utility infrastructure as needed.



Water: Organizational Management - Supervise/oversee water utility staff, organize training, water purchases, budgetary control, planning, leading, and organizing.

Stormwater: Infrastructure Maintenance & Repair - Preventative maintenance and repair of 135 miles storm sewer mainline. Maintain, inspect and repair 3,500 catch basins and storm water lift stations.

Stormwater: Street Sweeping - Bi-Annual sweeping of city streets and as needed sweeping of streets to keep neighborhoods clean and livable and to protect our ponds, lakes, and wetlands.

Stormwater: Leaf Collection - Annual leaf collection program to remove leaves, clean streets to help keep leaves out of storm sewers and ponds. Maintain the compost site to minimize odors and efficiently compost material, deliver compost and wood chips.

Stormwater: Organizational Management - Supervise/oversee storm utility staff, training, storm purchases; manage budget, departmental planning of storm utility to maintain services.

Parks & Recreation

Admin: Personnel Management – Personnel Management includes direct staffing costs to process and track bi-weekly payroll for 25 FTE employees and over 300 part-time seasonal staff. Personnel Management is responsible for the training and development of 25 FTE employees. Personnel Management includes promoting employment opportunities, recruiting qualified candidates, processing needed personnel paperwork, training to insure high level of delivery and responsibility, supervising to assure quality experiences and services and policy and procedure adherence and evaluating to manage professional and community expectations.

Admin: Financial Management – preparing, executing and monitoring all aspects of the department budgets including revenues and expenses whereby more than 50% is generated through non-tax dollar revenue. Include: planning and coordinating outside funding, administer financial matters on a continual bases. Financial Management involves intensive monitoring of 68 program budgets, 11 facility budgets and 8 event budgets. Financial Management includes the costs to supervise both expense and revenue budgets, to develop annual budgets and to report budget outcomes. Financial Management also includes staffing costs to process, track and report daily cash receipts and credit transactions.

Admin: Planning & Development – Includes: reporting for information and decision making, research, policy development and execution, short term and long term planning, best practice/accreditation maintenance, and special and routine projects and committees. Develop goals and activities, conduct program research and development, legal and legislative work, analyze and plan for program and facility needs, prepare for capital improvements, etc. Planning and Development expenses are connected to department wide and community based policy relations, research and reporting and project management. Often times these projects are at the request of Council, Commission or Administration or involve improved department operations.

Admin: Community Services – includes department customer service, make presentations to local groups, participate with and support more than 20 affiliated groups, resident communications of offerings, special event support and guidance, incorporating technology into operations including website updates and timely e-mail responses. Community Services covers a range of community wide benefits from staff involvement with community organizations and agencies to providing excellent customer service, to offering a wide range of community events to producing communication materials that promote recreational opportunities and facilities and educate and inform the community to serving the community using current technology based tools for registration and communication.

Admin: Citywide Support – Includes projects, tasks, time spent not directly related to parks and recreation, i.e. department head meetings, city council meetings, community presentations, commission support, attending meetings and serving on city committees, coordinating with other city departments, etc. City-Wide Support includes personnel costs for staff involved in inter-department meetings and projects and community programs and events that involve multi city operations.

Skating Center: OVAL – The Skating Center services over 300,000 users annually and has the following three (3) specializations: 1) OVAL 2) Arena and 3) Banquet/Meeting Rooms. The OVAL portion reflects the cost of building maintenance, ice and equipment maintenance, personnel management and building and grounds maintenance. Also included in this budget are the costs of personnel, financial management, programs, event and overall facility management of the OVAL for the winter ice season and summer skate park.

Skating Center: Arena – The Skating Center services over 300,000 users annually and has the following three (3) specializations: 1) OVAL 2) Arena and 3) Banquet/Meeting Rooms. The Indoor Arena portion reflects the cost of building maintenance, ice and equipment maintenance and personnel management. Also included in this budget are the costs of personnel, financial management, programs, event and overall facility management of the year round operation of the Arena.

Skating Center: Banquet Area – The Skating Center services over 300,000 users annually and has the following three (3) specializations: 1) OVAL 2) Arena and 3) Banquet/Meeting Rooms. The Banquet Area portion reflects the cost of personnel management, program/event management and financial management. The amount reflected in the Banquet portion includes the cost of equipment and building maintenance for the estimated 50,000 users of the banquet facility at the Skating Center. Also included in this budget are the costs of personnel, equipment and supplies and overall facility management to host weddings, class reunions and hundreds of community group meetings and events.

Skating Center: Department wide Support – The amount in this portion of the Skating Center budget reflects the time spent by Skating Center staff working in other areas of the Parks and Recreation Department, i.e. parks and grounds, golf course, recreation, etc.

Programs: Program Management - Recreation Program Management involves all direct costs necessary to provide Roseville with 1850 recreation programs, events and opportunities annually. Program Management services all sectors of the community from the very young to older adults; provides opportunities in the arts, athletics, enrichment, wellness and leisure; and involves individuals, families and groups. Recreation Program Management includes all development, implementation and evaluation responsibilities including planning, communications and promotions, supervision and post program evaluations and reporting.

Programs: Personnel Management - Personnel Management is responsible for the training and development of part-time seasonal staff. Over 300 part-time seasonal employees deliver front line recreation services as activity leaders, customer service representatives and facility managers. Personnel Management includes promoting employment opportunities, recruiting qualified candidates, processing needed personnel paperwork, training to insure high level of delivery and responsibility and supervising to assure quality experiences and recreation services.

Programs: Facility Management - Includes the costs to facilitate current community programming at the following facilities: Brimhall and Central Park Community Gymnasiums, Gymnastic Center, Fairview Community Center, Harriet Alexander Nature Center, ballfields, picnic shelters and the Muriel Sahlin Arboretum. Facility Management provides oversight and direct management for eleven community resources. Facility Management includes direct costs for: scheduling usage, part-time seasonal staffing to supervise facility use, provides needed resources to maintain clean, safe and desirable community facilities.

Programs: Volunteer Management - The cost to recruit, train, supervise, communicate and recognize the current level of volunteers. Volunteer Management is responsible for recruitment, training and development of parks and recreation volunteer team. Over 3,000 volunteer experiences annually account for 30,000 hours of community service as sport coaches, park maintenance, facility support, event support, activity leaders, advisors and advocates. Volunteer Management encompasses all aspects of the volunteer experience from promotion and communication to recruitment and training to supervision and support to recognition and appreciation.

Programs: Organizational Management - Includes a compilation of program liability insurance and credit card/on-line fees, direct costs for providing credit card use, online services and insurance coverage for recreation programs, facilities, events and services.

Maintenance: Grounds Maintenance - Grounds maintenance activities include all maintenance and management of activities performed on all City parkland areas, i.e. mowing/trimming, landscape repair/maintenance and construction, pathways maintenance, etc.. This does not include athletic field areas, Muriel Sahlin Arboretum, Harriet Alexander Nature Center, Cedarholm GC and the Roseville Skating Center.

Maintenance: Facility Maintenance - Facility and Equipment Maintenance includes all maintenance and management of activities performed on all City park facilities, i.e. play equipment, athletic fields, hard surface courts, Muriel Sahlin Arboretum, HANC, park shelters, park ice rinks, wading pool, etc. This does not include the Roseville Skating Center and Cedarholm Golf Course.

Maintenance: Natural Resources Maintenance - Natural Resources activities include implementation and management of the City Diseased and Hazard Tree program and all natural resource implementation and management activities.

Maintenance: Department wide support Maintenance - Department-wide support is maintenance for recreation and includes all direct activities and management of those activities to support 1850 Roseville Parks and Recreation Programs and activities and numerous affiliated group efforts.

Maintenance: City wide Support - City-Wide Support includes all activities and management for city-wide events the Parks and Recreation Department Planning and Maintenance Division supports such as National Night Out, Election Support, Roseville Home and Garden Fair, etc. This also includes support for various City committees such as The Development Review Committee, Safety Committee, etc.

Community Development

Planning: Current – Receive and review all land use applications (Plats, conditional uses, variances, etc), and guides the application through the approval process.

Planning: Long Range – Conducts studies and projects as required by state law (Comprehensive Plan and Zoning code updates) as well as special studies and projects as needed (i.e. lot split study, rental licensing study).

Zoning Code Enforcement – Investigation of violations of the City zoning code regarding land use, setbacks, sign codes and enforcing the correction of said violations.

Organizational Management – Oversee the implementation of all department functions

Economic Development – Works on the creation and the administration of TIF Districts. Conduct business retention and recruitment activities. Apply for economic development grant and loan funds to be used for projects.

Building Codes / Permits – Review plans for all residential and commercial improvements in City, issue the required permits and conduct inspections of improvements to ensure compliance with state and local codes.

Nuisance Code Enforcement – Investigation of all nuisance complaints (junk, property maintenance, tall grass) and enforcing the correction of said violations. Also conduct the Neighborhood Enhancement Program.

GIS – Create and maintain electronic property data base for City staff and public use. Create mailing list for public hearing notices. Maintain online mapping system and city website. Serve as Department Coordinator for electronic archiving of files.

City of Roseville
Budget Expenditure Summary

	2007 <u>Actual</u>	2008 <u>Actual</u>	2009 <u>Actual</u>	2010 <u>Budget</u>	2011 <u>DH Budget</u>	2011 <u>CM Budget</u>	\$ Increase (Decrease)	% Increase (Decrease)
City Council	164,350	170,028	176,030	179,560	186,490	183,790	4,230	2.36%
Human Rights Commission	1,453	3,242	3,179	2,000	2,250	2,250	250	12.50%
Ethics Commission	316	15	227	500	300	2,500	2,000	0.00%
Code Enforcement	-	-	-	-	-	165,000	165,000	0.00%
	-	-	-	-	-	-	-	0.00%
City Council & Commissions	166,119	173,285	179,436	182,060	189,040	353,540	171,480	94.19%
Administration	406,303	456,534	475,314	464,240	499,575	480,755	16,515	3.56%
Elections	21,486	76,556	26,806	80,655	80,655	80,655	-	0.00%
Legal	267,515	284,262	295,912	285,000	300,000	293,425	8,425	2.96%
Roseville Area Senior Program	-	-	-	-	-	-	-	0.00%
Finance Department	485,906	540,635	538,206	563,030	610,190	600,670	37,640	6.69%
Central Services	61,391	77,066	56,920	74,267	73,500	73,500	(767)	-1.03%
General Insurance	62,000	80,000	80,000	77,643	84,000	84,000	6,357	8.19%
Contingency	32,129	46,939	-	-	-	-	-	#DIV/0!
Administration & Finance	1,336,729	1,561,991	1,473,157	1,544,835	1,647,920	1,613,005	68,170	4.41%
Subtotal General Government	1,502,848	1,735,275	1,652,593	1,726,895	1,836,960	1,966,545	239,650	13.88%
Police Administration	357,569	380,681	363,598	453,300	955,135	934,585	481,285	106.17%
Police Patrol Operations	3,788,283	4,183,283	4,321,089	4,454,020	4,638,805	4,324,705	(129,315)	-2.90%
Police Investigations	739,070	796,783	832,857	902,525	891,560	889,020	(13,505)	-1.50%
Community Services	71,796	111,859	104,910	61,095	65,955	65,955	4,860	7.95%
Emergency Management	22,657	28,446	2,927	19,785	25,185	10,185	(9,600)	-48.52%
Lake Patrol	1,659	1,659	1,659	1,900	1,900	1,900	-	0.00%
Youth Service Bureau	-	-	-	-	-	-	-	0.00%
Police Operations	4,981,033	5,502,710	5,627,041	5,892,625	6,578,540	6,226,350	333,725	5.66%
Fire Administration	335,792	342,893	325,752	293,390	327,070	205,855	(87,535)	-29.84%
Fire Prevention	167,438	175,106	178,444	189,635	194,135	191,235	1,600	0.84%
Fire Fighting	1,323,344	1,144,165	907,626	1,099,625	1,270,215	1,188,730	89,105	8.10%
Fire Training	57,623	43,616	28,219	40,150	100,355	100,355	60,205	149.95%
Fire Operations	1,884,197	1,705,780	1,440,041	1,622,800	1,891,775	1,686,175	63,375	3.91%
Fire Relief Association	250,900	301,000	209,228	433,000	355,000	355,000	(78,000)	-18.01%
Fire Relief Contribution	250,900	301,000	209,228	433,000	355,000	355,000	(78,000)	-18.01%
Subtotal Public Safety	7,116,131	7,509,491	7,276,309	7,948,425	8,825,315	8,267,525	319,100	4.01%

City of Roseville
Budget Expenditure Summary

	<u>2007</u> <u>Actual</u>	<u>2008</u> <u>Actual</u>	<u>2009</u> <u>Actual</u>	<u>2010</u> <u>Budget</u>	<u>2011</u> <u>DH Budget</u>	<u>2011</u> <u>CM Budget</u>	<u>\$</u> <u>Increase</u> <u>(Decrease)</u>	<u>%</u> <u>Increase</u> <u>(Decrease)</u>
Public Works Administration	649,950	687,128	696,682	688,600	913,576	902,469	213,869	31.06%
Street Department	1,002,476	1,158,695	860,021	1,190,160	1,446,300	1,388,410	198,250	16.66%
Street Lighting	187,144	172,584	191,515	200,000	64,000	64,000	(136,000)	-68.00%
Building Maintenance	358,040	352,584	293,797	383,400	495,882	476,003	92,603	24.15%
Central Garage	146,862	130,260	206,805	157,425	193,968	191,043	33,618	21.35%
Public Works	2,344,472	2,501,252	2,248,820	2,619,585	3,113,726	3,021,925	402,340	15.36%
* TOTAL GENERAL FUND	10,963,451	11,746,017	11,177,722	12,294,905	13,776,001	13,255,995	961,090	7.82%

City of Roseville
Budget Expenditure Summary

	2007 <u>Actual</u>	2008 <u>Actual</u>	2009 <u>Actual</u>	2010 <u>Budget</u>	2011 <u>DH Budget</u>	2011 <u>CM Budget</u>	\$ Increase (Decrease)	% Increase (Decrease)
Parks & Recreation Administration	667,872	711,379	-	749,995	549,166	540,651	(209,344)	-27.91%
Recreation Fee Activities	575,436	608,367	-	574,040	1,266,725	1,241,276	667,236	116.24%
Recreation Non-fee Activities	73,806	71,042	-	63,645	-	-	(63,645)	-100.00%
Recreation Nature Center	107,865	113,044	-	122,890	-	-	(122,890)	-100.00%
Recreation Activity Center	87,516	97,612	-	110,000	-	-	(110,000)	-100.00%
Skating Center	1,023,682	1,007,180	-	1,074,125	1,143,069	1,079,342	5,217	0.49%
* Parks & Recreation Fund	2,536,177	2,608,625	-	2,694,695	2,958,960	2,861,269	166,574	6.18%
Economic Development	137,482	157,032	-	214,825	113,851	112,613	(102,212)	-47.58%
Planning	265,539	361,899	-	266,445	412,560	407,333	140,888	52.88%
GIS	69,940	75,927	-	79,775	71,603	70,561	(9,214)	-11.55%
Code Enforcement	600,367	628,203	-	699,250	679,027	506,817	(192,433)	-27.52%
Transfer Out	-	-	-	-	-	-	-	0.00%
Community Development Fund	1,073,328	1,223,061	-	1,260,295	1,277,041	1,097,324	(162,971)	-12.93%
Information Technology	760,286	763,533	-	1,000,700	1,163,590	1,163,590	162,890	16.28%
Communications	297,205	288,887	-	327,650	345,480	345,480	17,830	5.44%
License Center	1,111,938	1,039,799	-	1,085,375	1,144,725	1,144,725	59,350	5.47%
Charitable Gambling	63,026	68,291	-	73,300	50,660	50,660	(22,640)	-30.89%
Charitable Gambling Donations	110,000	76,000	-	80,000	80,000	80,000	-	0.00%
* Parks Maintenance	831,731	977,610	-	994,805	1,127,805	964,605	(30,200)	-3.04%
Housing	-	-	-	-	-	-	-	0.00%
Special Purpose Operating Funds	3,174,186	3,214,120	-	3,561,830	3,912,260	3,749,060	187,230	5.26%
* Vehicle Replacement	494,666	615,294	-	-	-	-	-	#DIV/0!
* Equipment Replacement	133,436	157,177	-	50,000	50,000	50,000	-	0.00%
* Building Replacement	600,981	2,386,369	-	25,000	25,000	25,000	-	0.00%
* Park Improvements	47,793	219,823	-	185,000	185,000	185,000	-	0.00%
* EAB	-	-	-	-	100,000	100,000	100,000	#DIV/0!
* Pathway Maintenance	113,625	115,097	-	135,876	-	-	(135,876)	-100.00%
Pathway Construction	4,822	-	-	-	-	-	-	0.00%
* Boulevard Landscaping	23,707	23,747	-	58,233	-	-	(58,233)	-100.00%
Capital Replacement Funds	1,419,030	3,517,507	-	454,109	360,000	360,000	(94,109)	-20.72%

City of Roseville
Budget Reconciliation

<u>Division / Program</u>	<u>2010 Adopted Budget</u>	<u>2011 DH Request</u>	<u>2011 CM Recommend</u>	<u>Amount Reduced</u>	<u>\$ Increase</u>	<u>% Increase</u>
City Council	179,560	186,490	182,790	3,700	3,230	1.8%
		Eliminate TNT Notices		2,700	1,050	Training
		Reduced memberships		1,000	2,180	Financial Audit per contract
				<u>\$ 3,700</u>	<u>\$ 3,230</u>	
Commissions	2,500	2,550	4,750	(2,200)	2,250	90.0%
		Additional for Ethics		(2,200)	2,250	Add'l amount for Ethics
				<u>\$ (2,200)</u>	<u>\$ 2,250</u>	
Administration	464,240	499,575	477,905	21,670	13,665	2.9%
		Reduce COLA from 3% to 1%		11,775	5,000	1% COLA + Step Increases
		Reduce express delivery service		700	3,350	PERA, Insurance increases
		Reduce transportation		200	5,260	Wellness
		Reduce training		2,750	55	Memberships
		Reduce career development training		1,000		
		Reduce citywide training		5,000		
		misc. memberships		245	-	
				<u>\$ 21,670</u>	<u>\$ 13,665</u>	
Elections	80,655	80,655	80,655	-	-	0.0%
				<u>\$ -</u>	<u>\$ -</u>	
Legal	285,000	300,000	293,425	6,575	8,425	3.0%
		Remove non-retainer/misc.		6,575	8,425	Add'l amount per contract
				<u>\$ 6,575</u>	<u>\$ 8,425</u>	

City of Roseville
Budget Reconciliation

<u>Division / Program</u>	<u>2010 Adopted Budget</u>	<u>2011 DH Request</u>	<u>2011 CM Recommend</u>	<u>Amount Reduced</u>	<u>\$\$ Increase</u>	<u>% Increase</u>
Finance	563,030	610,190	600,030	10,160	37,000	6.6%
		Reduce COLA from 3% to 1%		10,160	5,000	1% COLA + Step Increases
				-	14,700	PERA, Insurance increases
				-	15,000	Wage allocation Shift from Lawful Gambling
				-	300	Add'l Supplies & Materials
				-	2,000	Add'l Springbrook Maintenance
				-	-	
				<u>\$ 10,160</u>	<u>\$ 37,000</u>	
Central Services	74,267	73,500	73,500	-	(767)	-1.0%
				-	(767)	Reduced supplies
				<u>\$ -</u>	<u>\$ (767)</u>	
General Insurance	77,643	84,000	84,000	-	6,357	8.2%
				-	6,357	Add'l General Fund portion of insurance
				<u>\$ -</u>	<u>\$ 6,357</u>	
Total General Govt.	1,726,895		1,797,055		\$ 70,160	4.1%

City of Roseville
Budget Reconciliation

<u>Division / Program</u>	<u>2010 Adopted Budget</u>	<u>2011 DH Request</u>	<u>2011 CM Recommend</u>	<u>Amount Reduced</u>	<u>\$ Increase</u>	<u>% Increase</u>
Police Administration	453,300	955,135	934,585	20,550	481,285	106.2%
		Reduce COLA from 3% to 1%		18,800	9,200	1% COLA + Step Increases
		Reduce Capital Items by 50%		1,750	15,000	PERA, Insurance increases
					40,000	Reinstate full funding for Chief position
				<u>\$ 20,550</u>	130,000	Captain Position allocation Shift from Patrol
					120,000	2 Record Tech Position allocation Shift from Invest.
					60,000	Office Asst. Position allocation Shift from Invest.
					80,000	Comm. Relations Coord. Allocation from Invest.
					1,115	Supplies & Materials
					8,000	Add'l RMS Support
					13,285	Add'l Professional Services ('10 set to low)
					2,850	Add'l telephone expenses
					350	Add'l Memberships & Subscriptions
					1,750	Capital Items
					<u>\$ 481,550</u>	
Police Patrol	4,454,020	4,582,805	4,317,305	265,500	(136,715)	-3.1%
* DH Request reduced by		Reduce COLA from 3% to 1%		55,000	50,000	1% COLA + Step Increases
\$56K for reduced avg		Leave 49th Patrol Position vacant		85,000	28,000	PERA, Insurance increases
patrol officer salary used		Remove '2011 add'l training		18,000	(130,000)	Captain Position allocation Shift to Admin
on PBB worksheets		Remove Smart Cards		1,000	(90,000)	Narcotics Officer allocation to Investigations
		Reduce squad surveillance cameras		55,000	(90,000)	School Liaison Officer allocation to Investigations
		Reduce remaining Capital Items by 50%		51,500	2,980	Supplies & Materials
				<u>\$ 265,500</u>	38,000	Dispatching
					715	Explorer Program
					1,200	Telephone
					51,500	Capital Items
					<u>\$ (137,605)</u>	

City of Roseville
Budget Reconciliation

<u>Division / Program</u>	<u>2010 Adopted Budget</u>	<u>2011 DH Request</u>	<u>2011 CM Recommend</u>	<u>Amount Reduced</u>	<u>\$\$ Increase</u>	<u>% Increase</u>
Police Investigations	902,525	891,560	862,075	29,485	(40,450)	-4.5%
		Reduce COLA from 3% to 1%		23,000	13,000	1% COLA + Step Increases
		Add missed overtime		8,760	35,000	PERA, Insurance increases
		Remove Smart Cards		(2,275)	(130,000)	2 Record Tech Position allocation Shift to Admin
				<u>\$ 29,485</u>	(60,000)	Office Asst. Position allocation Shift to Admin
					(83,000)	Comm. Relations Coord. Allocation to Admin
					90,000	Narcotics Officer allocation to Investigations
					90,000	School Liaison Officer allocation to Investigations
					6,000	Add'l telephone costs
					(1,500)	Reduced Clothing, vehicle supplies
					<u>\$ (40,500)</u>	
Police Comm. Services	61,095	65,955	65,955	-	4,860	8.0%
					2,860	Add'l CSO wages and benefits
				<u>\$ -</u>	2,000	Brighton Vet Clinic
					<u>\$ 4,860</u>	
Police Emergency Mgmt.	19,785	25,185	10,185	15,000	(9,600)	-48.5%
		Remove Emergency Mgmt. exercise		15,000	9,600	Reduced siren contract maintenance
				<u>\$ 15,000</u>	<u>\$ 9,600</u>	
Total Police	\$ 5,890,725		\$ 6,190,105		\$ 299,380	5.08%

	10	11	
Admin	260,365	634,500	
Patrol	2,880,905	2,861,000	
Invest	622,760	632,260	
Total	3,764,030	4,127,760	363,730
		(150,000)	Less add'l for avg salary
		3,977,760	213,730
			5.68%

City of Roseville
Budget Reconciliation

<u>Division / Program</u>	<u>2010 Adopted Budget</u>	<u>2011 DH Request</u>	<u>2011 CM Recommend</u>	<u>Amount Reduced</u>	<u>\$ Increase</u>	<u>% Increase</u>
Fire Admin	293,390	327,070	203,645	123,425	(89,745)	-30.6%
Reduce COLA from 3% to 1%				5,125	3,000	1% COLA + Step Increases
Eliminate Asst. Fire Chief				120,000	10,150	PERA, Insurance increases
Eliminate auto allowance for Chief				3,300	(120,000)	Eliminate Asst. Fire Chief
Add add'l amount for medical direction contract (Allina ?)				(5,000)	15,000	Staffing reorganization
				-	5,000	Add add'l amount for medical direction contract (Allina ?)
				-	(3,300)	Eliminate auto allowance
				<u>\$ 123,425</u>	<u>\$ (90,150)</u>	
Fire Prevention	189,635	194,135	192,135	2,000	2,500	1.3%
Reduce COLA from 3% to 1%				2,000	1,000	1% COLA + Step Increases
				-	2,900	PERA, Insurance increases
				-	(1,400)	Reduced conferences & memberships
				<u>\$ 2,000</u>	<u>\$ 2,500</u>	
Fire Operations	1,099,625	1,270,215	1,242,715	27,500	143,090	13.0%
Reduce COLA from 3% to 1%				22,000	11,000	1% COLA + Step Increases
Reduced FT hours 53-40 (2 FTE) - Net				12,000	23,000	PERA, Insurance increases
Add add'l wages for SWAT team				(6,500)	25,000	Add'l pt wages
				-	6,500	Add'l supplies & materials
				-	(4,000)	reduced utilities
				-	70,000	add'l depreciation
				-	6,500	Add add'l wages for SWAT team
				<u>\$ 27,500</u>	<u>\$ 138,000</u>	
Fire Training	40,150	100,355	100,355	-	60,205	150.0%
				-	30,000	On-site training wages
				-	3,000	Prof services
				-	5,000	Contract maintenance
				-	18,210	Off-site training prof services?
				<u>\$ -</u>	<u>\$ 56,210</u>	

City of Roseville
Budget Reconciliation

<u>Division / Program</u>	<u>2010 Adopted Budget</u>	<u>2011 DH Request</u>	<u>2011 CM Recommend</u>	<u>Amount Reduced</u>	<u>\$\$ Increase</u>	<u>% Increase</u>
PW Admin	688,600	913,573	900,573	13,000	211,973	30.8%
				Reduce COLA from 3% to 1%	13,000	6,000 3% COLA + Step Increases
				-	26,000	PERA, Insurance increases
				-	(20,000)	Less amount 2010 budget too high
				-	200,000	Street lighting costs transferred from St. Lt. Budget
				-	-	
				\$ 13,000	\$ 212,000	
Streets	1,190,160	1,446,300	1,387,300	59,000	197,140	16.6%
				Reduce COLA from 3% to 1%	9,000	1% COLA + Step Increases
				Remove 2011 additional depreciation	50,000	PERA, Insurance increases
				-	(40,000)	Wages transferred to other Divisions
				-	5,000	Add'l temp wages
				-	15,000	Add'l street supplies
				-	3,000	Add'l contract maintenance
				-	192,000	Transfer Pathway/parking Lot costs from other Fund
				\$ 59,000	\$ 195,000	
Street Lighting	200,000	264,000	64,000	200,000	(136,000)	-68.0%
				Transfer to PW Budget	200,000	(200,000) Transfer to PW Admin
				-	64,000	Capital replacement costs
				\$ 200,000	\$ (136,000)	

City of Roseville
Budget Reconciliation

<u>Division / Program</u>	<u>2010 Adopted Budget</u>	<u>2011 DH Request</u>	<u>2011 CM Recommend</u>	<u>Amount Reduced</u>	<u>\$ Increase</u>	<u>% Increase</u>
Building Maintenance	383,400	495,882	477,382	18,500	93,982	24.5%
		Reduce capital costs by 50%		18,500	75,000	Wages transferred from other divisions
				-	18,500	Capital replacement costs @ 50%
				<u>\$ 18,500</u>	<u>\$ 93,500</u>	
Central Garage	157,425	193,968	191,668	2,300	34,243	21.8%
		Reduce COLA from 3% to 1%		2,300	1,000	1% COLA + Step Increases
				-	4,250	PERA, Insurance increases
				-	25,000	Wages transferred to other Divisions
				-	500	Add'l telephone costs
				-	3,500	New minor equipment
				<u>\$ 2,300</u>	<u>\$ 34,250</u>	
Total Public Works	\$ 2,619,585		\$ 3,020,923		\$ 401,338	15.32%

City of Roseville
Budget Reconciliation

<u>Division / Program</u>	<u>2010 Adopted Budget</u>	<u>2011 DH Request</u>	<u>2011 CM Recommend</u>	<u>Amount Reduced</u>	<u>\$ Increase</u>	<u>% Increase</u>
Park & Rec Admin	749,995	549,166				
Recreation Fee programs	574,040	1,266,725				
Recreation Non-Fee	63,645	-				
Nature Center	122,890	-				
Activity Center	110,000	-				
Skating Center	1,074,125	1,143,069				
	<u>2,694,695</u>	<u>2,958,960</u>	<u>2,855,410</u>	<u>103,550</u>	<u>160,715</u>	<u>6.0%</u>
Reduce COLA from 3% to 1%				24,000	12,000	1% COLA + Step Increases
Remove funding for MRPA Conference				2,800	26,000	PERA, Insurance increases
Remove funding for Skating Center clothing				250	43,000	Wages transferred from Park Maint.
Reduce advertising at Skating Center				14,000	1,100	Add'l supplies, telephone
Reduce supplies, utilities at Nature Center				4,500	1,200	Software updates
Reduce funding for non-fee programs				15,000	20,000	Fee program increases
Reduce capital items at Skating Center by 50%				43,000	15,000	Non-fee program increases
				-	43,000	New capital at Skating Center
				<u>\$ 103,550</u>	<u>\$ 161,300</u>	
Park & Rec Maintenance	994,805	1,127,805	971,805	156,000	(23,000)	-2.3%
Reduce COLA from 3% to 1%				9,000	5,000	1% COLA + Step Increases
Eliminate 2 FTE requests				120,000	13,000	PERA, Insurance increases
Reduce funding for contract maintenance				5,000	(43,000)	Wages transferred to Rec. Fund
Remove funding for Main Trac				22,000	1,000	Add'l insurance
				-	-	
				<u>\$ 156,000</u>	<u>\$ (24,000)</u>	
Code Enforcement	-	-	165,000	(165,000)	165,000	#DIV/0!
Transfer costs from CD Fund				(165,000)	165,000	Transfer costs from CD Fund
				<u>\$ (165,000)</u>	<u>\$ 165,000</u>	
Total reduced				910,715		

2010 Minnesota Statutes

412.701 BUDGETING.

The manager shall prepare the estimates for the annual budget. The budget shall be by funds and shall include all the funds of the city, except the funds made up of proceeds of bond issues, utility funds, and special assessment funds, and may include any of such funds at the discretion of the council. The estimates of expenditures for each fund budgeted shall be arranged for each department or division of the city under the following heads: (1) ordinary expenses (for operation, maintenance, and repairs); (2) payment of principal and interest on bonds and other fixed charges; (3) capital outlays (for new construction, new equipment, and all improvements of a lasting character). Ordinary expenses shall be subdivided into: (a) salaries and wages, with a list of all salaried offices and positions, including the salary allowance and the number of persons holding each; (b) other expenses, with sufficient detail to be readily understood. All increases and decreases shall be clearly shown. In parallel columns shall be added the amounts granted and the amounts expended under similar heads for the past two completed fiscal years and the current fiscal year, actual to date and estimated for the balance of the year. In addition to the estimates of expenditures, the budget shall include for each budgeted fund a statement of the revenues which have accrued for the past two completed fiscal years with the amount collected and the uncollected balances together with the same information, based in so far as necessary on estimates, for the current fiscal year, and an estimate of the revenues for the ensuing fiscal year. The statement of revenues for each year shall specify the following items: sums derived from (a) taxation, (b) fees, (c) fines, (d) interest, (e) miscellaneous, not included in the foregoing, (f) sales and rentals, (g) earnings of public utilities and other public service enterprises, (h) special assessments, and (i) sales of bonds and other obligations. Such estimates shall be printed or typewritten and there shall be sufficient copies for each member of the council, for the manager, for the clerk, and three, at least, to be posted in public places in the city. The estimates shall be submitted to the council and shall be made public. The manager may submit with the estimates such explanatory statement or statements as the manager may deem necessary, and during the first three years of operation under Optional Plan B the manager shall be authorized to interpret the requirements of this section as requiring only such comparisons of the city's finances with those of the previous government of the city as may be feasible and pertinent.

History: 1949 c 119 s 86; 1973 c 123 art 2 s 1 *subd* 2; 1986 c 444; 1990 c 426 art 1 s 45

2010 Minnesota Statutes

412.711 CONSIDERATION OF BUDGET; TAX LEVY.

The budget shall be the principal item of business at a regular monthly meeting of the council and the council shall hold adjourned meetings from time to time until all the estimates have been considered. The meetings shall be so conducted as to give interested citizens a reasonable opportunity to be heard. The budget estimates shall be read in full and the manager shall explain the various items thereof as fully as may be deemed necessary by the council. The annual budget finally agreed upon shall set forth in detail the complete financial plan of the city for the ensuing fiscal year for the funds budgeted and shall be signed by the majority of the council when adopted. It shall indicate the sums to be raised and from what sources and the sums to be spent and for what purposes according to the plan indicated in section 412.701. The total sum appropriated shall be less than the total estimated revenue by a safe margin. The council shall adopt the budget by a resolution which shall set forth the total for each budgeted fund and each department with such segregation as to objects and purposes of expenditures as the council deems necessary for purposes of budget control. The council shall also adopt a resolution levying whatever taxes it considers necessary within statutory limits for the ensuing year for each fund. The tax levy resolution shall be certified to the county auditor in accordance with law. At the beginning of the fiscal year, the sums fixed in the budget resolution shall be and become appropriated for the several purposes named in the budget resolution and no other.

History: 1949 c 119 s 87; 1953 c 735 s 8; 1973 c 123 art 2 s 1 *subd* 2; 1990 c 426 art 1 s 46



2011 City Council Meeting Schedule

The Roseville City Council will meet at 6:00 p.m. in the City Council Chambers of Roseville City Hall, 2660 Civic Center Drive, on the following dates:

January

3 *Org Meeting*
10
24

February

14
28

March

14
21
28

April

11
18
25

May

9
16
23

June

13
20

July

11
18
25

August

8
15
22

September

12
19
26

October

10
17
24

November

14
21
28

December

5
12

Note: Rosefest Parade Monday, 6/27

Date: 2/14/11

Item: 13.a

Discuss Highway 8
Comprehensive Plan
Amendment

No Attachment

Date: 2/14/11

Item: 13.b

NE Diagonal Corridor

No Attachment