



City Council Agenda

Monday, November 19, 2012

6:00 p.m.

City Council Chambers

(Times are Approximate)

- 5:00 p.m. **Closed Executive Session**
City Manager Evaluation
- 6:00 p.m. **1. Roll Call**
Voting & Seating Order: Johnson, Pust, McGehee, Willmus, Roe
- 6:02 p.m. **2. Approve Agenda**
- 6:05 p.m. **3. Public Comment**
- 6:10 p.m. **4. Council Communications, Reports and Announcements**
- 6:15 p.m. **5. Recognitions, Donations and Communications**
a. Accept a Donation from Hugh and Julie Thibodeau
- 6:20 p.m. **6. Approve Minutes**
a. Approve Minutes of October 22, 2012 Meeting
b. Approve Minutes of November 14, 2012 Meeting
- 6:25 p.m. **7. Approve Consent Agenda**
a. Approve Payments
b. Approve Business & Other Licenses & Permits
c. Approve General Purchases and Sale of Surplus items in excess of \$5000
d. Request by United Properties for Approval of Vacation and Rededication of a Drainage Easement to Accommodate the Final Phase of Development at 1996 Langton Lake Drive
e. Certify Unpaid Utilities and Other Charges to the Property Tax Rolls
f. Approve 2013 City Council Meeting Schedule
g. Twin Lakes Overlay Ordinance Repeal

- h. Cancel November 26 Council Meeting
- i. Adopt Resolution Authorizing City Manager to Apply for SCORE Funding Grant
- j. Approve a Resolution for the Final Acceptance and Maintenance for Public Improvements Constructed for Sienna Green
- k. Accept Petition and order feasibility report for the construction of Public Improvements at 3040 Hamline Avenue
- l. Authorize Expenditure of Roseville HRA funds for the Acquisition of 2325 Dale St. and Adjacent Vacant Lots on Cope Avenue

6:35 p.m. **8. Consider Items Removed from Consent**

9. General Ordinances for Adoption

- 6:40 p.m. a. Adopt an Ordinance Amending City Code Chapter 314.05: the 2013 Fee Schedule

10. Presentations

- 6:55 p.m. a. Public Works Annual Work Plan

- 7:05 p.m. b. Emergency Management Update

11. Public Hearings

- 7:15 p.m. a. Liquor License Renewals

12. Business Items (Action Items)

- 7:25 p.m. a. Liquor License Renewals

- 7:30 p.m. b. Continue Discussion on 2013 Tax Levy Budget

- 7:50 p.m. c. Adopt Assessment Policy

- 8:05 p.m. d. Adopt Electric Undergrounding Policy

- 8:15 p.m. e. Court Citation-3261 Old Hwy. 8 – Outdoor Storage

- 8:25 p.m. f. Approve Contract for Prosecuting Legal Services

- 8:35 p.m. g. Consider Accepting the Capital Improvement Plan (CIP) Subcommittee Reports and Recommendations

- 8:45 p.m. h. Authorize Issuance of Website RFP

- 9:05 p.m. i. Consider Ethics Complaint Report

13. Business Items – Presentations/Discussions

- 9:15 p.m. a. City Manager Report of Annual ICMA Conference
 9:20 p.m. b. Receive City Manager Evaluation Report
 9:30 p.m. c. Discuss the Use of Prevailing Wages on City Projects
 9:45 p.m. **14. City Manager Future Agenda Review**
 9:50 p.m. **15. Councilmember Initiated Items for Future Meetings**
 10:00 p.m. **16. Adjourn**

Some Upcoming Public Meetings.....

Tuesday	Nov 20	6:00 p.m.	Housing & Redevelopment Authority
Thursday Friday	Nov 22-23		City Offices Closed – Thanksgiving
Tuesday	Nov 27	6:30 p.m.	Public Works, Environment & Transportation Commission
Wednesday	Nov 28	6:30 p.m.	Human Rights Commission
December			
Monday	Dec 3	6:00 p.m.	City Council Meeting
Tuesday	Dec 4	6:30 p.m.	Parks & Recreation Commission
Wednesday	Dec 5	6:30 p.m.	Planning Commission
Monday	Dec 10	6:00 p.m.	City Council Meeting
No Meeting in December			Housing & Redevelopment Authority
Wednesday	Dec 19	6:30 p.m.	Human Rights Commission

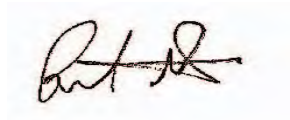
All meetings at Roseville City Hall, 2660 Civic Center Drive, Roseville, MN unless otherwise noted.

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 11/19/2012

Item No.: 5.a

Department Approval



City Manager Approval



Item Description: **RECOGNIZING AND ACCEPTING A DONATION FROM HUGH AND JULIE THIBODEAU**

BACKGROUND

Longtime friends of the police department, Hugh and Julie Thibodeau, have donated \$12,625.88 to the department to fund technological upgrades to the Police roll call room and investigative conference room. Their donation also includes installation of an Arbitrator camera monitoring system in the front lobby, an update to the personal needs room used by officers working extended shifts and tourniquets for each police officer.

OBJECTIVE

Allow the police department to accept the \$12,625.88 donation from the Thibodeau's to be used by the police department per the Thibodeau's request.

FINANCIAL IMPACTS

There is no cost to the city.

STAFF RECOMMENDATION

Allow the police department to accept the Thibodeau's \$12,625.88 donation and recognize the Thibodeau's formally to show our appreciation for their generous support of the police department.

REQUESTED COUNCIL ACTION

Request Council approval to accept the Thibodeau's donation and recognize the Thibodeau's to show our appreciation for their generous support of the City's police department.

Prepared by: Rick Mathwig, Chief of Police
Attachments: A. Donation Letter



November 5, 2012

Mr. and Mrs. Thibodeau
1171 Ruggles Street
Roseville, MN 55113

Dear Hugh and Julie,

On behalf of the entire Roseville Police Department, I want to express our deepest thanks for your recent donations totaling \$12,625.88. The funds shall be spent on improvements to our Police roll call room, investigative conference room, front lobby and personal needs room.

The donation which also funds the purchase of tourniquets for each police officer, demonstrates your continued commitment to your community and to the mission of the Roseville Police Department.

Although there is no way to fully express our gratitude for your loyalty, we hope you will join us on Monday, November 19, for formal recognition of your gift at the upcoming Roseville City Council meeting.

We are continually inspired by your amazing support, year after year.

With deep appreciation,

A handwritten signature in black ink, appearing to read "Rick Mathwig", written over a horizontal line.

Rick Mathwig
Chief of Police

Date: November 19, 2012

Item: 6.a

Approve Minutes of October 22,
2012 Council Meeting

Date: November 19, 2012

Item: 6.b

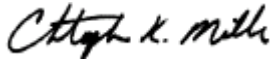
Approve Minutes of November
14, 2012 Council Meeting

REQUEST FOR COUNCIL ACTION

Date: 11/19/2012

Item No.: 7.a

Department Approval



City Manager Approval



Item Description: Approve Payments

BACKGROUND

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

Check Series #	Amount
ACH Payments	\$1,057,984.80
67990-68300	\$1,628,920.94
Total	\$2,686,905.74

A detailed report of the claims is attached. City Staff has reviewed the claims and considers them to be appropriate for the goods and services received.

POLICY OBJECTIVE

Under Mn State Statute, all claims are required to be paid within 35 days of receipt.

FINANCIAL IMPACTS

All expenditures listed above have been funded by the current budget, from donated monies, or from cash reserves.

STAFF RECOMMENDATION

Staff recommends approval of all payment of claims.

REQUESTED COUNCIL ACTION

Motion to approve the payment of claims as submitted

Prepared by: Chris Miller, Finance Director

Attachments: A: Checks for Approval

Accounts Payable

Checks for Approval

User: mary.jenson
Printed: 11/13/2012 - 9:47 AM

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	10/17/2012	General Fund	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00002.10.2012 State Incom	11,787.16
0	10/17/2012	Contracted Engineering Svcs	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00002.10.2012 State Incom	159.02
0	10/17/2012	Information Technology	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00002.10.2012 State Incom	962.23
0	10/17/2012	Telecommunications	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00002.10.2012 State Incom	135.09
0	10/17/2012	Recreation Fund	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00002.10.2012 State Incom	1,634.01
0	10/17/2012	P & R Contract Maintenance	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00002.10.2012 State Incom	744.86
0	10/17/2012	Community Development	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00002.10.2012 State Incom	1,314.07
0	10/17/2012	License Center	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00002.10.2012 State Incom	1,097.10
0	10/17/2012	Charitable Gambling	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00002.10.2012 State Incom	4.94
0	10/17/2012	Police Grants	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00002.10.2012 State Incom	146.59
0	10/17/2012	Sanitary Sewer	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00002.10.2012 State Incom	575.42
0	10/17/2012	Water Fund	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00002.10.2012 State Incom	520.43
0	10/17/2012	Golf Course	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00002.10.2012 State Incom	257.95
0	10/17/2012	Storm Drainage	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00002.10.2012 State Incom	392.92
0	10/17/2012	Solid Waste Recycle	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00002.10.2012 State Incom	34.51
0	10/17/2012	General Fund	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00002.10.2012 State Incom	-34.35
0	10/17/2012	General Fund	MN State Retirement	MSRS-Non Bank	PR Batch 00002.10.2012 Post Emplo	2,677.93
0	10/17/2012	Contracted Engineering Svcs	MN State Retirement	MSRS-Non Bank	PR Batch 00002.10.2012 Post Emplo	30.42
0	10/17/2012	Information Technology	MN State Retirement	MSRS-Non Bank	PR Batch 00002.10.2012 Post Emplo	206.52
0	10/17/2012	Telecommunications	MN State Retirement	MSRS-Non Bank	PR Batch 00002.10.2012 Post Emplo	45.91
0	10/17/2012	Recreation Fund	MN State Retirement	MSRS-Non Bank	PR Batch 00002.10.2012 Post Emplo	361.46
0	10/17/2012	P & R Contract Maintenance	MN State Retirement	MSRS-Non Bank	PR Batch 00002.10.2012 Post Emplo	169.74
0	10/17/2012	Community Development	MN State Retirement	MSRS-Non Bank	PR Batch 00002.10.2012 Post Emplo	259.70
0	10/17/2012	License Center	MN State Retirement	MSRS-Non Bank	PR Batch 00002.10.2012 Post Emplo	267.63
0	10/17/2012	Charitable Gambling	MN State Retirement	MSRS-Non Bank	PR Batch 00002.10.2012 Post Emplo	1.11
0	10/17/2012	Police Grants	MN State Retirement	MSRS-Non Bank	PR Batch 00002.10.2012 Post Emplo	29.65
0	10/17/2012	Sanitary Sewer	MN State Retirement	MSRS-Non Bank	PR Batch 00002.10.2012 Post Emplo	132.83
0	10/17/2012	Water Fund	MN State Retirement	MSRS-Non Bank	PR Batch 00002.10.2012 Post Emplo	120.53
0	10/17/2012	Golf Course	MN State Retirement	MSRS-Non Bank	PR Batch 00002.10.2012 Post Emplo	50.14
0	10/17/2012	Storm Drainage	MN State Retirement	MSRS-Non Bank	PR Batch 00002.10.2012 Post Emplo	82.35
0	10/17/2012	Solid Waste Recycle	MN State Retirement	MSRS-Non Bank	PR Batch 00002.10.2012 Post Emplo	10.05
0	10/17/2012	General Fund	MN State Retirement	MSRS-Non Bank	PR Batch 00002.10.2012 Post Emplo	-5.24
0	10/17/2012	General Fund	PERA Employee Ded	PERA-Non Bank	PR Batch 00002.10.2012 Pera Emplo	20,648.96
0	10/17/2012	Contracted Engineering Svcs	PERA Employee Ded	PERA-Non Bank	PR Batch 00002.10.2012 Pera Emplo	190.15

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	10/17/2012	Information Technology	PERA Employee Ded	PERA-Non Bank	PR Batch 00002.10.2012 Pera Emplo	1,331.53
0	10/17/2012	Telecommunications	PERA Employee Ded	PERA-Non Bank	PR Batch 00002.10.2012 Pera Emplo	287.04
0	10/17/2012	Recreation Fund	PERA Employee Ded	PERA-Non Bank	PR Batch 00002.10.2012 Pera Emplo	2,620.69
0	10/17/2012	P & R Contract Maintenance	PERA Employee Ded	PERA-Non Bank	PR Batch 00002.10.2012 Pera Emplo	1,122.91
0	10/17/2012	Community Development	PERA Employee Ded	PERA-Non Bank	PR Batch 00002.10.2012 Pera Emplo	1,733.09
0	10/17/2012	License Center	PERA Employee Ded	PERA-Non Bank	PR Batch 00002.10.2012 Pera Emplo	1,672.62
0	10/17/2012	Charitable Gambling	PERA Employee Ded	PERA-Non Bank	PR Batch 00002.10.2012 Pera Emplo	6.92
0	10/17/2012	Police Grants	PERA Employee Ded	PERA-Non Bank	PR Batch 00002.10.2012 Pera Emplo	284.77
0	10/17/2012	Sanitary Sewer	PERA Employee Ded	PERA-Non Bank	PR Batch 00002.10.2012 Pera Emplo	830.10
0	10/17/2012	Water Fund	PERA Employee Ded	PERA-Non Bank	PR Batch 00002.10.2012 Pera Emplo	753.31
0	10/17/2012	Golf Course	PERA Employee Ded	PERA-Non Bank	PR Batch 00002.10.2012 Pera Emplo	369.64
0	10/17/2012	Storm Drainage	PERA Employee Ded	PERA-Non Bank	PR Batch 00002.10.2012 Pera Emplo	514.59
0	10/17/2012	Solid Waste Recycle	PERA Employee Ded	PERA-Non Bank	PR Batch 00002.10.2012 Pera Emplo	62.79
0	10/17/2012	General Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00002.10.2012 Pera Emplo	28,289.17
0	10/17/2012	Contracted Engineering Svcs	PERA Employer Share	PERA-Non Bank	PR Batch 00002.10.2012 Pera Emplo	190.15
0	10/17/2012	Information Technology	PERA Employer Share	PERA-Non Bank	PR Batch 00002.10.2012 Pera Emplo	1,331.53
0	10/17/2012	Telecommunications	PERA Employer Share	PERA-Non Bank	PR Batch 00002.10.2012 Pera Emplo	287.04
0	10/17/2012	Recreation Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00002.10.2012 Pera Emplo	2,620.69
0	10/17/2012	P & R Contract Maintenance	PERA Employer Share	PERA-Non Bank	PR Batch 00002.10.2012 Pera Emplo	1,122.91
0	10/17/2012	Community Development	PERA Employer Share	PERA-Non Bank	PR Batch 00002.10.2012 Pera Emplo	1,733.09
0	10/17/2012	License Center	PERA Employer Share	PERA-Non Bank	PR Batch 00002.10.2012 Pera Emplo	1,672.62
0	10/17/2012	Charitable Gambling	PERA Employer Share	PERA-Non Bank	PR Batch 00002.10.2012 Pera Emplo	6.92
0	10/17/2012	Police Grants	PERA Employer Share	PERA-Non Bank	PR Batch 00002.10.2012 Pera Emplo	427.13
0	10/17/2012	Sanitary Sewer	PERA Employer Share	PERA-Non Bank	PR Batch 00002.10.2012 Pera Emplo	830.10
0	10/17/2012	Water Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00002.10.2012 Pera Emplo	753.31
0	10/17/2012	Golf Course	PERA Employer Share	PERA-Non Bank	PR Batch 00002.10.2012 Pera Emplo	369.64
0	10/17/2012	Storm Drainage	PERA Employer Share	PERA-Non Bank	PR Batch 00002.10.2012 Pera Emplo	514.59
0	10/17/2012	Solid Waste Recycle	PERA Employer Share	PERA-Non Bank	PR Batch 00002.10.2012 Pera Emplo	62.79
0	10/17/2012	General Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00002.10.2012 Pera additio	848.12
0	10/17/2012	Contracted Engineering Svcs	PERA Employer Share	PERA-Non Bank	PR Batch 00002.10.2012 Pera additio	30.42
0	10/17/2012	Information Technology	PERA Employer Share	PERA-Non Bank	PR Batch 00002.10.2012 Pera additio	213.05
0	10/17/2012	Telecommunications	PERA Employer Share	PERA-Non Bank	PR Batch 00002.10.2012 Pera additio	45.91
0	10/17/2012	Recreation Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00002.10.2012 Pera additio	419.33
0	10/17/2012	P & R Contract Maintenance	PERA Employer Share	PERA-Non Bank	PR Batch 00002.10.2012 Pera additio	179.68
0	10/17/2012	Community Development	PERA Employer Share	PERA-Non Bank	PR Batch 00002.10.2012 Pera additio	277.30
0	10/17/2012	License Center	PERA Employer Share	PERA-Non Bank	PR Batch 00002.10.2012 Pera additio	267.63
0	10/17/2012	Charitable Gambling	PERA Employer Share	PERA-Non Bank	PR Batch 00002.10.2012 Pera additio	1.11
0	10/17/2012	Sanitary Sewer	PERA Employer Share	PERA-Non Bank	PR Batch 00002.10.2012 Pera additio	132.83
0	10/17/2012	Water Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00002.10.2012 Pera additio	120.53
0	10/17/2012	Golf Course	PERA Employer Share	PERA-Non Bank	PR Batch 00002.10.2012 Pera additio	59.14
0	10/17/2012	Storm Drainage	PERA Employer Share	PERA-Non Bank	PR Batch 00002.10.2012 Pera additio	82.35
0	10/17/2012	Solid Waste Recycle	PERA Employer Share	PERA-Non Bank	PR Batch 00002.10.2012 Pera additio	10.05
0	10/17/2012	General Fund	PERA Employee Ded	PERA-Non Bank	PR Batch 00002.10.2012 Pera Emplo	-50.32
0	10/17/2012	General Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00002.10.2012 Pera Emplo	-75.48

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	10/17/2012	General Fund	MNDCP Def Comp	Great West- Non Bank	PR Batch 00002.10.2012 MNDCP De	6,575.42
0	10/17/2012	Telecommunications	MNDCP Def Comp	Great West- Non Bank	PR Batch 00002.10.2012 MNDCP De	453.84
0	10/17/2012	Recreation Fund	MNDCP Def Comp	Great West- Non Bank	PR Batch 00002.10.2012 MNDCP De	1,483.28
0	10/17/2012	P & R Contract Maintenance	MNDCP Def Comp	Great West- Non Bank	PR Batch 00002.10.2012 MNDCP De	280.00
0	10/17/2012	Community Development	MNDCP Def Comp	Great West- Non Bank	PR Batch 00002.10.2012 MNDCP De	448.00
0	10/17/2012	License Center	MNDCP Def Comp	Great West- Non Bank	PR Batch 00002.10.2012 MNDCP De	50.00
0	10/17/2012	Police Grants	MNDCP Def Comp	Great West- Non Bank	PR Batch 00002.10.2012 MNDCP De	122.01
0	10/17/2012	Sanitary Sewer	MNDCP Def Comp	Great West- Non Bank	PR Batch 00002.10.2012 MNDCP De	203.79
0	10/17/2012	Water Fund	MNDCP Def Comp	Great West- Non Bank	PR Batch 00002.10.2012 MNDCP De	225.00
0	10/17/2012	Storm Drainage	MNDCP Def Comp	Great West- Non Bank	PR Batch 00002.10.2012 MNDCP De	10.00
0	10/17/2012	Solid Waste Recycle	MNDCP Def Comp	Great West- Non Bank	PR Batch 00002.10.2012 MNDCP De	17.50
0	10/17/2012	General Fund	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00002.10.2012 Federal Incc	28,109.07
0	10/17/2012	Contracted Engineering Svcs	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00002.10.2012 Federal Incc	466.08
0	10/17/2012	Information Technology	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00002.10.2012 Federal Incc	2,480.15
0	10/17/2012	Telecommunications	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00002.10.2012 Federal Incc	284.62
0	10/17/2012	Recreation Fund	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00002.10.2012 Federal Incc	3,781.04
0	10/17/2012	P & R Contract Maintenance	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00002.10.2012 Federal Incc	1,743.81
0	10/17/2012	Community Development	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00002.10.2012 Federal Incc	3,376.30
0	10/17/2012	License Center	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00002.10.2012 Federal Incc	2,544.18
0	10/17/2012	Charitable Gambling	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00002.10.2012 Federal Incc	9.93
0	10/17/2012	Police Grants	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00002.10.2012 Federal Incc	387.72
0	10/17/2012	Sanitary Sewer	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00002.10.2012 Federal Incc	1,471.22
0	10/17/2012	Water Fund	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00002.10.2012 Federal Incc	1,265.96
0	10/17/2012	Golf Course	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00002.10.2012 Federal Incc	485.15
0	10/17/2012	Storm Drainage	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00002.10.2012 Federal Incc	893.20
0	10/17/2012	Solid Waste Recycle	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00002.10.2012 Federal Incc	74.53
0	10/17/2012	General Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.10.2012 FICA Empl	4,738.61
0	10/17/2012	Contracted Engineering Svcs	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.10.2012 FICA Empl	127.69
0	10/17/2012	Information Technology	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.10.2012 FICA Empl	869.99
0	10/17/2012	Telecommunications	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.10.2012 FICA Empl	188.11
0	10/17/2012	Recreation Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.10.2012 FICA Empl	2,006.17
0	10/17/2012	P & R Contract Maintenance	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.10.2012 FICA Empl	749.11
0	10/17/2012	Community Development	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.10.2012 FICA Empl	1,144.76
0	10/17/2012	License Center	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.10.2012 FICA Empl	1,069.04
0	10/17/2012	Charitable Gambling	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.10.2012 FICA Empl	5.03
0	10/17/2012	Sanitary Sewer	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.10.2012 FICA Empl	564.65
0	10/17/2012	Water Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.10.2012 FICA Empl	498.16
0	10/17/2012	Golf Course	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.10.2012 FICA Empl	275.97
0	10/17/2012	Storm Drainage	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.10.2012 FICA Empl	388.68
0	10/17/2012	Solid Waste Recycle	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.10.2012 FICA Empl	40.69
0	10/17/2012	General Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.10.2012 FICA Empl	6,995.16
0	10/17/2012	Contracted Engineering Svcs	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.10.2012 FICA Empl	188.50
0	10/17/2012	Information Technology	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.10.2012 FICA Empl	1,284.31
0	10/17/2012	Telecommunications	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.10.2012 FICA Empl	277.70

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	10/17/2012	Recreation Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.10.2012 FICA Empl	2,961.48
0	10/17/2012	P & R Contract Maintenance	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.10.2012 FICA Empl	1,105.83
0	10/17/2012	Community Development	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.10.2012 FICA Empl	1,689.89
0	10/17/2012	License Center	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.10.2012 FICA Empl	1,578.12
0	10/17/2012	Charitable Gambling	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.10.2012 FICA Empl	7.44
0	10/17/2012	Sanitary Sewer	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.10.2012 FICA Empl	833.53
0	10/17/2012	Water Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.10.2012 FICA Empl	735.37
0	10/17/2012	Golf Course	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.10.2012 FICA Empl	407.40
0	10/17/2012	Storm Drainage	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.10.2012 FICA Empl	573.77
0	10/17/2012	Solid Waste Recycle	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.10.2012 FICA Empl	60.07
0	10/17/2012	General Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.10.2012 Medicare Ei	3,843.71
0	10/17/2012	Contracted Engineering Svcs	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.10.2012 Medicare Ei	44.08
0	10/17/2012	Information Technology	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.10.2012 Medicare Ei	300.35
0	10/17/2012	Telecommunications	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.10.2012 Medicare Ei	64.94
0	10/17/2012	Recreation Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.10.2012 Medicare Ei	692.65
0	10/17/2012	P & R Contract Maintenance	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.10.2012 Medicare Ei	258.64
0	10/17/2012	Community Development	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.10.2012 Medicare Ei	395.22
0	10/17/2012	License Center	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.10.2012 Medicare Ei	369.08
0	10/17/2012	Charitable Gambling	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.10.2012 Medicare Ei	1.74
0	10/17/2012	Sanitary Sewer	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.10.2012 Medicare Ei	194.94
0	10/17/2012	Water Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.10.2012 Medicare Ei	171.98
0	10/17/2012	Golf Course	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.10.2012 Medicare Ei	95.28
0	10/17/2012	Police Grants	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.10.2012 Medicare Ei	42.34
0	10/17/2012	Storm Drainage	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.10.2012 Medicare Ei	134.19
0	10/17/2012	Solid Waste Recycle	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00002.10.2012 Medicare Ei	14.05
0	10/17/2012	General Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.10.2012 Medicare Ei	3,843.71
0	10/17/2012	Contracted Engineering Svcs	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.10.2012 Medicare Ei	44.08
0	10/17/2012	Information Technology	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.10.2012 Medicare Ei	300.35
0	10/17/2012	Telecommunications	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.10.2012 Medicare Ei	64.94
0	10/17/2012	Recreation Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.10.2012 Medicare Ei	692.65
0	10/17/2012	P & R Contract Maintenance	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.10.2012 Medicare Ei	258.64
0	10/17/2012	Community Development	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.10.2012 Medicare Ei	395.22
0	10/17/2012	License Center	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.10.2012 Medicare Ei	369.08
0	10/17/2012	Charitable Gambling	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.10.2012 Medicare Ei	1.74
0	10/17/2012	Police Grants	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.10.2012 Medicare Ei	42.34
0	10/17/2012	Sanitary Sewer	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.10.2012 Medicare Ei	194.94
0	10/17/2012	Water Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.10.2012 Medicare Ei	171.98
0	10/17/2012	Golf Course	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.10.2012 Medicare Ei	95.28
0	10/17/2012	Storm Drainage	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.10.2012 Medicare Ei	134.19
0	10/17/2012	Solid Waste Recycle	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00002.10.2012 Medicare Ei	14.05
Check Total:						201,228.53
0	10/18/2012	General Fund	ICMA Def Comp	ICMA Retirement Trust 457-300227	PR Batch 00002.10.2012 ICMA Defe	3,057.13

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	10/18/2012	Information Technology	ICMA Def Comp	ICMA Retirement Trust 457-300227	PR Batch 00002.10.2012 ICMA Defe	325.00
0	10/18/2012	Recreation Fund	ICMA Def Comp	ICMA Retirement Trust 457-300227	PR Batch 00002.10.2012 ICMA Defe	634.12
0	10/18/2012	Community Development	ICMA Def Comp	ICMA Retirement Trust 457-300227	PR Batch 00002.10.2012 ICMA Defe	364.10
0	10/18/2012	Sanitary Sewer	ICMA Def Comp	ICMA Retirement Trust 457-300227	PR Batch 00002.10.2012 ICMA Defe	50.00
0	10/18/2012	Water Fund	ICMA Def Comp	ICMA Retirement Trust 457-300227	PR Batch 00002.10.2012 ICMA Defe	50.00
0	10/18/2012	Golf Course	ICMA Def Comp	ICMA Retirement Trust 457-300227	PR Batch 00002.10.2012 ICMA Defe	50.00
0	10/18/2012	General Fund	PERA Life Ins. Ded.	NCPERS Life Ins#7258500	PR Batch 00002.10.2012 PERA Life	32.00
0	10/18/2012	General Fund	Minnesota Benefit Ded	MN Benefit Association	PR Batch 00002.10.2012 Minnesota F	838.88
0	10/18/2012	Recreation Fund	Minnesota Benefit Ded	MN Benefit Association	PR Batch 00002.10.2012 Minnesota F	140.68
0	10/18/2012	License Center	Minnesota Benefit Ded	MN Benefit Association	PR Batch 00002.10.2012 Minnesota F	103.84
0	10/18/2012	Sanitary Sewer	Minnesota Benefit Ded	MN Benefit Association	PR Batch 00002.10.2012 Minnesota F	3.98
0	10/18/2012	Recreation Fund	Operating Supplies	Hose/Conveyors Inc	Sheet Rubber	205.39
0	10/18/2012	Recreation Fund	Operating Supplies	R & R Specialties of Wisconsin, Inc	Cloth Spreader	94.05
0	10/18/2012	Community Development	Electrical Inspections	Tokle Inspections, Inc.	Electrical Inspections-Sept 2012	13,770.64
0	10/18/2012	General Fund	211402 - Flex Spending Health		Flexible Benefit Reimbursement	139.70
0	10/18/2012	General Fund	211402 - Flex Spending Health		Flexible Benefit Reimbursement	52.00
0	10/18/2012	Recreation Fund	Professional Services	Mark Emme	Volleyball Officiating	660.00
0	10/18/2012	General Fund	211403 - Flex Spend Day Care		Dependent Care Reimbursement	2,692.40
0	10/18/2012	Recreation Fund	Professional Services	Tyler Schmidt	Soccer Officiating	224.00
0	10/18/2012	Non Motorized Pathways	NESCC-Fairview Pathway	T. A. Schifsky & Sons, Inc.	Fairview Pathway	108,445.66
0	10/18/2012	Recreation Fund	Operating Supplies	Eric Boettcher	Supplies Reimbursement	46.03
0	10/18/2012	Recreation Fund	Professional Services	Eric Boettcher	Supplies Reimbursement	49.00
0	10/18/2012	License Center	Rental	Gaughan Properties	Motor Vehicle Rent-Nov 2012	4,723.13
0	10/18/2012	General Fund	211402 - Flex Spending Health		Flexible Benefit Reimbursement	142.27
0	10/18/2012	General Fund	211403 - Flex Spend Day Care		Dependent Care Reimbursement	192.31
0	10/18/2012	Recreation Fund	Operating Supplies	Brock White Co	Hit HY 150 Max	40.08
0	10/18/2012	Recreation Fund	Operating Supplies	Stitchin Post	T-Shirts	15.92
0	10/18/2012	License Center	Professional Services	Collins Electrical Construction Co.	Sign Repair	446.53
0	10/18/2012	General Fund	Contract Maintenance	City of St. Paul	Radio Service-Sept 2012	178.53
0	10/18/2012	General Fund	Vehicle Supplies	Rigid Hitch Incorporated	2012 Blanket PO for Vehicle Repairs	101.67
0	10/18/2012	Recreation Fund	Operating Supplies	Voss Lighting	Lighting Supplies	10.37
0	10/18/2012	Recreation Fund	Contract Maintenance	Printers Service Inc	Ice Knife Sharpening	36.00
0	10/18/2012	P & R Contract Maintenance	Professional Services	Jeff's S.O.S. Drain Cleaning, Corp.	Fountain Drain Video Inspection	330.00
0	10/18/2012	General Fund	Contract Maintenance Vehicles	Mister Car Wash	Vehicle Washes	162.40
0	10/18/2012	General Fund	Contract Maintenance	Mister Car Wash	Vehicle Washes	5.60
0	10/18/2012	General Fund	Contract Maint. - City Garage	Life Safety Systems	Annual Fire Alarm Inspection	390.09
0	10/18/2012	General Fund	Contract Maint. - City Hall	Life Safety Systems	Annual Fire Alarm Inspection	678.66
0	10/18/2012	General Fund	Vehicle Supplies	Factory Motor Parts, Co.	2012 Blanket PO For Vehicle Repairs	164.57
0	10/18/2012	General Fund	Vehicle Supplies	Factory Motor Parts, Co.	2012 Blanket PO For Vehicle Repairs	181.26
0	10/18/2012	Recreation Fund	Professional Services	Metro Volleyball Officials	Volleyball Officiating	1,140.00
0	10/18/2012	Recreation Fund	Professional Services	Metro Volleyball Officials	Volleyball Officiating	1,140.00
0	10/18/2012	Police - DWI Enforcement	Professional Services	Erickson, Bell, Beckman & Quinn P.A.	Legal Services-Vehicle Forfeiture	717.50
0	10/18/2012	General Fund	Operating Supplies City Garage	M/A Associates	Wpmdr Scrub	99.93
0	10/18/2012	Risk Management	Employer Insurance	Delta Dental Plan of Minnesota	Dental Insurance Premium-Sept 2012	5,594.13

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	10/18/2012	License Center	Professional Services	Quicksilver Express Courier	Courier Service	161.20
0	10/18/2012	General Fund	Utilities - City Hall	Xcel Energy	City Hall Building	7,294.49
0	10/18/2012	General Fund	Utilities - City Garage	Xcel Energy	Garage/PW Building	218.75
0	10/18/2012	Recreation Fund	Utilities	Xcel Energy	Nature Center	337.76
0	10/18/2012	License Center	Utilities	Xcel Energy	License Center	367.81
0	10/18/2012	General Fund	Operating Supplies	ARAMARK Services	Coffee Supplies	289.60
0	10/18/2012	General Fund	Contract Maint. - City Hall	Adam's Pest Control Inc	Quarterly Service	113.29
0	10/18/2012	General Fund	Contract Maint. - City Garage	Adam's Pest Control Inc	Quarterly Service	113.29
0	10/18/2012	Recreation Fund	Operating Supplies	MRPA	Fall Softball Post Season Berths	160.00
0	10/18/2012	Recreation Fund	Operating Supplies	MRPA	Mens Hall of Fame Benefit Post Seas	160.00
0	10/18/2012	Recreation Fund	Operating Supplies	MRPA	Fall Softball Team Registrations	1,239.00
0	10/18/2012	P & R Contract Maintenance	Vehicle Supplies	MTI Distributing, Inc.	Sensor	112.84
0	10/18/2012	P & R Contract Maintenance	Professional Services	Muska Electric Co	Underground Repair	886.52
0	10/18/2012	Storm Drainage	Operating Supplies	General Industrial Supply Co.	Safety Vests	119.69
0	10/18/2012	General Fund	Operating Supplies	General Industrial Supply Co.	Ear Plugs	49.03
0	10/18/2012	P & R Contract Maintenance	Operating Supplies	Grainger Inc	Arboretum Fountain	290.97
0	10/18/2012	Recreation Fund	Operating Supplies	Grainger Inc	Fluorescent Lamps	181.53
0	10/18/2012	Recreation Fund	Operating Supplies	Grainger Inc	Halogen Floodlight	28.60
0	10/18/2012	Recreation Fund	Operating Supplies	Grainger Inc	Shutter Motor	90.58
0	10/18/2012	General Fund	Op Supplies - City Hall	Grainger Inc	Plug-In CFL	200.39
0	10/18/2012	General Fund	Operating Supplies	SHI International Corp	Label Writer, Software	483.28
0	10/18/2012	General Fund	Vehicle Supplies	Emergency Automotive Tech Inc	2012 Blanket PO for Vehicle Repairs	62.67
0	10/18/2012	General Fund	Operating Supplies	Superior Signal Company, LLC	Superior #3C	185.54
0	10/18/2012	Risk Management	Professional Services	Samba Holdings Inc	Driver Record Monitoring	733.98
0	10/18/2012	Golf Course	Vehicle Supplies	Davis Equipment Corp	Parts	133.64
0	10/18/2012	General Fund	Vehicle Supplies	Fastenal Company Inc.	2012 Blanket PO for Vehicle Repairs	161.65
0	10/18/2012	Storm Drainage	Operating Supplies	Ramy Turf Products	Storm Supplies	236.62
0	10/18/2012	Community Development	Office Supplies	Innovative Office Solutions	Office Supplies	30.67
0	10/18/2012	General Fund	Office Supplies	Innovative Office Solutions	Office Supplies	32.53
0	10/18/2012	General Fund	Office Supplies	Innovative Office Solutions	Office Supplies	68.69
0	10/18/2012	General Fund	Office Supplies	Innovative Office Solutions	Office Supplies	22.65
0	10/18/2012	Water Fund	Office Supplies	Innovative Office Solutions	Office Supplies	22.66
0	10/18/2012	Storm Drainage	Office Supplies	Innovative Office Solutions	Office Supplies	22.66
Check Total:						163,132.13
0	10/23/2012	General Fund	Operating Supplies	Suburban Ace Hardware-ACH	Chain Saw Sharpening	77.00
0	10/23/2012	General Fund	Vehicle Supplies	Suburban Ace Hardware-ACH	Fasteners	1.93
0	10/23/2012	Recreation Fund	Operating Supplies	Target- ACH	Back to School Bash Supplies	10.07
0	10/23/2012	General Fund	Operating Supplies	Staples-ACH	Office Supplies	21.41
0	10/23/2012	General Fund	Training	Glock- ACH	Armorsers Training	390.00
0	10/23/2012	P & R Contract Maintenance	Operating Supplies	Sherwin Williams - ACH	Field Paint	305.15
0	10/23/2012	General Fund	Conferences	Red Robin-ACH	Conference Meal	22.69
0	10/23/2012	General Fund	Training	PayPal-ACH	Landlord-Tenant Training	24.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	10/23/2012	Golf Course	Vehicle Supplies	Mills Fleet Farm-ACH	Club House Supplies	73.69
0	10/23/2012	Water Fund	Operating Supplies	Menards-ACH	Water Meter Supplies	22.45
0	10/23/2012	General Fund	Operating Supplies	Suburban Ace Hardware-ACH	Fire Station Ground Breaking Supplie	29.20
0	10/23/2012	Golf Course	Merchandise For Sale	Cub Foods- ACH	Bottled Water For Golf Club House	5.54
0	10/23/2012	P & R Contract Maintenance	Operating Supplies	Davis Lock & Safe-ACH	Keys	9.64
0	10/23/2012	Golf Course	Operating Supplies	Hamline Auto Body-ACH	Golf League Prizes	30.00
0	10/23/2012	General Fund	Conferences	APWA-ACH	Conference	17.24
0	10/23/2012	General Fund	Operating Supplies City Garage	Suburban Ace Hardware-ACH	Drill Bit	7.70
0	10/23/2012	Recreation Fund	Operating Supplies	North Hgts Hardware Hank-ACH	Fasteners, Distilled Water, Plumbing l	39.09
0	10/23/2012	General Fund	Training	Best Buy- ACH	Firfighter Blue Card Training Headph	385.59
0	10/23/2012	Recreation Fund	Operating Supplies	Target- ACH	Back to School Bash Supplies	7.53
0	10/23/2012	General Fund	Conferences	Buca Di Beppo-ACH	Conference Meal	20.46
0	10/23/2012	Recreation Fund	Operating Supplies	Northern Star Base Camp-ACH	Base Camp Trip	190.00
0	10/23/2012	License Center	Office Supplies	S & T Office Products-ACH	Office Supplies	24.69
0	10/23/2012	Pathway Maintenance Fund	Operating Supplies	Suburban Ace Hardware-ACH	Sod Roller	17.12
0	10/23/2012	General Fund	Conferences	Tutti Frutti-ACH	Conference Meal	8.86
0	10/23/2012	Housing & Redevelopment Agency	Professional Services	Vroman Systems-ACH	Rental Registration/Living Smarter Si	24.97
0	10/23/2012	Community Development	Professional Services	Vroman Systems-ACH	Rental Registration/Living Smarter Si	24.98
0	10/23/2012	Solid Waste Recycle	Operating Supplies	World Centric-ACH	Trash Can Liners, Spoons	114.55
0	10/23/2012	Solid Waste Recycle	Use Tax Payable	World Centric-ACH	Sales/Use Tax	-7.37
0	10/23/2012	General Fund	Vehicle Supplies	PTS Tool Supply-ACH	Vehicle Supplies	108.32
0	10/23/2012	P & R Contract Maintenance	Operating Supplies	North Hgts Hardware Hank-ACH	Shop Supplies	73.62
0	10/23/2012	General Fund	Operating Supplies	Fed Ex Kinko's-ACH	Search Warrant Forms	57.89
0	10/23/2012	Golf Course	Operating Supplies	Reinders-ACH	Putting Green Chemicals	281.32
0	10/23/2012	General Fund	Conferences	TGI Friday's- ACH	Conference Meal	19.10
0	10/23/2012	General Fund	Conferences	Embassy Suites-ACH	Conference Supplies-Internet Access	9.95
0	10/23/2012	General Fund	Operating Supplies	S & T Office Products-ACH	Office Supplies	22.11
0	10/23/2012	Water Fund	St. Paul Water	PayPal-ACH	AWWA Registration-Thury	245.00
0	10/23/2012	Police Forfeiture Fund	Professional Services	Ace Hardware-ACH	Commercial Instant Canopy	406.10
0	10/23/2012	General Fund	Operating Supplies	Amazon.com- ACH	Belt Clip Holster	70.07
0	10/23/2012	General Fund	209001 - Use Tax Payable	Amazon.com- ACH	Sales/Use Tax	-4.51
0	10/23/2012	Information Technology	Contract Maintenance	Local Link, Inc.-ACH	DNS Hosting Fee	107.50
0	10/23/2012	Golf Course	Vehicle Supplies	Restaurant Depot- ACH	Club House Supplies	134.46
0	10/23/2012	General Fund	Training	Atom Training-ACH	Basic Certification	425.00
0	10/23/2012	General Fund	Office Supplies	S & T Office Products-ACH	Office Supplies	375.35
0	10/23/2012	Police Forfeiture Fund	Professional Services	Mavericks-ACH	Inadvertant Purchase-Reimbursed	11.45
0	10/23/2012	Sanitary Sewer	Operating Supplies	Mills Fleet Farm-ACH	Paint Pen	31.21
0	10/23/2012	General Fund	Operating Supplies	Amer Assoc Notaries-ACH	Notary Stamp	23.63
0	10/23/2012	General Fund	209001 - Use Tax Payable	Amer Assoc Notaries-ACH	Sales/Use Tax	-1.52
0	10/23/2012	General Fund	Contract Maint. - City Hall	Nitti Sanitation-ACH	Regular Service	153.00
0	10/23/2012	General Fund	Contract Maint. - City Garage	Nitti Sanitation-ACH	Regular Service	224.40
0	10/23/2012	General Fund	Contract Maintenance	Nitti Sanitation-ACH	Regular Service	142.80
0	10/23/2012	Golf Course	Contract Maintenance	Nitti Sanitation-ACH	Regular Service	88.40
0	10/23/2012	Recreation Fund	Contract Maintenance	Nitti Sanitation-ACH	Regular Service	275.40

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	10/23/2012	P & R Contract Maintenance	Contract Maintenance	Nitti Sanitation-ACH	Regular Service	516.80
0	10/23/2012	P & R Contract Maintenance	Operating Supplies	North Hgts Hardware Hank-ACH	Stud Finder, Anchors	6.10
0	10/23/2012	General Fund	Operating Supplies	MN County Attorneys-ACH	Criminal Code, Traffic Code Books	365.94
0	10/23/2012	Police Forfeiture Fund	Professional Services	Campbell Industrial Supply	Gun Rack	887.02
0	10/23/2012	Police Forfeiture Fund	Use Tax Payable	Campbell Industrial Supply	Sales/Use Tax	-57.06
0	10/23/2012	Storm Drainage	Operating Supplies	Dick's Sporting Goods - ACH	Load Counter	10.70
0	10/23/2012	Sanitary Sewer	Operating Supplies	Suburban Ace Hardware-ACH	Bolts, Fasteners	2.72
0	10/23/2012	P & R Contract Maintenance	Operating Supplies	North Hgts Hardware Hank-ACH	Shop Supplies	16.05
0	10/23/2012	General Fund	Operating Supplies	Thomson West-ACH	MN Criminal Law PAM Full Set	214.25
0	10/23/2012	General Fund	Conferences	Jackson Ramp-ACH	Conference Parking	6.00
0	10/23/2012	General Fund	Conferences	NCPTC-ACH	Child Maltreatment Investigation Cla	100.00
0	10/23/2012	Pathway Maintenance Fund	Operating Supplies	Menards-ACH	Mailbox Supplies	146.25
0	10/23/2012	General Fund	Const. Operating Supplies	Suburban Ace Hardware-ACH	Spray Paint	10.67
0	10/23/2012	Recreation Fund	Operating Supplies	Byerly's- ACH	Apple Cider Supplies	17.22
0	10/23/2012	P & R Contract Maintenance	Operating Supplies	North Hgts Hardware Hank-ACH	Shop Parts	119.94
0	10/23/2012	General Fund	Operating Supplies	Atlantic Decor-ACH	Squad Car Blankets	155.01
0	10/23/2012	General Fund	209001 - Use Tax Payable	Atlantic Decor-ACH	Sales/Use Tax	-9.97
0	10/23/2012	P & R Contract Maintenance	Operating Supplies	Menards-ACH	Bench Supplies	57.83
0	10/23/2012	Sanitary Sewer	Operating Supplies	North Hgts Hardware Hank-ACH	PVC Cement	17.65
0	10/23/2012	P & R Contract Maintenance	Operating Supplies	Menards-ACH	Arboretum Supplies	26.72
0	10/23/2012	Recreation Fund	Operating Supplies	Home Depot- ACH	Box and GFI for Heat Tape	66.02
Check Total:						7,854.09
0	10/25/2012	Sanitary Sewer	Metro Waste Control Board	Metropolitan Council	Waste Water Services	216,212.95
0	10/25/2012	General Fund	Vehicle Supplies	MES, Inc.	Hood Carbon Shield	378.00
0	10/25/2012	Recreation Fund	Contract Maint. Vehicles	R & R Specialties of Wisconsin, Inc	Bushings	862.82
0	10/25/2012	Recreation Fund	Operating Supplies	R & R Specialties of Wisconsin, Inc	Bushings, Fittings	81.47
0	10/25/2012	Recreation Fund	Operating Supplies	R & R Specialties of Wisconsin, Inc	Bearings, Hammer	55.84
0	10/25/2012	General Fund	Conferences	Brenda Davitt	Conference Lodging Reimbursement	346.29
0	10/25/2012	License Center	Transportation	Mary Lou Maniaci	Direct Payment for Uncashed Check	16.94
0	10/25/2012	Recreation Fund	Professional Services	Rachel Tadsen	ACH Payment for Uncashed Checks	30.00
0	10/25/2012	General Fund	Operating Supplies	Adam Sabotta	ACH Payment for Uncashed Check	18.51
0	10/25/2012	General Fund	Conferences	Brenda Davitt	Mileage Reimbursement	150.78
0	10/25/2012	Community Development	Operating Supplies	Gerry Proulx	ACH Payment for Uncashed Check	25.14
0	10/25/2012	Recreation Fund	Professional Services	Madeline Bean	Direct Deposit Payment for Uncashed	207.00
0	10/25/2012	General Fund	Employee Recognition	Gina Hermann	Automatic Payment for Uncashed Check	16.04
0	10/25/2012	Recreation Fund	Transportation	Caitlin Miller	Auto Payment for Uncashed Check	20.40
0	10/25/2012	Fire Station 2011	Contractor Payments	NAC	Electrical/Communications	16,340.00
0	10/25/2012	General Fund	211402 - Flex Spending Health		Flexible Benefits Reimbursement	451.25
0	10/25/2012	Housing & Redevelopment Agency	Training	Jeanne Kelsey	Seminars Reimbursement	237.00
0	10/25/2012	General Fund	211402 - Flex Spending Health		Flexible Benefit Reimbursement	2,384.15
0	10/25/2012	General Fund	211402 - Flex Spending Health		Flexible Benefit Reimbursement	145.04
0	10/25/2012	Telecommunications	Memberships & Subscriptions	North Suburban Access Corp	Third Quarter Webstreaming	918.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	10/25/2012	General Fund	Vehicle Supplies	Factory Motor Parts, Co.	2012 Blanket PO For Vehicle Repairs	372.80
0	10/25/2012	Recreation Fund	Operating Supplies	Voss Lighting	Quad Kit	135.88
0	10/25/2012	License Center	Professional Services	Electro Watchman, Inc.	License Center Security System	192.38
0	10/25/2012	Recreation Fund	Operating Supplies	Sysco Mn	Popcorn	66.03
0	10/25/2012	Storm Drainage	Professional Services	SEH, Inc	Surface Water Plan	2,749.02
0	10/25/2012	General Fund	Vehicle Supplies	Napa Auto Parts	2012 Blanket PO for Vehicle Repairs	246.08
0	10/25/2012	General Fund	Vehicle Supplies	Napa Auto Parts	2012 Blanket PO for Vehicle Repairs	300.85
0	10/25/2012	Sanitary Sewer	Josephine Lift Station	Foth Infrastructure & Environmental, LLC	Professional Services	1,930.66
0	10/25/2012	Recreation Fund	Contract Maintenance	Life Safety Systems	Annual Fire Alarm Inspection	347.34
0	10/25/2012	Recreation Fund	Professional Services	Metro Volleyball Officials	Volleyball Officiating	798.00
0	10/25/2012	Water Fund	Professional Services	Gopher State One Call	Blanket PO for Gopher State locate re	268.10
0	10/25/2012	Sanitary Sewer	Professional Services	Gopher State One Call	Blanket PO for Gopher State locate re	268.10
0	10/25/2012	Storm Drainage	Professional Services	Gopher State One Call	Blanket PO for Gopher State locate re	268.10
0	10/25/2012	Water Fund	Professional Services	Gopher State One Call	Blanket PO for Gopher State locate re	231.65
0	10/25/2012	Sanitary Sewer	Professional Services	Gopher State One Call	Blanket PO for Gopher State locate re	231.65
0	10/25/2012	Storm Drainage	Professional Services	Gopher State One Call	Blanket PO for Gopher State locate re	231.65
0	10/25/2012	Recreation Fund	Memberships & Subscriptions	DMX Music, Inc.	Skating Center Music	151.38
0	10/25/2012	General Fund	Utilities	Xcel Energy	Civil Defense	58.61
0	10/25/2012	Golf Course	Utilities	Xcel Energy	Golf	554.93
0	10/25/2012	General Fund	Utilities	Xcel Energy	Fire Stations	1,048.28
0	10/25/2012	P & R Contract Maintenance	Utilities	Xcel Energy	P&R	4,749.86
0	10/25/2012	Sanitary Sewer	Utilities	Xcel Energy	Sewer	93.43
0	10/25/2012	Recreation Fund	Utilities	Xcel Energy	Skating	11,765.76
0	10/25/2012	General Fund	Utilities	Xcel Energy	Traffic Signal & Street Lights	3,491.48
0	10/25/2012	Storm Drainage	Utilities	Xcel Energy	Storm Water	17.39
0	10/25/2012	Water Fund	Utilities	Xcel Energy	Water Tower	5,938.88
0	10/25/2012	General Fund	Utilities	Xcel Energy	Street Light	12,777.17
0	10/25/2012	General Fund	Vehicle Supplies	Emergency Apparatus Maint. Inc	Super Auto Ejects	556.79
0	10/25/2012	General Fund	209001 - Use Tax Payable	Emergency Apparatus Maint. Inc	Sales/Use Tax	-35.82
0	10/25/2012	Golf Course	Vehicle Supplies	MTI Distributing, Inc.	Oil Plug	4.42
0	10/25/2012	General Fund	Contract Maint. - City Hall	Commercial Steam Team Inc	Carpet Cleaning	3,068.28
0	10/25/2012	General Fund	Contract Maint. - City Garage	Commercial Steam Team Inc	Carpet Cleaning	137.94
0	10/25/2012	Information Technology	Computer Equipment	Newegg Computers, Inc.	Backup Server	4,923.67
0	10/25/2012	Information Technology	Use Tax Payable	Newegg Computers, Inc.	Sales/Use Tax	-316.73
0	10/25/2012	Recreation Fund	Operating Supplies	Grainger Inc	Shutter Motor	90.58
0	10/25/2012	Recreation Fund	Operating Supplies	Grainger Inc	Batteries, Polishing Pads	61.94
0	10/25/2012	Recreation Fund	Operating Supplies	Grainger Inc	Vacuum Breaker Repair Kit	14.81
0	10/25/2012	General Fund Donations	Supplies - Target Corp Grant	SHI International Corp	Wireless Keyboard	82.53
0	10/25/2012	General Fund	Vehicle Supplies	CCP Industries Inc	Wipes	84.37
0	10/25/2012	General Fund	Vehicle Supplies	CCP Industries Inc	Gloves	62.97
0	10/25/2012	General Fund	Vehicle Supplies	CCP Industries Inc	Clear Lens	61.84
0	10/25/2012	General Fund	209001 - Use Tax Payable	CCP Industries Inc	Sales/Use Tax	-3.07
0	10/25/2012	General Fund	Operating Supplies	CCP Industries Inc	XL Thinsulate	144.90
0	10/25/2012	General Fund	Professional Services	Erickson, Bell, Beckman & Quinn P.A.	General Civil Matters	13,261.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
Check Total:						310,383.50
0	10/30/2012	Water Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00003.10.2012 FICA Empl	670.18
Check Total:						670.18
0	10/30/2012	General Fund	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00003.10.2012 State Incom	11,645.72
0	10/30/2012	Contracted Engineering Svcs	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00003.10.2012 State Incom	159.02
0	10/30/2012	Telecommunications	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00003.10.2012 State Incom	154.80
0	10/30/2012	Recreation Fund	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00003.10.2012 State Incom	1,677.26
0	10/30/2012	Information Technology	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00003.10.2012 State Incom	1,019.65
0	10/30/2012	P & R Contract Maintenance	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00003.10.2012 State Incom	741.68
0	10/30/2012	Community Development	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00003.10.2012 State Incom	1,328.11
0	10/30/2012	License Center	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00003.10.2012 State Incom	1,123.16
0	10/30/2012	Charitable Gambling	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00003.10.2012 State Incom	3.97
0	10/30/2012	Police Grants	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00003.10.2012 State Incom	109.20
0	10/30/2012	Sanitary Sewer	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00003.10.2012 State Incom	710.07
0	10/30/2012	Water Fund	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00003.10.2012 State Incom	450.95
0	10/30/2012	Golf Course	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00003.10.2012 State Incom	262.90
0	10/30/2012	Storm Drainage	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00003.10.2012 State Incom	388.48
0	10/30/2012	Solid Waste Recycle	State Income Tax	MN Dept of Revenue-Non Bank	PR Batch 00003.10.2012 State Incom	34.51
0	10/30/2012	General Fund	MN State Retirement	MSRS-Non Bank	PR Batch 00003.10.2012 Post Emplo	2,672.00
0	10/30/2012	Contracted Engineering Svcs	MN State Retirement	MSRS-Non Bank	PR Batch 00003.10.2012 Post Emplo	30.42
0	10/30/2012	Information Technology	MN State Retirement	MSRS-Non Bank	PR Batch 00003.10.2012 Post Emplo	222.78
0	10/30/2012	Telecommunications	MN State Retirement	MSRS-Non Bank	PR Batch 00003.10.2012 Post Emplo	45.92
0	10/30/2012	Recreation Fund	MN State Retirement	MSRS-Non Bank	PR Batch 00003.10.2012 Post Emplo	360.60
0	10/30/2012	P & R Contract Maintenance	MN State Retirement	MSRS-Non Bank	PR Batch 00003.10.2012 Post Emplo	169.74
0	10/30/2012	Community Development	MN State Retirement	MSRS-Non Bank	PR Batch 00003.10.2012 Post Emplo	258.27
0	10/30/2012	License Center	MN State Retirement	MSRS-Non Bank	PR Batch 00003.10.2012 Post Emplo	272.76
0	10/30/2012	Charitable Gambling	MN State Retirement	MSRS-Non Bank	PR Batch 00003.10.2012 Post Emplo	0.92
0	10/30/2012	Police Grants	MN State Retirement	MSRS-Non Bank	PR Batch 00003.10.2012 Post Emplo	22.82
0	10/30/2012	Sanitary Sewer	MN State Retirement	MSRS-Non Bank	PR Batch 00003.10.2012 Post Emplo	139.29
0	10/30/2012	Water Fund	MN State Retirement	MSRS-Non Bank	PR Batch 00003.10.2012 Post Emplo	109.92
0	10/30/2012	Golf Course	MN State Retirement	MSRS-Non Bank	PR Batch 00003.10.2012 Post Emplo	54.08
0	10/30/2012	Solid Waste Recycle	MN State Retirement	MSRS-Non Bank	PR Batch 00003.10.2012 Post Emplo	10.05
0	10/30/2012	Storm Drainage	MN State Retirement	MSRS-Non Bank	PR Batch 00003.10.2012 Post Emplo	82.36
0	10/30/2012	General Fund	PERA Employee Ded	PERA-Non Bank	PR Batch 00003.10.2012 Pera Emplo	20,677.59
0	10/30/2012	Contracted Engineering Svcs	PERA Employee Ded	PERA-Non Bank	PR Batch 00003.10.2012 Pera Emplo	190.15
0	10/30/2012	Information Technology	PERA Employee Ded	PERA-Non Bank	PR Batch 00003.10.2012 Pera Emplo	1,468.52
0	10/30/2012	Telecommunications	PERA Employee Ded	PERA-Non Bank	PR Batch 00003.10.2012 Pera Emplo	287.04
0	10/30/2012	Recreation Fund	PERA Employee Ded	PERA-Non Bank	PR Batch 00003.10.2012 Pera Emplo	2,646.61
0	10/30/2012	P & R Contract Maintenance	PERA Employee Ded	PERA-Non Bank	PR Batch 00003.10.2012 Pera Emplo	1,114.32
0	10/30/2012	Community Development	PERA Employee Ded	PERA-Non Bank	PR Batch 00003.10.2012 Pera Emplo	1,724.10
0	10/30/2012	License Center	PERA Employee Ded	PERA-Non Bank	PR Batch 00003.10.2012 Pera Emplo	1,704.72

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	10/30/2012	Charitable Gambling	PERA Employee Ded	PERA-Non Bank	PR Batch 00003.10.2012 Pera Emplo	5.76
0	10/30/2012	Police Grants	PERA Employee Ded	PERA-Non Bank	PR Batch 00003.10.2012 Pera Emplo	218.99
0	10/30/2012	Sanitary Sewer	PERA Employee Ded	PERA-Non Bank	PR Batch 00003.10.2012 Pera Emplo	870.52
0	10/30/2012	Water Fund	PERA Employee Ded	PERA-Non Bank	PR Batch 00003.10.2012 Pera Emplo	686.93
0	10/30/2012	Golf Course	PERA Employee Ded	PERA-Non Bank	PR Batch 00003.10.2012 Pera Emplo	382.61
0	10/30/2012	Storm Drainage	PERA Employee Ded	PERA-Non Bank	PR Batch 00003.10.2012 Pera Emplo	514.59
0	10/30/2012	Solid Waste Recycle	PERA Employee Ded	PERA-Non Bank	PR Batch 00003.10.2012 Pera Emplo	62.79
0	10/30/2012	General Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00003.10.2012 Pera Emplo	28,372.38
0	10/30/2012	Contracted Engineering Svcs	PERA Employer Share	PERA-Non Bank	PR Batch 00003.10.2012 Pera Emplo	190.15
0	10/30/2012	Information Technology	PERA Employer Share	PERA-Non Bank	PR Batch 00003.10.2012 Pera Emplo	1,468.52
0	10/30/2012	Telecommunications	PERA Employer Share	PERA-Non Bank	PR Batch 00003.10.2012 Pera Emplo	287.04
0	10/30/2012	Recreation Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00003.10.2012 Pera Emplo	2,646.61
0	10/30/2012	P & R Contract Maintenance	PERA Employer Share	PERA-Non Bank	PR Batch 00003.10.2012 Pera Emplo	1,114.32
0	10/30/2012	Community Development	PERA Employer Share	PERA-Non Bank	PR Batch 00003.10.2012 Pera Emplo	1,724.10
0	10/30/2012	License Center	PERA Employer Share	PERA-Non Bank	PR Batch 00003.10.2012 Pera Emplo	1,704.72
0	10/30/2012	Charitable Gambling	PERA Employer Share	PERA-Non Bank	PR Batch 00003.10.2012 Pera Emplo	5.76
0	10/30/2012	Police Grants	PERA Employer Share	PERA-Non Bank	PR Batch 00003.10.2012 Pera Emplo	328.50
0	10/30/2012	Sanitary Sewer	PERA Employer Share	PERA-Non Bank	PR Batch 00003.10.2012 Pera Emplo	870.52
0	10/30/2012	Water Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00003.10.2012 Pera Emplo	686.93
0	10/30/2012	Golf Course	PERA Employer Share	PERA-Non Bank	PR Batch 00003.10.2012 Pera Emplo	382.61
0	10/30/2012	Storm Drainage	PERA Employer Share	PERA-Non Bank	PR Batch 00003.10.2012 Pera Emplo	514.59
0	10/30/2012	Solid Waste Recycle	PERA Employer Share	PERA-Non Bank	PR Batch 00003.10.2012 Pera Emplo	62.79
0	10/30/2012	General Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00003.10.2012 Pera additio	846.08
0	10/30/2012	Contracted Engineering Svcs	PERA Employer Share	PERA-Non Bank	PR Batch 00003.10.2012 Pera additio	30.42
0	10/30/2012	Information Technology	PERA Employer Share	PERA-Non Bank	PR Batch 00003.10.2012 Pera additio	234.97
0	10/30/2012	Telecommunications	PERA Employer Share	PERA-Non Bank	PR Batch 00003.10.2012 Pera additio	45.92
0	10/30/2012	Recreation Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00003.10.2012 Pera additio	423.48
0	10/30/2012	P & R Contract Maintenance	PERA Employer Share	PERA-Non Bank	PR Batch 00003.10.2012 Pera additio	178.30
0	10/30/2012	Community Development	PERA Employer Share	PERA-Non Bank	PR Batch 00003.10.2012 Pera additio	275.87
0	10/30/2012	License Center	PERA Employer Share	PERA-Non Bank	PR Batch 00003.10.2012 Pera additio	272.76
0	10/30/2012	Charitable Gambling	PERA Employer Share	PERA-Non Bank	PR Batch 00003.10.2012 Pera additio	0.92
0	10/30/2012	Sanitary Sewer	PERA Employer Share	PERA-Non Bank	PR Batch 00003.10.2012 Pera additio	139.29
0	10/30/2012	Water Fund	PERA Employer Share	PERA-Non Bank	PR Batch 00003.10.2012 Pera additio	109.92
0	10/30/2012	Golf Course	PERA Employer Share	PERA-Non Bank	PR Batch 00003.10.2012 Pera additio	61.21
0	10/30/2012	Storm Drainage	PERA Employer Share	PERA-Non Bank	PR Batch 00003.10.2012 Pera additio	82.36
0	10/30/2012	Solid Waste Recycle	PERA Employer Share	PERA-Non Bank	PR Batch 00003.10.2012 Pera additio	10.05
0	10/30/2012	General Fund	MNDP Def Comp	Great West- Non Bank	PR Batch 00003.10.2012 MNDP De	6,448.26
0	10/30/2012	Telecommunications	MNDP Def Comp	Great West- Non Bank	PR Batch 00003.10.2012 MNDP De	181.16
0	10/30/2012	Recreation Fund	MNDP Def Comp	Great West- Non Bank	PR Batch 00003.10.2012 MNDP De	1,056.72
0	10/30/2012	P & R Contract Maintenance	MNDP Def Comp	Great West- Non Bank	PR Batch 00003.10.2012 MNDP De	280.00
0	10/30/2012	Community Development	MNDP Def Comp	Great West- Non Bank	PR Batch 00003.10.2012 MNDP De	448.00
0	10/30/2012	License Center	MNDP Def Comp	Great West- Non Bank	PR Batch 00003.10.2012 MNDP De	50.00
0	10/30/2012	Police Grants	MNDP Def Comp	Great West- Non Bank	PR Batch 00003.10.2012 MNDP De	96.77
0	10/30/2012	Sanitary Sewer	MNDP Def Comp	Great West- Non Bank	PR Batch 00003.10.2012 MNDP De	203.79

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	10/30/2012	Water Fund	MNDP Def Comp	Great West- Non Bank	PR Batch 00003.10.2012 MNDP De	225.00
0	10/30/2012	Storm Drainage	MNDP Def Comp	Great West- Non Bank	PR Batch 00003.10.2012 MNDP De	10.00
0	10/30/2012	Solid Waste Recycle	MNDP Def Comp	Great West- Non Bank	PR Batch 00003.10.2012 MNDP De	17.50
0	10/30/2012	General Fund	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00003.10.2012 Federal Incc	27,915.73
0	10/30/2012	Contracted Engineering Svcs	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00003.10.2012 Federal Incc	466.08
0	10/30/2012	Information Technology	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00003.10.2012 Federal Incc	2,580.57
0	10/30/2012	Telecommunications	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00003.10.2012 Federal Incc	332.63
0	10/30/2012	Recreation Fund	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00003.10.2012 Federal Incc	3,884.67
0	10/30/2012	P & R Contract Maintenance	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00003.10.2012 Federal Incc	1,740.85
0	10/30/2012	Community Development	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00003.10.2012 Federal Incc	3,409.10
0	10/30/2012	License Center	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00003.10.2012 Federal Incc	2,609.14
0	10/30/2012	Charitable Gambling	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00003.10.2012 Federal Incc	6.98
0	10/30/2012	Police Grants	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00003.10.2012 Federal Incc	300.26
0	10/30/2012	Sanitary Sewer	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00003.10.2012 Federal Incc	1,855.21
0	10/30/2012	Water Fund	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00003.10.2012 Federal Incc	1,071.57
0	10/30/2012	Golf Course	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00003.10.2012 Federal Incc	519.22
0	10/30/2012	Storm Drainage	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00003.10.2012 Federal Incc	880.79
0	10/30/2012	Solid Waste Recycle	Federal Income Tax	IRS EFTPS- Non Bank	PR Batch 00003.10.2012 Federal Incc	74.53
0	10/30/2012	General Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00003.10.2012 FICA Empl	4,457.37
0	10/30/2012	Contracted Engineering Svcs	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00003.10.2012 FICA Empl	127.69
0	10/30/2012	Information Technology	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00003.10.2012 FICA Empl	961.38
0	10/30/2012	Telecommunications	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00003.10.2012 FICA Empl	187.42
0	10/30/2012	Recreation Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00003.10.2012 FICA Empl	1,986.51
0	10/30/2012	P & R Contract Maintenance	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00003.10.2012 FICA Empl	737.34
0	10/30/2012	Community Development	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00003.10.2012 FICA Empl	1,142.64
0	10/30/2012	License Center	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00003.10.2012 FICA Empl	1,090.39
0	10/30/2012	Charitable Gambling	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00003.10.2012 FICA Empl	4.26
0	10/30/2012	Sanitary Sewer	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00003.10.2012 FICA Empl	591.56
0	10/30/2012	Water Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00003.10.2012 FICA Empl	453.97
0	10/30/2012	Golf Course	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00003.10.2012 FICA Empl	272.82
0	10/30/2012	Storm Drainage	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00003.10.2012 FICA Empl	385.21
0	10/30/2012	Solid Waste Recycle	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00003.10.2012 FICA Empl	40.69
0	10/30/2012	General Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00003.10.2012 FICA Empl	6,580.21
0	10/30/2012	Contracted Engineering Svcs	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00003.10.2012 FICA Empl	188.50
0	10/30/2012	Information Technology	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00003.10.2012 FICA Empl	1,419.17
0	10/30/2012	Telecommunications	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00003.10.2012 FICA Empl	276.67
0	10/30/2012	Recreation Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00003.10.2012 FICA Empl	2,932.42
0	10/30/2012	P & R Contract Maintenance	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00003.10.2012 FICA Empl	1,088.49
0	10/30/2012	Community Development	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00003.10.2012 FICA Empl	1,686.73
0	10/30/2012	License Center	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00003.10.2012 FICA Empl	1,609.64
0	10/30/2012	Charitable Gambling	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00003.10.2012 FICA Empl	6.31
0	10/30/2012	Sanitary Sewer	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00003.10.2012 FICA Empl	873.23
0	10/30/2012	Golf Course	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00003.10.2012 FICA Empl	402.75
0	10/30/2012	Storm Drainage	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00003.10.2012 FICA Empl	568.63

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	10/30/2012	Solid Waste Recycle	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00003.10.2012 FICA Empl	60.07
0	10/30/2012	General Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00003.10.2012 Medicare Ei	3,796.39
0	10/30/2012	Contracted Engineering Svcs	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00003.10.2012 Medicare Ei	44.08
0	10/30/2012	Information Technology	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00003.10.2012 Medicare Ei	331.91
0	10/30/2012	Telecommunications	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00003.10.2012 Medicare Ei	64.69
0	10/30/2012	Recreation Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00003.10.2012 Medicare Ei	685.82
0	10/30/2012	P & R Contract Maintenance	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00003.10.2012 Medicare Ei	254.58
0	10/30/2012	Community Development	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00003.10.2012 Medicare Ei	394.47
0	10/30/2012	License Center	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00003.10.2012 Medicare Ei	376.43
0	10/30/2012	Charitable Gambling	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00003.10.2012 Medicare Ei	1.48
0	10/30/2012	Police Grants	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00003.10.2012 Medicare Ei	32.20
0	10/30/2012	Sanitary Sewer	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00003.10.2012 Medicare Ei	204.23
0	10/30/2012	Water Fund	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00003.10.2012 Medicare Ei	156.73
0	10/30/2012	Golf Course	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00003.10.2012 Medicare Ei	94.22
0	10/30/2012	Storm Drainage	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00003.10.2012 Medicare Ei	132.99
0	10/30/2012	Solid Waste Recycle	FICA Employee Ded.	IRS EFTPS- Non Bank	PR Batch 00003.10.2012 Medicare Ei	14.05
0	10/30/2012	General Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00003.10.2012 Medicare Ei	3,796.39
0	10/30/2012	Contracted Engineering Svcs	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00003.10.2012 Medicare Ei	44.08
0	10/30/2012	Information Technology	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00003.10.2012 Medicare Ei	331.91
0	10/30/2012	Telecommunications	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00003.10.2012 Medicare Ei	64.69
0	10/30/2012	Recreation Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00003.10.2012 Medicare Ei	685.82
0	10/30/2012	P & R Contract Maintenance	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00003.10.2012 Medicare Ei	254.58
0	10/30/2012	Community Development	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00003.10.2012 Medicare Ei	394.47
0	10/30/2012	License Center	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00003.10.2012 Medicare Ei	376.43
0	10/30/2012	Charitable Gambling	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00003.10.2012 Medicare Ei	1.48
0	10/30/2012	Police Grants	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00003.10.2012 Medicare Ei	32.20
0	10/30/2012	Sanitary Sewer	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00003.10.2012 Medicare Ei	204.23
0	10/30/2012	Water Fund	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00003.10.2012 Medicare Ei	156.73
0	10/30/2012	Golf Course	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00003.10.2012 Medicare Ei	94.22
0	10/30/2012	Storm Drainage	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00003.10.2012 Medicare Ei	132.99
0	10/30/2012	Solid Waste Recycle	FICA Employers Share	IRS EFTPS- Non Bank	PR Batch 00003.10.2012 Medicare Ei	14.05
Check Total:						199,852.88
0	11/01/2012	Sanitary Sewer	Postage	Ecoenvelopes-ACH	Utility Billing Section 3	420.23
0	11/01/2012	Water Fund	Postage	Ecoenvelopes-ACH	Utility Billing Section 3	420.24
0	11/01/2012	Storm Drainage	Postage	Ecoenvelopes-ACH	Utility Billing Section 3	420.23
0	11/01/2012	General Fund	Federal Income Tax	IRS EFTPS- Non Bank	Greg Peterson	30.47
0	11/01/2012	Water Fund	Water - Roseville	City of Roseville- ACH	September Water	8,769.88
0	11/01/2012	General Fund	Motor Fuel	MN Dept of Revenue-Non Bank	September Fuel Tax	204.06
0	11/01/2012	General Fund	Postage	Pitney Bowes - Monthly ACH	October Postage	3,000.00
0	11/01/2012	General Fund	209000 - Sales Tax Payable	MN Dept of Revenue-Non Bank	Sales/Use Tax	267.72
0	11/01/2012	General Fund	209001 - Use Tax Payable	MN Dept of Revenue-Non Bank	Sales/Use Tax	66.03
0	11/01/2012	Information Technology	Use Tax Payable	MN Dept of Revenue-Non Bank	Sales/Use Tax	4.94

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	11/01/2012	Recreation Fund	Sales Tax Payable	MN Dept of Revenue-Non Bank	Sales/Use Tax	1,860.79
0	11/01/2012	Recreation Fund	Use Tax Payable	MN Dept of Revenue-Non Bank	Sales/Use Tax	114.08
0	11/01/2012	P & R Contract Maintenance	Sales Tax	MN Dept of Revenue-Non Bank	Sales/Use Tax	28.03
0	11/01/2012	P & R Contract Maintenance	Use Tax Payable	MN Dept of Revenue-Non Bank	Sales/Use Tax	119.66
0	11/01/2012	License Center	Sales Tax Payable	MN Dept of Revenue-Non Bank	Sales/Use Tax	473.53
0	11/01/2012	License Center	Use Tax Payable	MN Dept of Revenue-Non Bank	Sales/Use Tax	2.78
0	11/01/2012	Police Grants	Use Tax Payable	MN Dept of Revenue-Non Bank	Sales/Use Tax	1,333.75
0	11/01/2012	Police Vehicle Revolving	Sales Tax Payable	MN Dept of Revenue-Non Bank	Sales/Use Tax	35.13
0	11/01/2012	Sanitary Sewer	Sales Tax Payable	MN Dept of Revenue-Non Bank	Sales/Use Tax	6.52
0	11/01/2012	Sanitary Sewer	Use Tax Payable	MN Dept of Revenue-Non Bank	Sales/Use Tax	9.74
0	11/01/2012	Water Fund	State Sales Tax Payable	MN Dept of Revenue-Non Bank	Sales/Use Tax	86.85
0	11/01/2012	Water Fund	Use Tax Payable	MN Dept of Revenue-Non Bank	Sales/Use Tax	0.47
0	11/01/2012	Golf Course	State Sales Tax Payable	MN Dept of Revenue-Non Bank	Sales/Use Tax	1,714.25
0	11/01/2012	Golf Course	Use Tax Payable	MN Dept of Revenue-Non Bank	Sales/Use Tax	4.51
0	11/01/2012	Storm Drainage	Sales Tax Payable	MN Dept of Revenue-Non Bank	Sales/Use Tax	38.48
0	11/01/2012	Storm Drainage	Use Tax Payable	MN Dept of Revenue-Non Bank	Sales/Use Tax	9.74
0	11/01/2012	Water Fund	State Sales Tax Payable	MN Dept of Revenue-Non Bank	Vietnamese Budhist	98.01
0	11/01/2012	Sanitary Sewer	Credit Card Service Fees	Bluefin Payment Systems-ACH	September UB Payments.com Charge	1,491.81
0	11/01/2012	Recreation Fund	Credit Card Fees	US Bank-ACH	September Terminal Charges	194.39
0	11/01/2012	Community Development	Credit Card Service Fees	US Bank-ACH	September Terminal Charges	463.00
0	11/01/2012	Golf Course	Credit Card Fees	US Bank-ACH	September Terminal Charges	468.18
0	11/01/2012	General Fund	Motor Fuel	MN Dept of Revenue-Non Bank	Annual Fuel Tax License	25.00
0	11/01/2012	Workers Compensation	Parks & Recreation Claims	SFM-ACH	October Work Comp Claims	380.22
0	11/01/2012	Workers Compensation	Police Patrol Claims	SFM-ACH	October Work Comp Claims	6,364.29
0	11/01/2012	Workers Compensation	Street Department Claims	SFM-ACH	October Work Comp Claims	946.99
Check Total:						29,874.00
0	11/01/2012	General Fund	ICMA Def Comp	ICMA Retirement Trust 457-300227	PR Batch 00003.10.2012 ICMA Defe	3,011.03
0	11/01/2012	Information Technology	ICMA Def Comp	ICMA Retirement Trust 457-300227	PR Batch 00003.10.2012 ICMA Defe	325.00
0	11/01/2012	Recreation Fund	ICMA Def Comp	ICMA Retirement Trust 457-300227	PR Batch 00003.10.2012 ICMA Defe	365.88
0	11/01/2012	Community Development	ICMA Def Comp	ICMA Retirement Trust 457-300227	PR Batch 00003.10.2012 ICMA Defe	318.00
0	11/01/2012	Sanitary Sewer	ICMA Def Comp	ICMA Retirement Trust 457-300227	PR Batch 00003.10.2012 ICMA Defe	50.00
0	11/01/2012	Water Fund	ICMA Def Comp	ICMA Retirement Trust 457-300227	PR Batch 00003.10.2012 ICMA Defe	50.00
0	11/01/2012	Golf Course	ICMA Def Comp	ICMA Retirement Trust 457-300227	PR Batch 00003.10.2012 ICMA Defe	50.00
0	11/01/2012	Fire Vehicles Revolving	SCBA Equipment	MES, Inc.	Xtreme Coats	4,023.50
0	11/01/2012	General Fund	Operating Supplies	MES, Inc.	Boots	309.50
0	11/01/2012	Sanitary Sewer	Operating Supplies	Goodin Corp.	Drain Flush Bag	74.83
0	11/01/2012	Water Fund	Operating Supplies	Goodin Corp.	Flange	223.21
0	11/01/2012	Recreation Fund	Transportation	Rick Schultz	Mileage Reimbursement	78.26
0	11/01/2012	General Fund	Conferences	Greg Peterson	Conference Expenses Reimbursement	934.23
0	11/01/2012	Community Development	Conferences	Jan Rosemeyer	Mileage Reimbursement	8.88
0	11/01/2012	Municipal Jazz Band	Professional Services	Glen Newton	Big Band Director-Oct	250.00
0	11/01/2012	Community Development	Electrical Permits	Muska Electric Co	Electrical Permit Refund	28.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	11/01/2012	Community Development	Transportation	Thomas Paschke	Mileage Reimbursement	77.55
0	11/01/2012	General Fund	211403 - Flex Spend Day Care		Dependent Care Reimbursement	869.56
0	11/01/2012	Community Development	Transportation	Patrick Trudgeon	Mileage Reimbursement	236.43
0	11/01/2012	License Center	Transportation	Mary Dracy	Mileage Reimbursement	111.00
0	11/01/2012	General Fund	211402 - Flex Spending Health		Flexible Benefit Reimbursement	280.05
0	11/01/2012	General Fund	211403 - Flex Spend Day Care		Dependent Care Reimbursement	573.00
0	11/01/2012	General Fund	Operating Supplies	Matt Beauchane	Supplies Reimbursement	70.01
0	11/01/2012	License Center	Transportation	Jill Theisen	Mileage Reimbursement	297.48
0	11/01/2012	General Fund	211403 - Flex Spend Day Care		Dependent Care Reimbursement	438.00
0	11/01/2012	General Fund	Operating Supplies	Brock White Co	Detack Crafc	318.59
0	11/01/2012	P & R Contract Maintenance	Operating Supplies	Brock White Co	Sand Bags	106.88
0	11/01/2012	General Fund	Contract Maintenance	City of St. Paul	Wireless CAD System	675.00
0	11/01/2012	Recreation Fund	Professional Services	Youth Enrichment League, Corp.	Invoice for Summer mine-camps	3,972.50
0	11/01/2012	General Fund	Vehicle Supplies	Factory Motor Parts, Co.	2012 Blanket PO For Vehicle Repairs	281.53
0	11/01/2012	General Fund	Office Supplies	IdentiSys, Inc.	Slot Punch	90.95
0	11/01/2012	Telecommunications	Operating Supplies	IdentiSys, Inc.	Color Ribbon	139.08
0	11/01/2012	Sanitary Sewer	Operating Supplies	MacQueen Equipment	Nozzle	2,885.63
0	11/01/2012	Sanitary Sewer	Operating Supplies	MacQueen Equipment	Leader Hose	639.82
0	11/01/2012	Sanitary Sewer	Professional Services	MacQueen Equipment	Labor Parts	206.38
0	11/01/2012	General Fund	Vehicle Supplies	Napa Auto Parts	2012 Blanket PO for Vehicle Repairs	31.52
0	11/01/2012	General Fund	Vehicle Supplies	Napa Auto Parts	2012 Blanket PO for Vehicle Repairs	380.91
0	11/01/2012	Recreation Improvements	Ballfield Netting Replace	Bryan Rock Products, Inc.	Ballfield Supplies	4,564.24
0	11/01/2012	General Fund	Vehicle Supplies	McMaster-Carr Supply Co	2012 Blanket PO for Vehicle Repairs	51.81
0	11/01/2012	General Fund	209001 - Use Tax Payable	McMaster-Carr Supply Co	Sales/Use Tax	-3.33
0	11/01/2012	Recreation Improvements	Aglime	Bryan Rock Products, Inc.	Diamond Aggregate	616.26
0	11/01/2012	Recreation Improvements	Various Landscape Projects	Bachmans Inc	Cotton Tail Plantings	204.95
0	11/01/2012	P & R Contract Maintenance	Operating Supplies	Bachmans Inc	Arboretum Bulbs	103.40
0	11/01/2012	General Fund	Motor Fuel	Yocum Oil	2012 Blanket PO for Fuel - State cont	12,070.76
0	11/01/2012	General Fund	Motor Fuel	Yocum Oil	2012 Blanket PO for Fuel - State cont	13,300.00
0	11/01/2012	General Fund	Contract Maintenance Vehicles	Emergency Apparatus Maint. Inc	Fire Truck Repair	755.59
0	11/01/2012	General Fund	Contract Maintenance Vehicles	Emergency Apparatus Maint. Inc	Fire Truck Repair	243.46
0	11/01/2012	General Fund	Vehicle Supplies	Boyer Trucks Inc	2012 Blanket PO for Vehicle Repairs	1,163.23
0	11/01/2012	General Fund	Vehicle Supplies	Factory Motor Parts, Co.	2012 Blanket PO For Vehicle Repairs	15.77
0	11/01/2012	Sanitary Sewer	Operating Supplies	USA BlueBook	Submersible Level, Locator	1,462.10
0	11/01/2012	Sanitary Sewer	Operating Supplies	General Industrial Supply Co.	PVC	56.43
0	11/01/2012	General Fund	Vehicle Supplies	Larson Companies	2012 Blanket PO for Vehicle Repairs	1,150.53
0	11/01/2012	Sanitary Sewer	Operating Supplies	Fastenal Company Inc.	Water/Sewer Supplies	116.84
0	11/01/2012	Sanitary Sewer	Operating Supplies	Fastenal Company Inc.	Water/Sewer Supplies	54.05
0	11/01/2012	Sanitary Sewer	Operating Supplies	Fastenal Company Inc.	Water/Sewer Supplies	67.81
0	11/01/2012	Water Fund	Operating Supplies	Fastenal Company Inc.	Water/Sewer Supplies	145.13
0	11/01/2012	Water Fund	Operating Supplies	Fastenal Company Inc.	Water/Sewer Supplies	20.73
0	11/01/2012	Sanitary Sewer	Operating Supplies	Fastenal Company Inc.	Water/Sewer Supplies	20.73
0	11/01/2012	Water Fund	Operating Supplies	Fastenal Company Inc.	Water/Sewer Supplies	26.74
0	11/01/2012	Water Fund	Operating Supplies	Ferguson Waterworks #2516	Water Meter Supplies	1,533.98

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	11/01/2012	Water Fund	Operating Supplies	Ferguson Waterworks #2516	Water Meter Supplies	740.71
0	11/01/2012	Water Fund	Other Improvements	Ferguson Waterworks #2516	Water Meter Supplies	106.89
0	11/01/2012	Water Fund	Other Improvements	Ferguson Waterworks #2516	Water Meter Supplies	1,068.75
0	11/01/2012	Water Fund	Operating Supplies	Ferguson Waterworks #2516	Water Meter Supplies	879.50
Check Total:						63,319.25
0	11/09/2012	General Fund	Operating Supplies	MES, Inc.	Mens Sturctural Boot	309.50
0	11/09/2012	General Fund	Clothing	MES, Inc.	Uniform	393.38
0	11/09/2012	General Fund	Conferences	Tim O'Neill	Conference-Duluth, MN	458.50
0	11/09/2012	License Center	Professional Services	Bridget Koeckeritz	Mileage	91.58
0	11/09/2012	General Fund	Training	Brady Martin	Physical Surveillance Class	38.99
0	11/09/2012	Recreation Fund	Transportation	Jill Anfang	Mileage	385.73
0	11/09/2012	General Fund	Professional Services	Erickson, Bell, Beckman & Quinn P.A.	Legal Process Server Fees	12,078.00
0	11/09/2012	General Fund	211403 - Flex Spend Day Care		Dependent Care Spending Reimburse	700.00
0	11/09/2012	General Fund	211403 - Flex Spend Day Care		Dependent Care Reimbursement	961.55
0	11/09/2012	General Fund	211403 - Flex Spend Day Care		Dependent Care Reimbursement	192.31
0	11/09/2012	Housing & Redevelopment Agency	Transportation	Jeanne Kelsey	Mileage	70.49
0	11/09/2012	Housing & Redevelopment Agency	Transportation	Jeanne Kelsey	Parking	7.00
0	11/09/2012	General Fund	211403 - Flex Spend Day Care		Dependent Care Reimbursement	384.62
0	11/09/2012	General Fund	Transportation	William Malinen	Mileage	86.25
0	11/09/2012	Housing & Redevelopment Agency	Membership/Subscriptions	MINNESOTA NAHRO	Membership	180.00
0	11/09/2012	Solid Waste Recycle	Professional Services	Eureka Recycling	Recycling	39,886.80
0	11/09/2012	Sanitary Sewer	Professional Services	Ecoenvelopes, LLC	Sept Utility Billing	155.47
0	11/09/2012	Water Fund	Professional Services	Ecoenvelopes, LLC	Sept Utility Billing	155.47
0	11/09/2012	Storm Drainage	Professional Services	Ecoenvelopes, LLC	Sept Utility Billing	155.48
0	11/09/2012	Sanitary Sewer	Professional Services	Ecoenvelopes, LLC	Sept Utility Billing	1,983.96
0	11/09/2012	Sanitary Sewer	Professional Services	Ecoenvelopes, LLC	Postage	-1,260.70
0	11/09/2012	Sanitary Sewer	Professional Services	Ecoenvelopes, LLC	Inserts-None	-723.26
0	11/09/2012	Sanitary Sewer	Professional Services	Ecoenvelopes, LLC	Utility Billing	116.44
0	11/09/2012	Water Fund	Professional Services	Ecoenvelopes, LLC	Utility Billing	116.43
0	11/09/2012	Storm Drainage	Professional Services	Ecoenvelopes, LLC	Utility Billing	116.43
0	11/09/2012	Sanitary Sewer	Professional Services	Ecoenvelopes, LLC	Utility Billing	1,650.76
0	11/09/2012	Sanitary Sewer	Professional Services	Ecoenvelopes, LLC	Postage	-927.50
0	11/09/2012	Sanitary Sewer	Professional Services	Ecoenvelopes, LLC	Inserts-None	-723.26
0	11/09/2012	Recreation Fund	Operating Supplies	Brock White Co	Exp Poly Foam 1" Special Size	740.12
0	11/09/2012	Workers Compensation	Professional Services	SFM Risk Solutions	Services	462.00
0	11/09/2012	General Fund	Vehicle Supplies	Factory Motor Parts, Co.	2012 Blanket PO For Vehicle Repairs	174.85
0	11/09/2012	Telecommunications	Professional Services	IdentiSys, Inc.	Repair	403.89
0	11/09/2012	General Fund	Transportation	Minnesota Spring & Suspension, LLC	Maintenance	395.00
0	11/09/2012	General Fund	Vehicle Supplies	Midway Ford Co	2012 Blanket PO for Vehicle Repairs	410.58
0	11/09/2012	General Fund	Contract Maintenance Vehicles	Advanced Graphix, Inc.	Vehicle Graphics	104.20
0	11/09/2012	Fire Station 2011	Contractor Payments	NAC	Application 2	11,305.00
0	11/09/2012	General Fund	Vehicle Supplies	Napa Auto Parts	Earth	101.45

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
0	11/09/2012	General Fund	Vehicle Supplies	Napa Auto Parts	2012 Blanket PO for Vehicle Repairs	124.95
0	11/09/2012	General Fund	Vehicle Supplies	Factory Motor Parts, Co.	2012 Blanket PO For Vehicle Repairs	33.47
0	11/09/2012	Recreation Fund	Professional Services	Metro Volleyball Officials	Volleyball Officiating Services	1,140.00
0	11/09/2012	P & R Contract Maintenance	Operating Supplies	Bachmans Inc	ARB Planters	249.55
0	11/09/2012	General Fund	Vehicle Supplies	Metro Fire	20" Loop-Raptor Carbide Chain	465.50
0	11/09/2012	General Fund	Contract Maintenance Vehicles	Emergency Apparatus Maint. Inc	Vehicle Maintenance	2,178.24
0	11/09/2012	General Fund	Contract Maintenance Vehicles	Emergency Apparatus Maint. Inc	Battery Selector Switch	143.85
0	11/09/2012	Recreation Fund	Operating Supplies	Fikes, Inc.	Supplies	624.31
0	11/09/2012	Recreation Fund	Operating Supplies	Fikes, Inc.	Supplies	63.06
0	11/09/2012	Recreation Fund	Services	Roseville Area Schools	2012 School Flyer, copy code 407	112.07
0	11/09/2012	Recreation Fund	Operating Supplies	Roseville Area Schools	Sports & Volleyball, copy code 407	387.13
0	11/09/2012	Recreation Fund	Printing	Roseville Area Schools	Dance Final, copy code 407	195.22
0	11/09/2012	Recreation Fund	Operating Supplies	Grainger Inc	Light Bulbs	10.94
0	11/09/2012	Recreation Fund	Operating Supplies	Grainger Inc	Plug In CFL	65.09
0	11/09/2012	General Fund	Vehicle Supplies	Larson Companies	2012 Blanket PO for Vehicle Repairs	25.33
0	11/09/2012	General Fund	Training	Streicher's	Training	1,518.35
0	11/09/2012	General Fund	Training	Streicher's	Training Ammo	4,903.96
0	11/09/2012	General Fund	Vehicle Supplies	Fastenal Company Inc.	2012 Blanket PO for Vehicle Repairs	52.46
0	11/09/2012	General Fund	Clothing	North Image Apparel, Inc.	Uniform	239.25
Check Total:						83,670.24
67990	10/17/2012	General Fund	Training	MGIA	Trends In Youth Violence Seminar	25.00
Check Total:						25.00
67991	10/18/2012	East Metro SWAT	Professional Services	American Messaging	Interpreter Services	183.72
Check Total:						183.72
67992	10/18/2012	Housing & Redevelopment Agency	Payment to Owners	Arindam Banerjee	Energy Audit	60.00
Check Total:						60.00
67993	10/18/2012	Housing & Redevelopment Agency	Payment to Owners	Michael Barsamian	Energy Audit	60.00
Check Total:						60.00
67994	10/18/2012	General Fund	Vehicle Supplies	Batteries Plus	Alkaline Batteries	235.47
67994	10/18/2012	General Fund	Operating Supplies	Batteries Plus	Lithium Bulk Batteries	34.09
Check Total:						269.56
67995	10/18/2012	General Fund	Professional Services	BCA	7 Units	840.00
Check Total:						840.00
67996	10/18/2012	Recreation Fund	Professional Services	Angela Benes	Tap Instruction	400.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
67997	10/18/2012	Housing & Redevelopment Agency	Payment to Owners	Laurie Bennett	Check Total:	400.00
					Energy Audit	60.00
67998	10/18/2012	Fire Station 2011	Furniture and Fixtures	Beverage Factory	Check Total:	60.00
					Water Cooler	657.28
67998	10/18/2012	Fire Station 2011	Use Tax Payable	Beverage Factory	Sales/Use Tax	-42.28
67999	10/18/2012	Recreation Fund	Building Rental	Brian Bombers	Check Total:	615.00
					Damage Deposit Refund	350.00
68000	10/18/2012	Fire Station 2011	Professional Services	Bossardt Corporation	Check Total:	350.00
					Reimbursable Expenses-Sept 2012	18,806.23
68000	10/18/2012	Fire Station 2011	Professional Services	Bossardt Corporation	Construction Support Expenses	931.55
68001	10/18/2012	Housing & Redevelopment Agency	Payment to Owners	Robert Boyer	Check Total:	19,737.78
					Energy Audit	60.00
68002	10/18/2012	Housing & Redevelopment Agency	Payment to Owners	Sara Boyer	Check Total:	60.00
					Energy Audit	60.00
68003	10/18/2012	Housing & Redevelopment Agency	Payment to Owners	Andy Brogger	Check Total:	60.00
					Energy Audit	60.00
68004	10/18/2012	Community Development	Deposits	Marcia Brucciani	Check Total:	60.00
					Construction Deposit Refund	3,750.00
68005	10/18/2012	Recreation Fund	Professional Services	Gabe Cederberg	Check Total:	3,750.00
					Soccer Officiating	160.00
68006	10/18/2012	General Fund	209001 - Use Tax Payable	Cemstone Products Co, Inc.	Check Total:	160.00
					Sales/Use Tax	-6.88
68006	10/18/2012	Storm Drainage	Operating Supplies	Cemstone Products Co, Inc.	Concrete Block	106.88
68006	10/18/2012	Storm Drainage	Use Tax Payable	Cemstone Products Co, Inc.	Sales/Use Tax	-6.88
68006	10/18/2012	General Fund	Operating Supplies	Cemstone Products Co, Inc.	Concrete Block	106.88
68006	10/18/2012	Water Fund	Operating Supplies	Cemstone Products Co, Inc.	Concrete Block	106.88
68006	10/18/2012	Water Fund	Use Tax Payable	Cemstone Products Co, Inc.	Sales/Use Tax	-6.88
68007	10/18/2012	Telephone	PSTN-PRI Access/DID Allocation	CenturyLink	Check Total:	300.00
					Telephone	310.52
68007	10/18/2012	Telephone	PSTN-PRI Access/DID Allocation	CenturyLink	Telephone	172.11

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
68007	10/18/2012	Telephone	PSTN-PRI Access/DID Allocation	CenturyLink	Telephone	86.06
Check Total:						568.69
68008	10/18/2012	General Fund	Clothing	Cintas Corporation #470	Uniform Cleaning	32.43
68008	10/18/2012	P & R Contract Maintenance	Clothing	Cintas Corporation #470	Uniform Cleaning	8.68
68008	10/18/2012	P & R Contract Maintenance	Clothing	Cintas Corporation #470	Uniform Cleaning	8.68
68008	10/18/2012	General Fund	Clothing	Cintas Corporation #470	Uniform Cleaning	30.68
68008	10/18/2012	General Fund	Clothing	Cintas Corporation #470	Uniform Cleaning	30.68
68008	10/18/2012	P & R Contract Maintenance	Clothing	Cintas Corporation #470	Uniform Cleaning	8.68
Check Total:						119.83
68009	10/18/2012	General Fund	Non Business Licenses - Pawn	City of Minneapolis Receivables	Pawn Transactions-Sept 2012	1,341.60
Check Total:						1,341.60
68010	10/18/2012	Housing & Redevelopment Agency	Payment to Owners	Brad Clasen	Energy Audit	60.00
Check Total:						60.00
68011	10/18/2012	Information Technology	Telephone	Comcast Cable	High Speed Internet	81.10
Check Total:						81.10
68012	10/18/2012	Charitable Gambling	Professional Services - Bingo	Cornell Kahler Shidell & Mair	Midway	2,041.20
68012	10/18/2012	Charitable Gambling	Professional Services - Bingo	Cornell Kahler Shidell & Mair	Youth Hockey Bingo-Sep	2,381.40
Check Total:						4,422.60
68013	10/18/2012	P & R Contract Maintenance	Operating Supplies	Countryside Restaurant	2012 Volunteer Dinner	340.00
Check Total:						340.00
68014	10/18/2012	Recreation Fund	Fee Program Revenue	Cradle of Hope	Deposit Refund for Sept 22 Walk	100.00
Check Total:						100.00
68015	10/18/2012	Housing & Redevelopment Agency	Payment to Owners	Alex Daeger	Energy Audit	60.00
Check Total:						60.00
68016	10/18/2012	Telephone	UC-CM Call Manager	Datalink	L-CM-DL-100 Device License for EI	3,577.64
Check Total:						3,577.64
68017	10/18/2012	Information Technology	Financial Support	Diversified Collection Services, Inc.	PR Batch 00002.10.2012 Financial S	210.24
Check Total:						210.24
68018	10/18/2012	P & R Contract Maintenance	Operating Supplies	EESCO	Tennis Court Light Repair	75.18

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
68019	10/18/2012	General Fund	Contract Maintnenace	Embedded Systems, Inc.	Check Total:	75.18
					Tornado Siren Repair	200.00
68020	10/18/2012	Housing & Redevelopment Agency	Postage	FedEx	Check Total:	200.00
					Express Service	25.42
68021	10/18/2012	Fire Station 2011	Furniture and Fixtures	Fire Station Outfitters	Check Total:	25.42
					Sentinel Recliners	4,788.00
68021	10/18/2012	Fire Station 2011	Use Tax Payable	Fire Station Outfitters	Sales/Use Tax	-308.00
68022	10/18/2012	Water Fund	Accounts Payable	PETER FISHER	Check Total:	4,480.00
					Refund Check	29.41
68023	10/18/2012	General Fund	Operating Supplies	Fitzco Inc	Check Total:	29.41
					Evidence Bags	62.94
68024	10/18/2012	General Fund	Vehicle Supplies	FleetPride Truck & Trailer Parts	Check Total:	62.94
					2012 Blanket PO For Vehicle Repairs	208.65
68025	10/18/2012	Housing & Redevelopment Agency	Payment to Owners	Tanis Ford	Check Total:	208.65
					Energy Audit	60.00
68026	10/18/2012	Pathway Maintenance Fund	Operating Supplies	Fra-Dor Inc.	Check Total:	60.00
						1,152.78
68027	10/18/2012	P & R Contract Maintenance	Operating Supplies	Gametime	Check Total:	1,152.78
					Tube Tunnel Repair	603.85
68028	10/18/2012	Housing & Redevelopment Agency	Payment to Owners	Ryan Gaulke	Check Total:	603.85
					Energy Audit	60.00
68029	10/18/2012	Golf Course	Operating Supplies	General Parts, Inc.	Check Total:	60.00
					Switch	72.90
68030	10/18/2012	Recreation Fund	Professional Services	Michelle Gontarek	Check Total:	72.90
					Soccer Officiating	64.00
68031	10/18/2012	General Fund	Miscellaneous	Gary Grefenberg	Check Total:	64.00
					HRC Meeting Supplies Reimburseme	12.84

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
68032	10/18/2012	Housing & Redevelopment Agency	Payment to Owners	Greg Harvey	Check Total:	12.84
					Energy Audit	60.00
68033	10/18/2012	General Fund	Contract Maintenance Vehicles	HealthEast Vehicle Services	Check Total:	60.00
					Vehicle Repair	223.14
					Vehicle Repair	170.00
					Vehicle Repair	7,749.23
68034	10/18/2012	General Fund	Operating Supplies	Hewlett-Packard Company	Check Total:	8,142.37
					Police Dept. Computer Supplies	942.05
					Dock Station	222.30
					Police Dept Conference Room Compi	837.21
68035	10/18/2012	Recreation Fund	Operating Supplies	Hillyard, Inc.-Minneapolis	Check Total:	2,001.56
					Squeegee Blade	33.87
68036	10/18/2012	Housing & Redevelopment Agency	Payment to Owners	Michael Hughes	Check Total:	33.87
					Energy Audit	60.00
68037	10/18/2012	Recreation Fund	Operating Supplies	Ice Skating Institute	Check Total:	60.00
					Badges	5.45
68038	10/18/2012	General Fund	211600 - PERA Employers Share	ICMA Retirement Trust 401-109956	Check Total:	5.45
					PR Batch 00002.10.2012 City Manag	377.75
68038	10/18/2012	General Fund	PERA Employer Share	ICMA Retirement Trust 401-109956	PR Batch 00002.10.2012 ICMA-401	164.79
68039	10/18/2012	Recreation Fund	Professional Services	Tom Imhoff	Check Total:	542.54
					Volleyball Officiating	198.00
68040	10/18/2012	Community Development	Operating Supplies	Impressive Print	Check Total:	198.00
					Business Cards	122.91
68041	10/18/2012	Housing & Redevelopment Agency	Payment to Owners	David Johnson	Check Total:	122.91
					Energy Audit	60.00
68042	10/18/2012	Water Fund	Accounts Payable	G JOHNSON	Check Total:	60.00
					Refund Check	62.47
68042	10/18/2012	Sanitary Sewer	Accounts Payable	G JOHNSON	Refund Check	0.28
						Check Total:
						62.75

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
68043	10/18/2012	Housing & Redevelopment Agency	Payment to Owners	Hans Jorgensen	Energy Audit	60.00
					Check Total:	60.00
68044	10/18/2012	Recreation Fund	Professional Services	Jacob Kendal	Soccer Officiating	192.00
					Check Total:	192.00
68045	10/18/2012	Housing & Redevelopment Agency	Payment to Owners	John Kendall	Energy Audit	60.00
					Check Total:	60.00
68046	10/18/2012	General Fund	Training	KFD Training & Consultation LLC	Police Combat Training	630.00
					Check Total:	630.00
68047	10/18/2012	General Fund	Professional Services	Language Line Services	Interpreter Services	58.80
					Check Total:	58.80
68048	10/18/2012	General Fund	Memberships & Subscriptions	League of MN Cities	PATROL Subscription	56.66
					Check Total:	56.66
68049	10/18/2012	General Fund	Medical Services	LexisNexis Occ. Health Solutions	Annual Enrollment	96.00
					Check Total:	96.00
68050	10/18/2012	General Fund	Operating Supplies	LexisNexis Risk Data Mgmt, Inc.	People, Vehicle Searches	69.95
					Check Total:	69.95
68051	10/18/2012	Recreation Fund	Advertising	Lillie Suburban Newspaper Inc	Oval Advertising Acct: 002609	346.50
					Check Total:	346.50
68052	10/18/2012	Recreation Fund	Professional Services	Amy Lonsky	Soccer Officiating	176.00
					Check Total:	176.00
68053	10/18/2012	P & R Contract Maintenance	Operating Supplies	LTG Power Equipment	Hedge Clipper	309.93
					Check Total:	309.93
68054	10/18/2012	Housing & Redevelopment Agency	Payment to Owners	Bruce Martin	Energy Audit	60.00
					Check Total:	60.00
68055	10/18/2012	General Fund	Training	MFSCB	Firefighter Recertification-McKee	20.00
					Check Total:	20.00
68056	10/18/2012	P & R Contract Maintenance	Operating Supplies	MIDC Enterprises	Rotor	233.81

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
68056	10/18/2012	P & R Contract Maintenance	Operating Supplies	MIDC Enterprises		350.71
68056	10/18/2012	P & R Contract Maintenance	Operating Supplies	MIDC Enterprises	Repair Kit	70.22
68056	10/18/2012	P & R Contract Maintenance	Operating Supplies	MIDC Enterprises	Solenoid, Spring	41.32
68056	10/18/2012	P & R Contract Maintenance	Operating Supplies	MIDC Enterprises	Valve	19.23
Check Total:						715.29
68057	10/18/2012	Recreation Fund	Professional Services	Michael Miller	Qty 2,280 - Adult Softball Umpires	4,888.00
68057	10/18/2012	Recreation Fund	Professional Services	Michael Miller	Qty 2,280 - Adult Softball Umpires	3,975.00
Check Total:						8,863.00
68058	10/18/2012	General Fund	Financial Support	Mn Child Support Payment Center	PR Batch 00002.10.2012 Financial St	330.59
Check Total:						330.59
68059	10/18/2012	Recreation Fund	Unemployment Insurance	Mn Dept of Employment & Econ Develop	Unemployment Benefits-Account: 07	490.63
Check Total:						490.63
68060	10/18/2012	Community Development	Building Surcharge	Mn Dept of Labor & Industry	Building Permit Surcharges	2,267.76
68060	10/18/2012	Community Development	Miscellaneous Revenue	Mn Dept of Labor & Industry	Building Permit Surcharges-Retentior	-45.30
Check Total:						2,222.46
68061	10/18/2012	General Fund	Medical Services	Multicare Associates	Pre Placement Exam-Acct: 2-00110-4	74.00
68061	10/18/2012	General Fund	Professional Services	Multicare Associates	Pre Placement Exam-Acct: 2-00110-4	389.00
Check Total:						463.00
68062	10/18/2012	General Fund	Op Supplies - City Hall	Nardini Fire Equipment Co, Inc	Wall Hooks	26.18
Check Total:						26.18
68063	10/18/2012	Recreation Fund	Professional Services	Max Netterberg	Soccer Officiating	224.00
Check Total:						224.00
68064	10/18/2012	Housing & Redevelopment Agency	Payment to Owners	William Noot	Energy Audit	60.00
Check Total:						60.00
68065	10/18/2012	Recreation Fund	Professional Services	David Pelegrino	Soccer Officiating	128.00
Check Total:						128.00
68066	10/18/2012	General Fund Donations	K-9 Supplies	Petco Animal Supplies, Inc.	K9 Supplies	53.91
Check Total:						53.91
68067	10/18/2012	Recreation Fund	Operating Supplies	Pickelball Stuff	Polyballs	45.80
68067	10/18/2012	Recreation Fund	Use Tax Payable	Pickelball Stuff	Sales/Use Tax	-2.95

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
Check Total:						42.85
68068	10/18/2012	Telecommunications	Postage	Postmaster- Cashier Window #5	Newsletter Postage-Acct: 2437	2,500.00
Check Total:						2,500.00
68069	10/18/2012	P & R Contract Maintenance	HSA Employee	Premier Bank	PR Batch 00002.10.2012 HSA WI En	161.54
68069	10/18/2012	General Fund	HSA Employee	Premier Bank	PR Batch 00002.10.2012 HSA Empl	1,371.98
68069	10/18/2012	Contracted Engineering Svcs	HSA Employee	Premier Bank	PR Batch 00002.10.2012 HSA Empl	20.00
68069	10/18/2012	Recreation Fund	HSA Employee	Premier Bank	PR Batch 00002.10.2012 HSA Empl	288.84
68069	10/18/2012	P & R Contract Maintenance	HSA Employee	Premier Bank	PR Batch 00002.10.2012 HSA Empl	115.38
68069	10/18/2012	Community Development	HSA Employee	Premier Bank	PR Batch 00002.10.2012 HSA Empl	79.61
68069	10/18/2012	License Center	HSA Employee	Premier Bank	PR Batch 00002.10.2012 HSA Empl	38.46
68069	10/18/2012	Police Grants	HSA Employee	Premier Bank	PR Batch 00002.10.2012 HSA Empl	10.67
68069	10/18/2012	Golf Course	HSA Employee	Premier Bank	PR Batch 00002.10.2012 HSA Empl	115.38
Check Total:						2,201.86
68070	10/18/2012	Boulevard Landscaping	Operating Supplies	Prescription Landscape	Year one of three contract for mowing	1,586.33
Check Total:						1,586.33
68071	10/18/2012	Fire Station 2011	Professional Services	Professional Service Industries, Inc.	Engineering Services	861.00
Check Total:						861.00
68072	10/18/2012	Water Fund	Accounts Payable	PULTE HOMES LLC	Refund Check	156.35
Check Total:						156.35
68073	10/18/2012	Water Fund	Accounts Payable	PULTE HOMES LLC	Refund Check	151.05
Check Total:						151.05
68074	10/18/2012	Recreation Donations	Operating Supplies	R J Sportswear	Banner	392.23
68074	10/18/2012	Recreation Donations	Use Tax Payable	R J Sportswear	Sales/Use Tax	-25.23
Check Total:						367.00
68075	10/18/2012	Street Construction	Cty Rd C-2 (Hamline to Lex)	Ramsey County Recorder	Plants	238.33
68075	10/18/2012	General Fund	Operating Supplies	Ramsey County Recorder	Sealcoat	1,350.00
Check Total:						1,588.33
68076	10/18/2012	Golf Course	Operating Supplies	Reinders Inc.	Golf Course Supplies	348.84
Check Total:						348.84
68077	10/18/2012	Housing & Redevelopment Agency	Payment to Owners	Linda Richter	Energy Audit	60.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
Check Total:						60.00
68078	10/18/2012	General Fund	Vehicle Supplies	Road Machinery & Supplies Co.	Supplies	246.20
Check Total:						246.20
68079	10/18/2012	General Fund	Vehicle Supplies	Scharber & Sons	Head Lights, Bulbs	525.72
Check Total:						525.72
68080	10/18/2012	Housing & Redevelopment Agency	Payment to Owners	Cory Schmitt	Energy Audit	60.00
Check Total:						60.00
68081	10/18/2012	Community Development	Building Surcharge	Snelling Company	Mechanical Permit Refund	5.00
68081	10/18/2012	Community Development	Heating Permits	Snelling Company	Mechanical Permit Refund	91.20
Check Total:						96.20
68082	10/18/2012	General Fund	Operating Supplies	Sprayer Specialties, Inc.	Anti-Icing Set Up	290.40
Check Total:						290.40
68083	10/18/2012	General Fund	Professional Services	Sheila Stowell	City Council Meeting Minutes	276.00
68083	10/18/2012	General Fund	Professional Services	Sheila Stowell	Mileage Reimbursement	4.83
68083	10/18/2012	Community Development	Professional Services	Sheila Stowell	Planning Commission Meeting Minut	172.50
68083	10/18/2012	Community Development	Professional Services	Sheila Stowell	Mileage Reimbursement	4.83
Check Total:						458.16
68084	10/18/2012	General Fund	Vehicle Supplies	Suburban Tire Wholesale, Inc.	2012 Blanket PO For Vehicle Repairs	1,353.29
Check Total:						1,353.29
68085	10/18/2012	General Fund	Operating Supplies	Trans Union LLC	Employment Report	17.40
Check Total:						17.40
68086	10/18/2012	Storm Drainage	Rental	Tri State Bobcat, Inc	Storm Pond Ditch	525.94
68086	10/18/2012	General Fund	Operating Supplies	Tri State Bobcat, Inc	Chain Saw Repair	69.80
Check Total:						595.74
68087	10/18/2012	Risk Management	Street Department Claims	Truck Utilities Mfg Co.	Rear Light Replacement	448.59
Check Total:						448.59
68088	10/18/2012	General Fund	Police Reserve Program	Uniforms Unlimited, Inc.	Police Uniform Supplies	119.00
68088	10/18/2012	General Fund	Clothing	Uniforms Unlimited, Inc.	Police Uniform Supplies	411.96
Check Total:						530.96

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
68089	10/18/2012	Pathway Maintenance Fund	Operating Supplies	United Rentals (North America) Inc.	Mini Excavator	1,813.37
					Check Total:	1,813.37
68090	10/18/2012	General Fund	Contract Maintenance	Upper Cut Tree Service	Blanket PO for tree removal - Per 201	1,397.92
68090	10/18/2012	P & R Contract Maintenance	Professional Services	Upper Cut Tree Service	Diseased and Hazard Tree Removal	2,162.09
					Check Total:	3,560.01
68091	10/18/2012	Recreation Fund	Professional Services	Kathie Urbaniak	Volleyball Officiating	528.00
					Check Total:	528.00
68092	10/18/2012	Recreation Fund	Operating Supplies	US Bank	Spooktacular Change	200.00
					Check Total:	200.00
68093	10/18/2012	General Fund	Telephone	Verizon Wireless	Telephone	35.10
					Check Total:	35.10
68094	10/18/2012	Golf Course	Rental	Versatile Vehicles, Inc.	Short Term Lease	660.00
					Check Total:	660.00
68095	10/18/2012	Housing & Redevelopment Agency	Payment to Owners	Zsolt Vincze	Energy Audit	60.00
					Check Total:	60.00
68096	10/18/2012	Housing & Redevelopment Agency	Payment to Owners	Craig Waldron	Energy Audit	60.00
					Check Total:	60.00
68097	10/18/2012	Recreation Fund	Professional Services	Spencer Wenzel	Lacrosse Coaching	310.00
					Check Total:	310.00
68098	10/18/2012	Fire Station 2011	Contractor Payments	Xcel Energy	New Fire Station Service Installation	876.00
					Check Total:	876.00
68099	10/18/2012	Information Technology	Telephone	XO Communications Inc.	Telephone	1,434.17
					Check Total:	1,434.17
68100	10/25/2012	Information Technology	Contract Maintenance	Access Communications Inc	Row Registration-Fiber in Falcon Hie	100.00
					Check Total:	100.00
68101	10/25/2012	Recreation Fund	Operating Supplies	Acorn Naturalists	Program Supplies	45.95
68101	10/25/2012	Recreation Fund	Operating Supplies	Acorn Naturalists	Program Supplies	237.32
68101	10/25/2012	Recreation Fund	Use Tax Payable	Acorn Naturalists	Sales/Use Tax	-18.22

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
Check Total:						265.05
68102	10/25/2012	Fire Station 2011	Furniture and Fixtures	Advantage Medical	Exam Table	2,006.03
Check Total:						2,006.03
68103	10/25/2012	Water Fund	Accounts Payable	AFFORDABLE RENO LLC	Refund Check	99.49
Check Total:						99.49
68104	10/25/2012	General Fund Donations	Supplies - Target Corp Grant	CDW Government, Inc.	PD Conference Room Technology Up	714.29
68104	10/25/2012	General Fund Donations	Supplies - Target Corp Grant	CDW Government, Inc.	PD Conference Room Technology Up	274.27
68104	10/25/2012	Telephone	UC-CM Call Manager	CDW Government, Inc.	Phone System Device Licenses	3,473.44
68104	10/25/2012	Telephone	SPT Support	CDW Government, Inc.	Phone System E911 Licenses	1,068.75
68104	10/25/2012	Telephone	SPT Support	CDW Government, Inc.	Phone System Software Maintenance	341.38
68104	10/25/2012	General Fund Donations	Supplies - Target Corp Grant	CDW Government, Inc.	Credit	-138.80
68104	10/25/2012	General Fund Donations	Supplies - Target Corp Grant	CDW Government, Inc.	Credit	-751.06
Check Total:						4,982.27
68105	10/25/2012	Telephone	PSTN-PRI Access/DID Allocation	CenturyLink	Telephone	93.54
68105	10/25/2012	Telephone	PSTN-PRI Access/DID Allocation	CenturyLink	Telephone	204.80
68105	10/25/2012	Telephone	PSTN-PRI Access/DID Allocation	CenturyLink	Telephone	39.78
68105	10/25/2012	Telephone	PSTN-PRI Access/DID Allocation	CenturyLink	Telephone	104.22
68105	10/25/2012	Telephone	PSTN-PRI Access/DID Allocation	CenturyLink	Telephone	56.84
Check Total:						499.18
68106	10/25/2012	Telephone	PSTN-PRI Access/DID Allocation	CenturyLink	Telephone	9.49
Check Total:						9.49
68107	10/25/2012	Water Fund	Accounts Payable	Jay & Jody Chapman	Reissue of Uncashed Utility Refund	132.93
Check Total:						132.93
68108	10/25/2012	General Fund	Clothing	Cintas Corporation #470	Uniform Cleaning	30.68
68108	10/25/2012	P & R Contract Maintenance	Clothing	Cintas Corporation #470	Uniform Cleaning	8.68
Check Total:						39.36
68109	10/25/2012	Information Technology	Telephone	City of North St. Paul	511 Billing Interconnects	1,900.00
68109	10/25/2012	Information Technology	Telephone	City of North St. Paul	Data Center Interconnects	600.00
Check Total:						2,500.00
68110	10/25/2012	Water Fund	Accounts Payable	MAUREEN COFFEY	Refund Check	5.42
Check Total:						5.42

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
68112	10/25/2012	Community Development	Development Escrow	Consolidated Construction	Development Escrow Balance Refunc	326.43
					Check Total:	326.43
68113	10/25/2012	Recreation Fund	Contract Maintenance	Cool Air Mechanical, Inc.	Pump Motor Repair	1,050.00
68113	10/25/2012	Recreation Fund	Training	Cool Air Mechanical, Inc.	Hazwoper Refresher Course-Brtholon	570.00
					Check Total:	1,620.00
68114	10/25/2012	Water Fund	Accounts Payable	ANDREA CUMMINGS	Refund Check	37.20
					Check Total:	37.20
68115	10/25/2012	General Fund	Operating Supplies	Deluxe For Business	W2, 1096 Forms	211.99
					Check Total:	211.99
68116	10/25/2012	Recreation Fund	Operating Supplies	Electric Motor Repair, Inc	Repair/Replace WEG	1,086.92
					Check Total:	1,086.92
68117	10/25/2012	Water Fund	Accounts Payable	Estate of Harold Hubert	Reissue Uncashed Check	19.78
					Check Total:	19.78
68118	10/25/2012	Housing & Redevelopment Agency	Payment to Owners	Kathleen Evans	Reissue Uncashed Energy Audit Chec	60.00
					Check Total:	60.00
68119	10/25/2012	Water Fund	Accounts Payable	MICHAEL FERRIN	Refund Check	4.78
					Check Total:	4.78
68120	10/25/2012	General Fund	Contract Maint. - City Garage	Gilbert Mechanical Contracting	Annual Fire Sprinkler Inspection	285.00
68120	10/25/2012	General Fund	Contract Maint. - City Hall	Gilbert Mechanical Contracting	Annual Fire Sprinkler Inspection	365.00
68120	10/25/2012	Recreation Fund	Contract Maintenance	Gilbert Mechanical Contracting	Annual Fire Sprinkler Inspection	225.00
					Check Total:	875.00
68121	10/25/2012	Community Development	Computer Equipment	Hewlett-Packard Company	Computer Supplies	942.05
68121	10/25/2012	Information Technology	Operating Supplies	Hewlett-Packard Company	Docking Station	256.50
68121	10/25/2012	Information Technology	Operating Supplies	Hewlett-Packard Company	Docking Station	128.25
					Check Total:	1,326.80
68122	10/25/2012	General Fund	Vehicle Supplies	Hubb Systems, Inc.	Vehicle Computer Supplies	2,441.56
					Check Total:	2,441.56
68123	10/25/2012	Telephone	PSTN-PRI Access/DID Allocation	Integra Telecom	Telephone	330.60
					Check Total:	330.60

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
68124	10/25/2012	Community Development	Electrical Permits	J Everett Electric	Electrical Permit Refund	28.00
68124	10/25/2012	Community Development	Building Surcharge	J Everett Electric	Electrical Permit Refund	5.00
Check Total:						33.00
68125	10/25/2012	Recreation Fund	Professional Services	B. Patricia Jemie	Stretch & Strength Instruction	128.00
Check Total:						128.00
68126	10/25/2012	Fire Station 2011	Professional Services	Jimmys Johnnys, Inc	Toilet Rentals	76.24
Check Total:						76.24
68127	10/25/2012	Recreation Donations	Operating Supplies	Mary Johnson	Scout Project Supplies Reimbursemer	2,986.78
Check Total:						2,986.78
68128	10/25/2012	Water Fund	Hydrant Meter Deposits	Lametti & Sons, Inc.	Hydrant Meter Refund	1,100.00
68128	10/25/2012	Water Fund	Hydrant Meter Deposits	Lametti & Sons, Inc.	Hydrant Meter Refund	1,100.00
Check Total:						2,200.00
68129	10/25/2012	Storm Drainage	Professional Services	League of MN Cities	Stormwater Coalition Contribution	1,240.00
Check Total:						1,240.00
68130	10/25/2012	Building Improvements	Police Remodel	Linn Building Maintenance	Flooring Repair	8,316.80
Check Total:						8,316.80
68131	10/25/2012	Sanitary Sewer	Deposits Held	Meritex Enterprises	Public Improvement Contract	72,378.53
68131	10/25/2012	Pathway Maintenance Fund	Deposits Held	Meritex Enterprises	Public Improvement Contract	40,819.05
68131	10/25/2012	Community Development	Development Escrow	Meritex Enterprises	Development Escrow Refund	409.64
Check Total:						113,607.22
68132	10/25/2012	P & R Contract Maintenance	Operating Supplies	Metro Brick, Inc.	Regimental Red Chamfered	1,004.63
Check Total:						1,004.63
68133	10/25/2012	Community Development	Memberships & Subscriptions	MN Commercial Association of Real Estat	2013 Membership	195.00
Check Total:						195.00
68134	10/25/2012	General Fund	Professional Services	Mn Dept of Commerce	2009 Unclaimed Property	138.00
68134	10/25/2012	Contracted Engineering Svcs	Deposits	Mn Dept of Commerce	2009 Unclaimed Property	3,000.00
68134	10/25/2012	Sanitary Sewer	Accounts Payable	Mn Dept of Commerce	2009 Unclaimed Property	40.22
68134	10/25/2012	Water Fund	Accounts Payable	Mn Dept of Commerce	2009 Unclaimed Property	431.83
Check Total:						3,610.05
68135	10/25/2012	Recreation Fund	Memberships & Subscriptions	Mn Dept of Labor & Industry	Elevatore #05053 Permit Payment	200.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
68136	10/25/2012	Recreation Fund	Operating Supplies	Muska Lighting Center	Check Total:	200.00
					MOG Base	38.48
68137	10/25/2012	Sanitary Sewer	Professional Services	Networkfleet, Inc.	Check Total:	38.48
					Monthly Service-Sep	77.85
					Monthly Service-Oct	85.64
					Cross Wind	28.54
68138	10/25/2012	Recreation Fund	Professional Services	Bob Nielsen	Check Total:	192.03
					Band Van Loading/Unloading	80.00
68139	10/25/2012	Water Fund	Contract Maintenance	Peoples Electric	Check Total:	80.00
					Loop Replacement	1,071.00
68140	10/25/2012	Police Vehicle Revolving	Capital Outlay	Physio-Control, Inc.	Check Total:	1,071.00
					AED's	6,997.25
68141	10/25/2012	Central Svcs Equip Revolving	Rental - Copier Machines	Pitney Bowes	Check Total:	6,997.25
					Postal Machine Lease	832.62
68142	10/25/2012	Golf Course	Memberships & Subscriptions	Ramsey County	Check Total:	832.62
					2013 Food Establishment Licence-Go	488.00
68143	10/25/2012	Water Fund	Accounts Payable	REALTY GROUP INC.	Check Total:	488.00
					Refund Check	174.39
68144	10/25/2012	Pathway Maintenance Fund	Operating Supplies	Safe Step, LLC	Check Total:	174.39
					Hazards Removal, Lineal Feet	2,297.69
68145	10/25/2012	Water Fund	Accounts Payable	Staci Schultz	Check Total:	2,297.69
					Payment for Uncashed Utility Refund	5.04
68146	10/25/2012	Water Fund	Accounts Payable	SKYLINE INVESTMENTS	Check Total:	5.04
					Refund Check	125.53
68147	10/25/2012	General Fund	Operating Supplies	Sprayer Specialties, Inc.	Check Total:	125.53
					Roadmaster Core Kit	1,063.31
68147	10/25/2012	General Fund	209001 - Use Tax Payable	Sprayer Specialties, Inc.	Sales/Use Tax	-68.40

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
Check Total:						994.91
68148	10/25/2012	General Fund	Telephone	Sprint	Cell Phones	287.12
68148	10/25/2012	Storm Drainage	Telephone	Sprint	Cell Phones	258.03
68148	10/25/2012	General Fund	Telephone	Sprint	Cell Phones	50.13
68148	10/25/2012	Sanitary Sewer	Telephone	Sprint	Cell Phones	167.40
68148	10/25/2012	Recreation Fund	Telephone	Sprint	Cell Phones	120.58
68148	10/25/2012	P & R Contract Maintenance	Telephone	Sprint	Cell Phones	300.58
68148	10/25/2012	Community Development	Telephone	Sprint	Cell Phones	148.97
68148	10/25/2012	General Fund	Telephone	Sprint	Cell Phones	24.11
68148	10/25/2012	General Fund	Telephone	Sprint	Cell Phones	24.11
68148	10/25/2012	General Fund	Telephone	Sprint	Cell Phones	72.51
68148	10/25/2012	General Fund	Telephone	Sprint	Cell Phones	379.91
Check Total:						1,833.45
68149	10/25/2012	Water Fund	St. Paul Water	St. Paul Regional Water Services	Water	556,448.35
Check Total:						556,448.35
68150	10/25/2012	General Fund	Professional Services	Sheila Stowell	City Council Meeting Minutes	362.25
68150	10/25/2012	General Fund	Professional Services	Sheila Stowell	Mileag Reimbursement	4.83
68150	10/25/2012	Housing & Redevelopment Agency	Professional Services	Sheila Stowell	HRA Meeting Minutes	69.00
68150	10/25/2012	Housing & Redevelopment Agency	Professional Services	Sheila Stowell	Mileage Reimbursement	4.83
Check Total:						440.91
68151	10/25/2012	Recreation Fund	Professional Services	Shane Sturges	Volleyball Officiating	396.00
Check Total:						396.00
68152	10/25/2012	General Fund	Memberships & Subscriptions	Suburban Rate Authority	Second Half Dues	1,400.00
Check Total:						1,400.00
68153	10/25/2012	Fire Station 2011	Contractor Payments	Thompson Construction of Princeton, Inc.	New Fire Station Construction	34,152.50
Check Total:						34,152.50
68154	10/25/2012	General Fund	Vehicle Supplies	Titan Machinery	2012 Blanket PO for Vehicle Repairs	163.08
Check Total:						163.08
68155	10/25/2012	General Fund	Op Supplies - City Hall	Trio Supply Company	Can Liners, Nitrile Gloves	263.00
68155	10/25/2012	General Fund	Op Supplies - City Hall	Trio Supply Company	Can Liners	63.08
Check Total:						326.08
68156	10/25/2012	Water Fund	Vehicles / Equipment	Truck Utilities Mfg Co.	Qty 1 - Tommy Gate Lift Gate	2,340.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
68156	10/25/2012	Water Fund	Vehicles / Equipment	Truck Utilities Mfg Co.	Sales Tax	482.00
68156	10/25/2012	Water Fund	Vehicles / Equipment	Truck Utilities Mfg Co.	Qty 1 - Hiniker Snow Plow	4,682.76
Check Total:						7,504.76
68157	10/25/2012	Fire Station 2011	Contractor Payments	Twin City Acoustics, Inc.	Fire Station Acoustical Ceilings	712.50
Check Total:						712.50
68158	10/25/2012	Water Fund	Professional Services	Twin City Water Clinic, Inc.	Coliform Bacterias	360.00
Check Total:						360.00
68159	10/25/2012	Water Fund	Hydrant Meter Deposits	Valley Paving, Inc.	Hydrant Meter Refund	1,100.00
68159	10/25/2012	Water Fund	Water - Roseville	Valley Paving, Inc.	Hydrant Meter Refund	-24.30
68159	10/25/2012	Water Fund	State Sales Tax Payable	Valley Paving, Inc.	Hydrant Meter Refund	-1.73
68159	10/25/2012	Water Fund	Miscellaneous Revenue	Valley Paving, Inc.	Hydrant Meter Refund	-40.00
68159	10/25/2012	Water Fund	Operating Supplies	Valley Paving, Inc.	Hydrant Meter Refund	-40.00
Check Total:						993.97
68160	10/25/2012	General Fund	Contract Maintenance	Verizon Wireless	Cell Phones	171.58
Check Total:						171.58
68161	10/25/2012	Water Fund	Accounts Payable	JIN TU WANG	Refund Check	175.00
Check Total:						175.00
68162	10/25/2012	Recreation Fund	Fee Program Revenue	Karen Wasiluk	Repayment for Uncashed Check	110.00
Check Total:						110.00
68163	10/25/2012	Water Fund	Professional Services	Water Conservation Service, Inc.	Leak survey of 1711 Hydrants	9,924.00
Check Total:						9,924.00
68164	10/25/2012	Recreation Fund	Professional Services	Kelvin Wong	Tennis Instructor	96.00
Check Total:						96.00
68165	10/30/2012	Recreation Fund	Rental	Jimmys Johnnys, Inc	Regular Service	169.84
68165	10/30/2012	P & R Contract Maintenance	Rental	Jimmys Johnnys, Inc	Regular Service	12.97
68165	10/30/2012	Recreation Fund	Rental	Jimmys Johnnys, Inc	Regular Service	79.92
68165	10/30/2012	Recreation Fund	Rental	Jimmys Johnnys, Inc	Regular Service	79.92
68165	10/30/2012	Recreation Fund	Professional Services	Jimmys Johnnys, Inc	Regular Service	90.84
68165	10/30/2012	Recreation Fund	Professional Services	Jimmys Johnnys, Inc	Regular Service	45.42
68165	10/30/2012	Recreation Fund	Professional Services	Jimmys Johnnys, Inc	Regular Service	45.42
68165	10/30/2012	Recreation Fund	Professional Services	Jimmys Johnnys, Inc	Regular Service	79.92
68165	10/30/2012	Recreation Fund	Rental	Jimmys Johnnys, Inc	Regular Service	45.42

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
68165	10/30/2012	Recreation Fund	Rental	Jimmys Johnnys, Inc	Regular Service	42.81
68165	10/30/2012	Recreation Fund	Professional Services	Jimmys Johnnys, Inc	Regular Service	27.58
68165	10/30/2012	Recreation Fund	Professional Services	Jimmys Johnnys, Inc	Regular Service	45.42
68165	10/30/2012	Recreation Fund	Rental	Jimmys Johnnys, Inc	Regular Service	45.42
68165	10/30/2012	P & R Contract Maintenance	Rental	Jimmys Johnnys, Inc	Regular Service	45.42
68165	10/30/2012	Golf Course	Contract Maintenance	Jimmys Johnnys, Inc	Regular Service	45.42
68165	10/30/2012	Recreation Fund	Rental	Jimmys Johnnys, Inc	Regular Service	19.46
68165	10/30/2012	Recreation Fund	Rental	Jimmys Johnnys, Inc	Regular Service	169.84
68165	10/30/2012	Recreation Fund	Rental	Jimmys Johnnys, Inc	Regular Service	62.80
68165	10/30/2012	Recreation Fund	Rental	Jimmys Johnnys, Inc	Regular Service	62.80
68165	10/30/2012	Recreation Fund	Rental	Jimmys Johnnys, Inc	Regular Service	24.33
68165	10/30/2012	Recreation Fund	Rental	Jimmys Johnnys, Inc	Regular Service	79.92
68165	10/30/2012	Recreation Fund	Professional Services	Jimmys Johnnys, Inc	Regular Service	45.42
68165	10/30/2012	Recreation Fund	Rental	Jimmys Johnnys, Inc	Regular Service	45.42
68165	10/30/2012	Recreation Fund	Rental	Jimmys Johnnys, Inc	Regular Service	12.97
68165	10/30/2012	Recreation Fund	Rental	Jimmys Johnnys, Inc	Regular Service	12.97
68165	10/30/2012	Recreation Fund	Rental	Jimmys Johnnys, Inc	Regular Service	90.84
68165	10/30/2012	Recreation Fund	Rental	Jimmys Johnnys, Inc	Regular Service	45.42
68165	10/30/2012	Recreation Fund	Rental	Jimmys Johnnys, Inc	Regular Service	79.92
68165	10/30/2012	Recreation Fund	Rental	Jimmys Johnnys, Inc	Regular Service	45.42
68165	10/30/2012	Recreation Fund	Professional Services	Jimmys Johnnys, Inc	Regular Service	45.42
68165	10/30/2012	Recreation Fund	Rental	Jimmys Johnnys, Inc	Regular Service	12.97
68165	10/30/2012	Recreation Fund	Rental	Jimmys Johnnys, Inc	Regular Service	43.80
68165	10/30/2012	Recreation Fund	Rental	Jimmys Johnnys, Inc	Regular Service	22.83
Check Total:						1,824.29
68166	10/30/2012	Community Development	Postage	Postmaster	Rental Licensing Mailing	1,130.00
Check Total:						1,130.00
68167	11/01/2012	Water Fund	Accounts Payable	KAREN ALBERG	Refund Check	14.62
Check Total:						14.62
68168	11/01/2012	Contracted Engineering Svcs	Deposits	Bald Eagle Builders	Escrow Return-2961 Chatsworth St	3,000.00
68168	11/01/2012	Contracted Engineering Svcs	Deposits	Bald Eagle Builders	Escrow Return-3053 Chatsworth St	3,000.00
Check Total:						6,000.00
68169	11/01/2012	Contracted Engineering Svcs	Deposits	Gabe and Jamie Becker-Finn	Escrow Return-3033 Victoria St	3,000.00
Check Total:						3,000.00
68170	11/01/2012	General Fund	Vehicle Supplies	Benco Equipment Co.	Main Switch	270.57
Check Total:						270.57

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
68171	11/01/2012	Water Fund	Accounts Payable	RICHARD BIES	Refund Check	43.27
					Check Total:	43.27
68172	11/01/2012	License Center	Contract Maintenance	Brite-Way Window Cleaning Sv	License Center Window Cleaning	29.00
					Check Total:	29.00
68173	11/01/2012	General Fund	Operating Supplies	Cemstone Products Co, Inc.	Water Break Supplies/Service	150.00
68173	11/01/2012	Water Fund	Operating Supplies	Cemstone Products Co, Inc.	Water Break Supplies/Service	656.24
					Check Total:	806.24
68174	11/01/2012	General Fund	Operating Supplies	Central Landscape Supply	Tree Protectors, Gloves	259.60
					Check Total:	259.60
68175	11/01/2012	General Fund	Clothing	Cintas Corporation #470	Uniform Cleaning	30.70
68175	11/01/2012	P & R Contract Maintenance	Operating Supplies	Cintas Corporation #470	Uniform Cleaning	8.66
					Check Total:	39.36
68176	11/01/2012	General Fund	Operating Supplies	Commercial Asphalt Co	Qty 1 - Asphalt patching material, per	2,115.59
68176	11/01/2012	General Fund	Operating Supplies	Commercial Asphalt Co	Qty 1 - Asphalt patching material, per	2,626.98
					Check Total:	4,742.57
68177	11/01/2012	Fire Station 2011	Furniture and Fixtures	Conference Room Outfitters	Conference Room Supplies	6,806.87
68177	11/01/2012	Fire Station 2011	Use Tax Payable	Conference Room Outfitters	Sales/Use Tax	-437.87
					Check Total:	6,369.00
68178	11/01/2012	Water Fund	Accounts Payable	LEXINGTON COURT APTS	Refund Check	306.20
					Check Total:	306.20
68179	11/01/2012	Information Technology	Financial Support	Diversified Collection Services, Inc.	PR Batch 00003.10.2012 Financial St	210.24
					Check Total:	210.24
68180	11/01/2012	Community Development	Deposits	John C. Ericson	Construction Deposit Refund	3,700.00
					Check Total:	3,700.00
68181	11/01/2012	Recreation Donations	Other Improvements	Flagship Recreation	Steel Bench	2,026.35
					Check Total:	2,026.35
68182	11/01/2012	General Fund	Vehicle Supplies	FleetPride Truck & Trailer Parts	2012 Blanket PO For Vehicle Repairs	98.72
					Check Total:	98.72
68183	11/01/2012	Pathway Maintenance Fund	Operating Supplies	Fra-Dor Inc.	Black Dirt	514.10

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
68184	11/01/2012	Water Fund	Accounts Payable	FREDDY MAC	Check Total:	514.10
					Refund Check	59.89
68185	11/01/2012	Sanitary Sewer	Contract Maintenance	General Repair Service, Corp	Check Total:	59.89
					Forcemain Piper Repair	4,294.54
68186	11/01/2012	Water Fund	Hydrant Meter Deposits	Greiner Construction	Check Total:	4,294.54
		Water Fund	Miscellaneous Revenue	Greiner Construction	Hydrant Meter Refund	400.00
		Water Fund	Operating Supplies	Greiner Construction	Hydrant Meter Refund-Less Meter R	-40.00
68187	11/01/2012	Municipal Jazz Band	Operating Supplies	Groth Music	Hydrant Meter Refund-Less Wrench I	-40.00
					Check Total:	320.00
68188	11/01/2012	Risk Management	Police Patrol Claims	Hamline Auto Body	Roseville Band Music	75.24
					Check Total:	75.24
68189	11/01/2012	Contracted Engineering Svcs	Deposits	Todd Hinz	Vehicle Repair	1,492.97
					Check Total:	1,492.97
68190	11/01/2012	General Fund	Memberships & Subscriptions	ICMA MEMBERSHIP RENEWALS	Escrow Return-389 Owasso Blvd	3,000.00
					Check Total:	3,000.00
68191	11/01/2012	General Fund	211600 - PERA Employers Share	ICMA Retirement Trust 401-109956	Membership Renewal	1,184.64
		General Fund	PERA Employer Share	ICMA Retirement Trust 401-109956	Check Total:	1,184.64
68192	11/01/2012	Recreation Fund	Professional Services	Tom Imhoff	PR Batch 00003.10.2012 City Manag	377.75
					PR Batch 00003.10.2012 ICMA-401	164.79
68193	11/01/2012	Telecommunications	Printing	Impressive Print	Check Total:	542.54
					Volleyball Officiating	110.00
68193	11/01/2012	Telecommunications	Operating Supplies	Impressive Print	Check Total:	110.00
					Leaf Program Postcards	94.05
68193	11/01/2012	General Fund	Operating Supplies	Impressive Print	Business Cards	37.00
					Business Cards	48.50
68194	11/01/2012	General Fund	Conferences	League of MN Cities	Check Total:	179.55
					Regional Meeting-Malinen	40.00
68194	11/01/2012	General Fund	Conferences	League of MN Cities	Regional Meeting-Roe	40.00
					Check Total:	80.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
68195	11/01/2012	Risk Management	Community Development Claims	League of MN Cities Ins Trust	LMCIT Claim: C0015073	12,775.28
68195	11/01/2012	Risk Management	Street Department Claims	League of MN Cities Ins Trust	LMCIT Claim: C0016985	2,917.00
Check Total:						15,692.28
68196	11/01/2012	General Fund	Professional Services	Linn Building Maintenance	Building Cleaning	3,337.71
68196	11/01/2012	Recreation Fund	Contract Maintenance	Linn Building Maintenance	Building Cleaning	1,048.44
68196	11/01/2012	Recreation Fund	Contract Maintenance	Linn Building Maintenance	Building Cleaning	836.83
68196	11/01/2012	License Center	Professional Services	Linn Building Maintenance	Building Cleaning	625.22
68196	11/01/2012	General Fund	Contract Maint. - City Garage	Linn Building Maintenance	Building Cleaning	942.64
68196	11/01/2012	General Fund	Op Supplies - City Hall	Linn Building Maintenance	Disinfectant	132.79
68196	11/01/2012	General Fund	Op Supplies - City Hall	Linn Building Maintenance	Door Stop	21.31
Check Total:						6,944.94
68197	11/01/2012	General Fund	Contract Maint. - City Hall	McCaren Designs, Inc.	One year contract for City Hall Camp	1,071.68
Check Total:						1,071.68
68198	11/01/2012	Recreation Fund	Professional Services	Michael Miller	Qty 2,280 - Adult Softball Umpires	1,901.00
Check Total:						1,901.00
68199	11/01/2012	Police Forfeiture Fund	Deposits Held	MN Dept of Finance	Admin Forfeiture of Seized Property-	835.42
Check Total:						835.42
68200	11/01/2012	Water Fund	Accounts Payable	BLAKE & MARY ANN NELSON	Refund Check	14.42
Check Total:						14.42
68201	11/01/2012	General Fund	Operating Supplies	Newman Traffic Signs, Inc.	Street Signs	4,946.96
Check Total:						4,946.96
68202	11/01/2012	Fire Station 2011	Furniture and Fixtures	Office Chairs	Chairs	1,077.30
68202	11/01/2012	Fire Station 2011	Use Tax Payable	Office Chairs	Sales/Use Tax	-69.30
Check Total:						1,008.00
68203	11/01/2012	General Fund	Contract Maintenance	Pavement Resources	Spray Injection paving misc. streets	4,100.00
Check Total:						4,100.00
68204	11/01/2012	General Fund	Vehicle Supplies	Powerplan BF	Bolts	256.19
Check Total:						256.19
68205	11/01/2012	General Fund	Vehicle Supplies	Precision Auto Upholstery, Inc.	Spring Replacement	162.50
Check Total:						162.50

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
68206	11/01/2012	P & R Contract Maintenance	HSA Employee	Premier Bank	PR Batch 00003.10.2012 HSA WI En	161.54
68206	11/01/2012	General Fund	HSA Employee	Premier Bank	PR Batch 00003.10.2012 HSA Empl	1,367.51
68206	11/01/2012	Contracted Engineering Svcs	HSA Employee	Premier Bank	PR Batch 00003.10.2012 HSA Empl	20.00
68206	11/01/2012	Recreation Fund	HSA Employee	Premier Bank	PR Batch 00003.10.2012 HSA Empl	288.84
68206	11/01/2012	P & R Contract Maintenance	HSA Employee	Premier Bank	PR Batch 00003.10.2012 HSA Empl	115.38
68206	11/01/2012	Community Development	HSA Employee	Premier Bank	PR Batch 00003.10.2012 HSA Empl	79.61
68206	11/01/2012	License Center	HSA Employee	Premier Bank	PR Batch 00003.10.2012 HSA Empl	38.46
68206	11/01/2012	Police Grants	HSA Employee	Premier Bank	PR Batch 00003.10.2012 HSA Empl	15.14
68206	11/01/2012	Golf Course	HSA Employee	Premier Bank	PR Batch 00003.10.2012 HSA Empl	115.38
Check Total:						2,201.86
68207	11/01/2012	Contracted Engineering Svcs	Deposits	Pulte Homes	Escrow Return-1179 Maple Lane	3,000.00
Check Total:						3,000.00
68208	11/01/2012	General Fund	Contract Maintenance	Ramsey County	Fleet Support Fee-Oct	218.40
Check Total:						218.40
68209	11/01/2012	Police Forfeiture Fund	Deposits Held	Ramsey County Attorney	Admin Forteiture of Seized Property '	5,633.83
68209	11/01/2012	Police - DWI Enforcement	Miscellaneous Revenue	Ramsey County Attorney	Admin Forteiture of Seized Property '	890.40
Check Total:						6,524.23
68210	11/01/2012	Solid Waste Recycle	Professional Services	The Retrofit Companies Inc	Lamps, Batteries Recycling	255.10
Check Total:						255.10
68211	11/01/2012	General Fund	Contract Maintenance Vehicles	Rosedale Chevrolet	Vehicle Repair	37.85
Check Total:						37.85
68212	11/01/2012	General Fund	Vehicle Supplies	Roseville Chrysler Jeep Dodge	Headlamp	204.82
Check Total:						204.82
68213	11/01/2012	Water Fund	Clothing	Michael Ross	Boots Reimbursement	79.78
Check Total:						79.78
68214	11/01/2012	General Fund	Operating Supplies	Specialty Turf & Ag, Inc.	Shuttle Deposit	638.58
Check Total:						638.58
68215	11/01/2012	Recreation Fund	Professional Services	St. Anthony-New Brighton Comm. Svcs	Old Log Theatre Trip	717.50
Check Total:						717.50
68216	11/01/2012	Recreation Donations	Other Improvements	Stantec Consulting Services Inc.	Central Park Storm Water Improveme	2,350.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
					Check Total:	2,350.00
68217	11/01/2012	General Fund	Vehicle Supplies	Suburban Tire Wholesale, Inc.	2012 Blanket PO For Vehicle Repairs	2,489.29
68217	11/01/2012	General Fund	Vehicle Supplies	Suburban Tire Wholesale, Inc.	2012 Blanket PO For Vehicle Repairs	895.48
					Check Total:	3,384.77
68218	11/01/2012	General Fund	Contract Maintenance Vehicles	Tousley Ford Inc	2012 Blanket PO For Vehicle Repairs	1,229.69
					Check Total:	1,229.69
68219	11/01/2012	General Fund	Op Supplies - City Hall	Trio Supply Company	Cleaning Supplies	435.24
					Check Total:	435.24
68220	11/01/2012	Water Fund	Professional Services	Twin City Water Clinic, Inc.	Coliform Bacterias-Aug	360.00
					Check Total:	360.00
68221	11/01/2012	P & R Contract Maintenance	Professional Services	Upper Cut Tree Service	Diseased and Hazard Tree Removal	6,353.72
68221	11/01/2012	General Fund	Contract Maintenance	Upper Cut Tree Service	Blanket PO for tree removal - Per 201	294.97
68221	11/01/2012	P & R Contract Maintenance	Professional Services	Upper Cut Tree Service	Diseased and Hazard Tree Removal	454.22
					Check Total:	7,102.91
68222	11/01/2012	Boulevard Landscaping	Operating Supplies	Versa-Lok, Corp.	Mulch	53.45
					Check Total:	53.45
68223	11/01/2012	TIF District #17-Twin Lakes	PIK Building Demo	Vieau Associates, Inc.	Hazardous Building & Asbestos Asse:	4,625.93
68223	11/01/2012	Multi-Family Loan Program	Professional Services	Vieau Associates, Inc.	Environmental Assessment	1,800.00
					Check Total:	6,425.93
68224	11/01/2012	Water Fund	Professional Services	Water Conservation Service, Inc.	Leak Location Service	553.15
68224	11/01/2012	Water Fund	Professional Services	Water Conservation Service, Inc.	Leak Location Service	235.30
					Check Total:	788.45
68225	11/01/2012	Contracted Engineering Svcs	Deposits	Weis Builders Inc.	Escrow Return-3010 Cleveland Ave	21,000.00
68225	11/01/2012	Contracted Engineering Svcs	Deposits	Weis Builders Inc.	Escrow Return-2996 Cleveland Ave	9,000.00
					Check Total:	30,000.00
68226	11/09/2012	Recreation Fund	Petty Cash	US Bank	Starting Cash for HS Hockey Till	1,000.00
					Check Total:	1,000.00
68227	11/09/2012	Recreation Fund	Professional Services	AARP	AARP Driving Class	262.00
					Check Total:	262.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
68228	11/09/2012	Water Fund	Accounts Payable	DAVID ANDERSON	Refund Check	22.62
Check Total:						22.62
68229	11/09/2012	General Fund	Clothing	Aspen Mills Inc.	Uniforms	24.80
68229	11/09/2012	General Fund	Clothing	Aspen Mills Inc.	Uniforms	305.79
68229	11/09/2012	General Fund	Clothing	Aspen Mills Inc.	Uniforms	287.30
68229	11/09/2012	General Fund	Clothing	Aspen Mills Inc.	Uniforms	280.75
68229	11/09/2012	General Fund	Clothing	Aspen Mills Inc.	Uniforms	277.75
68229	11/09/2012	General Fund	Clothing	Aspen Mills Inc.	Uniforms	280.30
68229	11/09/2012	General Fund	Clothing	Aspen Mills Inc.	Uniforms	280.75
68229	11/09/2012	General Fund	Clothing	Aspen Mills Inc.	Uniforms	280.30
68229	11/09/2012	General Fund	Clothing	Aspen Mills Inc.	Uniforms	305.79
68229	11/09/2012	General Fund	Clothing	Aspen Mills Inc.	Uniforms	27.25
68229	11/09/2012	General Fund	Clothing	Aspen Mills Inc.	Uniforms	272.30
68229	11/09/2012	General Fund	Clothing	Aspen Mills Inc.	Uniforms	79.95
68229	11/09/2012	General Fund	Clothing	Aspen Mills Inc.	Uniforms	68.50
68229	11/09/2012	General Fund	Clothing	Aspen Mills Inc.	Uniforms	109.99
Check Total:						2,881.52
68231	11/09/2012	Water Fund	Accounts Payable	STEVE BAKER	Refund Check	20.90
Check Total:						20.90
68232	11/09/2012	General Fund	Operating Supplies	Batteries Plus	Batteries	55.44
68232	11/09/2012	General Fund	Operating Supplies	Batteries Plus	Batteries	187.57
Check Total:						243.01
68233	11/09/2012	Fire Station 2011	Professional Services	Bossardt Corporation	Construction Management Services C	12,300.00
Check Total:						12,300.00
68234	11/09/2012	General Fund	Professional Services	Shirley Buerkle	Absentee Voting	18.75
Check Total:						18.75
68235	11/09/2012	Recreation Fund	Professional Services	Chanhassen Dinner Theatre Corp	Bye Bye Birdie Tickets	1,204.00
Check Total:						1,204.00
68236	11/09/2012	Housing & Redevelopment Agency	Payment to Owners	Ralph Clare	Payment to Owners	60.00
Check Total:						60.00
68237	11/09/2012	General Fund	Contract Maintenance Vehicles	Clarey's Safety Equipment Inc	Equipment	381.10
Check Total:						381.10

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
68238	11/09/2012	General Fund	Contract Maintenance	Comcast Cable	Dale Street Dept	4.51
					Check Total:	4.51
68239	11/09/2012	Contracted Engineering Svcs	Deposits	Copeland Building Corporation	2323 Terminal Drive, escrow	29,000.00
68239	11/09/2012	Community Development	Deposits	Copeland Building Corporation	2323 Terminal Drive, Construction D	3,950.00
					Check Total:	32,950.00
68240	11/09/2012	Fire Station 2011	Contractor Payments	Crossroad Construction, Inc	Application 1	4,750.00
					Check Total:	4,750.00
68241	11/09/2012	Housing & Redevelopment Agency	Payment to Owners	Daniel Dorner	Payment to Owners	60.00
					Check Total:	60.00
68242	11/09/2012	Housing & Redevelopment Agency	Payment to Owners	Joshua Ellis	Payment to Owners	60.00
					Check Total:	60.00
68243	11/09/2012	Housing & Redevelopment Agency	Payment to Owners	Andrew Elrick	Payment to Owners	60.00
					Check Total:	60.00
68244	11/09/2012	Fire Station 2011	Contractor Payments	Frattalone Excavating	Application 1 & 2	116,612.50
					Check Total:	116,612.50
68245	11/09/2012	General Fund	Contract Maint. - City Hall	Gilbert Mechanical Contracting	Change out compressor	1,080.76
					Check Total:	1,080.76
68246	11/09/2012	Fire Station 2011	Contractor Payments	Gorham Oien Mechanical	Application 1	123,481.00
					Check Total:	123,481.00
68247	11/09/2012	Water Fund	Accounts Payable	LEILA GRAVEL	Refund Check	23.13
68247	11/09/2012	Sanitary Sewer	Accounts Payable	LEILA GRAVEL	Refund Check	7.35
					Check Total:	30.48
68248	11/09/2012	General Fund	Contract Maintenance Vehicles	Hamline Auto Body	Work on autos	3,501.33
					Check Total:	3,501.33
68249	11/09/2012	General Fund	Training	Hennepin Technical College	4 test outs	275.00
					Check Total:	275.00
68250	11/09/2012	East Metro SWAT	Training	HQ AAFES	Meal Catered	2,295.83

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
68251	11/09/2012	Storm Drainage	Printing	Impressive Print	Check Total:	2,295.83
					Leaf Program Post Cards	1,982.53
68252	11/09/2012	Recreation Fund	Training	Int'l Chemtex Corp	Check Total:	1,982.53
					Seminar: Loren Hockemeyer	100.00
68253	11/09/2012	Housing & Redevelopment Agency	Payment to Owners	Leroy Jasper	Check Total:	100.00
					Payment to Owners	60.00
68254	11/09/2012	General Fund	Training	Brooke Jennings	Check Total:	60.00
					Out of City Class	23.66
68255	11/09/2012	Housing & Redevelopment Agency	Payment to Owners	Ralph Johnson	Check Total:	23.66
					Payment to Owners	60.00
68256	11/09/2012	Fire Station 2011	Professional Services	Karges-Faulkonbridge, Inc.	Check Total:	60.00
					Professional Services through Oct 31,	1,000.00
68257	11/09/2012	Water Fund	Accounts Payable	DARRELL & CHARLOTTE KASAL	Check Total:	1,000.00
					Refund Check	69.90
68258	11/09/2012	Central Svcs Equip Revolving	Rental - Copier Machines	Konica Minolta	Check Total:	69.90
					Copies	4,668.01
68259	11/09/2012	Water Fund	Accounts Payable	MICHAEL KUNERT	Check Total:	4,668.01
					Refund Check	53.33
68260	11/09/2012	Water Fund	Accounts Payable	LANCE LENARZ	Check Total:	53.33
					Refund Check	105.00
68261	11/09/2012	Housing & Redevelopment Agency	Payment to Owners	Kathryn Levitt	Check Total:	105.00
					Payment to Owners	60.00
68262	11/09/2012	Community Development	Advertising	Lillie Suburban Newspaper Inc	Check Total:	60.00
					Community Dev	40.00
68262	11/09/2012	Recreation Fund	Advertising	Lillie Suburban Newspaper Inc	P & R	10.00
68263	11/09/2012	Police Vehicle Revolving	Capital Outlay	Linn Building Maintenance	Check Total:	50.00
					Break Down Work Stations	972.80

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
68263	11/09/2012	Police Vehicle Revolving	Capital Outlay	Linn Building Maintenance	Casters	345.80
68263	11/09/2012	General Fund	Op Supplies - City Hall	Linn Building Maintenance	Casters	345.80
68264	11/09/2012	Housing & Redevelopment Agency	Payment to Owners	Mike Lutzke	Check Total: Payment to Owners	1,664.40 60.00
68265	11/09/2012	General Fund	Conferences	Sarah Mahmud	Check Total: Crime prevention conference mileage	60.00 153.18
68266	11/09/2012	General Fund	Professional Services	Jennifer Malinen	Check Total: Election Judge	153.18 187.50
68267	11/09/2012	General Fund	Professional Services	Martin McAllister, Inc.	Check Total: Public Safety Assessment	187.50 400.00
68268	11/09/2012	General Fund	Operating Supplies	Motorola, Inc.	Check Total: Battery	400.00 1,060.00
68269	11/09/2012	Housing & Redevelopment Agency	Payment to Owners	Fuzu Moy	Check Total: Payment to Owners	1,060.00 60.00
68270	11/09/2012	Recreation Fund	Advertising	MSP Communications	Check Total: Mpls St. Paul Weddings	60.00 2,070.00
68271	11/09/2012	General Fund	Contract Maintenance	Nardini Fire Equipment Co, Inc	Check Total: Mainenance	2,070.00 135.35
68272	11/09/2012	Fire Station 2011	Furniture and Fixtures	National Office Outfitters, LLC	Check Total: Table and chairs	135.35 18,039.43
68272	11/09/2012	Fire Station 2011	Use Tax Payable	National Office Outfitters, LLC	Use Tax Payable	-1,160.43
68273	11/09/2012	East Metro SWAT	Professional Services	National Tactical Officers Assn.	Check Total: TE Team Annual Membership Renew	16,879.00 150.00
68274	11/09/2012	Recreation Fund	Professional Services	New Brighton Parks/Recreation	Check Total: Motor Coach Bus	150.00 283.68
68274	11/09/2012	Recreation Fund	Professional Services	New Brighton Parks/Recreation	Adult Trips	474.96
68275	11/09/2012	Special "10" Fund	Professional Service	No Suburban Community Foundati	Check Total: Remit Proceeds	758.64 22,000.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
Check Total:						22,000.00
68276	11/09/2012	General Fund	Salaries - Regular	Office Team	Jennifer Johnson	173.46
68276	11/09/2012	General Fund	Salaries - Regular	Office Team	Jennifer Johnson	792.96
68276	11/09/2012	General Fund	Salaries - Regular	Office Team	Jennifer Johnson	-198.24
68276	11/09/2012	General Fund	Salaries - Regular	Office Team	Jennifer Johnson	-99.12
Check Total:						669.06
68277	11/09/2012	Housing & Redevelopment Agency	Payment to Owners	Kristin Olson	Payment to Owners	60.00
Check Total:						60.00
68278	11/09/2012	General Fund	Dispatching Services	Ramsey County	911 Dispatch	23,264.10
68278	11/09/2012	General Fund	Professional Services	Ramsey County	Fleet Support for Oct 2012	15.60
68278	11/09/2012	General Fund	Professional Services	Ramsey County	Fleet Support for Oct 2012	365.04
Check Total:						23,644.74
68279	11/09/2012	Information Technology	Miscellaneous Revenue	Ramsey County Library	BEAR Reimbursement	8,100.00
Check Total:						8,100.00
68280	11/09/2012	Recreation Fund	Professional Services	Paloma Rodriguez	Fall Youth Soccer Coaching, 25 Hour	400.00
Check Total:						400.00
68281	11/09/2012	General Fund	Vehicle Supplies	Rosedale Chevrolet	2012 Blanket PO for Vehicle Repairs	116.24
Check Total:						116.24
68282	11/09/2012	HRA Property Abatement Program	Payments to Contractors	Rosetown Ridge Townhome Assoc	TMR	69.46
68282	11/09/2012	Community Development	Professional Services	Rosetown Ridge Townhome Assoc	Administrative Service Charge	125.00
Check Total:						194.46
68283	11/09/2012	General Fund	Vehicle Supplies	Roseville Chrysler Jeep Dodge	Shield FR	185.11
68283	11/09/2012	General Fund	Contract Maintenance Vehicles	Roseville Chrysler Jeep Dodge	Customer Deductible	100.00
Check Total:						285.11
68284	11/09/2012	General Fund	Professional Services	Paula Rusterholz	Absentee Voting	23.25
Check Total:						23.25
68285	11/09/2012	East Metro SWAT	Minor Equipment	Sage Control Ordnance, Inc.	Equipment	3,687.80
Check Total:						3,687.80
68286	11/09/2012	General Fund	Operating Supplies	Sam's Club	Supplies	100.40

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
Check Total:						100.40
68287	11/09/2012	Boulevard Landscaping	Operating Supplies	St. Paul Regional Water Services	Water	332.56
68287	11/09/2012	Boulevard Landscaping	Operating Supplies	St. Paul Regional Water Services	Water	95.00
68287	11/09/2012	Boulevard Landscaping	Operating Supplies	St. Paul Regional Water Services	Water	211.46
Check Total:						639.02
68288	11/09/2012	Community Development	Professional Services	Sheila Stowell	Services	73.83
Check Total:						73.83
68289	11/09/2012	Housing & Redevelopment Agency	Payment to Owners	Maureen Swenson	Payment to Owners	60.00
Check Total:						60.00
68290	11/09/2012	Fire Station 2011	Contractor Payments	Thompson Construction of Princeton, Inc.	Application 2	125,400.00
Check Total:						125,400.00
68291	11/09/2012	General Fund	Professional Services	Time Saver Off Site Secretarial	Human Rights Commission Meeting t	200.00
Check Total:						200.00
68292	11/09/2012	Information Technology	Transportation	Mark Toboll	Mileage	151.52
Check Total:						151.52
68293	11/09/2012	General Fund	Operating Supplies	Tri State Bobcat, Inc	Supplies	251.69
Check Total:						251.69
68294	11/09/2012	General Fund	Memberships & Subscriptions	Tri-County Law Enforcement Assoc	Annual Agency Dues 2012 Law Enfo	50.00
Check Total:						50.00
68295	11/09/2012	Recreation Fund	Operating Supplies	Twin City Hardware	Supplies	352.30
Check Total:						352.30
68296	11/09/2012	General Fund	Police Reserve Program	Uniforms Unlimited, Inc.	Uniform	328.76
68296	11/09/2012	Police Vehicle Revolving	Capital Outlay	Uniforms Unlimited, Inc.	Digital Power	435.41
68296	11/09/2012	General Fund	Clothing	Uniforms Unlimited, Inc.	Uniform	9.14
Check Total:						773.31
68297	11/09/2012	Police - DWI Enforcement	Operating Supplies	US Bank	License Center	20.75
68297	11/09/2012	General Fund	Operating Supplies	US Bank	License Center	11.00
68297	11/09/2012	General Fund	Operating Supplies	US Bank	License Center	11.00
68297	11/09/2012	Police - DWI Enforcement	Operating Supplies	US Bank	License Center	41.50
68297	11/09/2012	General Fund	Operating Supplies	US Bank	License Center	38.25

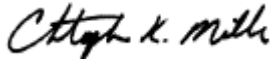
Check Number	Check Date	Fund Name	Account Name	Vendor Name	Invoice Desc.	Amount
68297	11/09/2012	General Fund	Miscellaneous	US Bank	Carolyn Curti	9.47
68297	11/09/2012	License Center	Training	US Bank	Doothy Wrzos	6.00
68297	11/09/2012	Community Development	Training	US Bank	Don Munson	7.00
68297	11/09/2012	General Fund	Advertising	US Bank	Bill Malinen	26.75
68297	11/09/2012	Fire Station 2011	Professional Services	US Bank	John Loftus	5.00
						Check Total: 176.72
68298	11/09/2012	TIF District #17-Twin Lakes	P-SS-ST-W-10-17 Contractor Pay	Veit & Company, Inc.	Pay Voucher #7	80,609.92
						Check Total: 80,609.92
68299	11/09/2012	General Fund	Vehicle Supplies	Vermeer Sales and Service, Corp.	2012 Blanket PO for Vehicle Repairs	256.19
						Check Total: 256.19
68300	11/09/2012	Recreation Fund	Operating Supplies	Weisbrod Landscapes	Install Clay Pavers	525.00
						Check Total: 525.00
						Report Total: 2,686,905.74

REQUEST FOR COUNCIL ACTION

Date: 11/19/2012

Item No.: 7.b

Department Approval



City Manager Approval



Item Description: Approve 2012/2013 Business and Other Licenses and Permits

BACKGROUND

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

Pawn Shop & Precious Metal Dealer

Pawn America, LLC
1715 N. Rice St.
Roseville, MN 55113

Christmas Tree Sales

B & J Trees
2300 Hamline Ave. N.
Roseville, MN 55113

Bork Evergreens
1201 Larpenteur Ave.
Roseville, MN 55113

Massage Therapy Establishment

Massage Xcape, LLC
1767 Lexington Ave. N.
Roseville, MN 55113

Massage Therapist

Dona McGlennen at Mind, Body & Soul Wellness
2201 Lexington Ave N., Suite 103
Roseville, MN 55113

Elizabeth Harris, Stephanie Lankford & Timothy Brinkman at Massage Xcape
1767 Lexington Ave. N.
Roseville, MN 55113

Heather Marnell at Massage Envy Roseville
2480 Fairview Ave, Suite 120
Roseville, MN 55113

36
37
38
39
40
41
42
43
44
45
46
47
48
49
50
51
52
53
54
55
56
57
58
59
60
61
62
63
64
65
66
67
68
69
70
71
72
73
74
75
76
77
78
79
80
81
82
83
84

Solid Waste Hauler License

Waste Management of Minnesota, Inc.
10050 Naples St. NE
Blaine, MN 55449

Walters Recycling & Refuse
PO Box 67
Circle Pines, MN 55014

Highland Sanitation & Recycling Inc.
PO Box 10
Vermillion, MN 55085

Randy’s Environmental Services
PO Box 169
Delano, MN 55328

Keith Krupenny & Son Disposal Service, Inc.
1214 Hall Ave.
West St. Paul, MN 55118

Recycling Hauler License

Waste Management of Minnesota, Inc.
10050 Naples St. NE
Blaine, MN 55449

Walters Recycling & Refuse
PO Box 67
Circle Pines, MN 55014

Highland Sanitation & Recycling Inc.
PO Box 10
Vermillion, MN 55085

International Paper
2425 Terminal Rd.
Roseville, MN 55113

Keith Krupenny & Son Disposal Service, Inc.
1214 Hall Ave.
West St. Paul, MN 55118

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

85 recommends approval of the license(s).

86 **REQUESTED COUNCIL ACTION**

87
88 Motion to approve the business and other license application(s) as submitted.

Prepared by: Chris Miller, Finance Director

Attachments: A: Applications



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

Recycling Hauler License Application

Fee Due: \$125.00 Year 2013 (License will be for January 1 to December 31.)

Business Name Waste Management of Minnesota, Inc

Business Address 10050 Naples St NE Blaine MN 55449

Business Phone _____

Contact Person _____ Email Address _____

Emergency Contact Information _____

If completed license should be mailed somewhere other than the business address, please attach separate sheet.

Recycling services will be provided to (check all that apply):

☒ Residential ☒ Commercial ☒ Multifamily ☒ Industrial

Number of vehicles the applicant proposes to use in the collection of recyclables 4

Name and address of companies or materials recovery facility where recyclables will be delivered:

*Newsprint**
WM - Twin Cities MRF
1800 Broadway Ave NE
Mpls MN 55413

*Glass**
same

*Cans/Plastic**
same

*Office paper/Boxboard**

*Corrugated Cardboard**

Other (please specify)

same

same

*Required items for residential and multifamily haulers

I have been provided with a copy of the City of Roseville Curbside Recycling Ordinance and understand that violation of any of the provisions included in the ordinance may result in suspension or revocation of the license.

I have attached a certificate of liability insurance, a certificate indicating Worker Compensation coverage, and the fee of \$125.00.

11/12/12
Date

[Signature]
Applicant's Signature

Sr. Dist. Manager
Title



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

Solid Waste Hauler License Application

 **Fee Due: \$125.00** Year 2013 (License will be for January 1 to December 31.)

Business Name Waste Management of Minnesota, Inc.

Business Address 10050 Naples St NE Blaine MN 55449
If completed license should be mailed somewhere other than the business address, please advise.

Business Phone _____

Contact Person _____
(Business Matters)

Email Address _____

Contact Person _____
(Operational Matters)

Email Address _____

Emergency Contact Information
Contact Name: _____

Cell Phone: _____

Alternate Contact Information: _____

In the event that, while operating in Roseville, a collection vehicle leaks or spills either vehicle fluids or fluids or debris from material collected the company must contact the City within one business day with information regarding the material involved, the amount of material involved and the steps taken by the company to mitigate and remediate damage. This contact does not absolve the company from liability.

The City expects that in the case of a natural or man-made disaster or a public health crisis your company will be able to continue service. Your company should plan for continuity of operations through an emergency operations plan. Does your company have an emergency operations plan? ☒ Yes ☐ No

Your company must notify the City when you activate your emergency operations plan, and inform the City of relevant information regarding provision of collection service under the plan.

Solid waste collection will be provided to (check all that apply):

☒ Residential (single family, duplex, triplex, fourplex)

☒ Multiple Residential (apartment, condominium, manufactured home park, and townhouse)

☒ Commercial/Industrial

Number of vehicles the applicant proposes to use in the collection of solid waste 2

(over)

Name and address of each transfer station, disposal facility and composting facility used for each of the following:
(attach additional pages if needed)

Garbage

Newport - RRT
2901 Maxwell Ave
Newport mn 55055

Construction/Demolition Debris

Recyco
1691 - 91st Ave NE
Blaine mn 55449

Yard Waste/Brush

Malcolm - SKB
630 Malcolm Ave SE
Mpls Mn 55414

Organics

Include a copy of the disclosure form used to inform customers of the disposal facilities used by the applicant.

Residential Customer Rates

Please include all relevant taxes and fees including surcharges.
These will be published and otherwise made available to residents.

Service	Cost
32 Gallon Service*	_____ (per month)
64 Gallon Service*	_____ (per month)
96 Gallon Service*	_____ (per month)
Walk-up Service*	_____ (per month)
Additional Garbage*	_____
Yard Waste*	_____

*These services are required to be offered in Roseville.

I have been provided with a copy of the City of Roseville Solid Waste Collection Ordinance and understand that violation of the provisions included in the ordinance may result in suspension or revocation of the license.

I have attached a certificate of liability insurance, a certificate indicating Worker Compensation coverage, the fee of \$125.00, and a copy of the disposal facility disclosure form.


Applicant's Signature

Sr. Dist Manager
Title

11/11/13/12
Date



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

Recycling Hauler License Application

Fee Due: \$125.00 Year 2013 (License will be for January 1 to December 31.)

Business Name Walters Recycling & Reuse

Business Address 2000 Ave 67 Circle Pines 55014

Business Phone _____

Contact Person _____ Email Address _____

Emergency Contact Information _____

If completed license should be mailed somewhere other than the business address, please attach separate sheet.

Recycling services will be provided to (check all that apply):

☒ Residential ☒ Commercial ☒ Multifamily ☒ Industrial

Number of vehicles the applicant proposes to use in the collection of recyclables 2

Name and address of companies or materials recovery facility where recyclables will be delivered:

*Newsprint**

*Glass**

*Cans/Plastic**

Royde America

Royde America

Royde America

TP Paper, Rock turn, Everet

*Office paper/Boxboard**

*Corrugated Cardboard**

Other (please specify)

see Newsprint

see Newsprint

*Required items for residential and multifamily haulers

I have been provided with a copy of the City of Roseville Curbside Recycling Ordinance and understand that violation of any of the provisions included in the ordinance may result in suspension or revocation of the license.

I have attached a certificate of liability insurance, a certificate indicating Worker Compensation coverage, and the fee of \$125.00.

10/6/12
Date

[Signature]
Applicant's Signature

OPERATIONS MGR
Title

\$125.00



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

Solid Waste Hauler License Application

Fee Due: \$125.00 Year 2013 (License will be for January 1 to December 31.)

Business Name Walters Recycling & Reuse

Business Address P.O. Box 67 Cedar Park MN 55014

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

Business Phone _____

Contact Person _____
(Business Matters)

Email Address _____

Contact Person _____
(Operational Matters)

Email Address _____

Emergency Contact Information

Contact Name: _____

Cell Phone: _____

Alternate Contact Information: _____

In the event that, while operating in Roseville, a collection vehicle leaks or spills either vehicle fluids or fluids or debris from material collected the company must contact the City within one business day with information regarding the material involved, the amount of material involved and the steps taken by the company to mitigate and remediate damage. This contact does not absolve the company from liability.

The City expects that in the case of a natural or man-made disaster or a public health crisis your company will be able to continue service. Your company should plan for continuity of operations through an emergency operations plan. Does your company have an emergency operations plan? ☒ Yes ☐ No

Your company must notify the City when you activate your emergency operations plan, and inform the City of relevant information regarding provision of collection service under the plan.

Solid waste collection will be provided to (check all that apply):

☒ Residential (single family, duplex, triplex, fourplex)

☒ Multiple Residential (apartment, condominium, manufactured home park, and townhouse)

☒ Commercial/Industrial

Number of vehicles the applicant proposes to use in the collection of solid waste 3

(over)

Name and address of each transfer station, disposal facility and composting facility used for each of the following:
(attach additional pages if needed)

Garbage

RRT - NEWPORT
Veolia - Transfer - Snpaul
Waters Transfer Station

Construction/Demolition Debris

SKB - Malcom - Mpls - Snpaul / Invergent
Veolia -
Veit Aspent - Snpaul -

Yard Waste/Brush

200 River Road - New Brighton
Veit Aspent - Snpaul

Organics

-

Include a copy of the disclosure form used to inform customers of the disposal facilities used by the applicant.

Residential Customer Rates

Please include all relevant taxes and fees including surcharges.
These will be published and otherwise made available to residents.

Service	Cost
32 Gallon Service*	_____ (per month)
64 Gallon Service*	_____ (per month)
96 Gallon Service*	_____ (per month)
Walk-up Service*	_____ _____ (per month)
Additional Garbage*	_____
Yard Waste*	_____

*These services are required to be offered in Roseville.

I have been provided with a copy of the City of Roseville Solid Waste Collection Ordinance and understand that violation of the provisions included in the ordinance may result in suspension or revocation of the license.

I have attached a certificate of liability insurance, a certificate indicating Worker Compensation coverage, the fee of \$125.00, and a copy of the disposal facility disclosure form.


Applicant's Signature

OPERATIONS MGR
Title

11/11/12
Date

125⁰⁰



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

Recycling Hauler License Application

Fee Due: \$125.00 Year 2013 (License will be for January 1 to December 31.)

Business Name Highland Sanitation & Recycling Inc

Business Address P O Box 10, Vermillion MN 55085

Business Phone _____

Contact Person _____ Email Address _____

Emergency Contact Information _____

If completed license should be mailed somewhere other than the business address, please attach separate sheet.

Recycling services will be provided to (check all that apply):

☒ Residential ☒ Commercial ☒ Multifamily ☐ Industrial

Number of vehicles the applicant proposes to use in the collection of recyclables 1

Name and address of companies or materials recovery facility where recyclables will be delivered:

<i>Newsprint*</i>	<i>Glass*</i>	<i>Cans/Plastic*</i>
<u>Recycle America for all - taken comingled</u>		
<i>Office paper/Boxboard*</i>	<i>Corrugated Cardboard*</i>	<i>Other(please specify)</i>

*Required items for residential and multifamily haulers

I have been provided with a copy of the City of Roseville Curbside Recycling Ordinance and understand that violation of any of the provisions included in the ordinance may result in suspension or revocation of the license.

I have attached a certificate of liability insurance, a certificate indicating Worker Compensation coverage, and the fee of \$125.00.

11/8/12

Date


Applicant's Signature

Vice President

Title



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

Solid Waste Hauler License Application

Fee Due: \$125.00 Year 2013 (License will be for January 1 to December 31.)

Business Name Highland Sanitation & Recycling Inc

Business Address P O Box 10, Vermillion MN 55085

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

Business Phone _____

Contact Person _____
(Business Matters)

Email Address _____

Contact Person _____
(Operational Matters)

Email Address _____

Emergency Contact Information

Contact Name: _____

Cell Phone: _____

Alternate Contact Information: _____

In the event that, while operating in Roseville, a collection vehicle leaks or spills either vehicle fluids or fluids or debris from material collected the company must contact the City within one business day with information regarding the material involved, the amount of material involved and the steps taken by the company to mitigate and remediate damage. This contact does not absolve the company from liability.

The City expects that in the case of a natural or man-made disaster or a public health crisis your company will be able to continue service. Your company should plan for continuity of operations through an emergency operations plan. Does your company have an emergency operations plan? ☐ Yes ☒ No

Your company must notify the City when you activate your emergency operations plan, and inform the City of relevant information regarding provision of collection service under the plan.

Solid waste collection will be provided to (check all that apply):

☒ Residential (single family, duplex, triplex, fourplex)

☒ Multiple Residential (apartment, condominium, manufactured home park, and townhouse)

☒ Commercial/Industrial

Number of vehicles the applicant proposes to use in the collection of solid waste _____

2

(over)

Name and address of each transfer station, disposal facility and composting facility used for each of the following:
(attach additional pages if needed)

Garbage

RRT in Newport

Construction/Demolition Debris

SKB in Hastings

Yard Waste/Brush

The Mulch Store in Rosemount

Organics

Include a copy of the disclosure form used to inform customers of the disposal facilities used by the applicant.

Residential Customer Rates

Please include all relevant taxes and fees including surcharges.
These will be published and otherwise made available to residents.

Service	Cost
32 Gallon Service*	_____ (per month)
64 Gallon Service*	_____ (per month)
96 Gallon Service*	_____ (per month)
Walk-up Service*	_____ (per month)
Additional Garbage*	_____
Yard Waste*	_____

*These services are required to be offered in Roseville.

I have been provided with a copy of the City of Roseville Solid Waste Collection Ordinance and understand that violation of the provisions included in the ordinance may result in suspension or revocation of the license.

I have attached a certificate of liability insurance, a certificate indicating Worker Compensation coverage, the fee of \$125.00, and a copy of the disposal facility disclosure form.

Applicant's Signature

Vice President

Title

11/8/12

Date



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

Solid Waste Hauler License Application

Fee Due: \$125.00 Year 2013 (License will be for January 1 to December 31.)

Business Name Randy's Environmental Services

Business Address PO Box 169 Delano, mn. 55328

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

Business Phone _____

Contact Person _____
(Business Matters)

Email Address _____

Contact Person _____
(Operational Matters)

Email Address _____

Emergency Contact Information

Contact Name: _____

Cell Phone: _____

Alternate Contact Information: _____

In the event that, while operating in Roseville, a collection vehicle leaks or spills either vehicle fluids or fluids or debris from material collected the company must contact the City within one business day with information regarding the material involved, the amount of material involved and the steps taken by the company to mitigate and remediate damage. This contact does not absolve the company from liability.

The City expects that in the case of a natural or man-made disaster or a public health crisis your company will be able to continue service. Your company should plan for continuity of operations through an emergency operations plan. Does your company have an emergency operations plan? ☐ Yes ☒ No

Your company must notify the City when you activate your emergency operations plan, and inform the City of relevant information regarding provision of collection service under the plan.

Solid waste collection will be provided to (check all that apply):

☐ Residential (single family, duplex, triplex, fourplex)

☒ Multiple Residential (apartment, condominium, manufactured home park, and townhouse)

☒ Commercial/Industrial

Number of vehicles the applicant proposes to use in the collection of solid waste 4

(over)

Name and address of each transfer station, disposal facility and composting facility used for each of the following:
(attach additional pages if needed)

Garbage

see attached disclosure

Construction/Demolition Debris

see attached disclosure

Yard Waste/Brush

Organic Technologies
3750 Washington Ave. N.
Minneapolis, MN.

Organics

Brooklyn Park Transfer Station

Include a copy of the disclosure form used to inform customers of the disposal facilities used by the applicant.

Residential Customer Rates

Please include all relevant taxes and fees including surcharges.
These will be published and otherwise made available to residents.

Service	Cost
32 Gallon Service*	_____ (per month)
64 Gallon Service*	_____ (per month)
96 Gallon Service*	_____ (per month)
Walk-up Service*	_____ (per month)
Additional Garbage*	_____
Yard Waste*	_____

*These services are required to be offered in Roseville.

I have been provided with a copy of the City of Roseville Solid Waste Collection Ordinance and understand that violation of the provisions included in the ordinance may result in suspension or revocation of the license.

I have attached a certificate of liability insurance, a certificate indicating Worker Compensation coverage, the fee of \$125.00, and a copy of the disposal facility disclosure form.

Rhonda Siler
Applicant's Signature

Operations Coordinator
Title

11-6-12
Date



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

Massage Therapist License

New License ☒ Renewal ☐

For License year ending June 30, 2013

1. Legal Name DONA LORRAINE McGlennen
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 ☐ 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.
MIND, BODY & SOUL Wellness Center
9. Have you had any previous massage therapist license that was revoked, suspended, or not renewed?
Yes ☐ No ☒ If yes, explain in detail on a separate page.

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

Finance Department, License Division
2660 Civic Center Drive
Roseville, MN 55113

License fee is \$100.00
Make checks payable to: City of Roseville



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

Massage Therapy Establishment License Application

Business Name Massage Xcape LLC
Business Address 1767 Lexington Ave. N Roseville, MN 55113
Business Phone () - - - - -
Email Address - - - - -
Person to Contact in Regard to Business License:
Legal Name - - - - -
Address - - - - -
Phone - - - - - Date of Birth - - - - -
Drivers License Number - - - - -

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

License Required	Fee
Massage Therapy Establishment	\$300.00
	\$150.00 Background Check (new license only)

The undersigned applicant makes this application pursuant to all the laws of the State of Minnesota and regulation as the Council of the City of Roseville may from time to time prescribe, including Minnesota Statue #176.182. In addition, the applicant acknowledges that they are responsible for reviewing the background and work history of their employees, including those that have received a massage therapist license from the City.

Signature [Signature]

Date 11-8-12

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



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

Massage Therapist License

New License ☐ Renewal ☐

2013

For License year ending June 30, _____

Elizabeth Rose Harris

1. Legal Name _____

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 ☐ No ☐ If yes, list each name along with dates and places where used.

07

8. Name and address of the licensed Massage Therapy Establishment that you expect to be employed by.

Massage Xscape, 1767 Lexington Ave, Roseville, MN

9. Have you had any previous massage therapist license that was revoked, suspended, or not renewed?
Yes ☐ No ☐ If yes, explain in detail on a separate page.

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

Finance Department, License Division
2660 Civic Center Drive
Roseville, MN 55113

License fee is \$100.00

Make checks payable to: City of Roseville

CITY OF ROSEVILLE, MINNESOTA
FOR PAWN SHOP/PRECIOUS METAL DEALER LICENSE

Part I - General Information

(January 1, 2013 through December 31, 2013)

Directions:

Please complete with typewriter or by printing in ink. If the application is by a natural person, by such person; if by a corporation, by an officer thereof; if by a partnership, by one of the partners; if by an unincorporated association, by the manager or managing officer thereof.

1. Name of Applicant (name of individual, partnership, corporation, or association):

Pawn America Minnesota, LLC

(If Individual) **LAST** **FIRST** **FULL MIDDLE NAME**

2. Name under which applicant will be doing business, business address, and telephone number:

Full Name Pawn America Minnesota, LLC / Pawn America

Business Address 181 So River Ridge Circle, Burnsville, MN 55337

Business Telephone _____

3. Type of Applicant:

____ Individual ____ Partnership ____ Corporation
____ Association ____ Limited Liability Company ____ Other

4. Type of license applicant seeks:

Type of License/Permit	Fee Per Year
Pawn Shop	\$10,000.00
Precious Metal Dealer	\$10,000.00
xxx Pawn Shop and Precious Metal Dealer	\$13,000.00

5. A. If applicant is an individual, state full name, residence and business address, and telephone numbers:

Name _____
LAST **FIRST** **FULL MIDDLE NAME**

Date of Birth _____

Residence Address _____

Date Of Birth _____ Interest _____

Residence Address _____

Residence Telephone _____

Business Address _____

Business Telephone _____

B. The managing partner will be _____

7. A. If the applicant is a corporation or association, give the name of corporation or association, branch address and telephone number, and home office address and telephone number:

Name _____ Pawn America Minnesota, LLC

State of Incorporation or Association _____ Minnesota

Branch Address _____ 1715 North Rice Street, Roseville, MN 55113

Branch Telephone Number _____

Home Office Address _____ 181 So River Ridge Circle, Burnsville, MN 55337

Home Office Telephone Number _____

- B. The full names, residence address, and telephone numbers of all officers of said corporation or association:

President

LAST	FIRST	FULL MIDDLE NAME
------	-------	------------------

Residence Address _____

Residence Telephone Number _____

Date Of Birth _____

Vice President

LAST	FIRST	FULL MIDDLE NAME
------	-------	------------------

Residence Address _____

Residence Telephone Number _____

Date of Birth _____

Secretary N/A
LAST FIRST FULL MIDDLE NAME

Residence Address _____

Residence Telephone Number _____

Date Of Birth _____

Treasurer N/A
LAST FIRST FULL MIDDLE NAME

Residence Address _____

Residence Telephone Number _____

Date Of Birth _____

- C. The full names, residence address and telephone number of all persons who singly or together with their spouse and his or her parents, brothers, sisters, or children, own or control an interest in said corporation or association in excess of five (5) percent:

1. Full Name Pawn America Family Limited Partnership
LAST FIRST FULL MIDDLE NAME

Date Of Birth _____ Interest _____ %

Residence Address 181 So River Ridge Circle, Burnsville, MN 55337

Residence Telephone _____

2. Full Name _____
LAST FIRST FULL MIDDLE NAME

Date Of Birth _____ Interest _____ %

Residence Address _____

Residence Telephone _____

3. Full Name _____
LAST FIRST FULL MIDDLE NAME

Date Of Birth _____ Interest _____ %

Residence Address _____

Residence Telephone _____

4. Full Name _____
 LAST **FIRST** **FULL MIDDLE NAME**

Date Of Birth _____ Interest _____ %

Residence Address _____

Residence Telephone _____

D. The full name, residence address and telephone number of the manager, proprietor, or other agent in charge of the individual's, corporation's or association's premises to be licensed:

Full Name _____
 LAST **FIRST** **FULL MIDDLE NAME**

Residence Address _____

Residence Telephone _____

Date Of Birth _____

STATE OF Minnesota)
))
 COUNTY OF Dakota)

Steve Caulfield being first duly sworn, upon his/her oath, deposes and says that he/she is the person who has executed the above application, and that the statements made therein are true of his/her own knowledge and belief.

[Signature]

SIGNATURE

Vice President

TITLE

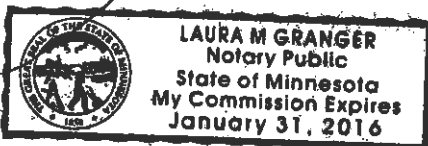
Subscribed and sworn to before me this 1st day of Nov, 2012

[Signature]

NOTARY PUBLIC

Dakota

COUNTY



My commission expires 1/31/2016



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

Massage Therapist License

New License ☐ Renewal ☒

For License year ending June 30, 2013

1. Legal Name Heather Lynn Marnell
2. Home Address _____
3. Home Telephone _____
4. Date of Birth 1/1/78
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 ☐ 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.

massage ENW Roseville

9. Have you had any previous massage therapist license that was revoked, suspended, or not renewed?
Yes ☐ No ☒ If yes, explain in detail on a separate page.

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

Finance Department, License Division
2660 Civic Center Drive
Roseville, MN 55113

License fee is \$100.00

Make checks payable to: City of Roseville



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

Massage Therapist License

New License ☒ Renewal ☐

For License year ending June 30, 2012

1. Legal Name Stephanie Irene Lankford
2. Home Address _____
3. Home Telephone 612 _____
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 ☐ 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.
Massage Xscape 1767 Lexington Ave

9. Have you had any previous massage therapist license that was revoked, suspended, or not renewed?
Yes ☐ No ☒ If yes, explain in detail on a separate page.

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

Finance Department, License Division
2660 Civic Center Drive
Roseville, MN 55113

License fee is \$100.00
Make checks payable to: City of Roseville



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

Massage Therapist License

New License ☒ Renewal ☐

For License year ending June 30, 2013

1. Legal Name Timothy Scott Brinkman
2. Home Address 11111 11111 11111 11111 11111
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 ☐ 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.

Xscape Massage 1767 Lexington Ave N. Roseville MN 55113

9. Have you had any previous massage therapist license that was revoked, suspended, or not renewed?
Yes ☐ No ☒ If yes, explain in detail on a separate page.

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

Finance Department, License Division
2660 Civic Center Drive
Roseville, MN 55113

License fee is \$100.00
Make checks payable to: City of Roseville



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

Recycling Hauler License Application

Fee Due: \$125.00 Year 2013 (License will be for January 1 to December 31.)

Business Name International Paper

Business Address 2425 Terminal Road Roseville, MN 55113

Business Phone _____

Contact Person _____

Email Address _____

Emergency Contact Information _____

If completed license should be mailed somewhere other than the business address, please attach separate sheet.

Recycling services will be provided to (check all that apply):

☐ Residential ☒ Commercial ☐ Multifamily ☒ Industrial

Number of vehicles the applicant proposes to use in the collection of recyclables 6

Name and address of companies or materials recovery facility where recyclables will be delivered:

*Newsprint**

*Glass**

*Cans/Plastic**

*Office paper/Boxboard**

*Corrugated Cardboard**

Other (please specify)

*Required items for residential and multifamily haulers

I have been provided with a copy of the City of Roseville Curbside Recycling Ordinance and understand that violation of any of the provisions included in the ordinance may result in suspension or revocation of the license.

I have attached a certificate of liability insurance, a certificate indicating Worker Compensation coverage, and the fee of \$125.00.

10/29/2012
Date

[Signature]
Applicant's Signature

Superintendent
Title



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

Recycling Hauler License Application

Fee Due: \$125.00 Year 2013 (License will be for January 1 to December 31.)

Business Name Keith Krupenny & Son Disposal Service, Inc.

Business Address 1214 Hall Avenue, West Saint Paul, MN. 55118

Business Phone _____

Contact Person _____

mail Address _____

Emergency Contact Information _____

If completed license should be mailed somewhere other than the business address, please attach separate sheet.

Recycling services will be provided to (check all that apply):

☐ Residential

☐ Commercial

☐ Multifamily

☐ Industrial

Rolloffs only.

Number of vehicles the applicant proposes to use in the collection of recyclables 4- Rolloffs

Name and address of companies or materials recovery facility where recyclables will be delivered:

Newsprint*

Glass*

Cans/Plastic*

Office paper/Boxboard*

Corrugated Cardboard*

(on call service - only) Rolloffs
Other (please specify)

Rock Pave Concrete - Rock - Dirt
ST. PAUL, MN. Shingles - Mattresses
Wood - Brush - Metal

*Required items for residential and multifamily haulers

I have been provided with a copy of the City of Roseville Curbside Recycling Ordinance and understand that violation of any of the provisions included in the ordinance may result in suspension or revocation of the license.

I have attached a certificate of liability insurance, a certificate indicating Worker Compensation coverage, and the fee of \$125.00.

10-14-12

Date

Keith Krupenny
Applicant's Signature

owner - Vice Pres.
Title



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

Solid Waste Hauler License Application

Fee Due: \$125.00 Year 2013 (License will be for January 1 to December 31.)

Business Name Keith Klupenny & Son Disposal Service, Inc.

Business Address 1214 Hall Avenue, West St. Paul, MN 55118
If completed license should be mailed somewhere other than the business address, please advise.

Business Phone _____

Contact Person (Business Matters) J

Email Address _____

Contact Person (Operational Matters) _____

Email Address _____

Emergency Contact Information
Contact Name: _____

Cell Phone: _____

Alternate Contact Information: 80

In the event that, while operating in Roseville, a collection vehicle leaks or spills either vehicle fluids or fluids or debris from material collected the company must contact the City within one business day with information regarding the material involved, the amount of material involved and the steps taken by the company to mitigate and remediate damage. This contact does not absolve the company from liability.

The City expects that in the case of a natural or man-made disaster or a public health crisis your company will be able to continue service. Your company should plan for continuity of operations through an emergency operations plan. Does your company have an emergency operations plan? ☒ Yes ☐ No

Your company must notify the City when you activate your emergency operations plan, and inform the City of relevant information regarding provision of collection service under the plan.

Solid waste collection will be provided to (check all that apply):

☐ Residential (single family, duplex, triplex, fourplex)

☐ Multiple Residential (apartment, condominium, manufactured home park, and townhouse)

☒ Commercial/Industrial

Number of vehicles the applicant proposes to use in the collection of solid waste

(over)

0 2
— — — — —

Name and address of each transfer station, disposal facility and composting facility used for each of the following:
(attach additional pages if needed)

Garbage

Construction/Demolition Debris

Yard Waste/Brush

Organics

Include a copy of the disclosure form used to inform customers of the disposal facilities used by the applicant.

Residential Customer Rates

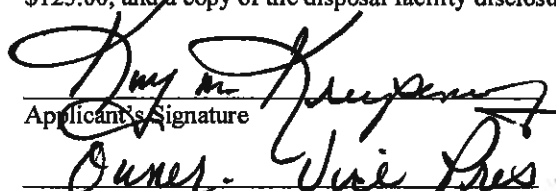
Please include all relevant taxes and fees including surcharges.
These will be published and otherwise made available to residents.

Service	Cost
32 Gallon Service*	_____ (per month)
64 Gallon Service*	_____ (per month)
96 Gallon Service*	_____ (per month)
Walk-up Service*	_____ (per month)
Additional Garbage*	_____
Yard Waste*	_____

*These services are required to be offered in Roseville.

I have been provided with a copy of the City of Roseville Solid Waste Collection Ordinance and understand that violation of the provisions included in the ordinance may result in suspension or revocation of the license.

I have attached a certificate of liability insurance, a certificate indicating Worker Compensation coverage, the fee of \$125.00, and a copy of the disposal facility disclosure form.


Applicant's Signature

Owner - Vicki Pres
Title

10-14-12
Date



COMMUNITY DEVELOPMENT
2660 Civic Center Drive ♦ Roseville, MN 55113
Phone: (651) 792-7005 ♦ Fax: (651) 792-7070

OFFICE USE ONLY

Permit # _____

Receipt # _____

City Planner signature & date _____

SEASONAL OUTDOOR SALES PERMIT

☐ APPLICATION FEE: \$50

Fee should be made payable to City of Roseville upon submittal of completed application.

Seasonal Outdoor Sales Requirements

Seasonal Outdoor Sales: A seasonal outdoor sales permit shall be required from the Community Development Department to allow outdoor sales of merchandise such as produce, plants, garden supplies, and/or a farmer's market. The Community Development Department shall review a site plan and specifics of the proposed seasonal outdoor sales area/use and may issue the permit, subject to (but not limited to) the following requirements:

- i. The outdoor sales area shall be located within the parking lot in a location so as not to disrupt the safety and flow of customer traffic.
- ii. The outdoor sales area shall not eliminate parking spaces to an amount that is detrimental to primary use or function of the site.
- iii. The outdoor sales area shall not obstruct existing pedestrian access on the site, whether from parking areas to the building entrance or from the public street to the building entrance.
- iv. Accessory structures (e.g. stands, booths, and/or tents) used in conjunction with the seasonal event shall meet all applicable fire codes and parking lot setback requirements.
- v. Contact John Loftus, Fire Marshal at 651-792-7341 for the required inspection on all tents 200 square feet or more in size and/or canopies 400 square feet or more in size.

1. Applicant Information:

Company name: E-Clanshearing DBA B&J Trees
Last name: Johnson First name: Trent
Address: 12946 47th St City/State/Zip: Clear Lake MN 55319
Phone number: _____ Email address: _____@com

2. Address of the Seasonal Outdoor Sales: (if different from above)

2300 Hamline Ave N. Roseville MN 55113

3. Proposal Details:

Type of use: Christmas Tree Sales

Beginning date: 11/11/2012 Ending date: 12/27/2012

Hours of operation:

Use will be: ☒ daily ☐ weekly ☐ other _____

Equipment/display will be: ☐ removed nightly ☒ in place 24 hours

Structure or tent proposed: ☐ No ☒ Yes length: _____ width: _____ height: _____

Sign(s) proposed: ☐ No ☒ Yes Please include details of the type and size of all proposed signs.

4. **Site Plan:** A site plan is required showing the approximate size and location of the temporary use as well as signage and any electrical or other utility services that may be needed.

5. **Signature(s):**

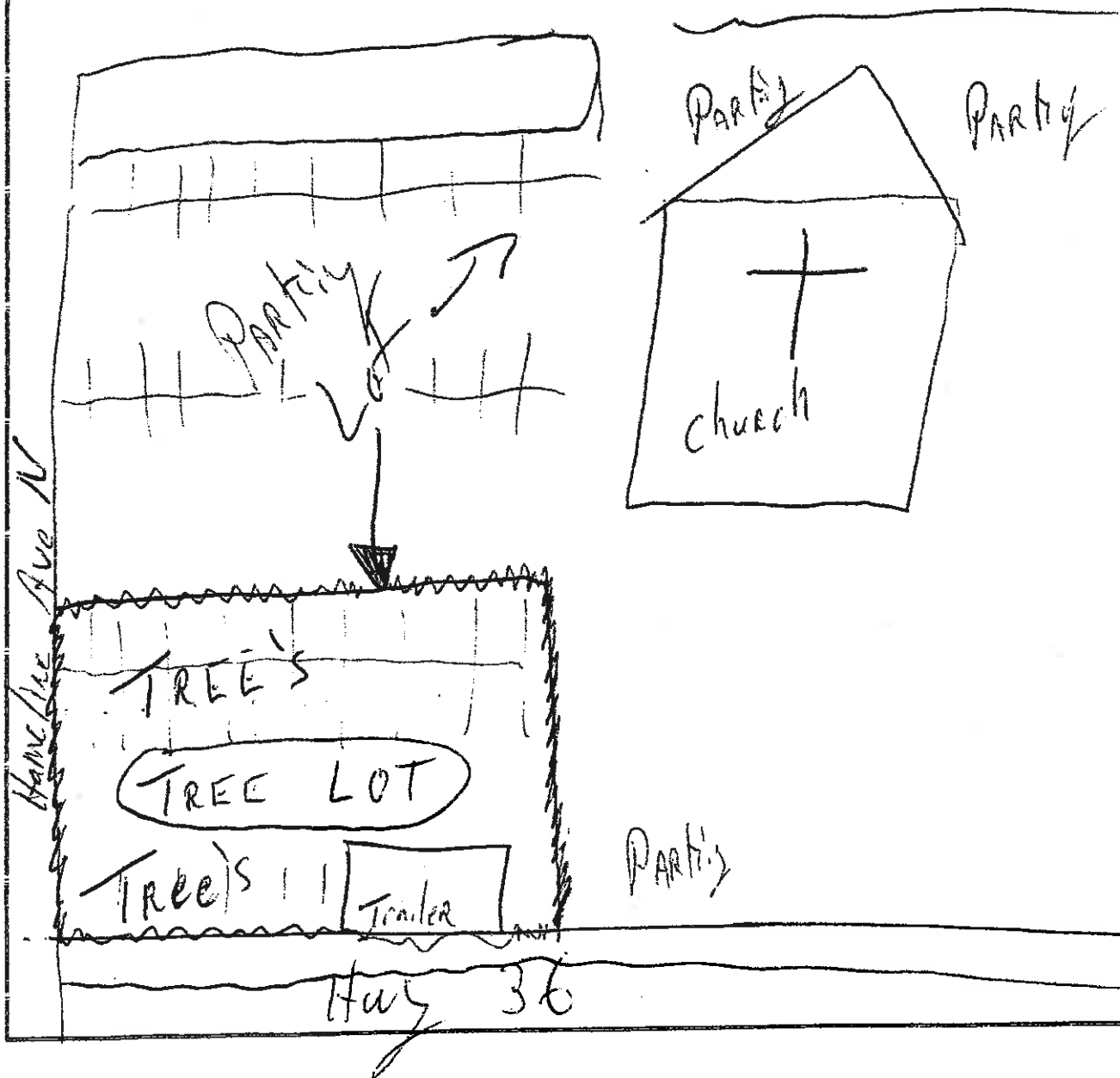
Applicant: _____

Date: 10/24/2012

Property Owner: Allen Juon, senior warden

Date: 24 Oct. 2012

Site Plan





COMMUNITY DEVELOPMENT
2660 Civic Center Drive ♦ Roseville, MN 55113
Phone: (651) 792-7005 ♦ Fax: (651) 792-7070

OFFICE USE ONLY

Permit # _____

Receipt # _____

City Planner signature & date _____

SEASONAL OUTDOOR SALES PERMIT



APPLICATION FEE: \$50

Fee should be made payable to City of Roseville upon submittal of completed application.

Seasonal Outdoor Sales Requirements

Seasonal Outdoor Sales: A seasonal outdoor sales permit shall be required from the Community Development Department to allow outdoor sales of merchandise such as produce, plants, garden supplies, and/or a farmer's market. The Community Development Department shall review a site plan and specifics of the proposed seasonal outdoor sales area/use and may issue the permit, subject to (but not limited to) the following requirements:

- i. The outdoor sales area shall be located within the parking lot in a location so as not to disrupt the safety and flow of customer traffic.
- ii. The outdoor sales area shall not eliminate parking spaces to an amount that is detrimental to primary use or function of the site.
- iii. The outdoor sales area shall not obstruct existing pedestrian access on the site, whether from parking areas to the building entrance or from the public street to the building entrance.
- iv. Accessory structures (e.g. stands, booths, and/or tents) used in conjunction with the seasonal event shall meet all applicable fire codes and parking lot setback requirements.
- v. Contact John Loftus, Fire Marshal at 651-792-7341 for the required inspection on all tents 200 square feet or more in size and/or canopies 400 square feet or more in size.

1. Applicant Information:

Company name: Bork Evergreens, LLC
Last name: Bork First name: Todd
Address: 44969 State Highway 48 City/State/Zip: Hinckley, MN 55037
Phone number: _____ Email address: _____

2. Address of the Seasonal Outdoor Sales: (if different from above)

1201 Larpenteur Ave, Roseville, MN 55113

3. Proposal Details:

Type of use: Christmas Tree Sales
Beginning date: November 15, 2012 Ending date: December 23, 2012
Hours of operation: _____

Use will be: ☒ daily ☐ weekly ☐ other _____

Equipment/display will be: ☐ removed nightly ☒ in place 24 hours

Structure or tent proposed: ☒ No
☐ Yes length: _____ width: _____ height: _____

Sign(s) proposed: ☒ No
☐ Yes Please include details of the type and size of all proposed signs.

4. **Site Plan:** A site plan is required showing the approximate size and location of the temporary use as well as signage and any electrical or other utility services that may be needed.

5. **Signature(s):**

Applicant: Ted Berk

Date: 10-10-12

Property Owner: _____

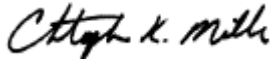
Date: _____

REQUEST FOR COUNCIL ACTION

Date: 11/19/2012

Item No.: 7.c

Department Approval



City Manager Approval



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

BACKGROUND

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

General Purchases or Contracts

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

Department	Vendor	Description	Amount
Utilities	Ferguson Waterworks	Master Meters for Arden Hills connection (a)	\$ 12,832.89
Streets	Konrad Material Sales Inc.	Crack sealing material (b)	12,354.75

Comments/Description:

- a) Meters to measure the water flow from Roseville's system to Arden Hills. Cost will be reimbursed by the City of Arden Hills.
- b) Materials will be sufficient to seal 15-20 miles of City Streets

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.

24 **STAFF RECOMMENDATION**

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

27 **REQUESTED COUNCIL ACTION**

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

30

31

Prepared by: Chris Miller, Finance Director

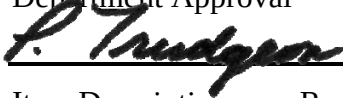
Attachments: A: None

32

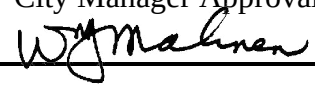
ROSEVILLE
REQUEST FOR COUNCIL ACTION

DATE: 11/19/2012
ITEM NO: 7.d

Department Approval



City Manager Approval

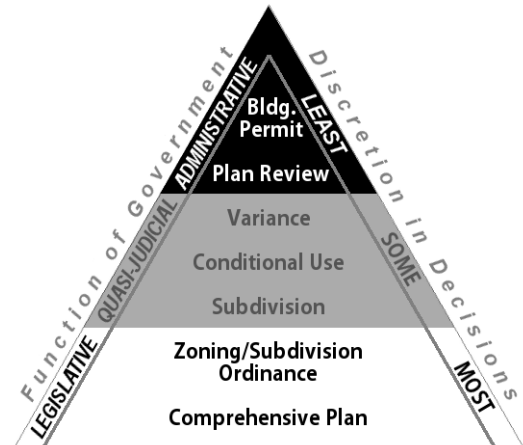


Item Description: Request by United Properties for approval of **vacation** and rededication of a drainage easement to accommodate the final phase of development at 1996 Langton Lake Drive (PF07-006).

Application Review Details

- Public hearing: November 7, 2012
(4-0) PC approval recommendation
- RCA prepared: November 13, 2012
- City Council action: November 19, 2012
- Statutory action deadline: December 4, 2012

Action taken on an easement vacation request is **legislative in nature**; the City has broad discretion in making land use decisions based on advancing the health, safety, and general welfare of the community.



1.0 REQUESTED ACTION

United Properties requests the vacation of an existing drainage and utility easement and the rededication of a new easement to facilitate Phase II of the Applewood Pointe at Langton Lake senior cooperative residential development.

2.0 SUMMARY OF RECOMMENDATION

On November 7, 2012 the Roseville Planning Commission held the public hearing regarding the United Properties vacation request. No citizens were present to address the Commission and there were no questions of staff by Commissioners. The Planning Commission voted 5-0 to recommend approval of the Public Works Department recommendation to approve of the proposed EASEMENT VACATION; see Section 7 of this report for the detailed recommendation.

3.0 SUMMARY OF SUGGESTED ACTION

Adopt a resolution approving the proposed EASEMENT VACATION; see Section 8 of this report for the detailed action.

15 **4.0 BACKGROUND**

16 4.1 The subject property is located in City Planning District 10, just west of 1996 Langton
17 Lake Drive, and has a Comprehensive Plan designation of High Density Residential
18 (HDR) and a zoning classification of High Density Residential-1 (HDR-1) District.

19 4.2 Development of the property is to be the final phase of the Applewood Pointe at Langton
20 Lake senior cooperative residence, which was first approved in 2007 as a Planned Unit
21 Development; construction of the first phase of the residential began in 2010 and was
22 completed in 2011. The drainage easement to be vacated was established to be
23 temporary, to provide for the drainage needs of the first phase of the cooperative
24 residence and the adjacent assisted living facility, until a permanent drainage facility and
25 easement could be established with the completion of the cooperative residential
26 development.

27 **5.0 VACATION ANALYSIS**

28 5.1 Public Works Department staff has reviewed the proposed vacation and rededication of
29 the drainage and utility easement as illustrated in Attachment C. Public Works staff is
30 supportive of vacating the easement and dedicating a new easement that is appropriate
31 for the reconstructed drainage facilities and recommends approval of the requested
32 EASEMENT VACATION with the condition that the applicant continue to work with Public
33 Works staff to ensure that the permanent storm water facilities and new drainage
34 easement are appropriately designed and dedicated.

35 5.2 Since the Planning Commission is responsible for holding the public hearings for
36 applications like the proposed vacation, Planning Division staff is preparing the report
37 and supporting materials for review. But Planning staff doesn't have an interest, *per se*,
38 in such proposals and merely conveys the comments and recommendation of the Public
39 Works Department in addition to coordinating the review of the proposal by the Planning
40 Commission and City Council.

41 **6.0 PUBLIC COMMENT.**

42 The duly-noticed public hearing for this application was held by the Planning
43 Commission on November 7, 2012; no members of the public were present to comment
44 on the proposal. After closing the public hearing, the Planning Commission voted (4-0)
45 to approve the requested EASEMENT VACATION; draft minutes of the public hearing are
46 included with this report as Attachment D.

47 **7.0 RECOMMENDATION**

48 Based on the comments and findings outlined in Sections 4 – 6 of this report, the
49 Planning Division recommends approval of the VACATION of the drainage easement with
50 the condition that the applicant continue to work with Public Works staff to ensure that
51 the permanent storm water facilities and new drainage easement are appropriately
52 designed and dedicated.

53 **8.0 SUGGESTED ACTION**
54 **Adopt a resolution approving the VACATION of the drainage easement**, based on the
55 comments and findings of Sections 4 – 6 and the recommendation of Section 7 of this
56 report.

57 **Prepared by: Associate Planner Bryan Lloyd**
58 **651-792-7073 | bryan.lloyd@ci.roseville.mn.us**

Attachments: A: Area map C: Proposed vacation
B: Aerial photo D: Draft 11/1/2012 public hearing minutes
E: Draft resolution

Attachment A for Planning File 07-006



Prepared by:
Community Development Department
Printed: October 23, 2012



Site Location

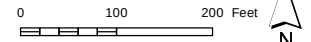
LR / LDR-1 Comp Plan / Zoning Designations

Data Sources

* Ramsey County GIS Base Map (10/1/2012)
For further information regarding the contents of this map contact:
City of Roseville, Community Development Department,
2660 Civic Center Drive, Roseville MN

Disclaimer

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



mapdoc: planning_commission_location.mxd

Attachment B for Planning File 07-006



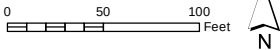
Prepared by:
Community Development Department
Printed: October 23, 2012



Site Location

Data Sources
* Ramsey County GIS Base Map (10/1/2012)
* Aerial Data: Pictometry (4/2011)
For further information regarding the contents of this map contact:
City of Roseville, Community Development Department,
2660 Civic Center Drive, Roseville MN

Disclaimer
This map is neither a legally recorded map nor a survey and is not intended to be used as one. This map is a compilation of records, information and data located in various city, county, state and federal offices and other sources regarding the area shown, and is to be used for reference purposes only. The City does not warrant that the Geographic Information System (GIS) Data used to prepare this map are error free, and the City does not represent that the GIS Data can be used for navigational, tracking or any other purpose requiring exacting measurement of distance or direction or precision in the depiction of geographic features. If errors or discrepancies are found please contact 651-792-7385. The preceding disclaimer is provided pursuant to Minnesota Statutes §466.03, Subd. 21 (2000), and the user of this map acknowledges that the City shall not be liable for any damages, and expressly waives all claims, and agrees to defend, indemnify, and hold harmless the City from any and all claims brought by User, its employees or agents, or third parties which arise out of the user's access or use of data provided.



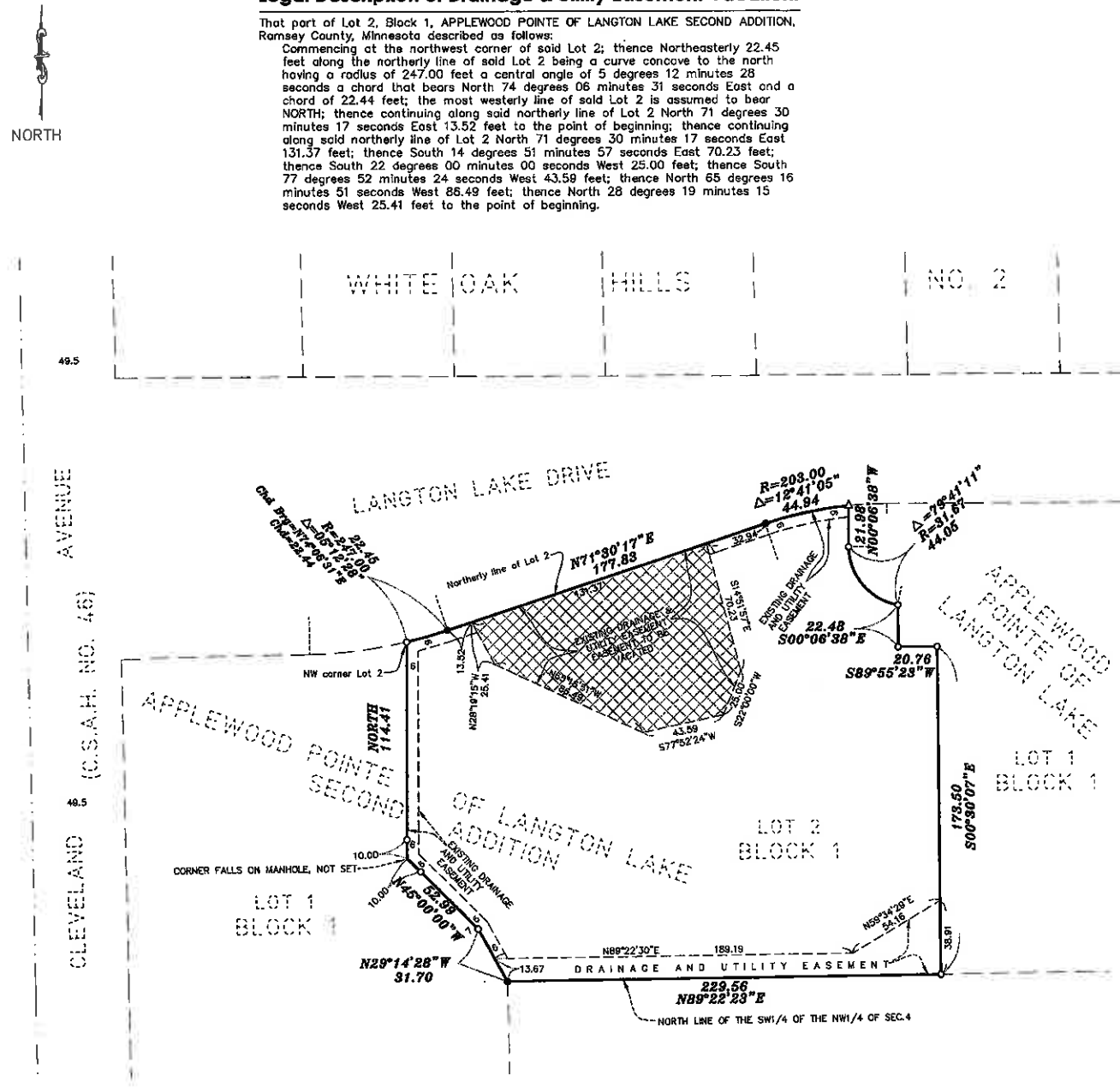
APPLEWOOD POINTE OF LANGTON LAKE SECOND ADDITION

Drainage & Utility Easement Vacation and Dedication

For Lot 2, Block 1, APPLEWOOD POINTE OF LANGTON LAKE SECOND ADDITION, Ramsey County, Minnesota

Legal Description of Drainage & Utility Easement Vacation:

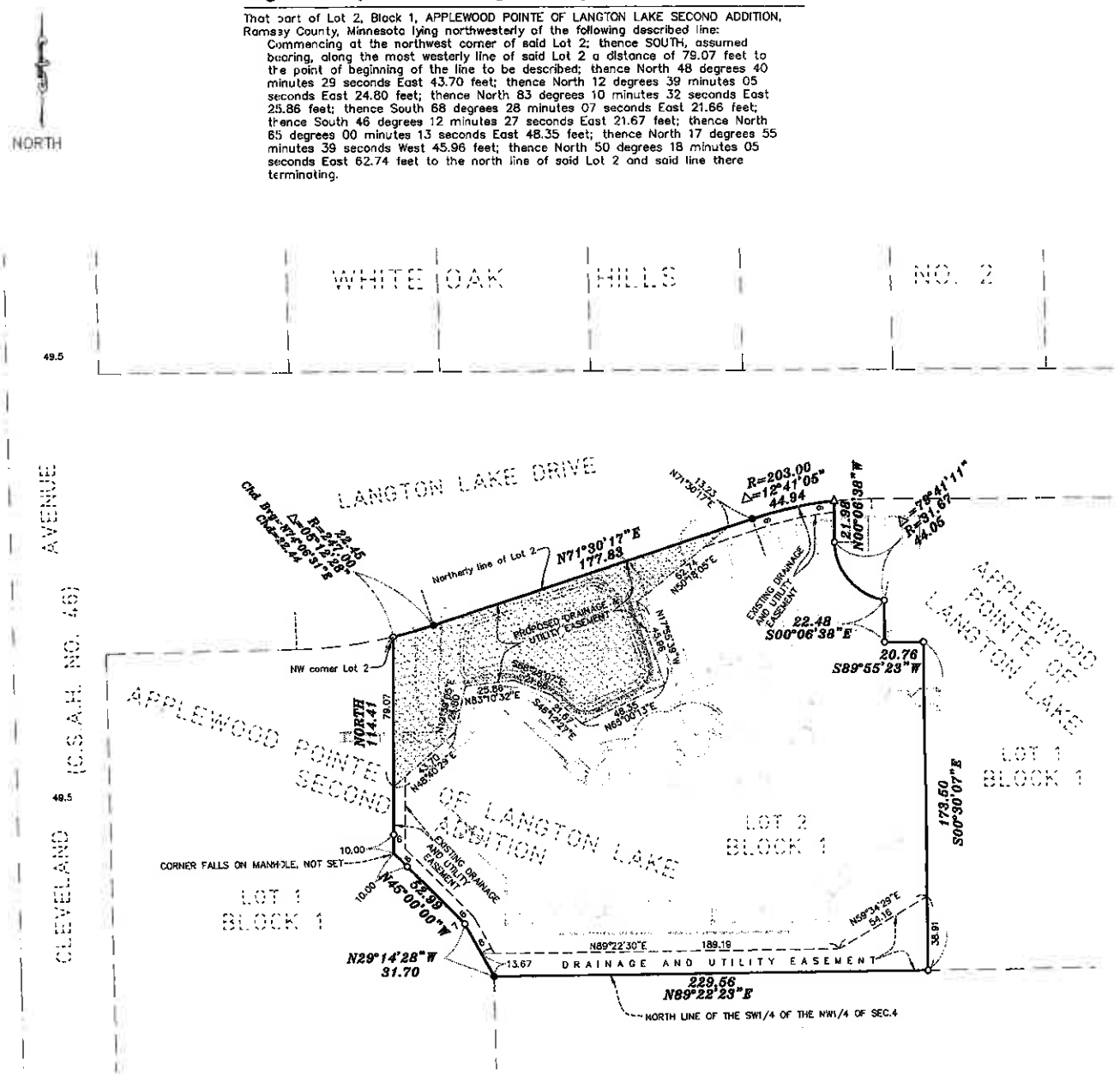
That part of Lot 2, Block 1, APPLEWOOD POINTE OF LANGTON LAKE SECOND ADDITION, Ramsey County, Minnesota described as follows:
Commencing at the northwest corner of said Lot 2; thence Northeasterly 22.45 feet along the northerly line of said Lot 2 being a curve concave to the north having a radius of 247.00 feet a central angle of 5 degrees 12 minutes 28 seconds a chord that bears North 74 degrees 06 minutes 31 seconds East and a chord of 22.44 feet; the most westerly line of said Lot 2 is assumed to bear NORTH; thence continuing along said northerly line of Lot 2 North 71 degrees 30 minutes 17 seconds East 13.52 feet to the point of beginning; thence continuing along said northerly line of Lot 2 North 71 degrees 30 minutes 17 seconds East 131.37 feet; thence South 14 degrees 51 minutes 57 seconds East 70.23 feet; thence South 22 degrees 00 minutes 00 seconds West 25.00 feet; thence South 77 degrees 52 minutes 24 seconds West 43.59 feet; thence North 65 degrees 16 minutes 51 seconds West 85.49 feet; thence North 28 degrees 19 minutes 15 seconds West 25.41 feet to the point of beginning.



DENOTES DRAINAGE AND UTILITY EASEMENT AS DEDICATED ON THE PLAT OF APPLEWOOD POINTE OF LANGTON LAKE SECOND ADDITION TO BE VACATED.

Legal Description of Drainage & Utility Easement Dedication:

That part of Lot 2, Block 1, APPLEWOOD POINTE OF LANGTON LAKE SECOND ADDITION, Ramsey County, Minnesota lying northwesterly of the following described line:
Commencing at the northwest corner of said Lot 2; thence SOUTH, assumed bearing, along the most westerly line of said Lot 2 a distance of 78.07 feet to the point of beginning of the line to be described; thence North 48 degrees 40 minutes 29 seconds East 43.70 feet; thence North 12 degrees 39 minutes 05 seconds East 24.80 feet; thence North 83 degrees 10 minutes 32 seconds East 25.86 feet; thence South 68 degrees 28 minutes 07 seconds East 21.66 feet; thence South 46 degrees 12 minutes 27 seconds East 21.67 feet; thence North 85 degrees 00 minutes 13 seconds East 48.35 feet; thence North 17 degrees 55 minutes 39 seconds West 45.96 feet; thence North 50 degrees 18 minutes 05 seconds East 62.74 feet to the north line of said Lot 2 and said line there terminating.

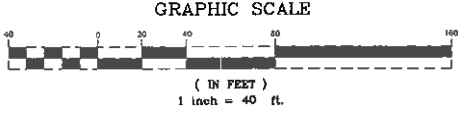


DENOTES A PERPETUAL EASEMENT FOR DRAINAGE AND UTILITY PURPOSES TO BE DEDICATED TO THE PUBLIC.

E. G. RUD & SONS, INC.
Professional Land Surveyors
6776 Lake Drive NE, Suite 110
Lino Lakes, MN 55014
Tel. (651) 361-8200 Fax (651) 361-8701

DRAWN BY: DWD	JOB NO: 06593BT	DATE: 9/15/12
CHECK BY: DWD	SCANNED	
1		
2		
3		
4		
NO.	DATE	DESCRIPTION
BY		

I hereby certify that this survey, plan or report was prepared by me or under my direct supervision and that I am a duly Registered Land Surveyor under the laws of the State of Minnesota.
Daniel W. Obermiller
DANIEL W. OBERMILLER
Date: 9/15/12 License No. 25341



For the purposes of this survey the bearings are based on the plat of APPLEWOOD POINT AT LANGTON LAKE SECOND ADDITION

PLANNING FILE 07-006

Request by United Properties for approval of VACATION and rededication of a drainage easement to accommodate the final phase of development at 1996 Langton Lake Drive

Chair Boerigter opened the Public Hearing for File 07-006 at approximately 6:33 p.m.

Associate Planner Bryan Lloyd briefly reviewed the request of United Properties for vacation of an existing drainage and utility easement and rededication of a new easement to facilitate Phase II of the Applewood Pointe at Langton Lake senior cooperative residential development, adjacent to 1996 Langton Lake Drive.

Mr. Lloyd advised that the Public Works/Engineering staff had reviewed the proposed vacation and rededication of the drainage and utility easement as illustrated; and the only condition for approval recommended is that the applicant continue to work with Public Works staff to ensure that the permanent storm water facilities and new drainage easement are appropriately designed and dedicated.

Discussion included distinctions between temporary drainage and easement compared to permanent design during and after construction.

Chuck Plowe, Applicant Representative

Mr. Plowe was present in the audience; however, he had no additional comments beyond concurring with staff's presentation.

Chair Boerigter closed the Public Hearing for File 07-006 at approximately 6:37p.m.; with no one appearing for or against.

MOTION

Member Boguszewski moved, seconded by Member Boerigter to recommend to the City Council APPROVAL of a VACATION of the drainage easement; based on the comments and findings of Sections 4-6 and the recommendation of Section 7 of the staff report dated November 7, 2012

Ayes: 4

Nays: 0

Motion carried.

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

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Roseville, County of Ramsey, Minnesota, was held on the 19th day of November 2012 at 6:00 p.m.

The following Members were present: _____;
and _____ were absent.

Council Member _____ introduced the following resolution and moved its adoption:

**RESOLUTION NO. _____
A RESOLUTION APPROVING THE VACATION OF A PORTION OF THE
DRAINAGE AND UTILITY EASEMENT AT APPLEWOOD POINTE OF LANGTON
LAKE (PF07-006)**

WHEREAS, United Properties, applicant for approval of the proposed VACATION, owns the subject property, which is legally described as:

**PIN: 04-29-23-22-0111
Applewood Pointe of Langton Lake Second Addition, Lot 2 Block 1**

WHEREAS, the Roseville Planning Commission held the public hearing regarding the proposed EASEMENT VACATION on November 7, 2012, voting 4-0 to recommend approval of vacating the existing, temporary drainage and utility easement and replacing it with a permanent drainage and utility easement, based on the comments and findings of the staff report prepared for said public hearing; and

WHEREAS, the temporary drainage and utility easement to be vacated is legally described as:

That part of Lot 2, Block 1, APPLEWOOD POINTE of LANGTON LAKE SECOND ADDITION, Ramsey County, Minnesota described as follows:

Commencing at the northwest corner of said Lot 2; thence Northeasterly 22.45 feet along the northerly line of said Lot 2 being a curve concave to the north having a radius of 247.00 feet a central angle of 5 degrees 12 minutes 28 seconds a chord that bears North 74 degrees 06 minutes 31 seconds East and a chord of 22.44 feet; the most westerly line of said Lot 2 is assumed to bear NORTH; thence continuing along said northerly line of Lot 2 North 71 degrees 30 minutes 17 seconds East 13.52 feet to the point of beginning; thence continuing along said northerly line of Lot 2 North 71 degrees 30 minutes 17 seconds East 131.37 feet; thence South 14 degrees 51 minutes 57 seconds East 70.23 feet; thence South 22 degrees 00 minutes 00 seconds West 25.00 feet; thence South 77 degrees 52 minutes 24 seconds West 43.59 feet; thence North 65 degrees 16 minutes 51

seconds West 86.49 feet; thence North 28 degrees 19 minutes 15 seconds West
25.41 feet to the point of beginning.

WHEREAS, the Roseville Public Works Department has determined that vacating the temporary easement, redesigning the drainage infrastructure for the specific development in the area, and dedicating a new, permanent drainage and utility easement will promote the public health, safety and general welfare of the community;

NOW THEREFORE BE IT RESOLVED, by the Roseville City Council, to APPROVE the requested VACATION of the existing drainage and utility easement the condition that the applicant continue to work with Public Works staff to ensure that the permanent storm water facilities and new drainage easement are appropriately designed and dedicated.

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

WHEREUPON said resolution was declared duly passed and adopted.

Resolution – United Properties storm water easement vacation, Applewood Pointe of Langton Lake (PF07-006)

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 19th day of November 2012 with the original thereof on file in my office.

WITNESS MY HAND officially as such Manager this 19th day of November 2012.

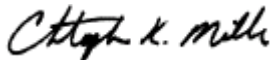
William J. Malinen, City Manager

(SEAL)

REQUEST FOR COUNCIL ACTION

Date: 11/19/12
Item No.: 7.e

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 14th, 2012 will be accepted and not levied on the 2013 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 19th day of November, 2012 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 2013 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 19th day of November, 2012 with the original thereof
74 on file in my office.
75

76 WITNESS MY HAND officially as such Manager this 19th day of November, 2012.
77
78

79 _____
80 William J. Malinen
81 City Manager
82

83 Seal
84

PIN #	Address	\$ Amount To Collections
012923120024	301 S OWASSO BLVD	\$ 160.40
012923120026	303 OWASSO BLVD	\$ 191.91
012923130007	2934 GALTIER ST	\$ 175.11
012923130022	2896 MATILDA ST	\$ 154.44
012923130028	2942 MATILDA ST	\$ 137.35
012923130045	333 CO RD C2	\$ 145.12
012923130047	349 CO RD C2	\$ 297.40
012923130074	2958 FARRINGTON ST	\$ 117.09
012923130086	363 MILLWOOD AVE	\$ 320.28
012923140019	2980 WOODBRIDGE ST	\$ 181.98
012923140081	208 MAPLE LN	\$ 182.37
012923140082	216 MAPLE LN	\$ 192.00
012923140085	240 MAPLE LN	\$ 184.77
012923140105	167 CO RD C2	\$ 105.42
012923220029	3010 SANDY HOOK DR	\$ 192.03
012923230027	557 OWASSO BLVD	\$ 197.97
012923230034	609 OWASSO BLVD	\$ 160.67
012923230048	562 OWASSO BLVD	\$ 215.67
012923240082	469 HILLSCOURTE NORTH	\$ 120.98
012923240091	2987 HIGHPOINT CURVE	\$ 129.13
012923240132	472 OWASSO BLVD	\$ 236.82
012923310051	476 TERRACE DR	\$ 163.28
012923310053	494 TERRACE DR	\$ 258.39
012923320025	531 OWASSO HILLS DR	\$ 149.33
012923330003	528 IONA LN	\$ 201.47
012923330025	2757 KENT ST	\$ 168.52
012923330420	2731 MACKUBIN ST #39	\$ 141.31
012923330456	2662 MACKUBIN ST	\$ 161.25
012923330462	2650 MACKUBIN ST	\$ 199.04
012923340035	395 WOODHILL DR	\$ 210.28
012923340150	433 CO RD C	\$ 152.88
012923340156	445 CO RD C	\$ 191.11
012923410006	2857 WOODBRIDGE ST	\$ 204.02
012923410036	2841 MARION ST	\$ 197.56
012923410042	2795 MARION ST	\$ 199.57
012923420104	2779 VIRGINIA AVE	\$ 218.82
012923420108	2788 WESTERN AVE	\$ 141.12
012923430010	2687 GALTIER ST	\$ 195.01
012923430043	2679 MATILDA ST	\$ 136.19
012923430045	2665 MATILDA ST	\$ 135.88
012923430063	2757 FARRINGTON ST	\$ 155.51
012923430109	2660 WESTERN AVE	\$ 168.39
012923440009	2713 WOODBRIDGE ST	\$ 142.98
012923440019	2666 MARION ST	\$ 277.28
012923440044	2663 MARION ST	\$ 117.78

PIN #	Address	\$ Amount To Collections
012923440059	2728 GALTIER ST	\$ 97.30
022923120002	3098 AVON ST	\$ 155.37
022923120037	835 BRENNER AVE	\$ 76.11
022923120044	3105 AVON ST	\$ 156.12
022923120058	3060 VICTORIA ST	\$ 214.24
022923120064	3020 VICTORIA ST	\$ 144.73
022923130030	822 MILLWOOD AVE	\$ 187.22
022923130047	2992 VICTORIA ST	\$ 179.69
022923140012	641 HEINEL DR	\$ 51.51
022923220014	1045 WOODLYNN AVE	\$ 189.76
022923240027	981 LYDIA DR.	\$ 117.43
022923240045	922 MILLWOOD AVE	\$ 168.41
022923240048	892 MILLWOOD AVE	\$ 120.13
022923240056	885 CO RD C2	\$ 123.48
022923240060	923 CO RD C2	\$ 196.23
022923240073	2968 CHATSWORTH ST	\$ 170.28
022923310016	945 ORCHARD LN	\$ 56.65
022923320002	2851 LAKEVIEW AVE	\$ 152.92
022923320039	2779 AGLEN ST	\$ 193.67
022923320053	2854 OXFORD ST	\$ 131.28
022923320091	2821 CHURCHILL ST	\$ 134.77
022923330001	2757 LAKEVIEW AVE	\$ 146.03
022923410058	2767 DALE ST	\$ 136.45
022923430032	789 TERRACE DR	\$ 201.33
022923430033	795 TERRACE DR	\$ 154.27
022923430049	759 CO RD C	\$ 78.63
022923430049	759 CO RD C	\$ 104.52
022923440002	699 TERRACE DR	\$ 145.43
022923440052	738 WHEATON AVE	\$ 135.98
032923130014	1240 BELAIR CIR	\$ 187.27
032923130021	2925 MERRILL ST	\$ 140.83
032923130069	2900 HAMLINE AVE	\$ 129.14
032923140049	2882 DUNLAP ST	\$ 109.12
032923210055	1407 BRENNER AVE	\$ 157.24
032923210056	1401 BRENNER AVE	\$ 208.02
032923210082	3001 ALBERT ST	\$ 154.23
032923220010	1511 CLARMAR AVE	\$ 176.74
032923220038	3014 ARONA ST	\$ 238.36
032923230017	2936 SIMPSON ST	\$ 235.83
032923230028	2951 SIMPSON ST	\$ 207.41
032923230045	2936 ARONA ST	\$ 367.22
032923230071	2938 ASBURY ST	\$ 218.58
032923230072	2944 ASBURY ST	\$ 180.24
032923230073	2952 ASBURY ST	\$ 93.50
032923240038	2937 SHELDON ST	\$ 87.76

Nov. 14th 2012

Delinquent Accounts for 4th Qtr 2012
Property Tax Year 2013

City of Roseville MN

PIN #	Address	\$ Amount To Collections
032923240061	2903 ALBERT ST	\$ 182.20
032923240066	2904 PASCAL ST	\$ 125.05
032923240069	2924 PASCAL ST	\$ 166.27
032923310022	1423 JUDITH AVE	\$ 179.27
032923320045	1491 APPLEWOOD COURT	\$ 198.77
032923320048	1481 APPLEWOOD COURT	\$ 151.09
032923340002	1354 JUDITH AVE	\$ 166.64
032923340027	1390 JUDITH AVE	\$ 210.59
032923340032	1424 JUDITH AVE	\$ 160.04
032923340047	1434 RAMBLER RD	\$ 142.92
032923340048	1440 RAMBLER RD	\$ 151.18
032923340059	1392 RAMBLER RD	\$ 122.78
032923410003	2866 GRIGGS ST	\$ 160.04
032923410008	2828 GRIGGS ST	\$ 140.01
032923410035	2827 GRIGGS ST	\$ 215.98
032923410046	2761 GRIGGS ST	\$ 183.72
032923420054	2806 DELLWOOD ST	\$ 133.43
032923420062	2835 DELLWOOD ST	\$ 224.95
032923420067	2866 HURON ST	\$ 185.33
032923430006	2716 MERRILL ST	\$ 232.74
032923430035	2723 HURON ST	\$ 165.03
032923430042	2754 HAMLINE AVE	\$ 103.12
032923430046	2660 HAMLINE AVE	\$ 189.02
032923440024	2755 GRIGGS ST	\$ 195.00
042923120023	3024 FAIRVIEW AVE	\$ 125.67
042923120065	3017 SHOREWOOD LN	\$ 181.00
042923130007	1755 STANBRIDGE AVE	\$ 82.19
042923130040	1771 MILLWOOD AVE	\$ 182.60
042923140025	1645 STANBRIDGE ST	\$ 187.68
042923140060	1650 MILLWOOD AVE	\$ 200.02
042923210055	3021 FAIRVIEW AVE	\$ 243.43
042923220057	1990 BRENNER AVE	\$ 251.75
042923220100	3099 EVELYN ST	\$ 192.00
042923240023	1889 W CO RD C2	\$ 338.55
042923240039	2926 MILDRED DR	\$ 188.51
042923240044	2903 FAIRVIEW AVE	\$ 221.70
042923310023	2785 FAIRVIEW AVE	\$ 2,194.26
042923340002	2690 PRIOR AVE	\$ 662.56
042923340002	2690 PRIOR AVE	\$ 662.56
042923340002	2690 PRIOR AVE	\$ 806.45
052923130008	2217 W CO RD C2	\$ 221.09
052923210071	3020 OLD HWY 8	\$ 1,013.23
052923210073	3006 OLD HWY 8	\$ 219.25
052923210102	2403 BRENNER CT	\$ 226.20
052923220059	2490 BRENNER AVE	\$ 159.47

Nov. 14th 2012

Delinquent Accounts for 4th Qtr 2012
Property Tax Year 2013

City of Roseville MN

PIN #	Address	\$ Amount To Collections
052923220060	2482 BRENNER AVE	\$ 156.02
052923220075	3051 LYDIA CT	\$ 126.25
052923220084	3082 HIGHCREST RD	\$ 266.46
052923220124	2420 BRENNER CT	\$ 111.83
052923220125	2422 BRENNER CT	\$ 176.44
052923230022	2524 MILLWOOD ST	\$ 142.70
052923230029	2529 MAPLE LN	\$ 209.95
052923230056	2936 OLD HWY 8	\$ 221.63
052923230072	2896 OLD HWY 8	\$ 117.39
052923320001	3261 OLD HWY 8	\$ 157.02
052923320124	3205 OLD HWY 8	\$ 173.04
082923340019	2266 ST CROIX ST	\$ 153.54
082923420003	2260 TERMINAL RD	\$ 185.03
082923430044	2223 W CO RD B	\$ 147.22
082923440028	2255 CLEVELAND AVE	\$ 182.89
092923110004	2560 FRY ST	\$ 50.18
092923110020	2598 ALDINE ST	\$ 182.95
092923110027	2550 ALDINE ST	\$ 152.01
092923120066	2565 HERSCHEL AVE	\$ 51.21
092923120078	2598 HERSCHEL AVE	\$ 164.83
092923220007	2570 CLEVELAND AVE	\$ 1,697.20
092923440213	2212 HADDINGTON RD	\$ 195.00
092923440229	2200 MIDLOTHIAN RD	\$ 129.86
102923110019	2561 DUNLAP ST	\$ 176.33
102923110027	1106 OAKCREST AVE	\$ 137.19
102923110041	1206 OAKCREST AVE	\$ 157.22
102923110046	1221 ROSE PL	\$ 173.44
102923120033	1268 OAKCREST AVE	\$ 133.42
102923120046	2575 DELLWOOD AVE	\$ 156.96
102923120051	1311 OAKCREST AVE	\$ 121.20
102923120054	2566 HAMLINE AVE	\$ 136.93
102923140051	1150 SEXTANT AVE	\$ 160.32
102923140076	1204 BROOKS AVE	\$ 117.43
102923210062	2589 HAMLINE AVE STE A	\$ 179.59
102923220012	2570 SNELLING CV	\$ 95.88
102923220017	2545 PASCAL ST	\$ 184.93
102923230049	1512 TRANSIT AVE	\$ 117.78
102923240002	1449 BROOKS AVE	\$ 177.25
102923240009	1401 BROOKS AVE	\$ 231.12
102923240013	1371 BROOKS AVE	\$ 150.01
102923240014	1363 BROOKS AVE	\$ 125.58
102923340017	1397 SANDHURST DR	\$ 281.83
102923430001	1225 SHERREN ST	\$ 144.72
102923430005	1252 W HWY 36	\$ 255.57
102923430063	2253 DELLWOOD AVE	\$ 249.16

PIN #	Address	\$ Amount To Collections
102923430067	2233 DELLWOOD AVE	\$ 173.34
102923440026	2237 LEXINGTON AVE	\$ 320.13
102923440028	1117 LAURIE RD	\$ 220.79
102923440032	1145 LAURIE RD	\$ 238.18
102923440060	1197 SANDHURST DR W	\$ 90.88
102923440089	1175 W CO RD B	\$ 557.40
102923440090	1173 W CO RD B	\$ 297.12
102923440090	1171 W CO RD B	\$ 403.23
102923440099	1125 SANDHURST DR W	\$ 662.10
112923120013	2614 FISK ST	\$ 157.22
112923120025	750 CO RD C	\$ 149.03
112923120040	2545 FISK ST	\$ 202.23
112923120057	2547 AVON ST	\$ 121.98
112923120072	2570 GROTTTO ST	\$ 175.78
112923140011	715 SEXTANT AVE	\$ 149.03
112923140032	707 W CO RD B2	\$ 125.57
112923140033	701 W CO RD B2	\$ 162.88
112923140045	2449 DALE ST	\$ 109.22
112923140055	651 W CO RD B2	\$ 96.42
112923140059	2415 DALE ST	\$ 158.98
112923140060	2407 DALE ST	\$ 254.17
112923230008	1035 BROOKS AVE	\$ 217.73
112923230015	2452 LEXINGTON AVE	\$ 284.22
112923230021	2465 CHURCHILL ST	\$ 183.57
112923230081	1016 TRANSIT AVE	\$ 141.23
112923230106	1065 W CO RD B2	\$ 123.42
112923240010	949 BROOKS AVE	\$ 141.70
112923240036	924 TRANSIT AVE	\$ 246.42
112923240048	939 W CO RD B2	\$ 118.48
112923310029	2367 VICTORIA ST	\$ 362.39
112923310031	2360 NANCY PL	\$ 317.01
112923310044	963 LOVELL AVE	\$ 333.46
112923320005	1016 W CO RD B2	\$ 298.20
112923320015	1086 W CO RD B2	\$ 151.82
112923320062	1060 LOVELL AVE	\$ 112.77
112923320075	1064 LOVELL AVE	\$ 101.65
112923340007	936 HWY 36	\$ 342.49
112923340010	925 SHERREN ST	\$ 286.84
112923340011	920 HWY 36	\$ 194.95
112923340020	2246 NANCY PL	\$ 166.12
112923340054	2207 NANCY PL	\$ 360.55
112923340067	907 W CO RD B	\$ 133.54
112923340080	2203 VICTORIA ST	\$ 394.31
112923340089	2210 MILTON ST	\$ 327.97
112923410067	703 COPE AVE	\$ 245.03

Nov. 14th 2012

Delinquent Accounts for 4th Qtr 2012
Property Tax Year 2013

City of Roseville MN

PIN #	Address	\$ Amount To Collections
112923420003	838 W CO RD B2	\$ 346.99
112923420010	790 W CO RD B2	\$ 141.99
112923420017	841 GRANDVIEW AVE	\$ 61.20
112923420058	777 LOVELL AVE	\$ 295.42
112923420081	823 COPE AVE	\$ 262.39
112923420086	795 COPE AVE	\$ 274.40
112923430010	741 SHERREN ST	\$ 143.12
112923430052	835 W CO RD B	\$ 244.24
112923440009	2237 DALE ST	\$ 221.01
122923110049	2610 WEWERS RD	\$ 156.54
122923130029	380 BROOKS AVE	\$ 209.51
122923130077	2435 VIRGINIA CR	\$ 150.02
122923140020	2501 WOODBRIDGE ST	\$ 165.03
122923140028	2477 WOODBRIDGE ST	\$ 117.43
122923140033	2486 MARION ST	\$ 194.54
122923210031	422 CO RD C	\$ 141.23
122923240006	429 BROOKS AVE	\$ 147.28
122923240014	404 BROOKS AVE	\$ 147.28
122923240067	445 W CO RD B2	\$ 133.42
122923310001	2383 WESTERN AVE	\$ 337.73
122923310011	2390 COHANSEY ST	\$ 208.28
122923310037	464 LOVELL AVE	\$ 311.88
122923310044	415 SOUTHHILL DR	\$ 65.46
122923310046	2306 SOUTHHILL DR	\$ 268.52
122923310048	405 MINNESOTA AVE	\$ 231.80
122923310085	492 W CO RD B2	\$ 282.23
122923330003	590 HWY 36	\$ 289.52
122923340010	432 MINNESOTA AVE	\$ 149.11
122923340021	415 W CO RD B	\$ 298.80
122923340028	2211 IRENE ST	\$ 359.38
122923340034	2170 BOSSARD DR	\$ 303.65
122923340043	2233 BOSSARD DR	\$ 394.32
122923340069	398 MINNESOTA AVE	\$ 376.24
122923410022	254 GRANDVIEW AVE	\$ 56.55
122923410042	159 MINNESOTA AVE	\$ 184.16
122923420002	271 GRANDVIEW AVE	\$ 95.44
122923420009	328 W CO RD B2	\$ 245.36
122923420011	346 W CO RD B2	\$ 331.85
122923420013	360 W CO RD B2	\$ 628.78
122923420049	265 MINNESOTA AVE	\$ 358.56
122923420060	2318 AUERBACH AVE	\$ 162.56
122923420090	2376 WESTERN AVE	\$ 146.87
122923430034	335 SANDHURST DR W	\$ 66.02
122923430048	297 W CO RD B	\$ 237.55
122923430059	311 W CO RD B	\$ 300.52

Nov. 14th 2012

Delinquent Accounts for 4th Qtr 2012
Property Tax Year 2013

City of Roseville MN

PIN #	Address	\$ Amount To Collections
122923440007	204 MINNESOTA AVE	\$ 392.62
122923440009	226 MINNESOTA AVE	\$ 382.38
122923440011	2244 MARION ST	\$ 252.21
132923110002	158 W CO RD B	\$ 172.97
132923110019	228 W CO RD B	\$ 322.20
132923110021	2146 WILLIAM ST	\$ 378.48
132923110079	2066 WILLIAM ST	\$ 145.93
132923110088	2120 WILLIAM ST	\$ 110.06
132923110116	2142 ALBEMARLE CRT	\$ 307.12
132923120016	311 BURKE AVE	\$ 376.91
132923120021	2077 WILLIAM ST	\$ 291.64
132923120025	2051 WILLIAM ST	\$ 367.47
132923120036	2071 GIESMAN ST	\$ 187.26
132923120040	2047 GIESMAN ST	\$ 328.93
132923120050	2051 FARRINGTON ST	\$ 66.02
132923120064	2059 HAND AVE	\$ 283.73
132923120084	320 W CO RD B	\$ 629.78
132923120089	343 BURKE AVE	\$ 169.20
132923130016	269 MCCARRONS BLVD	\$ 248.82
132923140007	249 ELMER ST	\$ 431.89
132923140040	250 N MCCARRONS BLVD	\$ 172.16
132923210015	2122 COHANSEY BLVD	\$ 227.46
132923210029	396 ELDRIDGE AVE	\$ 385.45
132923220029	2042 DALE ST	\$ 801.59
132923230021	540 SHRYER AVE	\$ 314.47
132923230025	527 RYAN AVE	\$ 278.03
132923230028	555 RYAN AVE	\$ 436.20
132923230034	554 RYAN AVE	\$ 429.69
132923230055	578 RYAN AVE	\$ 283.92
132923230058	577 ROSELAWN AVE	\$ 242.18
132923240005	2006 COHANSEY BLVD	\$ 258.13
132923310026	453 S MCCARRONS BLVD	\$ 157.96
132923310029	483 S MCCARRONS BLVD	\$ 303.07
132923310030	493 S MCCARRONS BLVD	\$ 285.42
132923310042	1818 WOODRUFF AVE	\$ 300.34
132923310071	468 WOODRUFF AVE	\$ 126.97
132923310078	501 HILLTOP AVE	\$ 149.95
132923310089	491 GLENWOOD AVE	\$ 606.91
132923310098	462 HILLTOP AVE	\$ 316.83
132923320007	511 HILLTOP AVE	\$ 325.82
132923420026	330 MCCARRONS BLVD	\$ 298.47
132923430017	295 DIONNE ST	\$ 287.60
132923430029	284 DIONNE ST	\$ 398.80
132923440005	182 MCCARRONS BLVD S	\$ 248.99
142923110005	724 W CO RD B	\$ 142.15

Nov. 14th 2012

Delinquent Accounts for 4th Qtr 2012
Property Tax Year 2013

City of Roseville MN

PIN #	Address	\$ Amount To Collections
142923110023	651 SKILLMAN AVE	\$ 230.37
142923110025	637 SKILLMAN AVE	\$ 413.59
142923110052	2099 DALE ST	\$ 142.03
142923110053	630 ELDRIDGE AVE	\$ 255.17
142923110054	640 ELDRIDGE AVE	\$ 218.79
142923110066	2090 ALAMEDA ST	\$ 230.16
142923110075	671 ELDRIDGE AVE	\$ 255.50
142923120004	780 W CO RD B	\$ 359.13
142923120017	851 PARKER AVE	\$ 249.26
142923120035	750 W CO RD B	\$ 283.42
142923120043	2104 AVON ST	\$ 311.66
142923210056	2067 VICTORIA ST	\$ 186.90
142923210061	2111 VICTORIA ST	\$ 406.63
142923210080	896 PARKER AVE	\$ 200.75
142923220002	990 W CO RD B	\$ 241.32
142923220065	2062 LEXINGTON AVE	\$ 338.84
142923230005	1065 SHRYER AVE	\$ 246.70
142923230007	1075 SHRYER AVE	\$ 73.83
142923230011	2030 LEXINGTON AVE	\$ 221.35
142923230020	1030 SHRYER AVE	\$ 219.47
142923230029	993 RYAN AVE	\$ 167.07
142923230037	1018 RYAN AVE	\$ 280.78
142923230056	1941 CHATSWORTH ST	\$ 442.00
142923230076	1991 OXFORD ST	\$ 96.73
142923240010	2036 CHATSWORTH ST	\$ 412.71
142923310007	1851 VICTORIA ST	\$ 109.22
142923310010	1829 VICTORIA ST	\$ 196.70
142923310028	974 ROSELAWN AVE	\$ 322.95
142923320008	1863 CHATSWORTH ST	\$ 296.12
142923320010	1849 CHATSWORTH ST	\$ 308.69
142923320018	1820 AGLEN ST	\$ 514.94
142923320068	1866 LEXINGTON AVE	\$ 305.82
142923330033	1067 DIONNE ST	\$ 413.50
142923330046	1699 CHATSWORTH ST	\$ 88.22
142923330060	1764 AGLEN ST	\$ 305.95
142923340020	1756 CHATSWORTH ST	\$ 306.65
142923410072	1844 ALTA VISTA DR	\$ 373.12
142923440027	1755 ALAMEDA ST	\$ 368.35
142923440046	637 LARPENTEUR AVE	\$ 283.86
152923110005	1204 W CO RD B	\$ 232.15
152923110010	1164 W CO RD B	\$ 364.27
152923110022	1192 BURKE AVE	\$ 280.32
152923110026	1171 ELDRIDGE AVE	\$ 252.18
152923110030	1201 ELDRIDGE AVE	\$ 83.92
152923110034	1206 ELDRIDGE AVE	\$ 165.75

Nov. 14th 2012

Delinquent Accounts for 4th Qtr 2012
Property Tax Year 2013

City of Roseville MN

PIN #	Address	\$ Amount To Collections
152923110058	2083 LEXINGTON AVE	\$ 86.12
152923110065	1129 SKILLMAN AVE	\$ 217.03
152923110069	1157 SKILLMAN AVE	\$ 348.29
152923120086	1266 W CO RD B	\$ 189.40
152923130008	1274 SKILLMAN AVE	\$ 134.07
152923130026	1317 SHRYER AVE	\$ 255.61
152923130034	1306 SHRYER AVE	\$ 357.61
152923130070	1252 RYAN AVE	\$ 85.58
152923130072	1264 RYAN AVE	\$ 112.51
152923130096	1293 DRAPER AVE	\$ 209.66
152923130136	1300 SKILLMAN AVE	\$ 119.92
152923130139	1236 DRAPER AVE	\$ 332.85
152923140001	2033 LEXINGTON AVE	\$ 299.95
152923140026	1137 SHRYER AVE	\$ 247.00
152923140042	1194 SHRYER AVE	\$ 53.43
152923140046	1990 FERNWOOD AVE	\$ 134.07
152923140084	1129 ROSELAWN AVE	\$ 130.52
152923210004	1378 W CO RD B	\$ 305.92
152923210030	1359 BURKE AVE	\$ 365.48
152923210038	1398 BURKE AVE	\$ 288.42
152923210062	2115 HAMLINE AVE	\$ 222.60
152923210065	1368 ELDRIDGE AVE	\$ 407.16
152923210079	1447 BELMONT LN	\$ 422.01
152923230003	2026 ASBURY ST	\$ 222.20
152923230007	1994 ASBURY ST	\$ 259.92
152923230036	1969 ASBURY ST	\$ 144.37
152923230051	1970 ARONA ST	\$ 285.87
152923240043	1446 SHRYER AVE	\$ 317.69
152923240086	1379 ROSELAWN AVE	\$ 324.87
152923240090	1935 HAMLINE AVE	\$ 323.56
152923410001	1110 ROSELAWN AVE	\$ 355.00
152923410030	1901 LEXINGTON AVE	\$ 310.03
152923410060	1121 SUMMER ST	\$ 173.12
152923410075	1194 SUMMER ST	\$ 292.87
152923410099	1142 RUGGLES ST	\$ 157.03
152923410114	1191 GARDEN AVE	\$ 218.91
152923410116	1161 GARDEN AVE	\$ 270.86
152923420052	1911 HURON AVE	\$ 192.83
152923420057	1890 HURON AVE	\$ 221.68
152923420061	1858 HURON AVE	\$ 190.87
152923420096	1307 GARDEN AVE	\$ 226.48
152923420125	1844 HAMLINE AVE	\$ 457.63
152923430019	1235 ROMA AVE	\$ 348.92
152923430027	1272 ROMA AVE	\$ 375.30
162923110013	2064 FRY ST	\$ 93.09

PIN #	Address	\$ Amount To Collections
162923120033	1797 SKILLMAN AVE	\$ 157.13
162923120035	1781 SKILLMAN AVE	\$ 198.83
162923120042	1719 SKILLMAN AVE	\$ 125.88
162923130013	1803 SHRYER AVE	\$ 151.81
162923130027	2000 BEACON ST	\$ 125.67
162923130039	1988 WHEELER ST	\$ 151.52
162923130058	1742 RYAN AVE	\$ 154.33
162923130068	1964 FAIRVIEW AVE	\$ 89.68
162923130078	1745 ROSELAWN AVE	\$ 201.35
162923140013	1681 RIDGEWOOD LN NO	\$ 125.67
162923140014	1693 RIDGEWOOD LN NO	\$ 148.04
162923140021	1630 RIDGEWOOD LN NO	\$ 163.93
162923140042	1624 RIDGEWOOD LN SO	\$ 114.72
162923140046	1999 SNELLING AVE	\$ 130.27
162923140078	19 MID OAKS RD	\$ 133.69
162923230031	1980 CLEVELAND AVE	\$ 346.57
162923240070	1827 DRAPER DR	\$ 126.02
162923240090	1932 TATUM ST	\$ 145.26
172923130018	2221 SO ROSEWOOD LN	\$ 165.74
172923130032	2211 DRAPER AVE	\$ 190.96
172923130050	1927 ROSDALE DR	\$ 215.19
172923140034	2175 SO ROSEWOOD LN	\$ 163.93
172923140043	2135 DRAPER AVE	\$ 223.34
172923140044	2145 DRAPER AVE	\$ 168.63
172923140075	2080 SO ROSEWOOD LN	\$ 128.26
172923210001	2322 W CO RD B	\$ 189.14
172923210008	2096 FAIRWAYS LN	\$ 199.94
182922220019	2158 RICE ST	\$ 1,421.90
Total		\$ 99,839.62

City Of Roseville Property Work for 2013

Nov 9 2012

Address		PIN	\$ Amount to Collections 79136692
2952	Asbury	032923230073	\$ 214.46
2778	Cleveland	042923320013	\$ 1,845.00
835	Co Rd B	112923430052	\$ 245.00
619	Larpenteur Ave	142923440046	\$ 430.41
2030	Lexington	142923230011	\$ 225.15
2432	Lexington	112923230068	\$ 867.50
2529	Maple Lane	052923230029	\$ 2,213.34
363/363	Owasso	012923120071	\$ 552.85
2587	Rice St.	122923110022	\$ 354.07
2595	Rice St.	122923110062	\$ 354.06
1624	Ridgewood	162923140042	\$ 409.01
601	Sandhurst	122923330007	\$ 214.46
1136	Sandhurst	102923440074	\$ 453.00
1512	1512 Transit	102923230049	\$ 214.46
2051	Williams St	132923120025	\$ 473.46

City Of Roseville Police False Alarms for 2013 Taxes

Address		PIN	\$ Amount to Collections 79136614
2730	Snelling	032923330013	\$ 30.00
2230	Albert St.	102923340036	\$ 50.00
2100	Snelling	152923220017	\$ 30.00
1893	Hwy 36	092923310012	\$ 30.00
1777	Co Rd B2	092923130034	\$ 630.00
2690	Snelling	032923330022	\$ 120.00
1133	Larpentuer Ave	152923440067	\$ 130.00
1650	Terrance Dr.	042923420034	\$ 4,070.00
1750	Hwy 36	092923430003	\$ 1,440.00
2724	Lincoln Dr	042923440030	\$ 3,530.00
1595	Hwy 36	092923410004	\$ 260.00
2680	Prior Ave	042923340002	\$ 601.61
1688	Lexington	142923330065	\$ 100.00
2480	Fairview	092923130033	\$ 210.00
1595	Hwy 36	092923410004	\$ 30.00
2401	Fairview	092923240014	\$ 200.00
2600	Cleveland	092923220005	\$ 1,820.00
1935	Co Rd B2	092923240009	\$ 1,730.00

1881	Hwy 36	092923310013	\$ 40.00
2400	Terminal Rd	082923320007	\$ 2,620.00
2345	Woodbridge	122923410057	\$ 220.00
1419	Brooks	102923240006	\$ 240.00
2195	Snelling	092923440242	\$ 140.00
1715	Linday	152923440030	\$ 130.00
2296	Centre Point	052923110031	\$ 120.00

Nov 9 2012

City Of Roseville Tree Removal

Simple Decreasing at 5 Years 6% Interest

PIN	Address	\$ Amount to Collections	79136115
122923120013	2580 Western	\$2,992.50	



Draft-2013 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

7 *Org Meeting*
28

July

8
15
22

February

11
25

August

12
19
26

March

11
18
25

September

9
16
23

Note: RAHS Spring Break March 11-15

April

8
15
22

October

14
21
28

May

13
20

November

18
25

June

10
17

December

2
9

Note: Rosefest Parade Monday, 6/24

William J. Malinen, City Manager

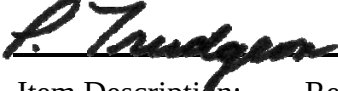
Posted:

REQUEST FOR CITY COUNCIL ACTION

DATE: 11/19/2012

ITEM NO: 7.g

Department Approval



City Manager Approval



Item Description: Repealing of Ordinance 1417 regarding the Twin Lakes Overlay District and repealing in its entirety Chapter 1022 (Overlay District Twin Lakes) from the Zoning Ordinance (**PROJ0003**).

1.0 BACKGROUND

As the City Council may be aware, on September 26, 2011, Ordinance 1417, which created the Twin Lakes Overlay District and Chapter 1022 within the Roseville Zoning Ordinance, was adopted.

The purpose of the Twin Lakes Overlay District (TOLD) was to create a framework and a direct link with the redevelopment in Twin Lakes. As stated in the intent and purpose clause of the ordinance: “The City of Roseville has determined that it is necessary, for the purpose of promoting the public health, safety, morals, and general welfare of the City to redevelop the area within the City known as the Twin Lakes Redevelopment Area.”.

However, on March 28, 2012, the Ramsey County District Court found Ordinance 1417 to be invalid and unenforceable. Therefore, Chapter 1022, Overlay District Twin Lakes needs to be repealed from the Zoning Ordinance.

2.0 SUGGESTED ACTION

Adopt an Ordinance repealing Ordinance 1417 and Adopt an Ordinance repealing in its entirety Chapter 1022 of the Zoning Ordinance regarding Overlay District Twin Lakes.

Prepared by: Thomas Paschke, City Planner | 651-792-7074 | thomas.paschke@ci.roseville.mn.us

- Attachment
- A. Court Case Decision
 - B. Draft Ordinance – repeal 1417
 - C. Draft Ordinance – repeal 1022

STATE OF MINNESOTA
COUNTY OF RAMSEY

DISTRICT COURT
SECOND JUDICIAL DISTRICT

City of Roseville,

Plaintiff,

vs.

XTRA Lease, Inc., Roseville Acquisitions,
LLC, Pikovsky Management, LLC, PIK
Terminal Company, Dorso Building
Company, LLP, Anchor Bank Saint Paul,
N.A., The Security State Bank, Ramsey
County, and State of Minnesota,

Defendants.

Case Type: Condemnation
File No.: 62-CV-09-5151
Judge: John H. Guthmann

**ORDER ON MOTIONS FOR
SUMMARY JUDGMENT**

The above-entitled matter came before the Honorable John H. Guthmann, Judge of District Court, on January 10, 2012, at the Ramsey County Courthouse, St. Paul, Minnesota. At issue were motions for summary judgment filed by both parties. Plaintiff appeared by Eric J. Quiring, Esq., and defendant XTRA Lease, Inc. appeared by Robert J. Hajek. There were no other appearances.

Based upon all of the files, records, submissions and arguments of counsel herein, the Court issues the following:

Therefore, based upon the foregoing Findings of Fact, the Court issues the following:

ORDER

1. Plaintiff City of Roseville's motion for summary judgment is **DENIED** due to the existence of genuine issues of material fact.

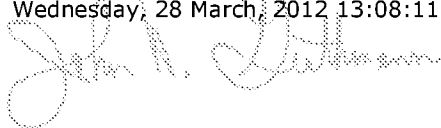
2. Defendant XTRA Lease, Inc.'s motion for summary judgment with regard to Roseville City Ordinance 1417 is **GRANTED**. The ordinance is declared invalid and unenforceable.

3. The following Memorandum is made part of this Order.

Dated: March 28, 2012

BY THE COURT:

E-Signed by Judge John Guthmann
Wednesday, 28 March, 2012 13:08:11



John H. Guthmann
Judge of District Court

MEMORANDUM

I. PROCEDURAL HISTORY

The instant matter was initiated by the City of Roseville ("Roseville") in May 2009 as a rather limited condemnation action. Under the original Petition for Condemnation, defendant XTRA Lease, Inc.'s ("XTRA") property was identified as "Parcel 1." (Petition for Condemnation ¶ 7.) The Petition sought to condemn only that portion of Parcel 1 needed by Roseville for road improvements. In its July 31, 2009 Order, the Court granted the Petition to condemn parcels 1-5 and Commissioners were appointed to arrive at the value of the condemned property.

Nearly a year later, XTRA moved for an order declaring that the City of Roseville had "taken" its entire parcel based upon inverse condemnation. It also requested an order declaring the City of Roseville's development/cost allocation fee assessment invalid. In his August 13, 2010 Order, Judge Thomas Mott, who was then assigned the case, noted

that the motion was procedurally deficient because XTRA never filed a pleading bringing the new matters at issue into the case. Nevertheless, he treated XTRA's request for relief as a motion for summary judgment in the interest of judicial economy and because the motion was supported by documents outside the pleadings.

After deciding to consider the merits of XTRA's motion, Judge Mott denied XTRA's motion in all respects. With regard to the cost allocation fee, Judge Mott found that the issue was not ripe for consideration. Roseville had yet to impose the fee on any properties, there was no certainty that it would be imposed upon XTRA, and no potential buyer of XTRA's property had rescinded an offer to purchase because of possible imposition of the fee. In the absence of direct or imminent injury, ripeness was lacking.

Turning to the inverse condemnation claim, Judge Mott conducted an analysis of the applicable law as applied to the facts furnished by both parties in their affidavits. For purposes of the pending motions, it is worthwhile to review the key portion of Judge Mott's rationale for denying summary judgment, which was premised upon the existence of genuine issues of material fact:

Under the Federal Constitution, a taking can occur when a property owner has been permanently denied all economically beneficial uses or when the Penn Central analysis is applied to the facts and demonstrates that the owner is entitled to compensation. Johnson v. City of Minneapolis, 667 N.W.2d 109, 114-115 (Minn. 2003). Under Minnesota law, "economic loss caused by 'normal activities in connection with a normal urban renewal project'" does not amount to a taking, but if there is an abuse of the power of eminent domain directed against a particular parcel a de facto taking occurs. Id. at 115-116.

In Minnesota, "the question of whether or not a governmental agency has exceeded its authority to such a degree as to amount to a taking of private property is a question of law to be determined in the initial instance by the trial court." Alevizos v. Metropolitan Airports Commission

of Minneapolis and St. Paul, 216 N.W.2d at 660-661. However, in determining whether a taking occurs, the facts and circumstances of the events surrounding the alleged taking, along with the parties' intentions must be determined. See Orfield v. Housing and Redevelopment Authority of City of St. Paul, 232 N.W.2d 923, 926-27 (Minn. 1975); Siegel v. Minneapolis Community Development Agency, 1996 WL 229242, *3 (Minn. Ct. App. 1996). Along with the facts, conclusions must be made, including whether Roseville's actions were in bad faith. The conclusions that must be addressed can only be drawn by resolving contested facts, making findings regarding those facts, and then drawing the conclusions, which are themselves facts that are contested by the parties. The cases cited by XTRA in support of its motion involved appellate review of cases that were tried where findings were made by the trial court. In Johnson v. City of Minneapolis and Orfield, after a trial, the district court properly concluded whether a taking occurred. While Johnson involved "unique circumstances," if the facts are as XTRA contends them to be, Roseville's conduct may amount to a taking because it has substantially interfered with XTRA's property rights in bad faith. If the facts are as Roseville says they are, then a taking may not have occurred because its actions are connected with a normal urban redevelopment project and do not interfere with XTRA's property rights in a manner that amounts to a taking. Because there are genuine issues of material fact that require findings to resolve, judgment as sought by XTRA is inappropriate and the motion is denied.

Order Denying XTRA's Motions, at 6-7 (Mott, J. Aug. 13, 2010).

Following denial of its motion, XTRA filed an answer and counterclaim against the City of Roseville. In the new pleading, XTRA corrected the procedural shortcomings noted by Judge Mott. Inverse condemnation claims under the Minnesota and United States Constitutions were asserted. XTRA also included a counterclaim seeking to have Roseville's cost allocation fee declared invalid on equal protection grounds and on the basis that it was enacted without statutory authority.

The parties conducted discovery. Thereafter, Roseville moved for summary judgment in connection with the inverse condemnation counterclaim. In addition, XTRA

moved for summary judgment regarding its assertion that Roseville's cost allocation fee assessment ordinance, which became effective on September 26, 2011, is invalid. Following the motion hearing, the Court issued its January 10, 2012 Order granting XTRA's motion to stay the 120-day appeal period set forth in Roseville City Ordinance 1417, § 1, ch. 1022.03(F), while consideration of the motions was under advisement.

II. SUMMARY JUDGMENT STANDARD

Summary Judgment is appropriate when there is no genuine issue of material fact and a party is entitled to judgment as a matter of law. Minn. R. Civ. P. 56.03. "A motion for summary judgment shall be granted when the pleadings, depositions, answers to interrogatories, and admissions on file, together with the affidavits, if any, show that there is no genuine issue of material fact and that either party is entitled to a judgment as a matter of law." *Fabio v. Bellomo*, 504 N.W.2d 758, 761 (Minn. 1993) (citing Minn. R. Civ. P. 56.03). Summary judgment is improper when reasonable minds could differ and draw different conclusions from the evidence presented. *DLH, Inc. v. Russ*, 566 N.W.2d 60, 69 (Minn. 1997); *Illinois Farmers Ins. Co. v. Tapemark Co.*, 273 N.W.2d 630, 634 (Minn. 1978); *Strauss v. Thorne*, 490 N.W.2d 908, 911 (Minn. Ct. App. 1992).

A party opposing summary judgment may not rely merely on its pleadings but must present specific facts demonstrating there is a genuine issue of material fact. *W.J.L. v. Bugge*, 573 N.W.2d 677, 680 (Minn. 1998); Minn. R. Civ. P. 56.05. The court must view the facts in the light most favorable to the nonmoving party. *Id.* "Where the record taken as a whole could not lead a rational trier of fact to find for the nonmoving party, there is no genuine issue for trial." *Russ*, 566 N.W.2d at 69 (quoting *Matsushita Elec.*

Indus. Co. v. Zenith Radio Corp., 475 U.S. 574, 587 (1986)).

Once the moving party has established a *prima facie* case that entitles it to summary judgment, the burden shifts to the nonmoving party to present specific facts that raise a genuine issue for trial. *Bebo v. Delander*, 632 N.W.2d 732, 737 (Minn. Ct. App. 2001). A genuine issue of material fact exists when a fact may be reasonably resolved in favor of either party. *DLH*, 566 N.W.2d at 69. However, there is no genuine issue of material fact for trial when the nonmoving party presents evidence which merely creates a metaphysical doubt as to a factual issue. *Id.* at 71. If any legitimate doubt exists as to the existence of a genuine issue of material fact, the doubt must be resolved in favor of finding that the fact issue exists. *Poplinski v. Gislason*, 397 N.W.2d 412, 414 (Minn. Ct. App. 1986) *rev. denied* (Minn. Feb. 18, 1987).

III. GENUINE ISSUES OF MATERIAL FACT REQUIRE DENIAL OF ROSEVILLE'S MOTION FOR SUMMARY JUDGMENT

Roseville moves to dismiss XTRA's counterclaim. There are two primary differences between Roseville's current motion and the XTRA motion heard by Judge Mott in 2010. However, the extant differences compel the same outcome reached by Judge Mott. This time, Roseville seeks summary judgment. Because Roseville is the moving party, all facts must be viewed in favor of XTRA, the nonmoving party.

The other difference is the record submitted in support of and opposition to the motion. The motion record consists of the affidavits originally filed with Judge Mott plus three new affidavits included with the current moving papers: Affidavit of Jamie Radel (with attachments); Affidavit of Eric J. Quiring (attaching John Livingston's deposition);

and, 2nd Affidavit of Robert J. Hajek¹ (attaching excerpts from Steven Hosch's expert report, Roseville Ordinance 1417, and the listing agreement for XTRA's property). Mr. Livingston's deposition expands upon the examples he cited in his original affidavit as conduct by Roseville employees evidencing bad faith and a desire to prevent development on XTRA's property. The events described in his testimony, along with reasonable inferences that could be drawn therefrom, differ in material respects with the affidavit of Roseville employee, Jamie Radel. Moreover, XTRA submitted the opinion of expert appraiser Steven Hosch, who opined that Roseville's conduct rendered the property unmarketable and placed a "cloud of condemnation" on the property.

Roseville asks this Court to disregard Judge Mott's prior order due to the then-existing procedural posture of the case and the fact that no discovery had taken place. However, Judge Mott accounted for the procedural issue by treating the motion as if XTRA moved for summary judgment on a counterclaim that has since been filed. Judge Mott thoroughly reviewed the law governing the federal and state constitutional issues. After construing the facts in a light most favorable to Roseville, the nonmoving party, Judge Mott concluded that genuine issues of material fact precluded summary judgment.

Now the parties have conducted discovery and the newly submitted evidence only confirms the parties' irreconcilable view of the facts material to a *de facto* taking determination. It is for a fact finder to determine such issues as bad faith and whether the cumulative effect of separate actions, which could be viewed as normal condemnation

¹ Mr. Hajek submitted two affidavits in support of the motion heard by Judge Mott. Thus, the December 6, 2011 affidavit is actually his third.

activity when considered alone, substantially interfered with XTRA's property rights. *See, e.g., Johnson v. City of Minneapolis*, 667 N.W.2d 109, 114-16 (Minn. 2003); *Orfield v. Housing and Redevelopment Authority of St. Paul*, 305 Minn. 336, 341-42, 232 N.W.2d 923, 927 (1975). As such, Roseville is hard pressed to argue that it is entitled to summary judgment now that the shoe is firmly on the other foot and the facts must be viewed in a light most favorable to XTRA. The Court adopts Judge Mott's August 13, 2010 Order. Roseville's motion for summary judgment is denied.

IV. WHEN ENACTING ORDINANCE 1417², ROSEVILLE EXCEEDED ITS AUTHORITY, THUS RENDERING THE ORDINANCE VOID

Despite the lack of fact issues, a more difficult question is presented by XTRA's motion for summary judgment. XTRA seeks a Declaratory Judgment that Roseville's "cost allocation fee" is invalid and unenforceable. Roseville argues that Judge Mott already declined to pass judgment upon its "cost allocation fee" because the issue is not ripe and cannot be considered. Roseville also asserts that Roseville's establishment of a "cost allocation fee was a valid exercise of express or implied municipal authority."³

A. The Issue of Ordinance Validity is Ripe for Court Determination.

Since Judge Mott's 2010 Order, and since XTRA filed its counterclaim challenging the validity of Roseville's "cost allocation fee," Roseville enacted Ordinance 1417 on September 26, 2011 (2nd Hajek aff., Ex. B.) At the time XTRA's motion was argued to Judge Mott, neither party clearly stated whether the "cost allocation fee" was

² Ordinance 1417 is codified as Roseville City Code, ch. 1022. Throughout this Order, the ordinance is referred to as "Ordinance 1417."

³ XTRA challenged both the statutory authority for a "cost allocation fee" and its validity on equal protection grounds. Only the former issue is the subject of the instant motion, as XTRA concedes the constitutional question presents genuine issues of material fact.

established by ordinance, administrative policy or was just a fee under consideration. Neither party cited to or furnished a copy of any ordinance or policy.⁴

However, there is presently no doubt that a “cost allocation fee” has been codified in the form of Roseville City Code, ch. 1022 (hereinafter “Ordinance 1417”).⁵ XTRA’s request for a declaration invalidating Ordinance 1417 is certainly encompassed by its Counterclaim. Thus, this Court must first determine whether XTRA’s motion to invalidate Ordinance 1417 is susceptible to the same ripeness challenge considered by Judge Mott. As Judge Mott stated:

“Ripeness is a justiciability doctrine designed to prevent the courts, through avoidance of premature adjudication, from entangling themselves in abstract disagreements over administrative policies.” National Park Hospitality Association v. Department of the Interior, 538 U.S. 803, 807 (2003). “To establish the existence of a justiciable controversy, the litigant must show a ‘direct and imminent injury.’” Leiendecker v. Asian Women United of Minnesota, 731 N.W.2d 836, 841 (Minn. Ct. App. 2007) citing State v. Colsch, 284 N.W.2d 839, 841 (Minn. 1979).

A claim challenging a city’s land use determination is ripe only when the challenged action occurs and causes damage. Carlson-Lang Realty Company v. City of Windom, 240 N.W.2d 517, 521 (Minn. 1976) (“it appears this latter claim will accrue, if at all, only when the new system is constructed and appellant actually loses customers.”).

Order Denying XTRA’s Motions, at 4-5 (Mott, J. Aug. 13, 2010). Judge Mott held that

⁴ According to Roseville’s opposition brief: “At the time of the commencement of XTRA’s Counterclaim against the City, the City intended to implement its Allocation Study through the use of planned unit development (“PUD”) agreements and development agreements. However, the City has subsequently enacted Ordinance No. 1417” (Petitioner’s Memorandum in Opposition to XTRA Lease’s Motion for Partial Summary Judgment at 5.)

⁵ In discovery, Roseville furnished information about the origin of the “cost allocation fee.” Roseville deemed Twin Lakes Redevelopment Area (“TLRA”) suitable for its first-ever use of this cost allocation method. (Hajek aff., Ex. 16 (answer to Interrogatory No. 9).) An impact fee was chosen because Roseville’s land use projections determined that development would have a direct impact on the roadways and the cost allocation structure permits recovery of costs at the time of any future development. (*Id.*) As originally conceived, and ultimately codified in Ordinance 1417, already-developed properties in the TLRA are not subject to the “cost allocation fee” unless the property owner engages in additional development. Roseville City Code § 1022.03(B)(3) (2011).

the “cost allocation fee” issue was not ripe in 2010 because the fee had never been imposed on any property, it was undetermined whether the fee would ever be imposed upon XTRA, and XTRA furnished no evidence it had been damaged by the fee or that a buyer had rescinded an offer because of the specter of having to pay a fee. *Id.* at 5.⁶

In one respect, Roseville is correct. If XTRA or any future property buyer never develops the property, or if the development fails to produce “network trips” that exceed the number of allocated “network trips”, a fee will never be owed. Roseville City Code § 1022.03(B)(2) (2011). However, with the new ordinance, Roseville can no longer claim that the “cost allocation fee” has only a speculative future impact. Ordinance 1417 includes a provision that immediately implements the city’s allocation of “network trips” to each property. *Id.* § 1022.03(F). If property owners in the Twin Lakes Redevelopment Area (“TLRA”) ever wish to challenge the city’s “network trip” allocation, they must hire a registered traffic engineer to prepare a report and file an appeal based upon the report within 180 days “after the adoption of this ordinance. The failure to file a timely appeal eliminates all right [sic] to challenge a Network Trip allocation.” *Id.*

As written, Ordinance 1417 imposes immediate obligations upon any TLRA property owner. By failing to act, current and future property owners lose all recourse to challenge the underlying basis for calculating the “cost allocation fee.” In fact, to prevent harm to XTRA while the instant motion was under advisement, the Court enjoined Roseville from enforcing the network trip appeal provision “until 180 days after

⁶ Although the issue of the cost allocation fee’s validity was not ripe, Judge Mott viewed the uncertainty created by the fee as relevant to XTRA’s “cloud of condemnation” argument. *Id.* This Court agrees.

September 26, 2011 or sixty days following the filing of the Court’s Order in connection with defendant XTRA Lease, Inc.’s motion for partial summary judgment, whichever date is later.” Order of January 12, 2012. When it immediately implemented the primary “cost allocation fee” determinant, limited judicial review absent current action by TLRA land owners, and required TLRA land owners to incur a significant and current expense to protect themselves from exposure to the fee, Roseville gave up any argument that XTRA’s motion challenging the validity of the ordinance is not ripe.

B. Ordinance 1417 is Invalid and Unenforceable.

1. Statutory Cities Have Limited Powers.

Roseville is a statutory city. Minn. Stat. § 410.015 (2010) (cities not adopting a home rule charter are statutory cities). Accordingly, Roseville’s powers are both established and limited by statute. Roseville has no inherent authority and only possesses those powers that are “expressly conferred by statute or implied as necessary in aid of those powers which have been expressly conferred.” *Mangold Midwest Co. v. Village of Richfield*, 274 Minn. 347, 357, 143 N.W.2d 813, 820 (Minn. 1966); *see Country Joe, Inc. v. City of Eagan*, 560 N.W.2d 681, 683 (Minn. 1997) (quoting *Mangold Midwest Co.*). Nevertheless, a party challenging the validity of an ordinance bears the burden of proving its invalidity. *See, e.g., Northern States Power Co. v. City of Oakdale*, 588 N.W.2d 534, 541 (Minn. Ct. App. 1999).

Both parties view the Minnesota Supreme Court’s *Country Joe, Inc.* decision as central to an understanding of their positions concerning the scope of statutory city power. In *Country Joe, Inc.*, the City of Eagan established a “road connection charge”

that was payable upon issuance of any building permit. 560 N.W.2d at 682. The purpose of the charge was to provide a funding source for road construction in anticipation of new development. *Id.* The city argued that its imposition of a “road connection charge” represented a “lawful exercise of the broad planning authority conferred upon it by the [Municipal Planning Act].” *Id.* at 683. Rejecting the city’s argument, the court cited the legislature’s express provision of authority to impose sewer and water charges and levy special assessments to finance road construction, after noting: “That the Municipal Planning Act expressly confers broad municipal *planning* powers on cities does not necessarily imply that the legislature similarly intended to confer broad *financing* powers under the act. In fact, the legislature's actions support the opposite conclusion.” *Id.* at 684 (emphasis is original).

The *Country Joe, Inc.* court next examined Eagan’s claim that its “road connection charge” was a legally imposed impact fee. Concluding that it was not an impact fee because, “there is insufficient evidence that the charge was proportionate to the need created by the development upon which the burden of payment fell,” the court chose not to address whether the legislature has authorized statutory cities to impose impact fees. *Id.* at 686.

Finally, the *Country Joe, Inc.* court considered whether the “road connection charge” was an unauthorized tax or a regulatory or license fee lawfully enacted under Eagan’s general police powers. The court noted that funds generated by the “road connection charge” paid for city-wide street construction, benefited the public as a whole and were not earmarked for projects required by new development. *Id.* Thus, as a

general revenue-producing measure, the charge was found invalid because it fell outside the city's taxing authority as found in Minn. Stat. § 412.251. *Id.* at 686-87.

2. Ordinance 1417 Establishes an "Impact Fee."

Analyzing the validity of Ordinance 1417 requires an understanding of its provisions. The declared purpose of the ordinance is to limit development in the TLRA until adequate infrastructure can be constructed and its cost recouped, as described in an Alternative Urban Areawide Review ("AUAR") conducted by the city. Roseville City Code, §1022.01 (2011). The ordinance breaks the TLRA into blocks and allocates a maximum number of "network trips"⁷ to each block in accordance with a February 2008 "TLIIR" (Infrastructure Improvements for the Twin Lakes AUAR Area Final Report). *Id.* §§ 1022.02(E)-(J); 1022.03(B), (E). Any proposed development that will generate more "network trips" than those allocated to the property is barred unless the property owner provides for payment of "concurrent Road Infrastructure Improvements."⁸ *Id.* § 1022.03(B)-(C). The proposed development may be constructed if the property owner either enters "into a voluntary development agreement which includes the payment of the Twin Lakes Roadway Cost Allocation Amount allocated to the Block being developed" or makes "such other arrangements satisfactory to the City for the construction of, and payment for, the Roadway Infrastructure Improvements." *Id.* § 1022.03(C)(1)-(2). Rather than choosing one of these options, the property owner "can postpone

⁷ In the ordinance, "'Network Trip' means a vehicle trip that is generated by a Block within the Twin Lakes Overlay District that travels through a roadway infrastructure improvement identified in the TLIIR during the p.m. peak hour. The number of network trips is equal to the number of roadway infrastructure improvements traveled through." Roseville City Code § 1022.02(I) (2011).

⁸ "Road Infrastructure Improvements" are defined as "roadway improvements set forth in the TLIIR." Roseville City Code, § 1022.02(G) (2011).

development on its Block until all of the Roadway Infrastructure Improvements have been completed and fully paid for.” *Id.* § 1022.03(C).

Roseville did not wait for a development proposal to commence roadway infrastructure construction in anticipation of future development. In fact, the purpose of the quick take condemnation that produced the instant litigation was to secure land for the upgrade of Twin Lakes Parkway, which is designated as Phase I in the TLIIR. City of Roseville, *Request for Council Action*, Item 12b (City Council Meeting Agenda Mar. 9, 2009). Roseville intends to recover the construction cost, in part, from future TLRA developers pursuant to the cost allocation formulas described in the TLIIR referenced in Ordinance 1417. *Id.*, Lines 51-56; *see* Roseville City Code, § 1022.03(D) (2011). Ordinance 1417 also provides for annual adjustment to the TLIIR costs “based upon the actual cost of Roadway Infrastructure Improvements constructed during the preceding year and the change in the estimated cost of Roadway Infrastructure Improvements not yet constructed from the previous year.” *Id.* § 1022.03(D).

Finally, Ordinance 1417 contains a grandfather provision. The owner of a TLRA property development that was completed prior to the ordinance effective date avoids paying the “cost allocation fee.” *Id.* § 1022.03(B)(3). Moreover, the number of permitted network trips for each property in the TLRA was determined by the 2008 TLIIR report. Thus, early property developers built their increased number of network trips into the equation and, as long as they continue a property use that does not increase the number of network trips, they will benefit from the infrastructure improvements without ever having to pay a “cost allocation fee.”

A review of Ordinance 1417 leads to the inescapable conclusion that it was designed as an “impact fee”, as the term has come to be known in municipal law. In *Country Joe, Inc.*, the Minnesota Supreme Court recognized the definition of a municipal “impact fee” as a “form of development exaction” that is: (1) in the form of a predetermined money payment; (2) assessed as a condition to the issuance of a building permit, an occupancy permit or plat approval; (3) pursuant to local government powers to regulate new growth and development and provide for adequate public facilities and services; (4) levied to fund large-scale, off-site public facilities and services necessary to serve new development; and, (5) in an amount which is proportionate to the need for the public facilities generated by new development. 560 N.W.2d at 685 (quoting BRIAN W. BLAESSER & CHRISTINE M. KENTOPP, *Impact Fees: The “Second Generation,”* 1991 ZONING AND PLANNING HANDBOOK 255, 264 (Kenneth H. Young ed. 1991)).

In *Country Joe, Inc.*, the supreme court discussed the difference between an impact fee and other municipal revenue-producing tools:

Commentators [Blaesser & Kentopp] suggest that an impact fee differs from a tax in that an impact fee is levied as “compensation for the services rendered.” *Id.* at 266 (citation omitted). Thus, key to the concept of a true impact fee is that the amount assessed a developer must reflect the cost of infrastructure improvements necessitated by the development itself. Conversely, “a charge having no relation to the services rendered, assessed to provide general revenue rather than compensation, is a tax.” *Id.* Impact fees have also been distinguished from special assessments: “The primary difference is that special assessments represent a measure of the *benefit* of public improvements on new or existing development, whereas impact fees typically measure the *cost* of the demand or need for public facilities as a result of new development only.” *Id.* at 267 (emphasis added).

Id. Ordinance 1417 meets the impact fee definition: (1) the fee is predetermined based upon network trips generated by the property being developed; (2) arranging for payment of the fee is a prerequisite to property development; (3) the express purpose of the fee is to cover the expense of infrastructure made necessary by new development in a defined area of the city; (4) the fee pays for off-site road construction occasioned by new development; and, (5) the fee is expressly linked to road infrastructure needs generated by traffic produced by the proposed development. Ordinance 1417 does not contain the infirmities that befell Eagan’s “road connection charge.”

Categorizing the Ordinance 1417 “cost allocation fee” is not an academic exercise—classification of the fee is central to determining its validity. If Ordinance 1417 imposed a tax, it could not escape the outcome in *Country Joe, Inc.* Roseville makes no claim that Ordinance 1417 establishes a tax that is authorized by Minn. Stat. § 412.251 (2010). XTRA argues that the “cost allocation fee” is either an invalid tax or a legislatively unauthorized impact fee. If Roseville enacted an impact fee, the issue of ordinance validity is an open question, for in *Country Joe, Inc.*, the supreme court expressly declined to pass on the validity of an impact fee. 560 N.W.2d at 686.⁹

3. *Roseville has no express or implied authority to impose an impact fee.*

Roseville does not claim it had express legislative authority to enact Ordinance 1417. Instead, Roseville argues that its power to collect revenue from property owners through Ordinance 1417 may be implied from the exercise of expressly granted powers.

⁹ Similarly, the Minnesota Court of Appeals did not go so far as to label the Eagan “road unit connection charge” an impact fee. *Country Joe, Inc. v. City of Eagan*, 548 N.W.2d 281, 285 n.4 (Minn. Ct. App. 1996), *aff’d*, 560 N.W.2d 681 (1997).

(Petitioner's Memorandum in Opposition to XTRA Lease's Motion for Partial Summary Judgment at 6-8.) Yet, nowhere in its brief does Roseville identify the statute giving rise to the implied power to impose an impact fee. On the contrary, near the beginning of its argument, Roseville appears to argue that the ordinance is neither an impact fee nor a tax. (*Id.* at 7.) Roseville's attempt to distinguish its "cost allocation fee" from a tax or an impact fee only solidifies its status as an impact fee. *Compare id.* ("[The cost allocation fee] was specifically designed to relate the proposed development to its impact on the surrounding infrastructure and apportion the costs accordingly. There is a clear nexus between the Ordinance's fees and the road improvements necessitated by the proposed future development.") with *Country Joe, Inc.*, 560 N.W.2d at 685 ("Thus, key to the concept of a true impact fee is that the amount assessed a developer must reflect the cost of infrastructure improvements necessitated by the development itself.").

Roseville arguably revealed what it views to be its express source of power in its discussion of *Concept Properties, LLP v. City of Minnetrista*, 694 N.W.2d 804 (Minn. Ct. App. 2005). In *Concept Properties, LLP*, the city's planning authority justified a land-use decision (denial of a rezoning application) based, in part, upon a lack of resources. *Id.* at 815-16. Roseville cited the *Concept Properties, LLP* holding as analogous with its implementation of a planning decision through Ordinance 1417, which conditions permission to develop property within the TLRA upon payment of infrastructure costs based on allocated network trips.

There are three shortcomings in Roseville's argument. First, *Concept Properties, LLP* did not involve a revenue-producing measure. Second, the case dealt with how the

city applied its planning and zoning authority, both of which were expressly authorized by the legislature. *Id.* at 813-19. Finally, by using *Concept Properties, LLP* to argue that authority to enact Ordinance 1417 can be implied from its express municipal planning power, Roseville revives a position that was firmly rejected by *Country Joe, Inc.* 560 N.W.2d at 683-84.

In the end, the validity of Ordinance 1417 depends upon whether Minnesota law permits statutory cities to impose impact fees. Roseville's brief does not assist the Court's analysis because it did not attempt to defend the ordinance as an impact-fee provision. For multiple reasons, the Court concludes that impact fees such as those enacted by Roseville through Ordinance 1417 are an invalid exercise of municipal authority by a statutory city.

To begin, the legislature already permits Roseville to charge landowners for road improvements from which they benefit directly through special assessments. *Country Joe, Inc.*, 560 N.W.2d at 684 (citing Minn. Stat. §§ 412.221, subd. 6; 429.021, subd. 1(1)). Since the legislature expressly provided cities with a means to finance their road-building infrastructure, there is little room to argue that a broad implied authority exists to create additional revenue streams for the same purpose.

Next, legislation that would expressly authorize impact fees has been introduced but never passed. *Country Joe, Inc.*, 560 N.W.2d at 685; Olson, Greensweig & Riggs, *The Future of Impact Fees in Minnesota*, 24 WM. MITCHELL L. REV. 635, 662-63 (1998). If cities already possessed implied authority to enact impact fees, there would be no need

to seek express authority. In the fifteen years since *Country Joe, Inc.*, the legislature has yet to pass a bill authorizing statutory cities to enact impact fee ordinances.

Further, the Court is unaware of any statute from which authority to enact an impact fee may be implied. Certainly, Roseville failed to cite any such statute. The *Country Joe, Inc.* court rejected the Municipal Planning Act as an implied source of power before it even discussed the distinction between a tax and an impact fee. 560 N.W.2d at 683-84; *see* Olson, Greensweig & Riggs, *supra*, at 667 (“dicta by the [*Country Joe, Inc.*] court gives little reason for optimism that the court expects to find this power in the Municipal Planning Act as currently written.”).

Finally, there is no convincing basis upon which to conclude that the general police power of a statutory city carries with it the implied authority to enact impact fees. Roseville’s “cost allocation fee” does not resemble the type of regulatory fees for which the legislature has expressly authorized special assessments. *See, e.g., American Bank of St. Paul v. City of Minneapolis*, 802 N.W.2d 781, 787 (Minn. Ct. App. 2011) (listing statutes permitting special assessments for weed, snow and ice removal, trash removal, housing code violations along with special assessments to collect a variety of charged but unpaid fees). Moreover, like the roads in Eagan, the roads Roseville plans to fund in the TLRA are available for use by the general public. Thus, in the context of a public road, Roseville’s impact fee is more like the tax considered in *Country Joe, Inc.* than a regulatory or license fee.

Although *Country Joe, Inc.* reserved the impact fee legality issue, the Supreme Court’s analysis is wholly at odds with any notion that Courts should authorize such a

broad expansion of municipal revenue-raising authority in the absence of legislative action. *See* Malkerson, *Land Use Regulation*, REAL PROPERTY LAW IN MINNESOTA 22-23 (Minn. CLE 2010) (attached as Ex. 20 to Hajek aff) (“The attempts to specifically authorize impact fees at least implies that some municipalities believe there is no authority for such fees under current Minnesota law”); Olson, Greensweig & Riggs, *supra*, at 672 (“In light of Country Joe, it seems likely that adoption of appropriate legislation is the surest way to provide municipalities with the ability to meet potentially overwhelming needs for public infrastructure and services.”). The Court declares Ordinance 1417 invalid and unenforceable.

J H G

CITY of ROSEVILLE
ORDINANCE NO. _____

**AN ORDINANCE REPEALING ORDINANCE 1417, THE ESTABLISHMENT OF A
ZONING OVERLAY DISTRICT FOR THE TWIN LAKES REDEVELOPMENT AREA**

SECTION 1. Purpose: The Roseville City Code is hereby amended to repeal Ordinance 1417 based upon the March 28, 2012, determination of the Ramsey County District Court and their finding the Ordinance is invalid and unenforceable.

SECTION 2. Ordinance 1417 is hereby repealed.

SECTION 3: Effective date. This ordinance shall take effect upon its passage and publication.

Passed by the City Council of the City of Roseville this 19th day of November, 2012.

Ordinance Eliminating Chapter 1022, Overlay District Twin Lakes, from the Roseville Zoning ordinance.

(SEAL)

CITY OF ROSEVILLE

BY: _____
Daniel J. Roe, Mayor

ATTEST:

William J. Malinen, City Manager

CITY of ROSEVILLE

ORDINANCE NO. _____

AN ORDINANCE REPEALING CHAPTER 1022 OF TITLE 10 ZONING ORDINANCE
OF THE ROSEVILLE CITY CODE

THE CITY OF ROSEVILLE ORDAINS:

SECTION 1. Purpose: The Roseville City Code is hereby amended to eliminate in total Chapter 1022, Zoning Overlay District Twin Lakes based on decision of the Ramsey County District Court, March 28, 2012 whereby Ordinance 1417 was determined to be invalid and unenforceable and therefore Chapter 1022, Overlay District Twin Lakes is deemed the same.

SECTION 2: Chapter 1022 is hereby repealed as follows:

~~**1022.01: Intent and Purpose**~~

~~**1022.02: Definitions**~~

~~**1022.03: Infrastructure Requirements and Standards**~~

~~**1022.04: General Requirements and Standards**~~

~~**1022.05: Permits and Approvals**~~

~~**1022.06: Applicability of Other City Ordinances and Policies**~~

~~**1022.07: Consideration of Applications for Development Within the Twin Lakes Overlay—
District**~~

~~**1022.08: Severability**~~

~~**1022.01: INTENT AND PURPOSE**~~

~~The City of Roseville has determined that it is necessary, for the purpose of promoting the public health, safety, morals and general welfare of the City to redevelop the area within the City known as the Twin Lakes Redevelopment Area. In order to carry out such redevelopment the City has conducted an Alternative Urban Areawide Review (“AUAR”) for the Twin Lakes Redevelopment Area. The AUAR identifies various environmental, roadway and utility improvements which are necessary in the Twin Lakes Redevelopment Area in order for the area to be redeveloped. The AUAR contains a mitigation plan which requires, among other things, the construction of roadway and utility improvements and environmental mitigation within the Twin Lakes Redevelopment Area. While the City desires to promote the redevelopment of the Twin Lakes Redevelopment Area, it does not have the financial resources necessary to construct the infrastructure and perform the environmental remediation required under the AUAR. For this reason, the City has determined that development limitations need to be placed upon property within the Twin Lakes Redevelopment Area until adequate infrastructure can be constructed and environmental and other mitigation described in the AUAR performed. Therefore, to promote the redevelopment of the Twin Lakes Redevelopment Area, the Twin Lakes Overlay District is established and all property within the District is subject to the provisions of this Chapter.~~

1022.02: DEFINITIONS

The following terms shall have the following definitions when used in this Chapter:

- A. ~~“AUAR” means the Twin Lakes Business Park Final AUAR update Adopted October 15, 2007, as updated and amended from time to time.~~
- B. ~~“Twin Lakes Overlay Redevelopment Area” means that area located within the City of Roseville shown in Table 1022-1.~~
- C. ~~“Twin Lakes Overlay District” means the Twin Lakes Redevelopment Area.~~
- D. ~~“Development” means any man-made change to improved or unimproved real estate including a change in use or the creation of a subdivision.~~
- E. ~~“Block” means each individual Block of land within the Twin Lakes Overlay District as depicted in Table 1022-1. “Blocks” means two or more Blocks of land within the Twin Lakes Overlay District.~~
- F. ~~“TLIR” means the Infrastructure Improvements for the Twin Lakes AUAR Area Final Report, dated February, 2008, as updated and amended from time to time.~~
- G. ~~“Roadway Infrastructure Improvements” means the roadway improvements set forth in the TLIR.~~
- H. ~~“Utility Infrastructure Improvements” means the utility improvements set forth in the TLIR.~~
- I. ~~“Network Trip” means a vehicle trip that is generated by a Block within the Twin Lakes Overlay District that travels through a roadway infrastructure improvement identified in the TLIR during the p.m. peak hour. The number of trips is equal to the number of roadway infrastructure improvements traveled through.~~
- J. ~~“Twin Lakes Roadway Improvement Cost Allocation Amount” means the total cost allocated to a Block under the TLIR for the Roadway Infrastructure Improvements set forth in the TLIR.~~
- K. ~~“Twin Lakes Utility Improvement Cost Allocation Amount” means the total cost allocated to a Block under the TLIR for the Sanitary Sewer, Storm Sewer and Water Main improvements set forth in the TLIR.~~

1022.03: INFRASTRUCTURE REQUIREMENTS AND STANDARDS

~~In order to provide for the construction of adequate infrastructure to accommodate the redevelopment of the property within the Twin Lakes Redevelopment Area, all property within the Twin Lakes Overlay District is subject to the following development limitations and requirements:~~

- A. ~~Traffic Study: A traffic study prepared by a registered traffic engineer approved by the City shall be required from the property owner(s) whenever development is proposed on a Parcel. The traffic study shall assess the potential traffic impacts on local and regional road systems and determine the amount of change in Network Trips which will result from the proposed development. The property owner(s) shall pay for the cost of the traffic study.~~

84
85 B. ~~Network Trips:~~

- 86 1. ~~Development limitations based on Network Trips are hereby established in Section E~~
87 ~~below for each Block within the Twin Lakes Overlay District. The development~~
88 ~~limitations have been established by determining the number of Network Trips~~
89 ~~attributable to each Block based upon the p.m. peak hour trips generated from each~~
90 ~~such Block as determined by the (ITE) Trip Generation Handbook, Eighth Edition in~~
91 ~~the manner described in the TLIR.~~
- 92 2. ~~The Network Trips specified in Section E below are the maximum number of~~
93 ~~Network Trips that may be generated by each Block within the Twin Lakes Overlay~~
94 ~~District. Development that exceeds the allocated number of Network Trips generated~~
95 ~~on any Block may only be constructed if concurrent Road Infrastructure~~
96 ~~Improvements are provided and paid for by the property owner(s) in accordance with~~
97 ~~Section C below.~~
- 98 3. ~~Uses existing on the effective date of this ordinance that generate greater Network~~
99 ~~Trips than are allowed for such Block may continue to exist as a nonconforming use.~~
100 ~~No expansion of such nonconforming use shall be allowed without compliance with~~
101 ~~this ordinance.~~
- 102 4. ~~Allowable Network Trips are not a property right and may not be transferred to~~
103 ~~another Block.~~

104 C. ~~Restriction on development: The roadway infrastructure is not adequate for development~~
105 ~~within the Twin Lakes Overlay District in excess of the Network Trips allowed in Section~~
106 ~~E. Therefore, development which exceeds the Network Trips set forth in Section E is~~
107 ~~premature at this time. In order to provide adequate roadway infrastructure for~~
108 ~~development which will generate Network Trips in excess of what is allowed in Section~~
109 ~~E, it will be necessary to construct the Roadway Infrastructure Improvements described~~
110 ~~in the AUAR and TLIR. Therefore, development on a Block that would exceed the~~
111 ~~number of Network Trips allocated to such Block by Section E below may only be~~
112 ~~constructed if the Roadway Infrastructure Improvements described in the AUAR and~~
113 ~~TLIR to accommodate the redevelopment of the Twin Lakes Redevelopment Area are~~
114 ~~provided and/or paid for by the property owner(s) of such Block by one of the following~~
115 ~~methods:~~

- 116
- 117 1. ~~The property owner(s) enter into a voluntary development agreement which includes~~
118 ~~the payment of the Twin Lakes Roadway Cost Allocation amount allocated to the~~
119 ~~Block being developed in the manner set forth in Section D below. The decision of a~~
120 ~~property owner to enter into a development agreement shall be completely voluntary~~
121 ~~and optional on the part of property owner(s) of the Block to be developed. This~~
122 ~~option is not intended to require property owner(s) to enter into involuntary~~
123 ~~development agreements, but rather to give property owner(s) a method by which~~
124 ~~proposed development involving inadequate roadway infrastructure can be made~~
125 ~~adequate by way of voluntary development agreements.~~
- 126

2. ~~The property owner(s) make such other arrangements satisfactory to the City for the construction of, and payment for, the Roadway Infrastructure Improvements. In lieu of the foregoing options, the property owner(s) can postpone development on its Parcel until all of the Roadway Infrastructure Improvements have been completed and fully paid for.~~

~~D. Twin Lakes Allocation Cost: In order to establish a method by which property owner(s) of property within the Twin Lakes Overlay District can develop a Block in a manner which will generate more Network Trips than has been allocated to such Block under Section E below, the City has prepared and adopted the TLIR. The TLIR identifies Roadway Infrastructure Improvements which are necessary to redevelop the Twin Lakes Redevelopment Area, provides cost estimates for the Roadway Infrastructure Improvements, and allocates the cost between the Blocks based on cost per Network Trip. If development on a Block will generate Network Trips in excess of the number allocated to that Block in Section E below, the property owner(s) of such Block may, as provided in Section C 1 above, enter into a voluntary development agreement which includes the payment of the Twin Lakes Roadway Improvement Cost Allocation Amount allocated to such Block in the TLIR, as adjusted for the development to be constructed on such Block using the methodology set forth in the TLIR. In addition to adjustments made when individual development proposals are made, adjustments to the costs in the TLIR shall be made annually based upon the actual cost of Roadway Infrastructure Improvements constructed during the preceding year and the change in the estimated cost of Roadway Infrastructure Improvements not yet constructed from the previous year. Once a development agreement which includes the payment of the Twin Lakes Roadway Improvement Cost Allocation Amount for development which will generate Network Trips in excess of the number set forth in Section E for such Block has been entered into no further adjustments to the Twin Lakes Roadway Allocation Cost Amount shall be made with respect to the development described in the development agreement. Subsequent development on a Block beyond that described in the development agreement shall require payment of an additional Twin Lakes Roadway Improvement Cost Allocation Amount in an amount determined by the methodology set forth in the TLIR.~~

~~E. Allocation of Network Trips: Each Block within the Twin Lakes Overlay District is hereby assigned the following Network Trips:~~

Block No.	Network Trips
1a	98
1b	49
2	239
3a & 3b	66
4	452
5	145
6	80
7	380
8	319
9	681

10	142
12	595
13	691
14	246
15	82
16	422
17a	89
17b	84
18	169

If development on a Block will not generate Network Trips in excess of the number allocated to the Block in this Section E, the property owner(s) of such Parcel shall not be obligated to pay the Twin Lakes Roadway Improvement Cost Allocation Amount set forth in the TLHR for such development.

F. ~~Appeal of Network Trips: In the event that the property owner(s) of a Block do not agree with the determination of the Network Trips allocated to their Block pursuant to Section E above, the property owner(s) of such Block may appeal the determination to the Roseville City Council. No appeal may be taken with respect to the Network Trips allocated in Section E above unless the affected property owner(s) file a written appeal with the City Manager within one hundred eighty (180) days after the adoption of this ordinance. The failure to file a timely appeal eliminates all right to challenge a Network Trip allocation designated in Section E above. The appeal must be accompanied by a report prepared by a registered traffic engineer which provides evidence indicating potential errors in the determination of the Network Trips and the reasons why the determination of Network Trips is not accurate. When an appeal is filed the matter shall be heard and considered by the Roseville City Council at a public meeting. The property owner(s) making the appeal shall be given the opportunity at the meeting to testify and present evidence with respect to the Network Trips allocated to their Block. Notice of the meeting shall be mailed to the appealing property owner(s) at the address where the tax statement for the Block which is subject to the appeal is mailed according to the records of the Ramsey County Property Tax Department. Following making its decision, the City Council shall serve a copy of its decision upon the property owner(s) of the Block which was the subject of the appeal by mail at the address where tax statements for such Block is mailed. No judicial action shall be taken regarding the determination of Network Trips allocated to a Block pursuant to Section E above unless and until the foregoing appeal is made to the City Council and the City Council has rendered and served its decision on the matter.~~

G. ~~Other Improvements: Nothing in the Section may be construed to eliminate property owner(s) responsibility for other improvements unrelated to the Roadway Infrastructure Improvements. If a traffic study finds that road system improvements unrelated to the Roadway Infrastructure Improvements are required as a result of the proposed development, the development may not be commenced until arrangements, including~~

199 financing, for the completion of such other improvements are made and such
200 arrangements are approved by the City.

201
202 ~~1022.04: GENERAL REQUIREMENTS AND STANDARDS~~

203 Each Block within the Twin Lakes Overlay District shall be subject to the following general
204 requirements at the time of development of such Block. The following requirements shall be in
205 addition to and not in lieu of any other requirements in this ordinance.

206 A. Whenever development occurs on a Parcel, the property owner(s) of such Block shall pay
207 the Twin Lakes Utility Improvement Cost Allocation Amount allocated to such Block
208 under the TLIR for the Utility Infrastructure Improvements.

209 B. Whenever environmental contamination or other environmental impacts on or within a
210 Block: a) have been identified in the AUAR, b) have been identified by findings from a
211 Phase I or Phase II Environmental Site Assessment or other environmental report, or c)
212 formal environmental review (i.e. an Environmental Assessment Worksheet,
213 Environmental Impact Statement, or an Alternate Urban Areawide Review) is required
214 for development on such Block, the property owner(s) shall, as part of the development
215 proposal address environmental impacts by:

216 1. Preparing and implementing Response Action Plans and/or Development
217 Response Action Plans for such Block where required by local, state and federal
218 regulations, which Plans shall be subject to the approval of the City.

219 2. Managing and handling hazardous materials, petroleum products, and/or asbestos
220 on and within such Block, appropriately in accordance with MPCA guidelines.

221 3. Working with the MPCA, the Environmental Protection Agency and/or the City
222 to the extent they have jurisdiction, implement the recommendations from the
223 Supplemental Groundwater Evaluation Plan, dated August 2004, which has been
224 adopted by the City, including but not limited to, the following:

225 a) The property owner(s) shall perform an environmental study to determine
226 i) Whether trichloroethylene concentrations (TCE) exist on or within the
227 Block which exceed the Health Risk Limit. If a source is found
228 additional subsurface investigation shall be performed to define the
229 lateral extent of the TCE contamination. Site specific investigations
230 should be conducted in a way that will identify potential sources, the
231 magnitude, and the extent to TCE on and/or within the Block and its
232 effects on the glacial aquifer; and

233 ii) Whether Diesel Range Organics exist on or within the Block and if so,
234 preform environmental investigation on and within the Block and its
235 effects on the glacial aquifer..

236 4. The property owner(s) shall remediate, as appropriate, soil and groundwater
237 contamination on and within the Block pursuant to Minnesota and federal law.

238 5. The property owner(s) shall implement the requirements and policies set forth in
239 the current Comprehensive Surface Water Management Plan of the City,

ordinances, policies and best management practices related to stormwater runoff with respect to such Block.

C. The property owner(s) of the Block to be developed shall comply with the park dedication requirements of the City with respect to the Block being developed.

D. If development on a Block converts native land cover types to an altered cover type, the property owner(s) of such Block shall mitigate the conversion by restoring native cover types on the Block, and to the extent the native land cover types within any portion of Langton Lake Park are altered by such development, in Langton Lake Park.

E. The property owner(s) of the Block to be developed shall work with the City to implement the applicable planning principles of the 2001 Twin Lakes Business Park Master Plan to mitigate cumulative impacts of development within the Twin Lakes Redevelopment Area with respect to development on their Block.

F. The property owner(s) of the Block to be developed will work with the City to integrate travel demand management plans to reduce the number of vehicles on area roadways.

G. The property owner(s) of the Block to be developed will incorporate into any development on such Block, sidewalks, trails, pedestrian amenities, parks and open space to provide greenway/wildlife corridors to encourage more pedestrian trips and fewer vehicle trips in the area.

H. The property owner(s) of the Block to be developed will submit photographs and note the construction dates for any buildings over 50 years old on such Block, and submit them to the State Historical Preservation Office for initial assessments. The property owner(s) of any Block within the jurisdiction of Minnesota Statutes § 138.01 et. seq. shall comply with the requirements of the State Historical Preservation office.

1022.05: PERMITS AND APPROVALS

All necessary permits and other required approvals shall be obtained for any work or construction to be performed within the Twin Lakes Overlay District, including the permits, where applicable, set forth in the AUAR Mitigation Plan.

1022.06: APPLICABILITY OF OTHER CITY ORDINANCES AND POLICIES

All City ordinances and policies shall be followed in the review and approval of development projects within the Twin Lakes Overlay District. The provisions of this Chapter shall not preclude or replace the application and requirements of any other Title, Chapter or Section of the Roseville City Code or the provisions of any State Statute, including but not limited to land dedications authorized under Minnesota Statutes § 462.358. All such other Titles, Chapters and Sections shall apply in addition to, and not in lieu of, this Chapter.

1022.07: CONSIDERATION OF APPLICATIONS FOR DEVELOPMENT WITHIN THE TWIN LAKES OVERLAY DISTRICT

The following shall apply to applications involving development within the Twin Lakes Overlay District:

~~—— A. Before submitting an application for development on a Block within the Twin Lakes Overlay District, the property owner(s) of the Block to be developed shall meet with the Director of Community Development and City Engineer (or their designees) to discuss the proposed development, the development review process and the documents required to be submitted.~~

~~—— B. The property owner(s) shall thereafter submit to the Director of Community Development and City Engineer such applications, studies, reports and other documents which are required by the City pertaining to the proposed development.~~

~~—— C. Following review of the documents submitted, the City Engineer shall make a determination of whether or not the proposed development will exceed the Network Trips allocated to the Block in Section 1022.03 E above.~~

~~—— D. If the proposed development will exceed the Network Trips allocated to the Block under Section E above and the property owner(s) elect to proceed with the proposed development pursuant to Section 1022.03C1 or 2 above, the property owner(s) shall, prior to the issuance of the building permit pertaining to the development, enter into a voluntary development agreement or make other arrangements satisfactory to the City which assure that the requirements of this ordinance shall be carried out.~~

~~—— E. Voluntary development agreements shall include provisions for payment of the Twin Lakes Roadway Improvement Cost Allocation Amount and the Twin Lakes Utility Improvement Cost Allocation Amount, the means by which the property owner(s) will comply with the environmental and other requirements on this ordinance, and such other matters which are typical be considered by, and subject to the approval of, the Roseville City Council.~~

1022.08: SEVERABILITY

~~If any term or provision of this Chapter, or the application thereof to any person or circumstance is, for any reason and to any extent, held to be invalid or unenforceable, then such term or provision will be ignored, and to the maximum extent possible, this Chapter will continue in full force and effect, but without giving effect to such invalid or enforceable term or provision.~~

SECTION 3: Effective date. This ordinance shall take effect upon its passage and publication.

Passed by the City Council of the City of Roseville this 19th day of November, 2012.

Ordinance Repealing Chapter 1022, Overlay District Twin Lakes, from Title 10, Roseville Zoning Ordinance.

(SEAL)

CITY OF ROSEVILLE

BY: _____
Daniel J. Roe, Mayor

ATTEST:

William J. Malinen, City Manager

REQUEST FOR COUNCIL ACTION

Date: November 19, 2012
Item No.: 7.h

Department Approval

City Manager Approval



Item Description: Consider Cancelling November 26, 2012 City Council Meeting

BACKGROUND

The City Council generally meets two or three times a month to conduct City business. Meetings occasionally are cancelled because there is no business to discuss or because conflicts prevent councilmembers from being able to attend the meeting.

As Council and staff review agenda items for November 26, they note a lack of agenda items for immediate discussion. Additionally a councilmember has a conflict with meeting that evening.

FINANCIAL IMPACTS

None

STAFF RECOMMENDATION

Consider motion to cancel the November 26, 2012 City Council meeting.

REQUESTED COUNCIL ACTION

Consider motion to cancel the November 26, 2012 City Council meeting.

Prepared by: William J. Malinen, City Manager

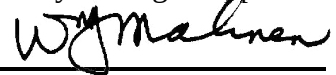
REQUEST FOR COUNCIL ACTION

Date: 11/19/12

Item No.: 7.i

Department Approval

City Manager Approval



Item Description: **Resolution Authorizing City Manager to apply for SCORE Funding Grant**

BACKGROUND

State law requires counties to manage the waste produced by citizens and businesses by waste reduction, reuse, and recycling in preference to landfilling. In 1989, the Legislature adopted legislation, based on recommendations made by the Governor's Select Committee on Recycling and the Environment (SCORE), to further waste reduction, reuse, and recycling. Among other things, SCORE statutes authorize state grants for recycling, managing problem materials, educating the public, and other related activities.

Ramsey County passes through a portion of its SCORE funding to cities. The County requires the funding be used for waste reduction, reuse and recycling programs. The County further requires the cities to have a permanent source of funding for their waste reduction, reuse and recycling programs. Roseville responded by approving the establishment of a recycling fee that has been included as a part of the quarterly utility bill.

Ramsey County has announced that cities may apply for SCORE funds for 2013. Grant amounts are based on the amount of funds received from the State and the city's population. In 2013 Roseville is eligible for \$69,613.00.

The application process for the grant requires a resolution adopted by the City Council.

BUDGET IMPLICATIONS

The grant will be used to pay a portion of the Curbside Recycling Program including the Clean Up Day.

STAFF RECOMMENDATION

It is recommended the Council adopt a resolution authorizing the City Manager to apply for the grant.

REQUESTED COUNCIL ACTION

A motion adopting a resolution authorizing the City Manager to submit a grant application to Ramsey County for a 2013 SCORE Grant in amount of \$69,613.00.

Prepared by: Tim Pratt, Communications Specialist
Attachments: A: Copy of 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 19th day of November, 2012, 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 REQUESTING 2012 SCORE FUNDING GRANT
FOR USE IN ROSEVILLE'S RESIDENTIAL RECYCLING PROGRAM**

WHEREAS, the Roseville City Council is committed to residential waste abatement through its curbside recycling program, Clean Up Day, and Leaf Pick Up Program; and

WHEREAS, in order to improve Roseville's waste abatement programs and minimize the cost to Roseville residents; and

WHEREAS, Ramsey County has SCORE Funding Grants available for 2013;

NOW THEREFORE, BE IT RESOLVED, that the City Manager is authorized to submit a grant application to Ramsey County for a 2013 SCORE Funding Grant and that that grant will be used for Roseville's waste abatement programs.

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.

[illegible]

I, the undersigned, being the duly qualified City Manager of the City of Roseville, County of Ramsey, State of Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a regular meeting of said City Council held on the 19th day of November, 2012, with the original thereof on file in my office.

WITNESS MY HAND officially as such Manager this 19th day of November, 2012.

William J. Malinen, City Manager

REQUEST FOR COUNCIL ACTION

Date: 11/19/12

Item No.: 7.j

Department Approval



City Manager Approval



Item Description: Approve a Resolution for the Final Acceptance and Maintenance for
Public Improvements Constructed for SIENNA GREEN

BACKGROUND

On November 9, 2009, the City Council approved a public improvement contract for Aeon and the Har Mar Apartments, 2225 to 2265 Snelling Avenue. The contract covered the public improvements included in the SIENNA GREEN plat. These improvements included the construction of a public sidewalk along the frontage road and a public water main extension. This improvement was completed in 2011.

The City worked with their Engineer during construction to ensure the improvements were installed according to approved plans and City specifications.

POLICY OBJECTIVE

The City Policy requires the following steps be completed to finalize the construction project:

- Certification from the civil engineer in charge of the project verifying that all work has been completed in accordance with the approved plans and specifications.
- A resolution by the City Council accepting the project and beginning the two-year warranty period.

FINANCIAL IMPACTS

Since this was a developer initiated project, the City did not contribute to the cost to construct these public improvements.

STAFF RECOMMENDATION

All necessary items have been completed in accordance with project plans and specifications. Since all items have been completed as outlined in the policy regarding final project acceptance, staff recommends the City Council approve a resolution accepting the public improvements.

REQUESTED COUNCIL ACTION

Approve a Resolution Accepting the Public Improvements Constructed for Sienna Green.

Prepared by: Debra Bloom, City 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 19th day of November, 2012, at 6:00 o'clock p.m.

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

Councilmember introduced the following resolution and moved its adoption:

RESOLUTION NO.

**FINAL ACCEPTANCE AND MAINTENANCE FOR
PUBLIC IMPROVEMENTS CONSTRUCTED FOR SIENNA GREEN**

WHEREAS, pursuant to City Code, certain public improvements were constructed to redevelop the Har Mar Apartments, 2225 to 2265 Snelling Avenue including; the construction of a public sidewalk along the frontage road and a public water main extension; and

WHEREAS, the Developer, Aeon, is requesting the City of Roseville accept ownership and maintenance responsibility of these public improvements.

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

BE IT FURTHER RESOLVED, that the City Engineer is hereby directed to issue a proper order for the final acceptance and accept a two-year warranty for any work covering the replacement or repair of defective items commencing on November 19, 2012, and expiring on November 19, 2014.

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.

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 19th day of November, 2012, with the original thereof on file in my office.

WITNESS MY HAND officially as such Manager this 19th day of November, 2012.

William J. Malinen, City Manager

(SEAL)

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 11/19/12

Item No.: 7.k

Department Approval



City Manager Approval



Item Description: Accept Petition and Order Feasibility Report for the Construction of Public Improvements at 3040 Hamline Avenue

BACKGROUND

On September 27, 1993, the City Council approved a minor subdivision for the platted lot just to the north of 3040 Hamline Avenue, this approval created two lots to the north of the home on 3040 Hamline Avenue. These lots do not have public water and sanitary sewer available to provide service to the lots.

The property owner, Thomas Willmus, has submitted the attached petition to the City Council requesting that the city install public water and sanitary sewer to serve these two lots.

Attached is a copy of the lot survey and a preliminary plan developed by Loucks and Associates showing the lots and the proposed improvement. Each parcel will have access to Hamline Avenue, via a private road on a shared access easement across 3040 Hamline Avenue. The water and sanitary sewer main would be extended to serve these lots from the existing mains on Hamline Avenue.

POLICY OBJECTIVE

In order to process this request for the construction of public improvements, the City Council should order the preparation of a Feasibility Report in which the estimated costs of the improvements will be determined. Once the Feasibility Study is complete, it will be received by the City Council and a public hearing will be held to determine if the project should proceed.

FINANCIAL IMPACTS

Consistent with the city assessment policy, it is proposed that 100% of the cost to construct the sanitary sewer and watermain will be assessed to the petitioner.

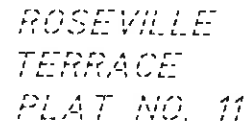
STAFF RECOMMENDATION

Approve a resolution to Accept Petition and Order Feasibility Report for the Construction of Public Improvements at 3040 Hamline Avenue.

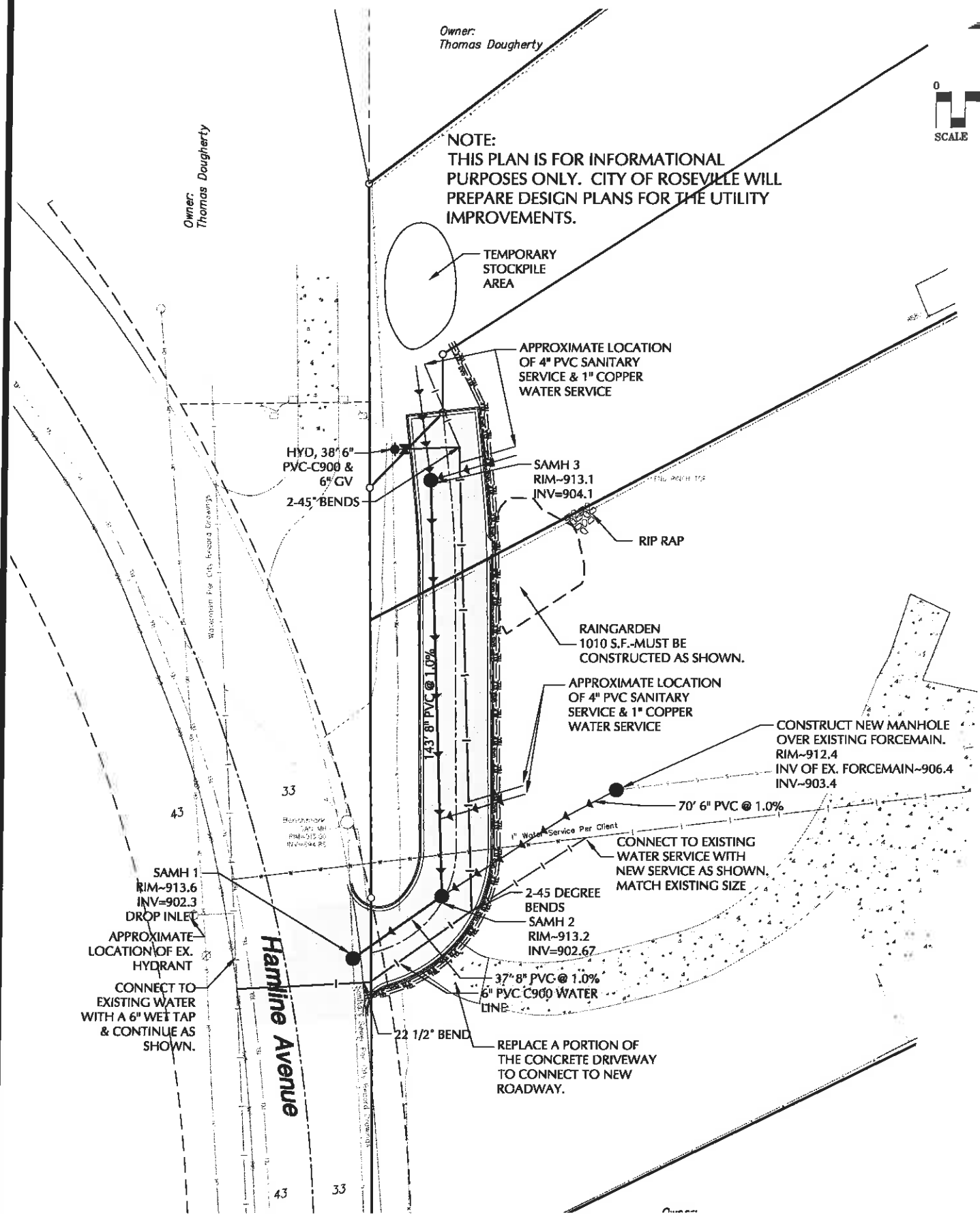
REQUESTED COUNCIL ACTION

Approve a resolution to Accept Petition and Order Feasibility Report for the Construction of Public Improvements at 3040 Hamline Avenue.

Prepared by: Debra Bloom, City Engineer
Attachments: A: Survey
B. Preliminary Plan
C. Petition for Public Improvement
D. Resolution



Sheet 1 of 1



UTILITY PLAN GENERAL NOTES

1. ALL SANITARY SEWER, STORM SEWER AND WATERMAIN UTILITIES SHALL BE FURNISHED AND INSTALLED PER THE REQUIREMENTS OF THE SPECIFICATIONS, THE CITY AND THE STANDARD UTILITIES SPECIFICATION OF THE CITY ENGINEERS ASSOCIATION OF MINNESOTA (CEAM), 1999 EDITION. ALL HDPE CONNECTIONS TO CONCRETE MANHOLES SHALL BE CONNECTED WITH AN INTERNAL RUBBER GASKET OR BY USING ADS WATERSTOP GASKET. ALL SANITARY SEWER MAIN LINE SHALL BE SDR 35. ALL SANITARY SEWER SERVICES SHALL BE SDR 26.
2. SEE SHEET CB-1 AND THE CONTRACT SPECIFICATIONS FOR SPECIFIC UTILITY DETAILS AND UTILITY SERVICE DETAILS.
3. ALL UTILITY PIPE BEDDING SHALL BE COMPACTED SAND OR FINE GRANULAR MATERIAL PER THE REQUIREMENTS OF THE CITY. ALL COMPACTION SHALL BE PERFORMED PER THE REQUIREMENTS OF THE CEAM SPECIFICATION.
4. ALL CONNECTIONS TO EXISTING UTILITIES SHALL BE PERFORMED PER THE REQUIREMENTS OF THE CITY. THE CITY DEPARTMENT OF ENGINEERING AND BUILDING INSPECTIONS DEPARTMENT AND THE CONSTRUCTION ENGINEER MUST BE NOTIFIED AT LEAST 48 HOURS PRIOR TO ANY WORK WITHIN THE PUBLIC RIGHT OF WAY, OR WORK IMPACTING PUBLIC UTILITIES.
5. THE CONTRACTOR SHALL NOTIFY GOPHER STATE ONE CALL AT 651-454-0002 AT LEAST 48 HOURS PRIOR TO PERFORMING ANY EXCAVATION OR UNDERGROUND WORK.
6. THE CONTRACTOR SHALL FIELD ADJUST WATERMAIN TO AVOID CONFLICTS WITH SANITARY SEWER, STORM SEWER, AND SERVICES AS REQUIRED. INSULATION OF WATER AND SANITARY SEWER LINES SHALL BE PROVIDED WHERE 7.5 FEET MINIMUM DEPTH CAN NOT BE ATTAINED.
7. THE CONTRACTOR SHALL FIELD ADJUST WATERMAIN TO AVOID CONFLICTS WITH SANITARY SEWER, STORM SEWER, AND SERVICES AS REQUIRED. INSULATION OF WATER AND SANITARY SEWER LINES SHALL BE PROVIDED WHERE 7.5 FEET MINIMUM DEPTH CAN NOT BE ATTAINED.
8. ADJUST ALL EXISTING STRUCTURES, BOTH PUBLIC AND PRIVATE TO THE PROPOSED GRADES WHERE DISTURBED AND COMPLY WITH ALL REQUIREMENTS OF THE UTILITY OWNERS. STRUCTURES BEING RESET TO PAVED AREAS MUST MEET OWNERS REQUIREMENTS FOR TRAFFIC LOADING.

Project Name: 3040 N Hamline Ave.

Lake Josephine Sights

Roseville, Minnesota

Owner/Developer: Tom Willmus

3040 N. Hamline Avenue
Roseville, Mn

Professional Services:

LOUCKS ASSOCIATES

Planning • Civil Engineering • Land Surveying
Landscape Architecture • Environmental

7200 Hamlock Lane - Suite 300
Maple Grove, MN 55369
Telephone: (763) 424-5505
www.loucksassociates.com

© 2012

CADD Qualification:

CADD files prepared by the Consultant for this project are the property of the Consultant. The Consultant warrants that the CADD files are accurate and complete as of the date of creation. The Consultant does not warrant the accuracy or completeness of the CADD files for any other project. The Consultant shall not be responsible for any errors or omissions in the CADD files. The Consultant shall not be responsible for any damages, including consequential damages, arising from the use of the CADD files. The Consultant shall not be responsible for any delays or interruptions in the CADD files. The Consultant shall not be responsible for any other damages, including consequential damages, arising from the use of the CADD files. The Consultant shall not be responsible for any delays or interruptions in the CADD files.

Revisions:

Professional Signature:

Quality Control:

Project Lead: VJV

Checked By: VJV

7/24/12

Vicinity Map:

Sheet Title: UTILITY PLAN

Project No.: 12-154

Sheet No.:

WARNING

THE CONTRACTOR SHALL BE RESPONSIBLE FOR CALLING FOR LOCATIONS OF ALL EXISTING UTILITIES. THEY SHALL COOPERATE WITH ALL UTILITY COMPANIES IN MAINTAINING THEIR SERVICE AND / OR RELOCATION OF LINES.

THE CONTRACTOR SHALL CONTACT GOPHER STATE ONE CALL AT 651-454-0002 AT LEAST 48 HOURS IN ADVANCE FOR THE LOCATIONS OF ALL UNDERGROUND WIRES, CABLES, CONDUITS, PIPES, MANHOLES, VALVES OR OTHER BURIED STRUCTURES BEFORE DIGGING. THE CONTRACTOR SHALL REPAIR OR REPLACE THE ABOVE WHEN DAMAGED DURING CONSTRUCTION AT NO COST TO THE OWNER.

CITY OF ROSEVILLE, MINNESOTA
PETITION FOR PUBLIC IMPROVEMENT

To the City Council of Roseville, Minnesota:

We, the undersigned owners ("Petitioner(s)") of the real property legally described in Exhibit A attached hereto ("Property"), hereby petition the Roseville City Council to: a) construct the improvements shown and described in Exhibit B attached hereto (the "Improvement(s)") to service the Property, and b) assess the entire cost of said Improvement(s), pursuant to Minnesota Statutes, Chapter 429, against the Property (the "Public Improvement Project").

In order to process this petition, the Petitioner(s) request that the City Council order the preparation of a Feasibility Report in which the estimated costs of the Improvement(s) will be determined. The Petitioner(s) understand that upon receipt of this petition and the preparation of the Feasibility Study, a public hearing will be held at which time the Petitioner(s) may voice their support or opposition of the Public Improvement Project based upon the costs as determined in the Feasibility Report. If this petition is denied at the public hearing, the Petitioner(s) agree to pay all costs, including but not limited to the preparation of the Feasibility Study and the costs of holding a Public Improvement Hearing, incurred by the City.

The Petitioner(s) understand that if this petition is approved at the Public Hearing, the Petitioner(s) shall be required to agree to and sign a written Request and Waiver, in the form promulgated by the City, whereby the Petitioner(s): a) request the City to proceed with the Public Improvement Project, b) agree to have the entire cost of the Project assessed against the Property, and c) waive all rights to appeal the assessments, before the City will proceed further with the Public Improvement Project. If the Request and Waiver is not signed by all of the Petitioner(s), the City shall not proceed with the Public Improvement Project.

The Petitioner(s) further understand that the City intends to proceed with the Public Improvement Project using a procedure whereby the City will not proceed with the construction of the Improvement(s) until after certification of the Assessment Roll and expiration of the 30 day appeal period following the certification of the assessments. In the event the City does not commence construction of the Improvement(s), the Petitioner(s) agree to pay all costs incurred by the City prior to the date of the Assessment Hearing, including but not limited to the preparation of the Feasibility Study, the preparation of Plans and Specifications; the cost of advertising for opening and accepting or rejecting bids; the preparation of the Assessment Roll; and the cost of holding the Public Improvement and Assessment Hearings.

Concurrently with the delivery of this petition, the Petitioner(s) hereby furnish and deliver to the City a cash deposit in the amount of \$1,500 to guarantee payment for all costs incurred by the City of Roseville prior to the Assessment Hearing, including but not limited to the preparation of the Feasibility Study; the preparation of Plans and Specifications; the cost of advertising for, opening, and accepting or rejecting bids; the preparation of an Assessment Roll;

including but not limited to the preparation of the Feasibility Study; the preparation of the Plans and Specifications; the cost of advertising for opening and accepting or rejecting bids; the preparation of the Assessment Roll; and the cost of holding a Public Improvement and Assessment Hearings. Such deposit will be refunded by the City in the event that actual construction of the Improvements is commenced. The Petitioner understands and agrees that the City of Roseville shall have the right to draw, in whole or part, on the deposit for the purpose of reimbursing itself for any and all costs incurred by the City if the Improvements are not constructed or the Public Improvement Project is terminated for any reason. Prior to drawing upon the deposit, the City agrees to make a good faith attempt to provide reasonable notice to the Petitioner of its intent to do so. If the amount of the cash deposit is inadequate to pay such costs, the Petitioner shall pay the deficiency. No interest shall accrue to the Petitioners on the cash deposit. All financial obligations of the Petitioner hereunder shall be joint and several.

The decision whether to order the preparation of a Feasibility Study, approve a Public Improvement Project and approve an Assessment Roll for the Project shall be within the sole discretion of the Roseville City Council.

Signature of Property Owners:

James M. Wallace 7-18-12

**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 19th day of November, 2012, at 6:00 p.m.

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

Member introduced the following resolution and moved its adoption:

RESOLUTION No.

**RESOLUTION DECLARING ADEQUACY OF PETITION AND ORDERING
PREPARATION OF FEASIBILITY REPORT
FOR 3040 HAMLINE AVENUE UTILITIES**

WHEREAS, a certain petition requesting the construction of public sanitary sewer and public watermain to serve the two residential lots north of 3040 Hamline Avenue, filed with the council November 19, 2012, , is hereby declared to be signed by the required percentage of owners of property affected thereby. This declaration is made in conformity to Minn. Stat. § 429.035.; and

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

The petition for proposed Improvement No. 13-10 is hereby referred to the City Engineer and that person is instructed to report to the council with all convenient speed advising the council in a preliminary way as to whether the proposed improvement is necessary, cost-effective, and feasible; whether it should best be made as proposed or in connection with some other improvement; the estimated cost of the improvement as recommended; and a description of the methodology used to calculate individual assessments for affected parcels

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.

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 19th day of November, 2012, with the original thereof on file in my office.

William J. Malinen, City Manager

(SEAL)

REQUEST FOR COUNCIL ACTION

Date: 11/19/2012

Item No.: 7.1

Department Approval

P. Trudgen

City Manager Approval

W. Mahonen

Item Description: Authorize Expenditure of Roseville HRA funds for the acquisition of 2325 Dale St. and adjacent vacant lots on Cope Avenue.

BACKGROUND

The Roseville HRA is anticipating closing on the purchase agreement for 2325 Dale Street and Lots 18, 19, 20, and 21, Block 1, O'Neils Addition on Cope Avenue. The closing is scheduled to take place on November 30, 2012. As has been previously discussed with the City Council, the Roseville HRA is purchasing the home at 2325 Dale Street and the surrounding vacant property and Dale Street Fire Station to assemble land for a future development.

BUDGET IMPLICATIONS

The HRA will be utilizing existing funds from the Multi-Family program fund. No new levy funds are required for this purchase.

STAFF RECOMMENDATION

Consent to the acquisition of 2325 Dale Street and Lots 18, 19, 20, and 21, Block 1, O'Neils Addition in an amount to not exceed \$638,000.

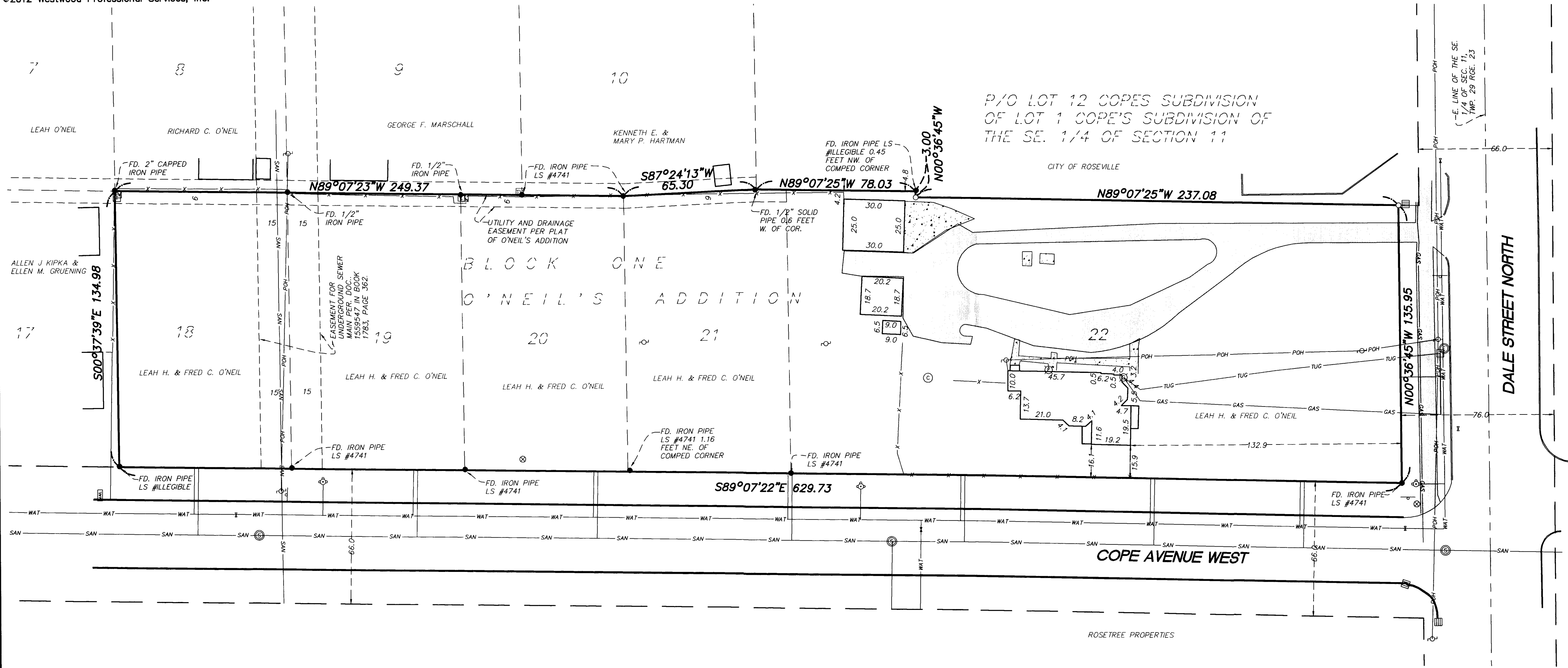
REQUESTED COUNCIL ACTION

Motion to consent to the acquisition of 2325 Dale Street and Lots 18, 19, 20, and 21, Block 1, O'Neil's Addition in an amount to not exceed \$638,000.

Prepared by: Jeanne Kelsey, Housing Program Manager, 651-792-7086

Attachment A: Survey of property to be acquired.

Attachment A



Legend

	BUSH/SHRUB		STORM MANHOLE
	CONIFEROUS TREE		TELEPHONE BOX
	DECIDUOUS TREE		TELEPHONE MANHOLE
	WETLAND		TRAFFIC CONTROL BOX
	STEEL/WOOD POST		HAND HOLE
	SIGN-TRAFFIC/OTHER		TRAFFIC LIGHT
	SIGN-TRAFFIC/OTHER		GATE VALVE
	MAIL BOX		HYDRANT
	HANDICAPPED STALL		WATER METER
	PERC TEST		CURB STOP BOX
	MONITORING WELL		CISTERN
	CABLE TV BOX		WELL
	GAS METER		CABLE TV
	STREET LITE		GAS LINE
	GUY WIRE		POWER OVERHEAD
	POWER POLE		POWER UNDERGROUND
	ELECTRIC BOX		SANITARY SEWER
	ELECTRIC METER		STORM SEWER
	ELECTRIC MANHOLE		TELEPHONE OVERHEAD
	ELECTRIC TOWER		TELEPHONE UNDERGROUND
	SANITARY MANHOLE		WATERMAIN
	SEWER CLEANOUT		FENCE LINE
	BEEHIVE CATCH BASIN		DECIDUOUS TREE LINE
	CATCH BASIN		CONIFEROUS TREE LINE
	FLARED END SECTION		CURB & GUTTER
	CONCRETE SURFACE		BITUMINOUS SURFACE

Property Description of Record

Property description per Stewart Title Guaranty Commitment File Number 36062

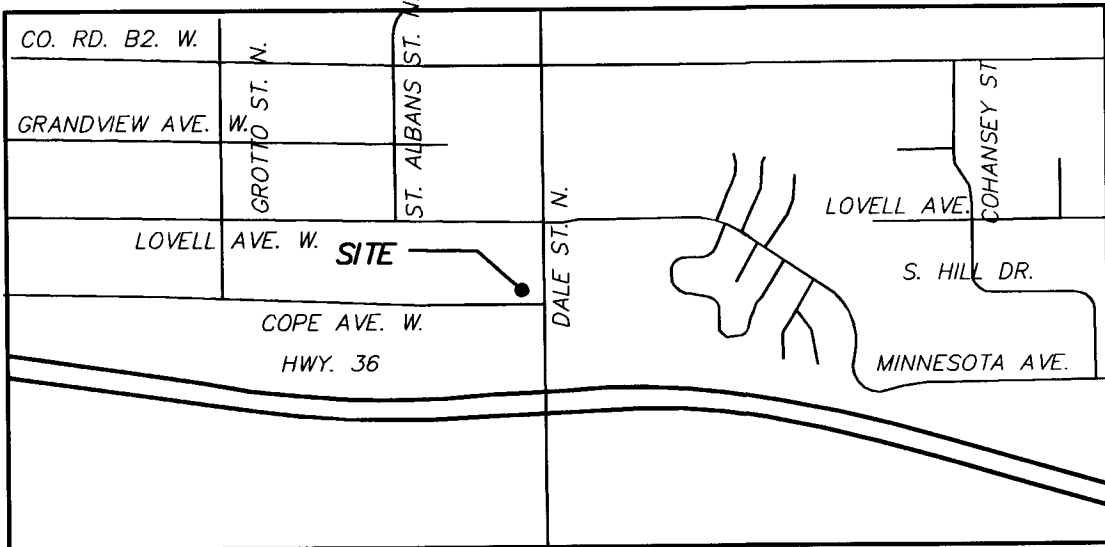
Lots 18, 19, 20, 21 and 22, Block 1, O'Neil's Addition.

General Notes

- 1) This survey was prepared using Stewart Title Guaranty Commitment File Number 36062 Second Supplemental having an effective date of August 15, 2012 at 7:00 A.M..
 - 2) Subject property appears to be classified as Zone X when scaled from Flood Insurance Rate Map Community - Map Number 27123C0020G dated June 4, 2010.
 - 3) Subject property contains 85,642 Sq.Ft. or 1.97 acres.
 - 4) Zoning not provided by Title Company.
 - 5) Subject property contains 0 total parking stalls..
 - 6) The underground utilities shown have been located from field survey information and existing drawings. The surveyor makes no guarantees that the underground utilities shown comprise all such utilities in the area, either in service or abandoned. The surveyor further does not warrant that the underground utilities shown are in the exact location indicated although he does certify that they are located as accurately as possible from information available. The surveyor has not physically located the underground utilities. (Gopher State One Call Ticket No. 122931670).
 - 7) Bearings based on Ramsey County Coordinates.
- The following notes correspond to the numbering system of Schedule B of the above mentioned title commitment.
- 10) Easements for utilities and drainage as shown on the recorded plat of O'Neils Addition. AFFECTS SUBJECT PROPERTY, AS SHOWN ON SURVEY.
 - 11) Easement for underground sewer main, pipes, and appurtenances, in favor of the Village, now City, of Roseville, a Minnesota municipal corporation, as created in document dated March 28, 1962, filed April 3, 1962, as Document No. 1559547 in Book 1783, Page 362, and as depicted on the recorded plat of O'Neil's Addition. AFFECTS SUBJECT PROPERTY, AS SHOWN ON SURVEY.

- Denotes Found Iron Monument found as shown.
- Denotes set 1/2 inch x 14 inch iron rebar marked with plastic cap License No. 43999

Vicinity Map
Not to Scale



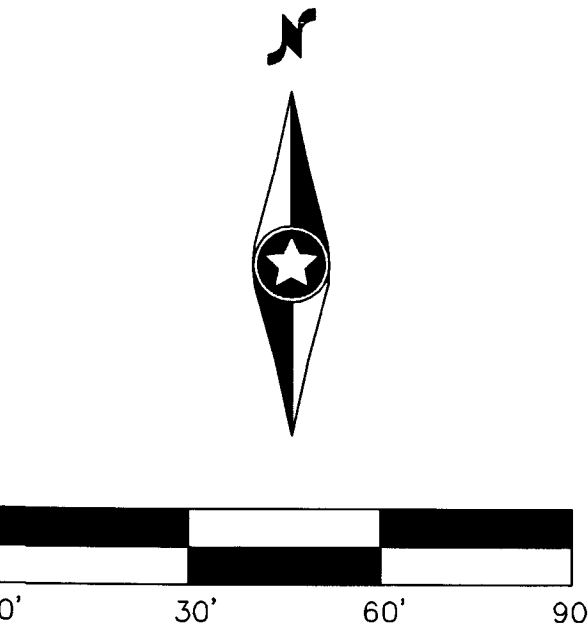
Certification

To: Commercial Partners Title, LLC and Stewart Title Guaranty Company:

This is to certify that this map or plat and the survey on which it is based were made in accordance with the 2011 Minimum Standard Detail Requirements for ALTA/ACSM Land Title Surveys, jointly established and adopted by ALTA and NSPS, and includes items 1, 2, 3, 4, 6(b), 7(a), 7(a), 8, 9, 11(a) and 13, of Table A thereof. The field work was completed on October 18, 2012.

Robert L. Houle
Minnesota License No. 43999

11/2/2012
Date



0000209ATF01.dwg

Date: 11/01/12 Sheet: 1 OF 1

Prepared for:
Steingart, McGrath and Moore, P.A.
3300 Edinborough Way,
Suite 601
Edina, Minnesota 55435

**Lots 18-22
Block 1
O'Neils Addition**
Roseville, Minnesota

**ALTA/ACSM LAND
TITLE SURVEY**



Westwood Professional Services, Inc.
7699 Anagram Drive
Eden Prairie, MN 55344
PHONE 952-937-5150
FAX 952-937-5822
TOLL FREE 1-888-937-5150
www.westwoodps.com

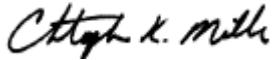
Revisions:	

Crew:	DAA
Checked:	RLH
Drawn:	TJD
Record Drawing by/date:	

REQUEST FOR COUNCIL ACTION

Date: 11/19/12
Item No.: 9 . a

Department Approval



City Manager Approval



Item Description: Adopt an Ordinance Amending City Code Chapter 314.05: the 2013 Fee Schedule

BACKGROUND

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

Over the past several months, Staff has reviewed the direct and indirect costs of the City's regulatory functions, to determine whether fee adjustments are necessary. In general, it was determined that the fees were appropriately set with a few exceptions. Based on this analysis, Staff recommends adjustments to the following existing fees:

- ❖ Park Dedication Fee – Commercial (*See Attachment C*)
- ❖ Building Permit and Plan Review Fees
- ❖ Demolition Permit Fees
- ❖ Manufactured Home Permit Fee
- ❖ Mechanical Permit Fees
- ❖ Moving Permit Fees
- ❖ Plumbing Permit Fees
- ❖ Sewer Connection Permit Fees
- ❖ Swimming Pool Permit Fees
- ❖ Water Connection Permit Fee
- ❖ Residential Property Improvement Permit Fee
- ❖ Miscellaneous Building-related Fees

These adjustments are highlighted in boldface print on the attached Fee Schedule, and generally reflect the need to recover increased regulatory costs, staff time related to special requests, or development-related impacts on city services.

City Staff is also recommending the establishment of new fees to offset costs currently funded by non-program revenues. They include:

- ❖ Rental Registration: Mid-Year (Jan 1-June 30)
- ❖ Rental Registration: Administrative Fine
- ❖ Residential Seasonal Pool Permit Fee
- ❖ Minor Subdivision Escrow

A brief description of these new fees is shown below.

Rental Registration: Mid-Year & Administrative Fine

Staff proposes to add two new fees related to the City's Rental Registration Program. The first is for mid-year registration (Jan. 1 – June 30), the fee will be half of the normal fee or \$12.50. The second is to add an administrative fine as permitted under Chapter 907, which allows the City to assess the fine for owners who don't register with the City. The fine is proposed to be \$100 per unit.

Residential Seasonal Pool Fee

Staff proposes a new seasonal pool fee to cover the costs of regulating temporary, non-permanent backyard pools.

Minor Subdivision Escrow Fee

This fee was previously lumped in with the same fee for a regular subdivision escrow fee of \$1,500 minimum. A new fee is recommended for minor subdivisions at a \$500 minimum to more accurately reflect the staff time necessary to review minor subdivisions.

POLICY OBJECTIVE

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

FINANCIAL IMPACTS

Based on the recommended fee adjustments, it is projected that revised fees will generate revenues sufficient to cover the City's added regulatory costs. The applicable revenues and expenditures have been included in the 2013 Budget.

STAFF RECOMMENDATION

Staff recommends that the City Council approve an ordinance amending Chapter 314.05 adopting the 2013 Fee Schedule.

REQUESTED COUNCIL ACTION

Motion #1: Approve the attached Ordinance amending Chapter 314.05 adopting the 2013 Fee Schedule.

Motion #2: Approve the attached ordinance summary.

Prepared by: Chris Miller, Finance Director

Attachments: A: Ordinance adopting the 2013 Fee Schedule

B: Ordinance Summary

C: Memo from Lonnie Brokke, Parks & Recreation Director on Park Dedication Fees

D: Proposed 2013 Fee Schedule

CITY OF ROSEVILLE
ORDINANCE NO. ____

AN ORDINANCE AMENDING CHAPTER 314.05, FEE SCHEDULE
ADOPTING THE 2013 FEE SCHEDULE

THE CITY OF ROSEVILLE HEREBY ORDAINS:

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

SECTION 2. Other Fee References

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

SECTION 3. Authority

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

SECTION 4. Penalty

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

SECTION 5. Fee Schedule

The 2012 Fee Schedule is as shown in *Exhibit A*.

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

Passed this 19th day of November, 2012.

107 *Ordinance: Adopting the 2013 Fee Schedule*

108

109

110

111 CITY OF ROSEVILLE

112

113

114

115

116

117 ATTEST:

118

119

120

121 _____
William J. Malinen, City Manager

122

123

124

125

BY: _____
Daniel J. Roe, Mayor

Seal

City of Roseville

ORDINANCE SUMMARY NO. ____

AMENDING CHAPTER 314.05, FEE SCHEDULE
ADOPTING THE 2013 FEE SCHEDULE

The following is the official summary of Ordinance NO. _____ approved by the City Council of Roseville on _____, 20__:

An Ordinance amending Chapter 314.05 of the Roseville City Code adopting the 2013 Fee Schedule which establishes the fees and charges for service for the City’s regulatory functions.

A printed copy of the ordinance is available for inspection by any person during regular office hours in the office of the City Manager at the Roseville City Hall, 2660 Civic Center Drive, Roseville, Minnesota 55113. A copy of the ordinance and summary shall also be posted at the Reference Desk of the Roseville Branch of the Ramsey County Library, 2180 Hamline Avenue North, and on the internet web page of the City of Roseville (www.ci.roseville.mn.us).

Attest: _____
William J. Malinen, City Manager

ROSEVILLE
Parks and Recreation Department



Memo

To: Chris Miller, Finance Director

From: Lonnie Brokke, Director of Parks and Recreation

Date: November 6, 2012

Re: Parks and Recreation Commissions Park Dedication Rate Recommendation

Background

There are two parts to the current rate structure in the Park Dedication Ordinance that are established annually by resolution. First is the Residential rate and the second is the Commercial/Industrial rate.

It is the responsibility of the Parks and Recreation Commission to review the rate annually and make a recommendation to the City Council. The Commission has had this item as a regular topic of discussion at the joint City Council meeting.

In 2011, the residential rate increased from \$3000 per unit to \$3500 per unit.

The Commercial/Industrial rate has remained at 5% of the Fair Market Value (FMV) since the late 1980's.

The monies are placed in a restricted Park Dedication Fund and cannot be used for maintenance.

Recommendation

A survey of surrounding communities was updated and presented to the Commission at their November 1st, 2012 meeting. After much discussion, they recommended that the residential rate remain at \$3500 per unit and the

1 Commercial/Industrial rate increase from 5% of FMV to 7% of FMV based upon
2 the following rational:

- 3 • Commission is fulfilling their responsibility to regularly review rates and look
4 for ways to reasonably raise revenues
- 5
- 6 • Maintains a competitive rate with surrounding and like communities
- 7
- 8 • Increased revenues will help alleviate some of the potential tax burden to
9 citizens and spread costs to other users of the Parks and Recreation System
- 10
- 11 • The Commercial/Industrial Park Dedication rate has remained at 5% since the
12 late 1980's
- 13 • The increased use of the Park and Recreation System that is created with
14 new development
- 15 • The quality and extent of the existing Capital Improvement Program (CIP)
- 16 • The current investment in the Parks and Recreation System with the need to
17 replace/preserve/enhance that investment
- 18 • The existing land values
- 19 • The Adopted Master Plan and authorized Implementation

20 With the increase to 7%, the Parks and Recreation Commission feel that this will
21 better reflect the average and bring Roseville reasonably in line with neighboring and
22 like communities.

23
24 Staff concurs with this recommendation.

25
26 Please let me know if you have any questions.

27 Thank you.



2013 Fee Schedule

Effective January 1, 2013

Prepared by the Department of Finance

City of Roseville 2013 Fee Schedule

Table of Contents

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

City of Roseville 2013 Fee Schedule

General Business Licenses and Permit Fees

Item / Description	City Code	2012 Amount	2013 Amount
Amusement device – per machine	303	\$ 15.00	\$ 15.00
Benches in right-of-way	703	40.00	40.00
Assessment searches			
• Deferred / Pending	N/A	0.00	0.00
• Historical	N/A	100.00	100.00
Bowling alley			
• First alley	303	70.00	70.00
• Each additional alley	303	20.00	20.00
Burial Permit	401	100.00	100.00
Christmas trees, sale of (Seasonal Permit)	305	50.00	50.00
Cigarettes, sale of	306	200.00	200.00
Construction noise variance	405.03	300.00	300.00
Conversation parlors	308	10,000.00	10,000.00
Copy charges per page	N/A	0.25	0.25
CPR Training charge per student	N/A	80.00	80.00
Daycare facility inspection fee	N/A	40.00	40.00
Dog and cat license			
• 2 Year; sterilized	501	10.00	10.00
• 2 Year; sterilized and micro chipped	501	5.00	5.00
• 2 Year; non-sterilized	501	35.00	35.00
• 2 Year; non-sterilized and micro chipped	501	25.00	25.00
• Lifetime; sterilized	501	30.00	30.00
• Lifetime; sterilized and micro chipped	501	5.00	5.00
• Lifetime; non-sterilized	501	150.00	150.00
• Lifetime; non-sterilized, but micro chipped	501	100.00	100.00
• Duplicate / address change	501	5.00	5.00
• Special multiple; 2 Year	501	40.00	40.00
Dog kennels	501	75.00	75.00
DVD / VHS Copy	N/A	5.00	5.00
Encroachment Agreement Application fee	N/A	275.00	275.00
Erosion control inspection permit			
Less than 1 acre	1017	600.00	600.00
1 to 5 acres	1017	880.00	880.00
More than 5 acres	1017	1,320.00	1,320.00
Erosion control permit <i>renewal</i>			
Less than 1 acre	1017	220.00	220.00
1 to 5 acres	1017	320.00	320.00
More than 5 acres	1017	480.00	480.00
Erosion control escrow fee	1017	3,000/acre	3,000/acre
Excavation, grading, and surfacing	705	see below	See below

City of Roseville 2013 Fee Schedule

General Business Licenses and Permit Fees - continued

Item / Description	City Code	2012 Amount	2013 Amount
False alarm fees – Police			
• Third false alarm	506	100.00	100.00
• Fourth	506	200.00	200.00
• Fifth	506	300.00	300.00
• Sixth	506	400.00	400.00
• Seventh and all subsequent alarms	506	500.00	500.00
False alarm fees – Fire			
• Third false alarm	506	300.00	300.00
• Fourth	506	400.00	400.00
• Fifth and all subsequent alarms	506	500.00	500.00
• Construction-related	N/A	150.00	150.00
Fertilizer, sale of	408	30.00	30.00
Fertilizer, applicator	408	100.00	100.00
Firearms, sale of	310	30.00	30.00
Fireworks, sale of consumer (existing retail)	N/A	100.00	100.00
Fireworks, sale of consumer (stand-alone, temporary)	N/A	350.00	350.00
Fire rescue and extrication fee	N/A	400.00	400.00
Fire safety training	N/A	80.00 / hr	80.00 / hr
Fuel storage tank inspection	N/A	100.00	100.00
Game room	303	175.00	175.00
Gas pumps – private business	310	60.00	60.00
Gasoline stations	310	130.00	130.00
Horse	501	5.00	5.00
Hospitals-veterinary	310	80.00	80.00
Lawful gambling			
One time event permit	304	25.00	25.00
Premises permit	304	3% of gross receipts	3% of gross receipts
Required contributions	304	10% of net profits	10% of net profits
Leaf Pickup fee		50.00	50.00

City of Roseville 2013 Fee Schedule

General Business Licenses and Permit Fees - continued

Item / Description	City Code	2012 Amount	2013 Amount
Liquor licenses:			
• On sale intoxicating liquor license	302	7,000.00	7,000.00
• On sale wine license (75 seats or less)	302	750.00	750.00
• On sale wine license (75+ seats)	302	1,500.00	1,500.00
• Temporary on sale (3 days)	302	50.00	50.00
• Temporary on sale in Central Park	302	20.00	20.00
• Sunday on sale license	302	200.00	200.00
• Special club license	302		
51-200 members	302	300.00	300.00
201-500	302	500.00	500.00
501-1,000	302	650.00	650.00
1,001-2,000	302	800.00	800.00
4,001-6,000	302	1,000.00	1,000.00
More than 6,000	302	2,000.00	2,000.00
• Off sale intoxicating liquor license	302	3,000.00	3,000.00
	302	300.00	300.00
Liquor License – investigation fee	302	300.00	300.00
Liquor License – sale outside of premises	302	25.00	25.00
Massage therapist	309	100.00	100.00
Massage therapy business establishment	309	150.00 / 300.00	150.00 / 300.00
Open burning permit	N/A	90.00	90.00
Park Dedication – residential	1103	3,000.00/unit	3,500.00/unit
Park Dedication – other (b)	1103	5.0 % of fmv	7.0% of fmv
Pawn Shop license	311	10,000.00	10,000.00
Pathway patching fee			
Concrete sidewalk – 2 panels		675.00	675.00
Bituminous (12' x 8')		500.00	500.00
Pawn shop and precious metal dealer license	311	13,000.00	13,000.00
Pawn shop fee (per transaction)	N/A	2.60	2.60
Pool and billiards			
First table	303	70.00	70.00
Each additional table	303	20.00	20.00
Precious metal dealer	311	10,000.00	10,000.00
Public improvement contract application fee (a)	N/A	525.00	525.00
Recycling contractor	403	125.00	125.00
Rental Registration (Housing)	907	25.00	25.00
Rental Registration – Mid Year (Jan 1-June30)	907	0.00	12.50
Rental Registration – Administrative Fine	907	0.00	100.00 per unit
Right-of-way permits	703, 707	325.00	325.00
Sewer connection fees	802	see below	see below
Sewer usage fees	802	separate resolution	separate resolution

City of Roseville 2013 Fee Schedule

General Business Licenses and Permit Fees - continued

Item / Description	City Code	2012 Amount	2013 Amount
Soil contamination	406	\$1/cu.yd. up to \$300	\$1/cu.yd. up to \$300
Solid waste hauler	402	125.00	125.00
Stormwater drainage fees	803	separate resolution	separate resolution
Stormwater residential permit		250.00	250.00
Stormwater residential permit renewal (5-years)	n/a	100.00	100.00
Street patching fee (c)	n/a	600 / 1,200	600 / 1,200
Theaters – per viewing screen	310	70.00	70.00
Tree planting and removal	706	separate ordinance	separate ordinance
Utility service location fee	N/A	100.00	100.00
Vehicle forfeiture impound fee (per day)	N/A	20.00	20.00
Water connection fees	801	see below	see below
Water usage fees	801	separate resolution	separate resolution
Water tower permit – private use	801	separate resolution	separate resolution
Well permit	801	separate resolution	separate resolution
Wireless permit fee	1205	Negotiated	Negotiated

(a) In addition to the \$525 base fee, a charge of 4% (increased from 3%) of the total improvement cost is also assessed.

(b) Calculation is made on ~~5%~~ 7% of the estimated fair market value of unimproved land, as determined by the Ramsey County Assessor's office on the date of approval of the plat or subdivision.

(c) Street patching fee is \$600 without a curb, and \$1,200 with a curb.

City of Roseville 2013 Fee Schedule

Administrative Fines

Item / Description	City Code	2012 Amount	2013 Amount
Alcohol and Tobacco Sales:			
Purchase, possession - underage		\$ 150.00	\$ 150.00
Lending ID to underage person		100.00	100.00
Selling tobacco – underage		200.00	200.00
Selling alcohol – underage		250.00	250.00
License holder	N / A	150.00	150.00
Other violation		100.00	100.00
Parking:			
Handicap zone		100.00	100.00
Fire lane		25.00	25.00
Snowbird		25.00	25.00
Blocking fire hydrant		25.00	25.00
Other illegal parking	N / A	25.00	25.00
Fires: No open fires		25.00	25.00
Fire Code	N / A	100.00	100.00
Animals:			
Vicious animal		50.00	50.00
Barking dog		50.00	50.00
Animal at large		50.00	50.00
Other animal violation	N / A	50.00	50.00
Miscellaneous:			
Building code		100.00	100.00
Fill permits		100.00	100.00
Failure to apply for license		50.00	50.00
Fireworks – use, possession, sale		250.00	250.00
Land use		100.00	100.00
Licenses (not occurring elsewhere)		50.00	50.00
Illegal dumping		150.00	150.00
Consuming alcohol-unauthorized places		250.00	250.00
Tampering with Civic Defense System		250.00	250.00
Seat belts		25.00	25.00
Expired license plates		35.00	35.00
Missing plate/tab		35.00	35.00
Trespassing		150.00	150.00
Golf cart / ATV violation		50.00	50.00
Noise complaint		250.00	250.00
Park ordinance violation		25.00	25.00
Peddling		75.00	75.00
Property nuisance starting with 3 rd call (a)	511	75.00	75.00
Public nuisance		100.00	100.00
Regulated businesses		100.00	100.00
Signs		50.00	50.00
Snowmobiles		50.00	50.00
Discharge, display of weapon	N / A	250.00	250.00
Wetland / Shore land		100.00	100.00

a) Beginning with the 4th call, the cost is \$250 plus the costs related to the call up to \$2,000.

City of Roseville 2013 Fee Schedule

Building Permit and Plan Review Fees

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

Building Permit Fee – Zoning and Inspections:

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

Total Valuation	2012 Amount	2013 Amount
\$1 - \$500	\$31.00	\$31.00
\$501 - \$2,000	\$31 for the first \$500 value, plus \$4 for each additional \$100 value or fraction thereof	\$31.00 for the first \$500 value, plus \$4.00 for each additional \$100 value or fraction thereof
\$2,001 - \$25,000	\$83.50 for the first \$2,000 value, plus \$16.55 for each additional \$1,000 value or fraction thereof	\$83.50 for the first \$2,000 value, plus \$16.55 for each additional \$1,000 value or fraction thereof
\$25,001 - \$50,000	\$464.15 for the first \$25,000 value, plus \$12.00 for each additional \$1,000 value or fraction thereof	\$464.15 for the first \$25,000 value, plus \$12.00 for each additional \$1,000 value or fraction thereof
\$50,001 - \$100,000	\$764.15 for the first \$50,000 value, plus \$8.45 for each additional \$1,000 value or fraction thereof	\$764.15 for the first \$50,000 value, plus \$8.45 for each additional \$1,000 value or fraction thereof
\$100,001 - \$500,000	\$1,186.65 for the first \$100,000 value, plus \$6.75 for each additional \$1,000 value or fraction thereof	\$1,186.65 for the first \$100,000 value, plus \$6.75 for each additional \$1,000 value or fraction thereof
\$500,001 - \$1,000,000	\$3,886.65 for the first \$500,000 value, plus \$5.50 for each additional \$1,000 value or fraction thereof	\$3,886.65 for the first \$500,000 value, plus \$5.50 for each additional \$1,000 value or fraction thereof
In excess of \$1,000,000	\$6,636.65 for the first \$1,000,000 value, plus \$4.50 for each additional \$1,000 value or fraction thereof	\$6,636.65 for the first \$1,000,000 value, plus \$4.50 for each additional \$1,000 value or fraction thereof
Inspections outside of normal business hours	\$63.50	\$64.75
Re-inspection fees (per State Building code)	\$63.50	\$64.75
Misc. inspection fees	\$63.50	\$64.75
Add'l plan review fee required by revisions	\$63.50	\$64.75

City of Roseville 2013 Fee Schedule

Building Permit and Plan Review Fees - continued

Building Permit Fee – Engineering:

Total Valuation	2012 Amount	2013 Amount
\$1 - \$500	\$ 5	\$ 5
\$501 - \$2,000	5	5
\$2,001 - \$25,000	25	25
\$25,001 - \$50,000	50	50
\$50,001 - \$100,000	75	75
\$100,001 - \$500,000	100	100
\$500,001 - \$1,000,000	200	200
In excess of \$1,000,000	300	300

Demolition Permit Fee:

Description	2012 Amount	2013 Amount
Tenant improvement/remodeling prior to building permit	\$68.00	\$70.00
Structures not connected to utilities	90.00	90.00
Residential structures connected to city utilities	152.00	155.00
Commercial structures connected to city utilities	\$390.00	\$398.00

Electrical Permit Fee:

Set through yearly contract with Contract Electrical Inspector

Fire Safety Inspection Fee:

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

Grading Plan Review Fee – Planning & Zoning:

Description	2012 Amount	2013 Amount
50 cubic yards or less	\$75	\$75
51 – 10,000 cubic yards	\$150.00 for the first 1,000 cubic yards, plus \$10.00 for each additional 1,000 yards or fraction thereof	\$150.00 for the first 1,000 cubic yards, plus \$10.00 for each additional 1,000 yards or fraction thereof
10,001 – 100,000 cubic yards	\$300.00 for the first 10,000 cubic yards, plus \$5.00 for each additional 10,000 yards or fraction thereof	\$300.00 for the first 10,000 cubic yards, plus \$5.00 for each additional 10,000 yards or fraction thereof
In excess of 100,000 cubic yards	\$800.00 for the first 100,000 cubic yards, plus \$10.00 for each additional 10,000 yards or fraction thereof	\$800.00 for the first 100,000 cubic yards, plus \$10.00 for each additional 10,000 yards or fraction thereof

City of Roseville 2013 Fee Schedule

Building Permit and Plan Review Fees - continued

Grading Plan Review Fee – Engineering:

Description	2012 Amount	2013 Amount
50 cubic yards or less	\$ 25.00	\$ 25.00
51 – 10,000 cubic yards	25.00	25.00
10,001 – 100,000 cubic yards	50.00	50.00
In excess of 100,000 cubic yards	75.00	75.00

Grading Permit Fee – Planning & Zoning:

Description	2012 Amount	2013 Amount
50 cubic yards or less	\$75	\$75
1 – 1,000 cubic yards	\$100.00 for the first 100 cubic yards, plus \$20.00 for each additional 100 yards or fraction thereof	\$100.00 for the first 100 cubic yards, plus \$20.00 for each additional 100 yards or fraction thereof
1,001 – 10,000 cubic yards	\$300.00 for the first 1,000 cubic yards, plus \$30.00 for each additional 1,000 yards or fraction thereof	\$300.00 for the first 1,000 cubic yards, plus \$30.00 for each additional 1,000 yards or fraction thereof
10,001 – 100,000 cubic yards	\$600.00 for the first 10,000 cubic yards, plus \$100.00 for each additional 10,000 yards or fraction thereof	\$600.00 for the first 10,000 cubic yards, plus \$100.00 for each additional 10,000 yards or fraction thereof
In excess of 100,000 cubic yards	\$1,500.00 for the first 100,000 cubic yards, plus \$80.00 for each additional 10,000 yards or fraction thereof	\$1,500.00 for the first 100,000 cubic yards, plus \$80.00 for each additional 10,000 yards or fraction thereof

Grading Permit Fee – Engineering:

Description	2012 Amount	2013 Amount
50 cubic yards or less	\$ 25.00	\$ 25.00
1 – 1,000 cubic yards	25.00	25.00
1,001 – 10,000 cubic yards	50.00	50.00
10,001 – 100,000 cubic yards	75.00	75.00
In excess of 100,000 cubic yards	100.00	100.00

City of Roseville 2013 Fee Schedule

Building Permit and Plan Review Fees - continued

Investigation Fee: Work without a Permit

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

Manufactured Home Permit Fee:

Description	2012 Amount	2013 Amount
New installation	\$ 260.00	\$ 260.00

Mechanical Permit Fee - Residential:

Description	2012 Amount	2013 Amount
Air conditioning – new	\$ 45.00	\$ 46.00
Air conditioning – replacement	57.00	58.00
Warm air furnace – new	95.00	97.00
Warm air furnace - replacement	57.00	58.00
Hot water boilers – new	95.00	97.00
Hot water boilers – replacement	57.00	58.00
Unit heaters	57.00	58.00
Swimming pool heaters	57.00	58.00
Misc. work & gas piping	1.28% of job cost	1.28% of job cost
Minimum fee	57.00	58.00
Gas fireplace	57.00	58.00
In floor heat	\$ 78.00	80.00
Solar panel installation	\$1.28 % of job cost / \$150.00 min fee	\$1.28 % of job cost / \$150.00 min fee

Mechanical Permit Fee - Commercial:

Description	2012 Amount	2013 Amount
All commercial work	1.28% of job cost / \$57.00 min fee	1.28% of job cost / \$58.00 min fee

Moving Permit Fee:

Description	2012 Amount	2013 Amount
Over private property only	\$ 87.00	\$89.00
Over public streets	127.00	130.00
Investigation fee per hour	\$64.50	\$64.75

City of Roseville 2013 Fee Schedule

Building Permit and Plan Review Fees - continued

Plumbing Permit Fee:

Description	2012 Amount	2013 Amount
Administrative/minimum fee	\$ 57.00	\$ 58.00
Additional for each fixture opening	10.00	10.00
Miscellaneous work	1.28% of job cost	1.28% of job cost
Backflow prevention verification	\$ 26.00	\$ 26.00

Plan Review Fee:

When a building permit is required and a plan is required to be submitted, a plan checking fee shall be paid. Plan checking fees for all buildings, except for construction costs in R-1 and R-2 zones which do not involve new single family structures and are of less than seven thousand dollars (\$7,000.00), shall be sixty five percent (65%) of the building permit fee as set forth in Section 901.06 of this chapter, except as modified in M.S.B.C. Section 1300. (Ord. 1110, 4-13-1992)

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

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

Expiration of plan review:

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

Refund Fee:

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

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

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

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

City of Roseville 2013 Fee Schedule

Building Permit and Plan Review Fees - continued

Sewer Connection Permit Fee – Planning & Zoning:

Description	2012 Amount	2013 Amount
Residential	\$ 87.00	\$ 90.00
Commercial	280.00	285.00
Repair	57.00	58.00
Disconnect – residential	78.00	80.00
Disconnect – commercial	\$ 157.00	\$ 160.00

Sewer Connection Permit Fee – Engineering:

Description	2012 Amount	2013 Amount
Residential	\$ 5.00	\$ 5.00
Commercial	25.00	25.00
Repair	5.00	5.00
Disconnect – residential	25.00	25.00
Disconnect – commercial	75.00	75.00

Sign Permit Fee:

Utilize building permit fee schedule. No plan review fee

Description	2012 Amount	2013 Amount
Permanent Sign – minimum fee	\$ 55.00	\$ 55.00
Temporary Sign	25.00	25.00

Swimming Pool Permit Fee – Planning & Zoning:

Description	2012 Amount	2013 Amount
Residential In-ground pool	\$ 197.00	\$ 200.00
Residential Seasonal pool	0.00	25.00
Commercial pool	Utilize building Permit fee Schedule	Utilize building Permit fee Schedule

Swimming Pool Permit Fee – Engineering:

Description	2012 Amount	2013 Amount
Residential pool	\$ 15.00	\$ 15.00
Commercial pool	-	-

City of Roseville 2013 Fee Schedule

Building Permit and Plan Review Fees - continued

Water Connection Permit Fee – Planning & Zoning:

Description	2012 Amount	2013 Amount
Residential	\$ 87.00	\$ 90.00
Commercial	280.00	285.00
Repair	57.00	58.00
Disconnect – residential	78.00	80.00
Disconnect – commercial	\$ 157.00	\$ 160.00

Water Connection Permit Fee – Engineering:

Description	2012 Amount	2013 Amount
Residential	\$ 5.00	\$ 5.00
Commercial	25.00	25.00
Repair	5.00	5.00
Disconnect – residential	25.00	25.00
Disconnect – commercial	75.00	75.00
Water main tapping fee	325.00	325.00

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

Description	2012 Amount	2013 Amount
Driveway permits	\$ 46.00	\$ 48.00
Fence permits – residential	75.00	65.00
Fence permits - commercial	Use Permit Fee Schedule	Use Permit Fee Schedule
Shed permits	50.00	55.00
Drain tile	110.00	110.00
Other – utilize building permit fee schedule		

City of Roseville 2013 Fee Schedule

Building Permit and Plan Review Fees - continued

Miscellaneous Fees:

Description	2012 Amount	2013 Amount
Minimum roofing fee	\$ 112.00	\$ 115.00
Minimum window replacement fee	85.00	87.00
Minimum siding replacement fee	85.00	87.00
Administrative fee for abatement per hour	64.50	64.75
Wood burning fireplace	85.00	87.00
Verification of state contracting license	5.00	5.00
Replacement inspection card	20.00	20.00
Re-stamping job site plan sets	30.00	30.00
Certificate of Occupancy – conditional	30.00	30.00
Certificate of Occupancy – full	20.00	20.00
Certificate of Occupancy – copy	10.00	10.00
City contractor license fee	87.00	89.00
Administrative fee – R1 or R2 zones	64.50	64.75
Administrative fee – other zones	64.50	64.75
Footing/foundation permits – residential	95.00	97.00
Footing/foundation permits – commercial	434.00	450.00
Construction deposit – residential	800.00	800.00
Construction deposit – commercial	4,000.00	4,000.00
SAC Admin Fee	16.00	20.00
Lead Abatement License Fee	5.00	5.00
Property Age Verification Fee	5.00	5.00
Outdoor Display Permit Fee	40.00	40.00

City of Roseville 2013 Fee Schedule

Community Development Department Permit and Miscellaneous Fees

Item/Permit	2012 Amount	2013 Amount
City Consultant Review/Research - Comm./Industrial/Multi-family land use, economic development, utility, building permit review, traffic, or development or redevelopment projects or proposals payable as escrow or at building permit	100% of direct cost billed to applicant	100% of direct cost billed to applicant
Planned Unit Development – Amendment	400	400
Planned Unit Development – Escrow (Amendment)****	2,000 minimum	\$2,000 minimum
PUD Escrow (historical data collection & analysis; site plan & survey review & analysis; city approval analysis; letter creation)	Staff hourly rate/1.9 times per hour. \$50.00 per hour Minimum	Staff hourly rate/1.9 times per hour. \$50.00 per hour minimum
Rezoning of Project Site or Parcel**	600	650
Zoning Code Text Amendment**	600	600
Vacation of Right-of-Way**	300	300
Vacation of Easement**	300	300
Comprehensive Plan – Text Amendment**	825	900
Comprehensive Plan – Designation Amendment**	825	825
Conditional Use - Residential**	300	350
Conditional Use - Commercial**	600	650
Conditional Use Escrow – Commercial*****	1,000 minimum	1,000 minimum
Subdivision – Escrow*****	1,500 minimum	2,500 minimum
Minor Subdivision	1,500 minimum	500 minimum
Subdivision Escrow (historical data collection & analysis; site plan & survey review & analysis; city approval analysis; letter creation)	Staff hourly rate/1.9 times per hour. \$50.00 per hour Minimum	Staff hourly rate/1.9 times per hour. \$50.00 per hour minimum
Subdivision – Minor**	500	500
Subdivision – Preliminary Plat	500	550
Subdivision - Final Plat	500	500
Variance - Residential**	300	350
Variance – Non Residential**	400	450
Interim Use**	600	650
Interim Use extension**	150	200
Setback Permit Administrative	100	100
Zoning Compliance Letter (historical data collection & analysis; site plan & survey review & analysis; city approval analysis; letter creation)	Staff hourly rate/1.9 times per hour. \$50.00 per hour Minimum	Staff hourly rate/1.9 times per hour. \$50.00 per hour minimum
Residential Variance Appeal Fee	250	250
Commercial Variance Appeal Fee	275	275
Master Sign Plan – residential/institutional	250	150
Master Sign Plan – commercial	350	350
Accessory Dwelling Unit Permit	100	100
Extra Mailing Cost (for mailing notices when more than 50 are required)	0.45 each	0.45 each
Tax Increment Finance (establishment of district or review of proposal, including city consultants)	\$15,000 deposit – minimum fee plus consultants fees	\$15,000 deposit – minimum fee plus consultants fees
Planning Commission Agendas/Year (mailed)	10.00*	10.00*
Planning Commission Minutes/Year (mailed)	15.00*	15.00*
Comprehensive Plan CD	20.00*	20.00*

City of Roseville 2013 Fee Schedule

Zoning Code CD	20.00*	20.00*
Research Staff Time	Staff hourly rate/1.9 times per hour. \$50.00 per hour minimum	Staff hourly rate/1.9 times per hour. \$50.00 per hour minimum
Copying	\$.25/sheet	\$.25/sheet
Maps*** – 8 ½ x 11 (black and white) – existing PDF maps	No Charge*	No Charge*
Maps – 8 ½ x 11 (color) – existing PDF maps	1.00*	1.00*
Maps – 11 x 17 (color) – existing PDF maps	2.00*	2.00*
Maps – 17 x 22 (color) – existing PDF maps	10.00*	10.00*
Maps – 22 x 34 (color) – existing PDF maps	20.00*	20.00*
Maps – 34 x 44 (color) – existing PDF maps	40.00*	40.00*
City Address Book (11x17)* – existing PDF maps	100.00 per book*	100.00 per book*

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

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

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

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

City of Roseville 2013 Fee Schedule

Electrical Permit Fees

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

2012 Amount	2013 Amount
\$ 35.00	\$ 35.00

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

Description	2012 Amount	2013 Amount
0 to 300 amp	\$50.00	\$ 50.00
301 to 400 amp	58.00	58.00
401 to 500 amp	72.00	72.00
501 to 600 amp	86.00	86.00
601 to 800 amp	114.00	114.00
801 to 1,000 amp	142.00	142.00
1,001 to 1,100 amp	156.00	156.00
1,101 to 1,200 amp	170.00	170.00
Add \$14 for each add'l 100 amps		

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

Description	2012 Amount	2013 Amount
0 to 30 amp	\$ 8.00	\$ 8.00
31 to 100 amp	10.00	10.00
101 to 200 amp	15.00	15.00
201 to 300 amp	20.00	20.00
301 to 400 amp	25.00	25.00
401 to 500 amp	30.00	30.00
501 to 600 amp	35.00	35.00
601 to 700 amp	40.00	40.00
Add \$5 for each add'l 100 amps		

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

City of Roseville 2013 Fee Schedule

Electrical Permit Fees - continued

- E.** Maximum fee on an apartment building shall not exceed \$70.00 per dwelling unit. A two-unit dwelling (duplex) maximum fee per unit as per single-family dwelling.
- F.** The fee for remote control/signal circuits is \$0.75 per device.
- G.** In addition to the above fees:
 - 1) A charge of \$4.00 will be made for each street lighting standard.
 - 2) A charge of \$7.00 will be made for each traffic signal standard. Circuits originating within the standard will not be used when computing fees.
- H.** In addition to the above fees, all transformers and generators for light, heat and power shall be computed separately at \$8.00 plus \$.40 per KVA up to and including 100 KVA. 101 KVA and over at \$.30 per KVA. The maximum fee for any transformer or generator in this category is \$80.00.
- I.** In addition to the above fees, all transformers for signs and outline lighting shall be computed at \$8.00.
- J.** The fee for retro fit lighting is \$0.65 per light fixture.
- K.** In addition to the above fees, the inspection fee for each separate inspection of a swimming pool shall be computed at \$35.00. Reinforcing steel for swimming pools requires a rough-in inspection.
- L.** For the review of plans and specifications of proposed installations, there shall be a minimum fee of \$150.00 up to and including \$30,000 of electrical estimate, plus 1/10 of 1% on any amount in excess of \$30,000 to be paid by permit applicant.
- M.** When re-inspection is necessary to determine whether unsafe conditions have been corrected and such conditions are not subject to an appeal pending before any Court, a re-inspection fee of \$35.00 may be assessed in writing by the Inspector.
- N.** For inspections not covered herein, or for requested special inspections or services, the fee shall be established separately.

City of Roseville 2013 Fee Schedule

Electrical Permit Fees - continued

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

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

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

- P.** The fee is doubled if the work starts before the permit is issued.

REQUEST FOR COUNCIL ACTION

Date: 11/19/12

Item No.: 10.a

Department Approval



City Manager Approval



Item Description: Discuss 2013 Public Works Work Plan

BACKGROUND

Each year Public Works staff monitors and evaluates the condition of City infrastructure for development of ongoing maintenance and replacement needs plans. We use this information to develop capital improvement plans and in the development of the annual budget request in these areas. We also work closely with Ramsey County and MnDOT on improvements to City infrastructure as a part of their road improvement projects within Roseville. 2013 proposed road construction on city streets is mainly mill and overlay or replacement of pavement due to surface distress related to age of pavement since many streets were reconstructed 20 to 30 years ago. The following are improvements that we are recommending for the 2013 construction season on the city system. We have attached a map of the proposed improvement areas. (Attachment A) We also have a preliminary work plan for utility improvements that is somewhat dependent on funding levels to be determined by the final 2013 utility rates that will be set in the next month. Ramsey County has not finalized their total work program for 2013. They were anticipating a mill and overlay on Rice St. from just south of Co. Rd. B to Larpenteur Ave. but it may be delayed due to a planned gas transmission line replacement by Xcel Energy in that area. This work plan is consistent with the 20 year capital improvement plan.

POLICY OBJECTIVE

- 1. Pavement Management Program Projects:** Each year the Public Works Department evaluates infrastructure needs based on the City's Pavement Management Program and assessment of utility infrastructure. Streets in marginal condition are recommended for major maintenance by mill and overlay. Streets in poor condition are recommended for reconstruction. We propose to include the following street segments in our 2013 construction contract:

Mill and Overlay	
Iona Lane (Dale St. to Western Avenue)	Dellwood Ave. (Roselawn Ave. to Co Rd B)
Grandview Ave (St. Albans St. to cul de sac)	Commerce St. (Snelling Service Dr. to Albert St.)
Lovell Ave (Grotto St to Dale St)	Fry St. (Skillman Ave. to Co Rd B)
Cope Ave (Grotto St to Dale St)	

The Mill and Overlay projects are proposed to be financed through our street infrastructure funds and MSA funds. After receiving bids for these projects, we will request that the City Council award the bid to the lowest responsible bidder.

Reconstruction: County Road D (Lexington Ave. to Victoria St.) jointly funded MSA project with the City of Shoreview.

29 **2. Sanitary Sewer lining and replacement, watermain replacement:** The majority of the
30 city's sanitary sewer mains were constructed in the late 1950's and early 1960's, utilizing
31 clay tile pipe. Over time the joint materials have failed allowing root intrusion. The pipe is
32 also susceptible to cracking and construction damage. The 2013 Capital Improvement Plan
33 recommends funding for a sanitary sewer main lining program to extend the life of our
34 sanitary sewers by 50 years or more. This technology essentially installs a new resin pipe
35 inside the old clay tile sewer main without digging up city streets, which results in minimal
36 disruption to residents during construction. The liner pipe is inserted into the main through
37 existing manholes and cured in place with a heat process. Any given segment is usually
38 completed in one working day. Service line connections are reopened using a robotic cutter
39 and remote cameras. During the process, existing flows are bypassed using pumps. This
40 technology has been proven over the past 20 years, and costs have become competitive with
41 open cut replacement. The City started doing this type of renovation on an annual basis in
42 2006 and will have an annual project for the foreseeable future to replace our aging sewer
43 infrastructure. This technology also prevents infiltration of groundwater into the system and
44 can be credited toward current and future inflow/ infiltration surcharge. The location of this
45 work varies and is spread throughout the City based on system priority.

46 We are also evaluating sanitary and storm sewer replacement needs in our pavement
47 replacement areas as well as utility infrastructure needs in County and State project areas.
48 Those replacements are being identified as the project plans are being developed and will be
49 communicated to the Council at a later date.

50 We are recommending replacement of the cast iron watermain as a part of the County Road
51 D reconstruction project which is under design jointly with the City of Shoreview. We are
52 also evaluating additional replacement of other mains. These watermain were installed in
53 the early 1960's and have experienced several breaks. This is the lowest cost opportunity to
54 replace this infrastructure.

55 **3. Storm Sewer system improvements:** An extreme rain event occurred this summer on July
56 16, 2011, that caused flooding in several areas of the City. Since the storm, staff has
57 completed several studies to analyze the existing drainage systems and localized flooding
58 issues. The studies also identified potential improvements throughout the neighborhoods that
59 would reduce the level of flooding. Staff is now working on developing a 2013 drainage
60 improvement project to alleviate some of these flooding concerns. The specific locations of
61 improvements are being identified as the project plans are being developed and will be
62 communicated to the Council at a later date.

63 **4. Seal Coat:** Pavement maintenance policies support an annual seal coat program of
64 approximately 14-15 miles of city streets each year. This consists of applying a thin film of
65 bituminous oil and covering it with fine aggregate. These treatments have proven to add a
66 minimum of 10 years to the life of the pavement.

67 **5. Pathways :** Staff is developing plans for a sidewalk project on County Road B-2 from
68 Lexington Ave. to Rice St. This project will be funded by the Park Renewal Bonds. Staff is
69 working closely with the Park Renewal Project Team on this project. This project is
70 anticipated to be completed by the end of Fall 2013.

71 **FINANCIAL IMPACTS**

72 Staff is developing preliminary cost estimates for the projects at this time. We anticipate the
73 total work plan cost to be in the \$3.5 to \$4 million dollar range. The Street Infrastructure Fund

74 interest earnings support the local street Mill and Overlay program. Due to current construction
75 costs this level of program may be in jeopardy for future years due to lower interest earnings.
76 MSA street overlays are proposed to be funded from the City's MSA account. The Co. Rd. D
77 reconstruction project is proposed to be funded with MSA funds and assessments. Utility
78 improvements are funded from the respective Utility enterprise funds. Staff has applied for
79 Clean Water grants for storm sewer improvements and Met Council State Bond funded grant for
80 sanitary sewer inflow and infiltration improvements to help offset city costs. We will know
81 whether the city is awarded grants later in December for those programs.

82 The sealcoat, crack sealing, and major patching are funded from the street maintenance budget.
83 This budget is supported by the general fund tax levy and MSA maintenance allocation. Staff
84 recommends funding a program consistent with our pavement maintenance policies. We expect
85 material costs to increase with the rise in oil industry related costs.

86 By taking action now, the Council will be authorizing staff to work on plans for the projects as
87 described. As project bids are opened, staff will bring individual contracts to the City Council
88 for approval. A detailed cost breakdown will be included with those Council Actions.

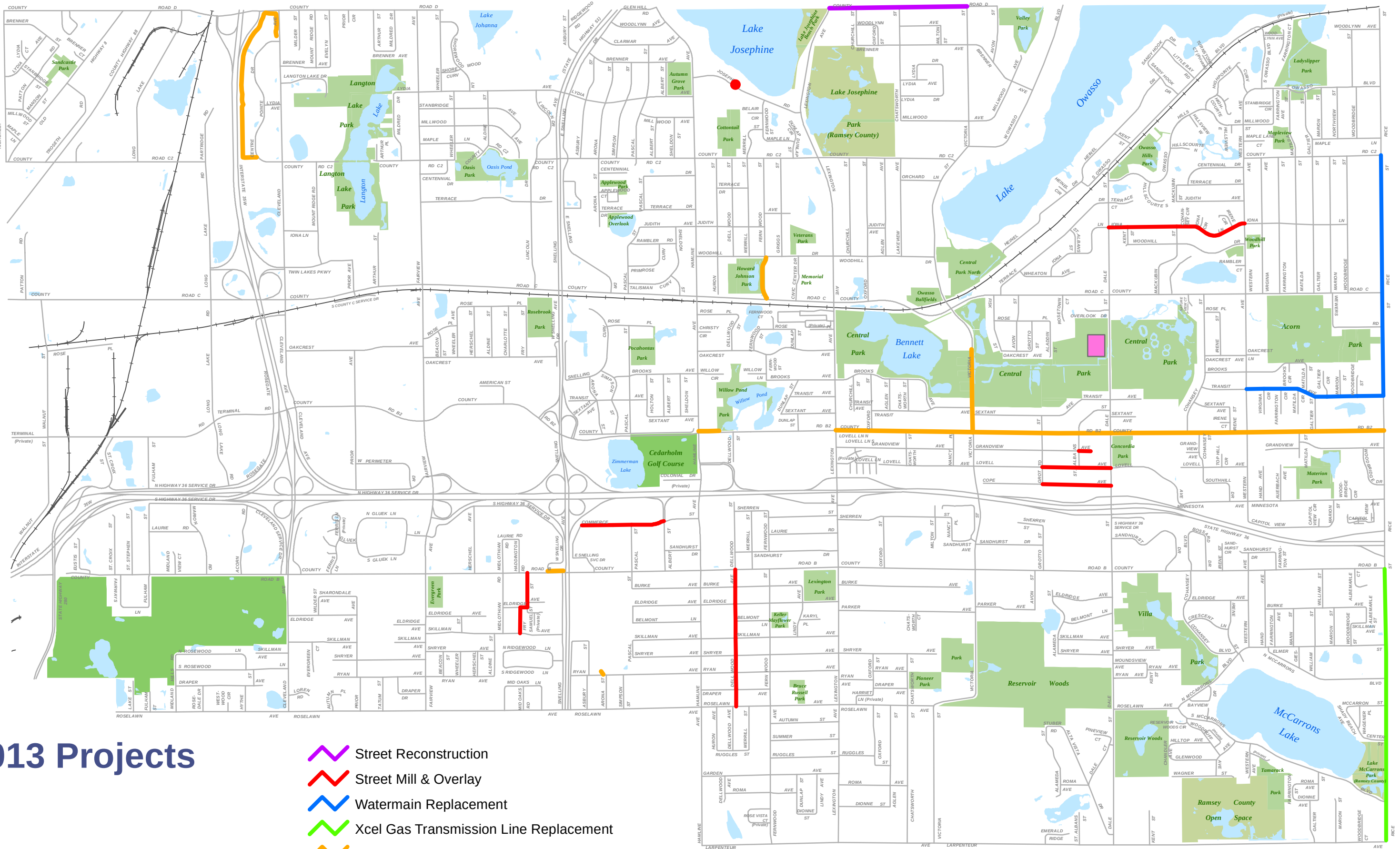
89 **STAFF RECOMMENDATION**

90 These improvements are recommended for construction in 2013. Additional utility
91 improvements may be identified at a later date and brought to the Council for authorization. All
92 projects will come back to the City Council for further action.

93 **REQUESTED COUNCIL ACTION**

94 Motion approving 2013 preliminary Public Works Work Plan.

Prepared by: Duane Schwartz
Attachments: A: Map



2013 Projects

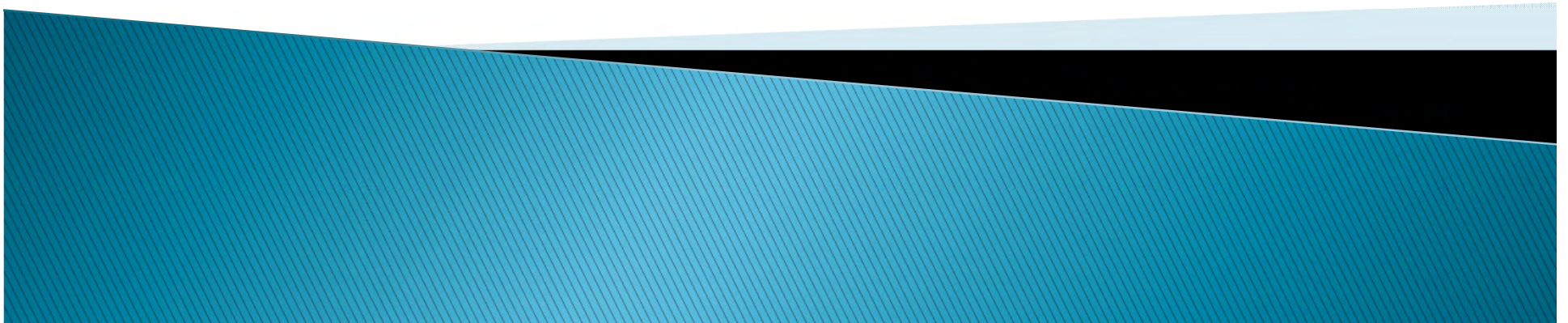
-  Street Reconstruction
-  Street Mill & Overlay
-  Watermain Replacement
-  Xcel Gas Transmission Line Replacement
-  Pathway
-  Parking Lot

Data Sources and Contacts:
* Ramsey County GIS Base Map (10/29/12)
* City of Roseville Engineering Department
For further information regarding the contents of this map contact:
City of Roseville, Engineering Department,
2660 Civic Center Drive, Roseville MN

DISCLAIMER:
This map is neither a legally recorded map nor a survey and is not intended to be used as one. This map is a compilation of records, information and data located in various city, county, state and federal offices and other sources regarding the area shown, and is to be used for reference purposes only. The City does not warrant that the Geographic Information System (GIS) Data used to prepare this map are error free, and the City does not represent that the GIS Data can be used for navigational, tracking or any other purpose requiring exacting measurement of distance or direction or precision in the depiction of geographic features. If errors or discrepancies are found please contact 651-782-7075. The preceding disclaimer is provided pursuant to Minnesota Statutes §466.03, Subd. 21 (2000), and the user of this map acknowledges that the City shall not be liable for any damages, and expressly waives all claims, and agrees to defend, indemnify, and hold harmless the City from any and all claims brought by User, its employees or agents, or third parties which arise out of the user's access or use of data provided.

Emergency Management Update

By: Emergency Managers
Greg Peterson & David Brosnahan



Brief History

- ▶ Lead role has been in multiple departments
- ▶ Fire Department Reorganization
- ▶ State of Minnesota Emergency Managers
- ▶ All Hazard Incident Management Team



Action Plan

- ▶ Complete full update to the current EOP
- ▶ Complete full update to county dispensing plan
- ▶ Review community alerting siren system and make needed updates



Action Plan

- ▶ Review current level of employee FEMA training and administer a plan to bring all employees and elected officials within guidelines
- ▶ Develop a citywide Emergency Operations Plan training plan for emergency preparation.



Budget

	<u>2014</u>
Personal Services	\$10,000
Supplies & Materials	\$10,000
Other Charges & Services	–
Capital Outlay	<u>\$30,000</u>
Total	\$50,000



2012 Accomplishments

- ▶ Transition to Fire Department control
- ▶ Review and adoption of the Ramsey County Mitigation Plan
- ▶ Set-up and needs assessment of the Emergency Operations Center
- ▶ Interaction with other city departments
- ▶ Review of siren location and on-going maintenance



2012 Accomplishments

- ▶ Emergency Operations Plan Review
- ▶ City wide training needs assessment and training plan implementation

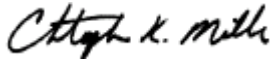




REQUEST FOR COUNCIL ACTION

Date: 11/19/12
Item No.: 11.a

Department Approval



City Manager Approval



Item Description: Public Hearing to Consider Approving the 2013 Liquor License Renewals

BACKGROUND

Under City Code, a public hearing is required to consider approving liquor license renewals for the following calendar year. The City has received the following renewal applications for 2013:

- ❖ 10 Off Sale Intoxicating liquor licenses (maximum of 10 permitted under City Code)
- ❖ 18 On Sale 3.2 Non-Intoxicating Malt Liquor licenses
- ❖ 8 Off Sale 3.2 Non-Intoxicating Malt Liquor licenses
- ❖ 25 On Sale Intoxicating liquor licenses
- ❖ 4 Club liquor licenses
- ❖ 12 Wine only liquor licenses

A detailed list of all liquor license renewals is included in *Attachment A*.

At the June 11, 2012 and October 22, 2012 City Council meetings, the Council reviewed recent alcohol compliance failures and imposed the following penalties:

Date of Review	Establishment	Presumptive Penalty Imposed	Additional Penalty Imposed
6/11/2012	B-Dale Club	\$1,000 fine, 1 day suspension	
6/11/2012	Green Mill	\$1,000 fine, 1 day suspension	
6/11/2012	Grumpy's	\$1,000 fine, 1 day suspension	
6/11/2012	Old Chicago	\$1,000 fine, 1 day suspension	\$1,000 – insufficient training
10/22/2012	Rainbow Foods	\$1,000 fine	\$1,000 – insufficient training
10/22/2012	Love from Minnesota	\$1,000 fine	
10/22/2012	Cedarholm Golf Course	\$1,000 fine	\$1,000 – insufficient training, 10-day suspension

The Council has discretion to factor in these compliance failures in considering whether to renew a liquor license.

POLICY OBJECTIVE

The regulation of establishments that sell alcoholic beverages has been a long-standing practice by the State and the City.

23 **FINANCIAL IMPACTS**

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

26 **STAFF RECOMMENDATION**

27 All liquor license renewal applications have met Statutory and City Code requirements. Staff recommends
28 approval.

29 **REQUESTED COUNCIL ACTION**

30 Motion to approve/deny the renewal of the requested liquor licenses for 2013.

31

Prepared by: Chris Miller, Finance Director
Attachments: A: Requested liquor license renewals for 2013.

32

33
34
35
36
37
38
39
40
41
42
43
44
45
46
47
48
49
50
51
52
53
54
55
56
57
58
59
60
61
62
63
64
65
66
67
68
69
70
71
72
73
74
75
76
77
78
79
80

On-Sale & Special Sunday Liquor Sales

Applebee's Neighborhood Grill & Bar
Buffalo Wild Wings Grill & Bar
Chili's Grill & Bar
Don Pablo's
Olive Garden
Red Lobster
Granite City Food & Brewery
Courtyard by Marriott
Khan's Mongolian Barbeque
Joe Senser's Sports Grill & Bar
Radisson Roseville
Green Mill
Ol Mexico
Outback Steakhouse
Ruby Tuesday
Old Chicago
Chianti Grill
Romano's Macaroni Grill
Big Bowl
La Casita
Flame Cooking with Fire
Grumpy's Bar and Grill
Osaka
Joe's Crab Shack
Byerly's Roseville

On-Sale Club & Special Sunday Liquor Sales

B-Dale Club
Midland Hills Country Club
Rosetown Memorial Post #542
Roseville VFW #7555

Wine

Chipotle
Famous Dave's BBQ Shack
Good Earth Restaurant
India Palace
D'Amico & Sons
Keys Café & Bakery
Smashburger
Szechuan
ZPizza
Noodles & Company
Café Zia
Kyoto Sushi

81	
82	<u>Off-Sale</u>
83	Cellars Wines & Spirits
84	Fairview Wines & Spirits
85	Hamline Liquors
86	Network Liquors
87	Chuchao Liquor
88	Rainbow Foods
89	Tower Glen Liquor
90	Love From Minnesota
91	Snelling Liquor
92	MGM Wine & Spirits
93	
94	<u>On-Sale 3.2 Non-Intoxicating</u>
95	Aurelio's Pizza
96	Chipotle
97	Countryside Family Restaurant
98	Davanni's
99	Famous Dave's BBQ Shack
100	D'Amico & Sons
101	Good Earth
102	India Palace
103	Cedarholm Golf Course
104	New Hong Kong Wok
105	Noodles & Company
106	ZPizza
107	Willow Gate
108	Smashburger
109	Keys Café & Bakery
110	Szechuan
111	Café Zia
112	Kyoto Sushi
113	
114	<u>Off-Sale 3.2 Non-Intoxicating</u>
115	Rainbow Foods #26
116	Roseville Winner
117	Superamerica #4115
118	Superamerica #4502
119	Superamerica #4210
120	Superamerica #4520
121	Cub
122	Target T-2101
123	

Date: November 19, 2012

Item: 12.a

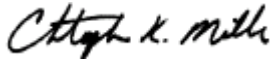
Approve Liquor License
Renewals

Please See Item: 11.a

REQUEST FOR COUNCIL ACTION

Date: 11/19/12
Item No.: 12 . b

Department Approval



City Manager Approval



Item Description: Continue Discussions on the 2013 Tax Levy and Budget

BACKGROUND

In 2011, the City Council committed to a 2-year budget process which included the adoption of the 2012/2013 Budget last December. It was noted at the time that State Statute requires cities to formally adopt a budget on an annual basis. As a result, the 2013 portion of the Budget adopted by the Council last year essentially serves as a preliminary budget and planning tool in conjunction with other long-term goal setting and strategic planning processes. The Council will need to formally adopt the final 2013 Budget and Tax Levy in December, 2012.

To date, the City Council has had numerous discussions on the 2013 Tax Levy and Budget. The following table provides an outline of those discussions.

Date	Discussion Topic / Action
Aug 13, 2012	Receive the 2013 City Manager Recommended Budget
Aug 27, 2012	Public Hearing on the 2013 City Manager Recommended Budget
Sep 10, 2012	Receive Updated Recommendations from the CIP Subcommittee
Sep 10, 2012	❖ Adopt Preliminary Tax Levy and Budget ❖ Review Staff Memo on Historical Tax Levy Changes ❖ Review Staff Memo on Cash Reserves ❖ Receive Market Value Report from Ramsey County ❖ Receive Tax Levy Analysis prepared by Mayor Roe
Oct 15, 2012	Review Tax Levy impact items and decisions packages

In addition to continuing discussions on the 2013 Tax Levy and Budget, the Council is also scheduled to review the 2013 Utility Rate and Fee Schedule adjustments at the November 19, 2012 City Council meetings.

A few of these discussions points are briefly revisited below.

2013 Preliminary Tax Levy

The preliminary tax levy for 2013 is \$17,319,826, an increase of \$2,357,532 or 15.8%. Much of the increase can be attributable to prior Council decisions or contractual obligations. The increase can be categorized as follows:

Pre-existing Obligations

Description	Amount
Debt service on Park Renewal bonds	\$ 980,000
Debt service on Fire Station bonds	670,000
Police and Fire Dispatch	31,611
Fire Relief Pension Obligation	45,000
Total	\$ 1,726,611

Items included in the Original 2012/2013 Biennial Budget

Description	Amount
Employee 2% COLA	110,000
Employee Wage Step increases	105,000
Employee pension contributions	21,837
Healthcare Premium increases	55,000
Inflationary increases on supplies, maintenance, etc.	64,084
Total	\$ 355,921

CIP Subcommittee Recommended Items

Description	Amount
Equipment replacement	85,000
IT Equipment replacement	75,000
Street Light replacement	25,000
Total	\$ 185,000

New Considerations

Description	Amount
Human Resources Information System	40,000
Implement Compensation Study results	50,000
Total	\$ 90,000

Based on the preliminary tax levy, a median-valued home would pay \$5.18 per month more in 2013 than they did in 2012. Each of these categories was reviewed in greater detail in the form of decision packages at the October 15, 2012 Council meeting.

For each \$100,000 reduction in the tax levy increase, there will be a savings of \$0.41 per month for a median-valued home.

The Council has also adopted a preliminary HRA Levy of \$698,471, an increase of \$344,971. This is expected to have an added impact of \$1.28 per month for a median-valued home.

2013 Preliminary Budget

The 2013 City Manager Recommended Budget for the tax-supported programs is \$21,832,042, an increase of \$2,363,482 or 12.1%. The majority of this increase (\$1,650,000) is for added debt payments related to the 2011 and 2012 Bonds issued for the new fire station and Park Renewal Program.

The City Manager Recommended Budget for the non tax-supported programs is \$23,653,968, an increase of \$1,621,774 or 7.4%. The increase is due to added cost of wholesale water purchase from the City of St. Paul and wastewater treatment charges from the Met Council, as well as general inflationary increases. It also includes an additional staff position for the License Center and Information Technology divisions. Both of these positions are funded by non-tax revenue sources.

2013 Preliminary Capital Improvement Plan (CIP) Budget

Under separate action, the City Council will be asked to formally accept the reports and recommendations submitted by the Capital Improvement Plan (CIP) Subcommittee at the November 19, 2012 City Council meeting. In accordance with those recommendations, the 2013 Preliminary Budget includes an appropriation in the budget for the 2013 scheduled items listed in the CIP.

A listing of the 2013 CIP scheduled for purchase is included in *Attachment A*. It should be noted, that the items listed in the CIP will not equate to the funding amount included in the annual Budget. The annual Budget represents the amount set aside each and every year to provide for capital replacements over the long-term. In contrast, the CIP represents that actual schedule of capital purchases.

Using Cash Reserves

On several previous occasions there has been discussion on the merits of using cash reserves to provide for capital replacements or other purposes. The memo referenced above and included in the Council's 9/10/12 packet addresses the role and relationships these reserves have with the City's long-term financial success.

There has also been discussion about the merits of using operational savings from the 2012 fiscal year and applying it to 2013 thereby allowing for a reduction in the 2013 Preliminary Tax Levy. However, this is problematic for a couple of reasons. First, while the accuracy of projected operational savings improves as the City nears its fiscal year-end, unforeseen events can take place in the final weeks and months that can erode or significantly diminish those projections. This may include snow or ice-related events that require additional supplies, materials, and overtime. Or higher-than-expected police and fire calls which also require additional supplies and personnel-related costs. It also might include reductions from the City's property tax collections due to delinquencies or valuation appeals which aren't fully known until January of the following year.

A second consideration stems from the commitment the City Council made when it instituted a 2-year budget process. At the time, it was assumed that any operational savings in year 1 (2012) would be available for year 2 (2013). This allowed City Staff the added flexibility to respond to unforeseen circumstances and take advantage of pricing discounts and other opportunities by moving a portion of the money from one year to the next. In some cases, departments have already taken measures to create operational savings in 2012 with the knowledge that these monies will be needed to offset higher-than-expected increases in 2013.

The 2013 City Manager Recommended Budget reflected this reality, by removing nearly \$100,000 in additional funding requests that had been submitted by Department Heads – in exchange for the ability to retain and use 2012 operational savings.

A summary of the projected cash reserves for December 31, 2012 is included in Attachment B.

95
96 Staff will be available at the Council meeting to address any Council inquiries.

97 **POLICY OBJECTIVE**
98 Not applicable.

99 **FINANCIAL IMPACTS**
100 See above.

101 **STAFF RECOMMENDATION**
102 Not applicable.

103 **REQUESTED COUNCIL ACTION**
104 For information purposes only. No formal Council action is necessary.

105
Prepared by: Chris Miller, Finance Director
Attachments: A: CIP Items scheduled to be purchased in 2013.
B: Estimated cash reserves as of December 31, 2012

City of Roseville
Capital Improvement Plan
2013 Summary

Attachment A

<u>Asset Type</u>	<u>Department / Function</u>	<u>Item / Description</u>	<u>Amount</u>	<u>Funding Source</u>
Vehicles	Police	Marked squad replacement (5)	\$ 143,145	Tax Levy
Vehicles	Police	Unmarked vehicles (2)	45,320	Tax Levy
Vehicles	Police	Community Relations vehicle	22,000	Tax Levy
Vehicles	Fire	First out medic unit	45,000	Tax Levy
Vehicles	Fire	Utility foam - transport/trailer	25,000	Tax Levy
Vehicles	Fire	Refurbish ladder truck	45,000	Tax Levy
Vehicles	Engineering	Project Coordinator vehicle	35,000	Tax Levy
Vehicles	Streets	Replace Vehicle #124	125,000	Tax Levy
Vehicles	Streets	Replace Vehicle #141 asphalt roller	16,000	Tax Levy
Vehicles	Streets	Replace Vehicle #144 3-ton dump	159,000	Tax Levy
Vehicles	Streets	Replace Vehicle #158 trash vacuum	15,000	Tax Levy
Vehicles	Park Maintenance	Replace Vehicle #529, 3/4 ton	35,000	Tax Levy
Vehicles	Park Maintenance	Replace Vehicle #507, 3/4 ton	35,000	Tax Levy
Vehicles	Park Maintenance	Replace Vehicle #523, 3/4 ton with plow	35,000	Tax Levy
Vehicles	Park Maintenance	Replace Vehicle #534, field liner	25,000	Tax Levy
Vehicles	Water	Replace zero turn mower (1/4)	5,000	Water Fees
Vehicles	Water	Self propelled paver (1/4)	25,000	Water Fees
Vehicles	Sanitary Sewer	Replace zero turn mower (1/4)	5,000	Sanitary Sewer Fees
Vehicles	Sanitary Sewer	Self propelled paver (1/4)	25,000	Sanitary Sewer Fees
Vehicles	Storm Drainage	Replace zero turn mower (1/4)	5,000	Storm Drainage Fees
Vehicles	Storm Drainage	Replace trash vacuum	20,000	Storm Drainage Fees
Vehicles	Storm Drainage	Replace Vehicle #147, 2-ton dump	155,000	Storm Drainage Fees
Vehicles	Storm Drainage	Replace Vehicle #145, 3-ton dump	159,000	Storm Drainage Fees
Total Vehicles			\$ 1,204,465	

City of Roseville
Capital Improvement Plan
2013 Summary

Attachment A

<u>Asset Type</u>	<u>Department / Function</u>	<u>Item / Description</u>	<u>Amount</u>	<u>Funding Source</u>
Equipment	Administration	Voting equipment	\$ 60,000	Tax Levy
Equipment	Police	Computer equipment	6,000	Tax Levy
Equipment	Police	Office furniture	2,000	Tax Levy
Equipment	Police	Microwave	1,000	Tax Levy
Equipment	Police	Squad conversion	15,000	Tax Levy
Equipment	Police	Outdoor warning siren	5,000	Tax Levy
Equipment	Police	New K-9	10,000	Tax Levy
Equipment	Police	Non-lethal weapons	1,500	Tax Levy
Equipment	Police	Long-gun parts	3,000	Tax Levy
Equipment	Police	Sidearm parts	2,000	Tax Levy
Equipment	Police	Tactical gear	5,000	Tax Levy
Equipment	Police	SWAT vests	6,000	Tax Levy
Equipment	Police	Defibrillators	1,500	Tax Levy
Equipment	Police	Shredder	1,500	Tax Levy
Equipment	Police	Radar units	4,000	Tax Levy
Equipment	Police	Stop sticks	1,000	Tax Levy
Equipment	Police	Rear transport seats	2,625	Tax Levy
Equipment	Police	Control boxes	2,500	Tax Levy
Equipment	Police	Visibars	8,000	Tax Levy
Equipment	Police	Radio equipment	15,000	Tax Levy
Equipment	Police	Emergency Management exercises	15,000	Tax Levy
Equipment	Fire	Firefighter turnout gear	52,800	Tax Levy
Equipment	Fire	AED's	8,000	Tax Levy
Equipment	Fire	Camera for fire rescue	9,500	Tax Levy
Equipment	Fire	Water-related response	6,000	Tax Levy
Equipment	Fire	Air monitoring equipment	5,000	Tax Levy
Equipment	Engineering	Office furniture	10,000	Tax Levy
Equipment	Streets	Replace Unit #169 zero turn mower (1/4)	3,000	Tax Levy
Equipment	Streets	Sign equipment/plotter/cutter/signs	25,000	Tax Levy
Equipment	Park Maintenance	MainTrac software	25,000	Tax Levy
Equipment	Park Maintenance	Replace Unit #551 mower	50,000	Tax Levy
Equipment	Park Maintenance	Replace Unit #531 mower	50,000	Tax Levy
Equipment	Park Maintenance	Replace Unit #547 tractor	25,000	Tax Levy
Equipment	Skating Center	Replace Zamboni	115,000	Tax Levy
Equipment	Skating Center	OVAL Boiler	15,000	Tax Levy

City of Roseville
Capital Improvement Plan
2013 Summary

Attachment A

<u>Asset Type</u>	<u>Department / Function</u>	<u>Item / Description</u>	<u>Amount</u>	<u>Funding Source</u>
Equipment	Skating Center	Bandy shelters	15,000	Tax Levy
Equipment	Skating Center	Perimeter fence pads	65,000	Tax Levy
Equipment	Skating Center	Black divider pads	12,000	Tax Levy
Equipment	Skating Center	Arena Scoreboard - Large	30,000	Tax Levy
Equipment	Communications	Audio equipment for Council Chambers	70,000	Cable Franchise Fees
Equipment	Information Technology	Computers, monitors, servers, etc.	173,350	Tower Rentals, Tax Levy
Equipment	Water	Water meters, AMR system	350,000	Water Fees
Equipment	Storm Drainage	Self propelled paver (1/4)	25,000	Storm Drainage Fees
Equipment	Storm Drainage	Replace Unit #115 flair mower	25,000	Storm Drainage Fees
Equipment	Storm Drainage	Replace Unit #110 leaf machine	25,000	Storm Drainage Fees
Equipment	Storm Drainage	Replace Unit #168 compost turner	100,000	Storm Drainage Fees
Equipment	Storm Drainage	Walsh Lift Station repairs	45,000	Storm Drainage Fees
Equipment	Golf Course	Greens covers	5,000	Golf Course Fees
Equipment	Golf Course	Tee mower, zero turn	20,000	Golf Course Fees
Equipment	Golf Course	Turf equipment, mowers	20,000	Golf Course Fees
Total Equipment			<u>\$ 1,547,275</u>	

City of Roseville
Capital Improvement Plan
2013 Summary

Attachment A

<u>Asset Type</u>	<u>Department / Function</u>	<u>Item / Description</u>	<u>Amount</u>	<u>Funding Source</u>
Bldgs & Infrastructure	General Facilities	Replace PW Garage heaters	\$ 20,000	Tax Levy
Bldgs & Infrastructure	General Facilities	Replace City Hall carpetting	20,000	Tax Levy
Bldgs & Infrastructure	General Facilities	Rehab City Hall roof (old portion)	60,000	Tax Levy
Bldgs & Infrastructure	General Facilities	Central Park gymnasium improvements	4,500	Tax Levy
Bldgs & Infrastructure	General Facilities	Gymnastics Center improvements	10,000	Tax Levy
Bldgs & Infrastructure	Street Lighting	Replace streetlight fixtures	25,000	Tax Levy
Bldgs & Infrastructure	Central Garage	Replace fuel management system	50,000	Tax Levy
Bldgs & Infrastructure	Central Garage	Lubricating filling heads, hose, reel	6,000	Tax Levy
Bldgs & Infrastructure	Central Garage	Vehicle analyzer update	1,000	Tax Levy
Bldgs & Infrastructure	Central Garage	Replace custom vehicle lifts	2,000	Tax Levy
Bldgs & Infrastructure	Skating Center	Arena rubber flooring in changing area	8,000	Tax Levy
Bldgs & Infrastructure	Skating Center	OVAL garage doors (2)	12,000	Tax Levy
Bldgs & Infrastructure	Pathways	Pathway Maintenance	175,000	Tax Levy
Bldgs & Infrastructure	Pavement Mangement	Mill & Overlay	900,000	Interest earnings, reserves
Bldgs & Infrastructure	Pavement Mangement	MSA Street Construction / Overlay	1,000,000	MSA Funds
Bldgs & Infrastructure	Park Improvements	Park Renewal Program	5,169,370	Bond Proceeds (Tax Levy)
Bldgs & Infrastructure	Water	Water system improvements	600,000	Water Fees
Bldgs & Infrastructure	Water	Booster station improvements	128,000	Water Fees
Bldgs & Infrastructure	Sanitary Sewer	Sanitary Sewer improvements	700,000	Sanitary Sewer Fees
Bldgs & Infrastructure	Sanitary Sewer	I & I reduction, Lift station repairs	175,000	Sanitary Sewer Fees
Bldgs & Infrastructure	Storm Drainage	Pond Improvements, sewer replacement	600,000	Storm Drainage Fees
Bldgs & Infrastructure	Golf Course	Sidewalk, exterior repairs	7,000	Golf Course Fees
Bldgs & Infrastructure	Golf Course	Clubhouse furniture, carpetting, flooring	12,000	Golf Course Fees
Bldgs & Infrastructure	Golf Course	Replace furnace / AC	18,000	Golf Course Fees
Total Buildings & Infrastructure			<u>\$ 9,702,870</u>	

Total - All 2013 CIP Items \$ 12,454,610 **

** The Original 2013 CIP Items to expand the geothermal system to the PW Building (\$400,000), and new Pathway Construction (\$300,000) were removed due to lack of funding.

City of Roseville
Cash Reserve Levels

Attachment B

Operating Funds

<u>Fund</u>	<u>2011</u>	<u>Estimated 2012</u>	<u>Target Pct.</u>	<u>Actual Pct.</u>	<u>\$\$ Over (Under)</u>	<u>\$\$ Amount Unrestricted</u>
General	\$ 5,864,386	\$ 5,964,386	40%	48%	\$ 999,707	\$ 5,864,386
Parks & Recreation	321,089	346,089	25%	9%	(630,127)	346,089
Community Development	163,163	173,163	40%	16%	(247,451)	-
Communications	521,444	532,444	20%	145%	459,097	-
Information Technology	109,199	101,199	20%	8%	(148,447)	101,199
License Center	598,391	657,391	20%	58%	431,286	657,391
Water	-	-	50%	0%	(3,501,375)	-
Sanitary Sewer	1,694,303	1,792,303	50%	37%	(626,546)	-
Storm Sewer	2,614,527	2,599,527	50%	136%	1,644,558	-
Recycling	136,342	157,342	50%	30%	(105,104)	-
Golf Course	\$ 391,242	\$ 375,242	50%	91%	\$ 168,167	\$ 375,242
Total	\$ 12,414,086	\$ 12,699,086			\$ (1,556,234)	\$ 7,344,307

Capital Replacement Funds

<u>Fund</u>	<u>2011</u>	<u>2012</u>	<u>Target Pct.</u>	<u>Actual Pct.</u>	<u>\$\$ Over (Under)</u>	<u>\$\$ Amount Unrestricted</u>
Police Vehicles & Equipment	\$ 133,242	\$ 141,242	n/a	n/a	n/a	\$ 141,242
Fire Vehicles & Equipment	368,041	377,041	n/a	n/a	n/a	\$ 377,041
Parks & Rec Vehicles & Equipment	25,358	39,358	n/a	n/a	n/a	\$ 39,358
Public Works Vehicles & Equipment	204,329	220,329	n/a	n/a	n/a	\$ 220,329
Central Svcs. Equipment	93,928	24,928	n/a	n/a	n/a	\$ 24,928
Vehicle Replacement	-	-	n/a	n/a	n/a	\$ -
Fire Vehicle Replacement	-	-	n/a	n/a	n/a	-
Equipment Replacement	-	-	n/a	n/a	n/a	-
Building Replacement	576,280	658,280	n/a	n/a	n/a	658,280
PIP	322,823	351,823	n/a	n/a	n/a	-
Street Replacement	\$ 12,829,107	\$ 12,788,107	n/a	n/a	n/a	\$ 12,788,107
Total	\$ 14,553,108	\$ 14,601,108				\$ 14,249,285

Citywide Total \$ 26,967,194 \$ 27,300,194

\$ 21,593,592

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 11/19/12

Item No.: 12.c

Department Approval



City Manager Approval



Item Description: Adopt Assessment Policy

BACKGROUND

One of the items on the City Council's 2012 workplan was to review the City's Assessment Policy. Since the beginning of the year, Staff has been working with the Public Works, Environment and Transportation Commission (PWETC) to review the existing policy and make recommendations for updates. The policy was discussed at their February, March, April and June meetings. As part of the discussion, the PWETC reviewed the assessment policies from other cities and how they relate to Roseville. During the four meetings there was considerable discussion regarding the pros and cons of the different approaches to assessments.

At the September 17, 2012 City Council meeting, staff discussed the revised City assessment policy with the City Council. Information regarding this assessment policy Council discussion was included in the News Update November 7. A summary of the proposed changes in the policy:

Special Benefit Test: One of the major changes in the policy is the Special Benefit Test. It is recommended that appraisals be completed to determine the influence of an improvement project on the value of the properties proposing to be assessed. This is done in order to ensure that the proposed assessment is equivalent or less than the anticipated increase in market value for properties being assessed. Many cities have included this extra step in their assessment process as a check and balance to protect the City and the property owners.

As a result, the assessment policy includes the language "up to" in front of the assessment rate for the different property zoning. This allows the City to take into account the property value increase when setting the rates and adjust if necessary.

Zoning: The PWETC took a look at Residential vs. Commercial vs. Institutional land uses. In this context they discussed property value, traffic generation, and assessment rates, looking at both the previous city policy and how other cities treat different land uses. Higher intensity land uses have a higher property value and consequently receive a higher property value increase from public improvements. Also, they generate higher volumes of traffic on our street system. As a result, the commission is recommending that we have a higher assessment rate for land uses that are not zoned LDR-1 or LDR-2.

Street Construction project type: The PWETC recommends that we assess for street reconstruction and the required storm water improvements associated with the street reconstruction project. They do not recommend that we assess mill and overlay or sealcoat mainly because of the Special Benefit Test.

Utilities: The PWETC recommends that the City continue to fund major maintenance for City utilities using existing utility infrastructure funds. However, in the case where additional utility capacity is needed as a result of redevelopment or rezoning, then 100% of these costs would be assessed to property

owners

Pathway Construction: The PWETC believes that pathways included as priority segments in the Pathway Master Plan serve a regional benefit. As a result, they do not recommend that the costs to build these pathways be assessed to the property owners abutting the project. However, they do recognize that pathways along other stretches of road may benefit the property owners along those streets. As a result, they recommend that projects requested by property owners be considered for assessments, based on the Special Benefit Test.

Streetlights: No changes were recommended for the streetlight assessment policy.

In putting together the final draft policy for this meeting, staff took a look at format, content and took another look at the policy to ensure that all of the different types of public improvement projects that the City may undertake were included. The purpose of this was to ensure that the policy was comprehensive and to eliminate conflicts. As a result of this review, some modifications have been made since the September 17, 2012 worksession. A summary of the major changes:

Regional Improvement Projects: Regional improvement projects such as noise walls and interchange reconstruction can benefit all property owners in the area surrounding the project, not just the property owners directly adjacent to the improvement. Staff felt that additional flexibility should be added to our assessment policy for these types of projects. We have added Section 6. Regional Improvement Projects and some associated definitions. The purpose of this section is to provide for an alternative to the front foot assessment methodology in cases of public improvements that create an area-wide benefit. When a project benefits an area, the properties expected to receive positive impacts from the proposed public improvement would be assessed for the cost of construction. The Benefited Area would be determined on a project- by- project basis as a part of the Feasibility Report. Assessment amounts would need to meet the Benefit Test.

Traffic Management Program: Staff added a section on the TMP for consistency with the new policy.

POLICY OBJECTIVE

This policy is to be used as a guide by the City of Roseville when preparing assessment rolls, to assure uniform and consistent treatment of affected properties. It is the general policy of the City of Roseville to assess all affected properties according to policy without regard to funding source.

Special assessments are a charge imposed on properties for a particular improvement that benefits the owners of those selected properties. The authority to use special assessments originates in the state constitution which allows the state legislature to give cities and other governmental units the authority “to levy and collect assessments for local improvements upon property benefited thereby.” The legislature confers that authority to cities in Minnesota Statutes Chapter 429.

STAFF RECOMMENDATION

Adopt Assessment Policy.

REQUESTED COUNCIL ACTION

Adopt Assessment Policy.

Prepared by: Debra Bloom, City Engineer
Attachments: Attachment A: Draft Special Assessment Policy

City of Roseville
SPECIAL ASSESSMENT POLICY
11/19/12

Formatted: Left

The purpose of this policy is to be used as a guide by the City of Roseville when preparing assessment rolls, so as to assure uniform and consistent treatment of affected properties. It is the general policy of the City of Roseville to assess all affected properties according to this policy without regard to funding source.

Special assessments are a charge imposed on properties for a particular improvement that benefits the owners of those selected properties. The authority to use special assessments originates in the state constitution which allows the state legislature to give cities and other governmental units the authority "to levy and collect assessments for local improvements upon property benefited thereby." The legislature confers that authority to cities in Minnesota Statutes Chapter 429.

1. Special Benefit Test: The proposed assessment shall be equivalent or less than the anticipated increase in market value for properties being assessed. Appraisals shall be completed to determine the influence of an improvement project on the value of the properties proposing to be assessed.
2. Determining Assessable Frontage: Unless otherwise noted in this document, all assessments shall be calculated using property front footage on the segment of the infrastructure included in the improvement project. The assessment rate shall be determined by dividing the total project cost by the total assessable frontage. The following formulas shall apply for calculating the total assessable frontage for the improvement project.
 - (a) The assessable frontage shall be 100% of the short side of the lot.
 - (b) Corner and Multiple Frontage LDR1 and LDR2 lots: All corner and multiple frontage LDR1 and LDR2 parcels shall be considered as having 10% of the long side as being assessable footage unless such parcels could be split or subdivided. This is in addition to the short side frontage.
 - (c) Corner and Multiple Frontage Lots (other zoning): All corner and multiple frontage lots for other property zoning shall be calculated at 10% for the first 150 feet of the long side and then 100% for any additional footage. This is in addition to the short side frontage.
 - (d) Odd Lot Formula (all zoning): The odd lot formula shall apply for odd and irregularly shaped lots, which have rear widths that vary by more than 25% in comparison with the front width. The lot will be assumed to have a depth equal to one-half the sum of the two sides and said depth will be divided into the area of the lot to determine the assessable frontage.
 - (e) Lots with more than 4 sides: All lots of more than four sides will be geometrically converted to a four-sided lot of equal area, then the odd-lot formula as described in (d) will be used to determine the assessable frontage. Where this is not practical, the assessable frontage will be determined by assuming the lot to have an assessable frontage equal to those of the typical rectangular lots near it which are comparable in overall area and nature.
 - (f) Private Driveway: If a public improvement takes place along a public street/roadway with a private driveway that serves more than one property owner, all properties with access to the road-public street via the private driveway will be

assessed. The frontage of the private property (or properties) directly adjacent to the roadway will be used to determine the assessable frontage. This assessable frontage will be proportionately shared among for all other properties with direct access to accessing the private driveway.

3. Pathway Construction Projects:

- (a) There shall be no assessments for the construction of off road pathways that are included as priority segments in the City's Pathway Master Plan. Except in the case of petition or development projects.

~~3.4.~~ Roadway New Construction Projects: For all new public roadway construction, where no roadway exists, the properties abutting the new road shall be assessed for 100% of the cost.

~~4.5.~~ Roadway Reconstruction Projects: The following is the assessment policy for all roadway reconstruction projects in the City of Roseville.

- (a) Property zoned LDR1 and LDR2 shall be assessed up to 25% of the project cost for a 7-ton, 32-foot wide pavement with concrete curb and gutter and required drainage.
- (b) All other property zoning shall be assessed up to 50% of the project cost.
- (c) Municipal State Aid Roadways:
- Property zoned LDR1 and LDR2 shall be assessed up to 25% of the cost of a 7-ton, 32-foot wide pavement with concrete curb and gutter and required drainage, even if the width or strength is greater.
 - All other property zoning shall be assessed up to 50% of the project costs.
- (d) Ramsey County or Minnesota Department of Transportation Roadways: The amount of special assessments collected on a Ramsey County or MnDOT roadway projects will be equal to or less than the total City cost share of the improvement.
- (e) All property accessing a private driveway that serves as a leg of an intersection signal system shall be assessed 100% of the proportionate share of the signal system cost.

6. Regional Improvement Projects: Projects that benefit more than just the properties abutting the project may be assessed to all properties within the Benefited Area. Regional Improvement Projects can include arterial roads, bridges, collector roads, highway interchanges, intersections, or noise walls.

7. Traffic Management Program Projects: Assessments for Traffic Management Program projects shall be assessed to all properties within the Benefited Area. The Benefited Area would be determined on a project- by- project basis as a part of the Feasibility Report. See TMP for details.

~~5.8.~~ Sanitary Sewer Projects:

- (a) Properties currently connected to public sanitary sewer will not be assessed for reconstruction or major maintenance projects. Except in the case of subd. d. below.
- (b) New construction shall be assessed 100% of the project cost based on a front footage basis for all zoning.

Formatted: Space After: 6 pt, Numbered + Level: 1 + Numbering Style: 1, 2, 3, ... + Start at: 1 + Alignment: Left + Aligned at: 0" + Tab after: 0.5" + Indent at: 0.5"

- (c) Any sanitary sewer main in excess of 8 inches in diameter will normally be considered oversized. When oversizing is done to increase the capacity of the City's system, the added cost for oversizing shall be subtracted from the total cost of the improvement. The result of said subtraction will be the cost to be assessed.
- (d) New development property, or property which has altered its land use within the past three years, shall be assessed at 100% of the city's expense for the improvement.
- (e) Sewer services shall be assessed on a per service basis at 100% of the city's expense for such services.

~~6-9.~~ Storm Sewer Projects:

- (a) There shall be no assessments for storm sewer projects not associated with roadway projects. Except in the case of petition or development projects.

~~7-10.~~ Watermain Projects:

- (a) Properties currently connected to public watermain will not be assessed for reconstruction or major maintenance projects. Except in the case of subd. d. below.
- (b) New construction shall be assessed 100% of the project cost based on a front footage basis for all zoning.
- (c) Any watermains in excess of 8 inches in diameter will normally be considered oversized. When oversizing is done to increase the capacity of the City's system, the added cost for oversizing shall be subtracted from the total cost of the improvement.
- (d) New development property, or property which has altered its land use within the past three years, shall be assessed at 100% of the city's expense for the improvement.
- (e) Water services shall be assessed on a per service basis at 100% of the city's expense for such services.

~~8.~~ Pathway Construction Projects:

- ~~(a) There shall be no assessments for the construction of off road pathways that are included as priority segments in the City's Pathway Master Plan. Except in the case of petition or development projects.~~

~~9-11.~~ Streetlight Installation Projects:

- (a) Shall be assessed on a front footage basis and as follows:
- (b) All properties within 150 feet (street frontage) of each light shall be considered for assessment.
- (c) City staff shall determine the number and locations of lights that could have been installed under the "standard street light" section of the City's Street light policy. The maintenance cost for these lights will be deducted from the overall project cost.
- (d) 100% of the additional costs for an "enhanced street light" project shall be specially assessed. The additional costs for an "enhanced street light" project shall include; cost of installation of enhanced streetlights, cost of operation & maintenance (pro-rated for 25 years), administrative costs, minus "standard street light" maintenance cost (if applicable)

- (e) At the end of 25 years, the City will evaluate the maintenance needs for the “enhanced street light” areas. A reconstruction project will be considered where the new operation and maintenance costs for the next 25 years will be proposed to be assessed to the benefiting properties.
- (f) In new development and redevelopments, the operation and maintenance costs for an “enhanced street light” installation shall be paid for by the property owners in the new development in perpetuity. These costs shall either be paid for up front by the developer or assessed to the property owners. The total cost shall be the “enhanced street light” operation and maintenance cost minus the City’s “standard street light” contribution. The City’s basic contribution shall be determined based on the procedure outlined in section IV. B. of the City Street Light policy.

10.12. Definitions

- (a) Assessable frontage: Property frontage on a segment of infrastructure scheduled for improvement. If a parcel is a corner lot or has multiple street frontages, the parcel frontage shall only be calculated for the side abutting the infrastructure scheduled for improvements.
- (b) Benefited Area: The properties expected to receive positive impacts from the proposed public improvement and which are subject to assessment for the cost of construction. The Benefited Area is determined on a project- by- project basis.
- ~~(b)(c)~~ Enhanced Street Light: When the location, design, or spacing for requested lights does not meet the “Standard Street Light” qualifying conditions, property owners may request that the City undertake an “Enhanced Street Lighting” project.
- ~~(c)(d)~~ Long side: On a corner lot or multiple frontage lot, the frontage of a property that is longest.
- ~~(d)(e)~~ Private Driveway: A driveway or road that serves as a primary access for one or more property owners that is not maintained by the City of Roseville, MnDOT or Ramsey County.
- ~~(e)(f)~~ Required Drainage: Drainage improvements necessary because of an improvement project. This can be the result of meeting City, watershed or wetland requirements. Includes rate control, water quality treatment, infiltration, and wetland mitigation.
- ~~(f)(g)~~ Roadway Reconstruction Project: This type of project involves removing and replacing the existing roadway bituminous, more than 50% of the concrete curb, the base materials, and oftentimes performing utility work (water, sewer, etc.) at the same time.
- ~~(g)(h)~~ Roadway Maintenance Project: Performing a Reclaim and Overlay, Mill and Overlay, or sealcoating of city streets.
- ~~(h)(i)~~ Short side: On a corner lot or multiple frontage lot, the frontage of a property that is shortest.
- ~~(i)(j)~~ Standard Street Light: street light installation that meets the location, design and spacing of the City street light policy qualifying conditions described in section IV. B. of the City Street Light policy.
- ~~(j)(k)~~ Total Project Cost: Project costs include actual construction cost plus all associated overhead costs. The total cost of the associated overhead for a public improvement project would typically include city administration, engineering, fiscal, legal, capital interest, right of way acquisition and contingencies.

Formatted: Font: (Default) Times New Roman

Formatted: Font: (Default) Times New Roman

Formatted: Font: (Default) Times New Roman

Formatted: Font: (Default) Times New Roman

Formatted: Font: (Default) Times New Roman

REQUEST FOR COUNCIL ACTION

Date: 11/19/12
Item No.: 12.d

Department Approval



City Manager Approval



Item Description: Approve Overhead Electric Undergrounding Policy

BACKGROUND

Staff discussed a draft Overhead Electric Undergrounding Policy with the City Council in July of this year. Staff had worked with the Public Works, Environment, and Transportation Commission to develop a policy on Overhead Electric Undergrounding. Property owners have occasionally asked for the overhead electric power lines to be undergrounded as a part of street reconstruction projects or to improve the aesthetics of a corridor. The City Council provided feedback on the draft policy to clarify the funding of projects language to indicate some flexibility in how projects could be funded and the sharing of costs with adjacent communities on border corridors.

A copy of the revised draft policy is attached. (Attachment A)

POLICY OBJECTIVE

The City is committed to improve transportation corridors for all users and modes of transportation. Frequently conflicts exist when constructing facilities for all modes in crowded right of ways. Undergrounding of overhead lines helps to reduce the conflicts and improve safety.

FINANCIAL IMPACTS

Undergrounding is a community cost for existing overhead electric lines under Public Utilities Commission rules. Community Requested Facilities Surcharge on electric utilities bills is available to the Council as a funding mechanism or there are other authorized funding mechanisms such as property tax levy, franchise fees, and assessments.

STAFF RECOMMENDATION

Staff is recommending approval of the draft policy as amended.

REQUESTED COUNCIL ACTION

Motion to approve the Overhead Electric Undergrounding Policy.

Prepared by: Duane Schwartz, Public Works Director
Attachments: A: Draft Overhead Electric Undergrounding Policy

CITY OF ROSEVILLE, MINNESOTA
POLICY

SUBJECT: UNDERGROUND CONVERSION OF OVERHEAD ELECTRIC
UTILITY LINES

POLICY NO.:

EFFECTIVE DATE:

BACKGROUND:

Underground conversion of overhead electric utility lines and associated facilities by companies is desirable when the City Council finds that the public health, safety or general welfare would require the removal of poles, overhead wires and associated overhead structures with the underground installation of wires and facilities for supplying electric, communication, cable television or similar or associated service within certain corridors, and the City Council has, by adoption of this policy, declared the designated corridor, an Underground Utility Corridor.

PURPOSE:

To establish a policy for conversion of overhead utility lines by utility companies when the City Council determines that undergrounding of overhead utilities is in the interest of the public health, safety and welfare; and asserts its right to require conversion of overhead utilities in the exercise of its statutory powers.

POLICY:

It shall be the policy of the City Council to:

A. Exercise the City's rights to require, and enforce as necessary, utility companies to convert overhead utilities to underground when it is in the interest of the public health, safety and welfare of the general public. Such power shall not be restricted except as limited by state law in any form by any qualifying criteria except that such lines or facilities must be within the public right of way, City owned property, or other property within the public jurisdiction within the City of Roseville.

B. Identify and prioritize projects as follows:

1. All utilities within the City of Roseville with overhead facilities shall provide to the City Manager each year no later than January 31st, a complete list of all overhead utility locations in a format as prescribed by the City Manager. This list shall be accurate as reasonably possible and no utility will be held liable for accidental omissions or errors.
2. The City shall develop and bring before the City Council a master plan for undergrounding based on the most recent capital improvement plans of all roadway

jurisdictions within the City of Roseville. The projects shall be prioritized based on the following criteria:

- 1st Criteria: Any previously funded underground utility priority corridor project which was subsequently removed from funded list and placed on deferment.
- 2nd Criteria: All identified corridor reconstruction projects where utility pole relocation is necessary for the public facilities construction.
- 3rd Criteria: All identified undergrounding corridor projects contiguous to previous undergrounding.
- 4th Criteria: Any corridor adjacent to public facilities, schools, retail areas, and parks, and recreation facilities.
- 5th Criteria: Corridors with over 5000 ADT traffic volumes. These corridors provide access for emergency first responders and would benefit from minimum risk of obstruction from damaged overhead facilities.
- 6th Criteria: Corridors with existing or planned major pedestrian facilities.
- 7th Criteria: Tree preservation
- 8th Criteria: Entry corridors to the city where aesthetics create a positive image for visitors and residents.

a. Funding of projects:

Undergrounding of overhead electric utility lines will primarily be funded utilizing the PUC authorized Community Requested Facilities Surcharge which has an established maximum stacking amount on a customer's electric bill. CRFS Projects will be limited to the total amount available for surcharge per PUC rules.

The City will seek to cooperate with adjacent communities on undergrounding projects on border corridors where the overhead facilities serve properties in both communities.

This policy does not prohibit neighborhood initiated request of undergrounding if alternative sources or methods of funding are identified.

REQUEST FOR COUNCIL ACTION

Date: 11-19-12

Item No.: 12.e

Department Approval

City Manager Approval

PT/DM



Item Description: **Community Development Department Request to Issue a Ramsey County Court Citation for Unresolved Violations of Roseville's City Code at 3261 Old Highway 8.**

BACKGROUND

- The property is a single family home.
- The current owner is Mr. Thomas Ranollo who lives at the property.
- Current violations include:
 - o Junk, debris, household items in open storage on driveway and in yard. Violation of Roseville's City Code, Sections 407.02.D. and 407.03.H. which prohibits outside storage.
- This complaint was initiated from neighbors.
- The property owner has been repeatedly bringing items to his property and storing them outside in the yard and on the driveway (supposedly from a failed business enterprise). He eventually removes the storage; however, he then repeats the process bringing more outside storage to the property.
- An abatement action removing one grouping of items would not necessarily bring an end to the recurring violation. A court citation (requesting the property be maintained compliant for at least one year) would prove more effective.
- A status update, including pictures, will be provided at the Council 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.

27 **FINANCIAL IMPACTS**

- 28 • The recurring City Code violations at 3261 Old Highway 8 could negatively impact the property
29 values of the surrounding properties.
- 30 • The issuance of a Ramsey County Court Citation would involve no monetary outlays by the City
31 as the prosecuting attorney handles these cases as part of their contract.

32 **STAFF RECOMMENDATION**

- 33 • Staff recommends that the Council direct Community Development staff to issue a Ramsey
34 County Court Citation to Mr. Thomas Ranollo for violation of Roseville’s City Code at 3261
35 Old Highway 8.

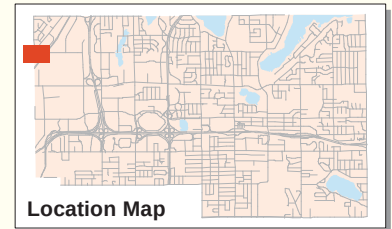
36 **REQUESTED COUNCIL ACTION**

- 37 • Direct Community Development staff to issue a Ramsey County Court Citation to Mr. Thomas
38 Ranollo for violation of Roseville’s City Code Sections 407.02.D. and 407.03.H. at 3261 Old
39 Highway 8 NW.
- 40
- 41

Prepared by: Don Munson, Permit Coordinator

Attachments: A: Map of 3261 Old Highway 8
B. Photo

3261 Old Highway 8

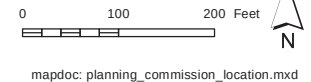


LR / LDR-1 Comp Plan / Zoning Designations

Data Sources
 * Ramsey County GIS Base Map (10/1/2012)
 For further information regarding the contents of this map contact:
 City of Roseville, Community Development Department,
 2660 Civic Center Drive, Roseville MN

Disclaimer

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



ATTACHMENT B



REQUEST FOR COUNCIL ACTION

Date: November 19, 2012
Item No.: 12.f

Department Approval

City Manager Approval



Item Description: Approve 2013 – 2015 Erickson, Bell, Beckman & Quinn Contract for Prosecuting Legal Services

BACKGROUND

On June 11 the City Council authorized the City Manager to negotiate with Erickson, Bell, Beckman, & Quinn (EBBQ) for civil and prosecution services for 2013 - 2015. The City Manager concluded an agreement was unable to be reached for civil legal services; however, an agreement was reached for prosecution services and terms of renewal can be found in Attachment A.

POLICY OBJECTIVE

Achieve the best value for services contracted by the City.

BUDGET IMPLICATIONS

Attachment A includes monthly retainer and annual total.

STAFF RECOMMENDATION

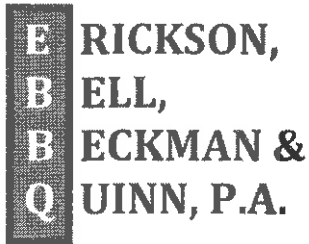
Staff recommendation is to approve 2013 – 2015 contracts for prosecution services with Erickson, Bell, Beckman, & Quinn.

REQUESTED COUNCIL ACTION

Motion to Approve 2013 – 2015 contract for prosecution services with Erickson, Bell, Beckman, & Quinn.

Prepared by: William J. Malinen, City Manager

Attachments: A: Letter Outlining Retainer Cost(s) Dated October 1, 2012
 B: EBBQ Contract for Prosecution Services



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

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 U.S. MAIL AND ELECTRONIC MAIL ATTACHMENT

October 1, 2012

Mr. William J. Malinen
City of Roseville
2660 Civic Center Drive
Roseville, MN 55113

RE: 2013 – 2015 Prosecution Retainer
Our File No.: 1011-00004

Dear Mr. Malinen:

Our firm has provided criminal prosecution services to the City of Roseville since 1962. We are honored to fill this important public safety role with the City, and we believe we do so with unsurpassed quality and results. As you know, our current prosecution legal services contract expires on December 31, 2012. Our firm proposes the following terms for renewal of this contract:

<u>Monthly Retainer</u>	<u>Annual Total</u>
2013 \$12,162.00	\$145,944.00
2014 \$12,405.00	\$148,860.00
2015 \$12,653.00	\$151,836.00

You will note that this compensation structure represents a 2% annual increase over our current retainer, which is generally in line with City-wide budgeting levels.

For non-retainer work (eg., vehicle forfeitures, appellate practice, etc.), we propose the following hourly rates:

<u>Attorney Hourly Rate</u>	<u>Paralegal Hourly Rate</u>
2013 \$185.00	2013 \$95.00
2014 \$190.00	2014 \$100.00
2015 \$195.00	2015 \$105.00

Mr. William J. Malinen
October 1, 2012
Page 2

We propose that all other terms and conditions of the current contract remain unchanged for the duration of the 2013-2015 period. Please let me know if you would like to further discuss this proposal or if any clarification of terms is needed.

Very truly yours,

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

A handwritten signature in black ink, appearing to read "M. F. Gaughan", followed by a horizontal line extending to the right.

Mark F. Gaughan

MFG/kmw

Pros

LAW OFFICES OF
JENSEN, BELL, CONVERSE & ERICKSON, P.A.

Roger A. Jensen
James C. Erickson, Sr. *†
Caroline Bell Beckman
Charles R. Bartholdi
Mitchell W. Converse
Kari L. Quinn*
Carol A. Baldwin
Mark F. Gaughan
James C. Erickson, Jr.

1500 Wells Fargo Place
30 East Seventh Street
St. Paul, MN 55101

Telephone (651) 223-4999
Facsimile (651) 223-4987
www.jbce.com

* Also Admitted in Wisconsin
† Of Counsel
‡ Certified Civil Trial Specialist

Robert C. Bell †
Willard L. Converse †

January 4, 2010

Bill Malinen
City Manager
Roseville City Hall
2660 Civic Center Drive
Roseville, MN 55113

RE: Legal Services Contracts

Dear Bill:

Enclosed are two signed copies of the Civil Contract and two signed copies of the Prosecution Contract for Legal Services.

You are requested to sign all copies where indicated and then return one signed copy of each contract to me.

Please call me if you have any questions or comments.

Sincerely yours,

JENSEN, BELL, CONVERSE & ERICKSON, P.A.

Charles R. Bartholdi

Charles R. Bartholdi

CRB/amv

Standard Agreement for Professional Services

This Agreement is made on the 31st day of December, 2009, between the City of Roseville, Minnesota, whose business address is 2660 Civic Center Drive, Roseville, MN 55113-1899 (hereinafter "City"), and Jensen, Bell, Converse & Erickson, P. A., a Minnesota professional corporation whose business address is 1500 Wells Fargo Place, 30 East Seventh Street, St. Paul, MN 55101 and Erickson, Bell, Beckman & Quinn, P. A., a Minnesota professional corporation whose business address is 1500 Wells Fargo Place, 30 East Seventh Street, St. Paul, MN 55101 (hereinafter "Consultant").

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 prosecuting legal services 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 1-1-2010 through 12-31-2012, 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 compensate the Consultant for the services as described in Exhibit A as follows:
 - 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 memorandums, opinions, reports, 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 that may be required in the performance of the Work.
 - d. Owner's Representative. The City Manager shall act as the City's representative with respect to the work 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 an hourly basis, the Consultant shall indicate for each employee, his or her name, job title, the number of hours worked, rate of pay for each employee, a computation of amounts due for each employee, and the total amount due for each project task. Consultant shall verify all statements submitted for payment in compliance with Minnesota Statutes Sections 471.38 and 471.391. For reimbursable expenses, if provided for in Exhibit A, the Consultant shall provide an itemized listing and such documentation as 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 Caroline Bell Beckman and Kari L. Quinn to perform the Work. They shall be assisted by other staff members as necessary to

facilitate the completion of the Work in accordance with the terms established herein. Consultant may not remove or replace these designated staff from the Project without the approval of the City, unless Consultant replaces such person with another capable person.

7. **Performance Evaluation.** The parties agree that a performance evaluation shall be conducted annually.
8. **Standard of Care.** All Work performed pursuant to this Agreement shall be in accordance with the standard of care in Ramsey County, Minnesota for professional services of the like kind.
9. **Audit Disclosure.** Any reports, information, data, 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, unless otherwise required under Minnesota law. The books, records, documents and accounting procedures and practices of the Consultant or other parties relevant to this Agreement are subject to examination by the City and either the Legislative Auditor or the State Auditor for a period of six (6) years after the effective date of this Contract. The Consultant shall at all times abide by Minn. Stat. 13.01 et seq., the Minnesota Government Data Practices Act, to the extent the Act is applicable to data and documents in the possession of the Consultant.
10. **Termination.** This Agreement may be terminated by either party by thirty (30) days written notice delivered to the other party at the address written above. Upon termination under this provision, if there is no fault of the Consultant, the Consultant shall be paid for services rendered and reimbursable expenses until the effective date of termination. If however, the City terminates the Agreement because the Consultant has failed to perform in accordance with this Agreement, no further payment shall be made to the Consultant, and the City may retain another consultant to undertake or complete the work identified in Paragraph 1.
11. **Subcontractor.** The consultant may enter into subcontracts for services provided under this Agreement. The Consultant shall promptly pay any subcontractor involved in the performance of this Agreement as required by the State Prompt Payment Act.
12. **Independent Consultant.** At all times and for all purposes herein, the Consultant is an independent contractor and not an employee of the City. No statement herein shall be construed so as to find the Consultant an employee of the City.
13. **Non-Discrimination.** During the performance of this Agreement, the Consultant shall not discriminate against any 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.
14. **Assignment.** The parties agree to the assignment of this Agreement by Jensen, Bell, Converse & Erickson, P. A. to Erickson, Bell, Beckman & Quinn, P. A. on February 1, 2010. From January 1, 2010 through January 31, 2010, Jensen, Bell, Converse & Erickson, P. A. shall be the Consultant

and have all of the rights, and be responsible for all of the obligations, of the Consultant under this Agreement. From February 1, 2010 through December 31, 2012, Erickson, Bell, Beckman & Quinn, P. A. shall be the Consultant and have all of the rights, and be responsible for all of the obligations, of the Consultant under this Agreement. Except for the foregoing assignment, neither party shall assign this Agreement, nor any interest arising herein, without the written consent of the other party.

15. **Services Not Provided For.** No claim for services furnished by the Consultant not specifically provided for herein shall be honored by the City.
16. **Severability.** The provisions of this Agreement are severable. If any portion hereof is, for any reason, held by a court of competent jurisdiction to be contrary to law, such decision shall not affect the remaining provisions of this Agreement.
17. **Entire Agreement.** The entire agreement of the parties is contained herein. This Agreement supersedes all oral agreements and negotiations between the parties relating to 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.
18. **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. Any violation of statutes, ordinances, rules and regulations pertaining to the services to be provided shall constitute a material breach of this Agreement and entitle the City to immediately terminate this Agreement.
19. **Waiver.** Any waiver by either party of a breach of any provisions of this Agreement shall not affect, in any respect, the validity of the remainder of this Agreement.
20. **Indemnification.** Consultant agrees to defend, indemnify and hold the City, its officers, and employees harmless from any liability, claims, damages, costs, judgments, or expenses, including reasonable attorney's fees, resulting directly or indirectly from a negligent act or omission (including without limitation professional errors or omissions) of the Consultant, its agents, employees, or subcontractors in the performance of the services provided by this Agreement and against all losses by reason of the failure of said Consultant fully to perform, in any respect, all obligations under this Agreement.
21. **Insurance.** Consultant shall procure and maintain the following minimum insurance coverages and limits of liability during the pendency of this Agreement:
 - A. Worker's Compensation Statutory Limits
 - B. Professional Liability Insurance. The Consultant agrees to provide to the City a certificate evidencing 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 an error, omission, or negligent act of the

insured or any person or organization for whom the insured is legally liable. Said policy shall provide an aggregate limit of at least \$2,000,000. Said policy shall not name the City as an insured. **A copy of the Consultant's insurance declaration page, 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.

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

If a claim arises within the scope of the stated indemnity in this subparagraph 20 C, the City may require Consultant to:

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

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

22. **Ownership of Documents.** All plans, diagrams, analyses, reports and information generated in connection with the performance of the Agreement except for personal notes and writings of Consultant's attorneys, staff, agents and subcontractors ("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.

23. **Dispute Resolution/Mediation.** Each dispute, claim or controversy arising from or related to this Service Agreement or the relationships which result from this Agreement shall be subject to mediation as a condition

precedent to initiating arbitration or legal or equitable actions by either party. Unless the parties agree otherwise, the mediation shall be in accordance with the Commercial Mediation Procedures of the American Arbitration Association then currently in effect. A request for mediation shall be filed in writing with the American Arbitration Association and the other party. No arbitration or legal or equitable action may be instituted for a period of 90 days from the filing of the request for mediation unless a longer period of time is provided by agreement of the parties. Cost of mediation shall be shared equally between the parties. Mediation shall be held in the City of Roseville unless another location is mutually agreed upon by the parties. The parties shall memorialize any agreement resulting from the mediation in a Mediated Settlement Agreement, which Agreement shall be enforceable as a settlement in any court having jurisdiction thereof.

24. **Governing Law.** This Agreement shall be controlled by the laws of the State of Minnesota.

25. **Conflicts.** No salaried officer or employee of the City and no member of the City Council 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.

26. **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



City Manager

JENSEN, BELL, CONVERSE & ERICKSON, P. A.

By: _____

Its: _____

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

By: _____

Its: _____

Exhibit A

Prosecuting Attorney

Scope of Services and Compensation

Scope of Services

1. Represent and prosecute all criminal law matters within the City's jurisdiction, included but not limited to scheduling, coordinating officer appearances, reviewing all criminal cases presented for purposes of prosecution, determine technical compliance with criminal code and other state statutes, writing complaints, making recommendations to the Court for alternatives to prosecution where appropriate.
2. Act as a resource to the Police Department in the development of criminal cases and provide training sessions for Police staff as needed.
3. Timely preparation and pursuit of disposition of criminal cases in advance of actual Court cases to avoid unnecessary officer court time.
4. Process and present forfeiture cases on behalf of Police Department.
5. Draft and review ordinances, resolutions, and correspondence, as requested.
6. Advise Mayor, Council Members, City Manager, Department Heads and other staff on City legal matters.
7. Represent City in matters related to the enforcement of City building and zoning codes.
8. Provide legal briefings as requested to City Council and Staff regarding new or proposed legislation or new court cases affecting municipal operations and activities.
9. Upon request, provide written update on new State or Federal legislation or judicial decisions impacting the City and suggested action or changes in operations or procedures to assure compliance.
10. Prosecute petty misdemeanors, misdemeanors, and gross misdemeanors. Prepare and appear at arraignments, pretrial hearings, probation revocation hearings, omnibus hearings, Rasmussen hearings, Florence hearings, court trials, jury trials, bail motions, in-custody arraignments, expungement hearings, motion hearings and sentencings. This includes all appearances at the Maplewood Branch of Ramsey County District Court, the Law Enforcement Center (LEC), and the Ramsey County Courthouse in St. Paul.
11. Prepare files for court, including assembling witness lists, preparing subpoenas, copying statutes or ordinances for trials, etc. Request certified documents such as driver's records, motor vehicle records, prior convictions, orders for protection, bank records, police reports, transcripts from prior hearings, plea petitions from prior hearings, ordinances and other information required for court.

12. Comply with discovery requests from defendants, including gathering records with regard to intoxilyzers, police training, criminal records of witnesses, taped Miranda warnings, copy of 911 calls, copy of any video taped evidence, etc.
13. Prepare letters and notices associated with various court trials and hearings. These include letters to victims, notice of hearings and changes of dates of hearings. Notification of officers of upcoming trials.
14. Maintain correspondence and telephone conferences with various agencies including law enforcement agencies, courts, Minnesota correctional facilities, victims/witnesses, defendants/defense attorneys, social workers, child protection, psychiatrists, victim advocates representatives, hospitals, banks, insurance companies, probation officers, BCA, etc.
15. Prepare and respond to motions of defense counsel including, but not limited to, motions to dismiss, motions to vacate plea, motions in limine, and Doggett motions.
16. Meet with victims of domestic abuse and discuss cases with them. Work with Tubman Family Alliance office and advocates.
17. Training and legal update of officers. Provide written materials including preparing and providing booklets and other handouts.
18. Preparation of reports of prosecution activities and staff.
19. Twenty-four hour availability, including weekends, for probable cause to detain determination and all other questions or assistance.

Compensation for the foregoing work shall be as follows:

Retainer:	Per Month
Months 1-12	\$ 11,240.00
Months 13-24	\$ 11,577.00
Months 25-36	\$ 11,924.00

Non-Retainer	Per Hour
Months 1-12	\$ 175.00
Months 13-24	\$ 180.00
Months 25-36	\$ 185.00

Paralegal/Law Clerk	Per Hour
Months 1-12	\$ 90.00
Months 13-24	\$ 93.00
Months 25-36	\$ 95.00

Other Fees Charged:

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

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

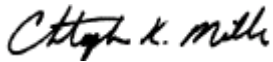
The parties agree to review the compensation increases for Months 13-24 on or before July 1, 2010 and for Months 25-36 on or before July 1, 2011. In the event that the parties determine that such increases are not justified due to the then existing economic conditions and inflationary factors the parties shall reduce such increases downward by an amount mutually agreeable to the parties.

REQUEST FOR COUNCIL ACTION

Date: 11/19/12

Item No.: 12.g

Department Approval



City Manager Approval



Item Description: Consider Accepting the Capital Improvement Plan (CIP) Subcommittee Reports and Recommendations

BACKGROUND

On September 10, 2012, the City Council received a memo from the Capital Improvement Plan (CIP) Subcommittee detailing the funding recommendations for 2013 and beyond. This was preceded by memos presented to the Council at the June 13th and June 20th, 2011 City Council meetings; which outlined funding recommendations for 2012 as well as general guidance for 2013 and beyond.

Copies of these memos are included in *Attachments A, B, and C*.

The Council is now asked to formally accept, by resolution, the CIP Subcommittee's recommendations to signify the Council's intent and to memorialize the funding plan necessary to ensure a sustainable infrastructure replacement program.

POLICY OBJECTIVE

Establishing long-term financial plans is consistent with industry best practices as well as the goals and strategies outlined in the Imagine Roseville 2025 process.

FINANCIAL IMPACTS

See attachments.

STAFF RECOMMENDATION

Staff recommends the Council accept, by resolution, the recommendations set forth by the CIP Subcommittee.

REQUESTED COUNCIL ACTION

Motion to approve the attached resolution formally accepting the CIP Subcommittee's recommendations.

Prepared by: Chris Miller, Finance Director

Attachments: A: Copy of Resolution

B: Memo dated September 10, 2012 from the CIP Subcommittee.

C: Memo dated June 20, 2011 from the CIP Subcommittee.

D: Memo dated, June 13, 2011 from the CIP Subcommittee

**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 19th day of November, 2012 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 ACCEPTING THE RECOMMENDATIONS SET FORTH BY
THE CAPITAL IMPROVEMENT PLAN SUBCOMMITTEE
CONCERNING THE CITY'S CAPITAL REPLACEMENT PROGRAMS**

WHEREAS, the City Council is committed to the long-term financial sustainability of the City's programs and services; and

WHEREAS, the City Council has adopted a Performance Management Program which represents a comprehensive approach to improving results through systematic processes and continuous evaluation; and

WHEREAS, the City Council recognizes the critical role that capital assets and infrastructure serve in providing programs and services; and

WHEREAS, in 2011 the City Council established the Capital Improvement Plan (CIP) Subcommittee to assess the City's long-term capital replacement needs and issue funding recommendations necessary to sustain the City's capital assets and infrastructure; and

WHEREAS, the CIP Subcommittee has submitted reports and recommendations on June 13, 2011, June 20, 2011 and September 10, 2012; and

WHEREAS, the City Council desires to formally accept the CIP Subcommittee's recommendations in an effort to memorialize a new policy direction, to set community expectations, and to ensure proper consideration by future City Councilmembers.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Roseville, Minnesota, that The City Council hereby accepts the reports and recommendations set forth by the CIP Subcommittee; and will commit to fulfilling the goals and objectives contained therein.

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

78
79 and the following voted against the same:

80
81 WHEREUPON, said resolution was declared duly passed and adopted.

82
83 I, undersigned, being the duly qualified City Manager of the City of Roseville, County of Ramsey,
84 State of Minnesota, do hereby certify that I have carefully compared the attached and foregoing
85 extract of minutes of a regular meeting of said City Council held on the 19th day of November,
86 2012, with the original thereof on file in my office.

87
88 WITNESS MY HAND officially as such Manager this 19th day of November, 2012.

89
90
91
92 _____
93 William J. Malinen
94 City Manager

95 Seal

Memorandum

Date: September 10, 2012

To: Roseville Residents and Businesses, Fellow City Councilmembers, and City Staff

From: Mayor Dan Roe, City Councilmember Jeff Johnson, City Manager Bill Malinen, and Finance Director Chris Miller

Subject: Phase II of Recommendations from the CIP Subcommittee

The Purpose of the Subcommittee

As noted in 2011, this subcommittee was established by the City Council as the result of the Council/Staff work plan discussions held earlier that year. The subcommittee was made up of Mayor Roe, Councilmember Johnson, City Manager Malinen, and Finance Director Chris Miller. The purpose of the subcommittee was to determine a path to a sustainable capital funding plan for the City in light of the ongoing under-funding of capital replacement needs, and to propose a plan for consideration by the community and the City Council.

The Problem – A Reminder

As a refresher of information contained in the 2011 proposals, in total, the capital needs for the City for the next 20 years have been estimated to amount to around \$218 million. Of that total, about \$148 million (68% - over two thirds) were un-funded by then-current sources as projected over the next 20 years. A graphic example of that situation follows:

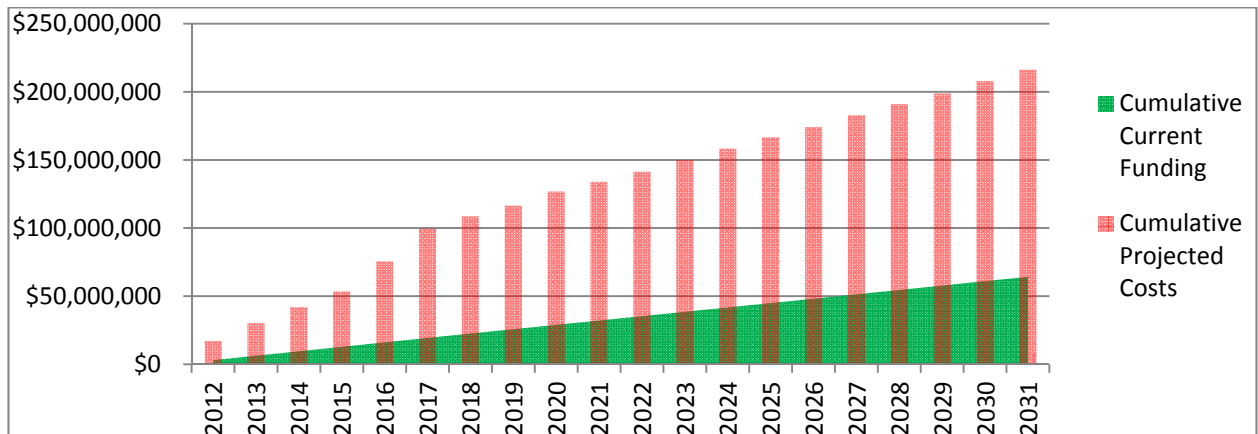


Figure 1. Current Situation - All Funds. The red bars represent cumulative annual capital costs, while the green area represents cumulative projected current annual budgeted capital funding. All figures are in 2012 dollars.

The 2011 Recommendations – A Reminder of What Has Been Done

Tax-Supported Capital Needs.

Background. The tax-supported capital areas (other than Fire Station or Parks and Pathways needs) are Vehicles, Equipment, and Facilities. Vehicles represent City “rolling stock,” from police squad cars to fire trucks to snow plows to utility pick-up trucks. Equipment represents such things as firefighter turn-out gear, police firearms, office furnishings, and the like. Facilities capital needs generally do not include whole buildings, but rather major building systems, such as roof replacements or heating and air conditioning systems. These capital items are the “nuts and bolts” of doing City business on the tax-supported side of the ledger.

Over \$16 million (57%) of the \$28 million in general Vehicle, Equipment, and Facility needs was un-funded as of 2011, using then-current funding levels and projected costs over the next 20 years.

Recommendation. The subcommittee recommended, and the City Council implemented, a long-term solution for Vehicles, Equipment, and Facilities that is a combination of shifting funding from operational costs to capital costs, re-purposing existing levy funding, and adding revenues. This recommended solution addressed 100% of the \$16 million identified shortfall over the next 20 years, and left the associated fund balances and annual funding at sustainable levels beyond that time.

The first part of the implemented recommendation was to shift approximately \$300,000 (about 2.0% of the then-current \$14.7 million levy) from current operating budget funding to capital funding in 2012, and to maintain that shift permanently going forward. Approximately \$115,000 of that amount goes annually be dedicated to Vehicle funding, approximately \$115,000 to Equipment funding, and the remaining approximately \$70,000 goes to Facility funding.

The second part of the implemented recommendation was to re-purpose for capital needs half of the \$475,000 ongoing property tax levy that was “over-levy” to account for the loss of Market Value Homestead Credit reimbursement from the State, and to maintain that re-purposing permanently going forward. Approximately \$95,000 of that amount would annually be dedicated to Vehicle funding, approximately \$95,000 to Equipment funding, and the remaining approximately \$47,000 would be dedicated to Facility funding.

The third part of the implemented recommendation was to increase the annual property tax levy by \$256,000 (1.8% of the current \$14.7 million levy) in 2012, and to maintain that increase permanently going forward. Approximately \$103,000 of that amount would annually be dedicated to Vehicle funding, approximately \$103,000 to Equipment funding, and the remaining approximately \$50,000 would be dedicated to Facility funding.

These implemented actions totaled an ongoing annual increased capital funding for Vehicles, Equipment, and Facilities of \$800,000, creating a sustainable funding mechanism for at least the next 20 years. Approximately 40% of the increased funding came from permanent operating spending cuts and 32% from increased property taxes (the rest was from re-purposing of existing levy funding.

Utility Needs.

Background. The fee-supported Utilities in the City with significant un-funded capital needs are the Water Utility, the Sanitary Sewer Utility, and the Stormwater Utility. These utilities all consist largely of underground piping systems that were installed over a period from the 1940's to the 1970's as the City developed. In addition, the Water Utility includes the City's water tower, and the Stormwater Utility includes a number of City-maintained stormwater management ponds. This capital infrastructure is provided by the City to deliver safe drinking water to the homes and businesses in the City, to take away sanitary sewer wastewater to the Metropolitan Council's sewer system and treatment facility for safe treatment, and to safely collect stormwater run-off, treat it, and deliver it to the environment via the streams, lakes, and other waterways of the area.

Much of the piping in these systems is approaching 50-60 years of age, and was made of materials that have been found to not last much longer than that, if even that long. The cast iron of the water mains is brittle and subject to leaking and breaks as the result of ground shifting, tree roots, etc. The clay tile of the sanitary sewer lines is similarly subject to leaks and breaking. Since the City pays St. Paul for drinking water, each leak or break in a line costs the City's residents and businesses in higher rates to account for that un-used water we purchase. Leaks of raw sewage into the ground pose a danger to the environment.

In an effort to keep current and future costs down, the City is using new materials and technologies to replace or repair existing water and sewer mains. Where City streets are being completely replaced, the water and sewer lines are being replaced (as needed) with more durable materials. Where streets are not programmed for replacement for many years, the City is using re-lining technology that puts a new plastic pipe inside the existing pipe, and does not require excavation of the street.

The capital infrastructure funding gap over the next 20 years in these Utility funds was about \$47 million out of total projected costs of \$65 million in 2011. In other words, 72% of the projected costs were then un-funded.

Recommendation. The subcommittee recommended, and the City Council implemented, a long-term solution for funding the significant capital replacement needs of these Utilities that was based on additional revenues.

The recommendation was to increase the annual utility base fees by a total of \$1.1 million in 2012 and an additional \$1.1 million in 2013, and to maintain the total \$2.2 million increase permanently going forward. Approximately \$850,000 of that amount was dedicated to Water Utility capital funding, approximately \$830,000 to Sanitary Sewer Utility capital funding, and the remaining approximately \$500,000 was dedicated to Stormwater Utility capital funding.

Total Impact of the 2011 Implementation Actions.

The implemented subcommittee recommendations from 2011 are graphically represented, superimposed on the earlier graph of the problem (Figure 1 above), as follows:

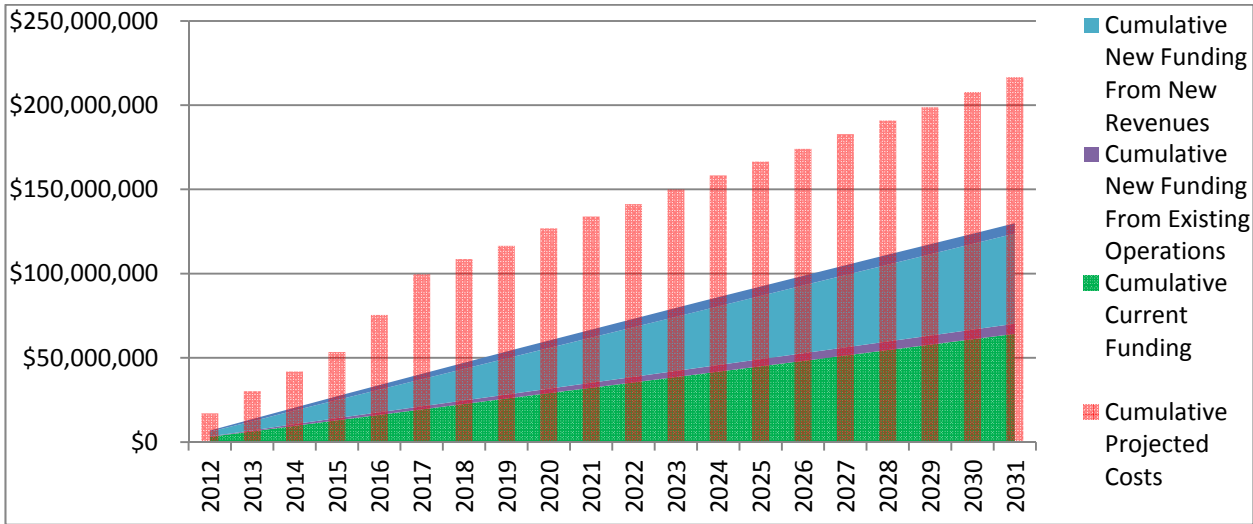


Figure 2. With 2011 Recommended Solutions - All Funds. The red bars represent cumulative annual capital costs, while the green area represents cumulative projected current annual budgeted capital funding. The light blue area represents cumulative projected new funding from new revenues. The narrow purple area between the green and light blue areas represents cumulative new funding from operational budget cuts. All figures are in 2012 dollars.

As can be seen, even with implementation of the subcommittee recommendations in 2011, significant work remains – primarily in the Parks, Pathways, Streets, and IT capital funding areas, which were not addressed by the 2011 actions.

The Rest of the Problem – A 2012 Update

The primary areas of unfinished business from 2011 include Parks, Pathways, Streets, IT, Central Services, and Admin. capital funding. All of these areas, with the exception of Streets, are funded largely with property tax dollars. (Streets are funded primarily with State MSA money and interest from the approximately \$13 million Street Replacement Fund.)

These areas of unfinished capital funding represent an additional approximately \$93 million in costs, out of the original \$218 million identified in 2011. Of that, about \$41 million, or about 44%, is unfunded based on current funding sources in 2012.

The pieces of the remaining unfunded amount are:

- About \$17 million of a total of \$47 million in costs for the Street Pavement Management Program (Street PMP). [37% unfunded]
- About \$9.4 million of a total \$28.5 million in costs for Park Facilities and PIP items [33% unfunded]
- About \$7 million of Skating Center Facility needs [100% unfunded]
- About \$4.6 million of a total \$5.7 million in Information Technology, Central Services, and Admin Equipment costs [81% unfunded]
- About \$1.2 million of \$4.2 million in costs for the Pathway & Parking Lot Pavement Management Program (PPPMP) [29% unfunded]
- About \$355,000 of Street Lighting replacement costs [100% unfunded]

It is worth repeating here that these funding levels are based on optimized replacement schedules and lists of ongoing capital replacement needs, as reflected in the 2012-2031 Capital Improvement Plan.

The Rest of the Solution – 2012 Subcommittee Recommendations

Part of the Solution: The Park Renewal Plan

In terms of Pathways and Park Facilities, a significant part of the solution is already being implemented through the Park Renewal Plan. The next four years of the Park Facility CIP needs and Park Improvement Plan needs, as well as about \$2 million in new pathway construction, are included in the Park Renewal Plan projects.

The Rest of the Solution: 8 Years of Proposed Actions

Generally, the proposals that follow will fund capital needs through either or both of 2 means: Repurposing existing property tax levy funds that are now collected for other purposes, and additional property tax levy funding.

Street PMP. The Street PMP program is the annual scheduled repairs, refurbishment, or replacement of City streets in order to maintain a Pavement Condition Index of 80 or greater, which optimizes the life of the pavement. The Street PMP program is currently funded by between \$1 million and \$2 million per year in State MSA (gas tax) funds, and about \$300,000 to \$500,000 per year in interest earnings on the \$13 million Street Replacement endowment fund. Without changes to the funding, the program begins to spend down the endowment fund significantly starting in about 2016, running the fund below a zero balance by about 2028.

Without the State making changes to the MSA funding for the City, the City must supplement the annual costs for Street PMP projects with property taxes or property assessments, or other funding. The Subcommittee recommends using a combination of funding sources to address the shortfall, as follows:

- In 2015, repurpose for Street PMP the current \$160,000 ongoing annual levy that goes to debt service on existing street bond #25 when that bond is retired.
- In 2016, repurpose for Street PMP the current \$150,000 ongoing annual levy that goes to debt service on existing street bond #23 when that bond is retired.
- In 2017, add an additional \$160,000 of ongoing property tax levy funding for the Street PMP
- In 2018, add another \$160,000 of ongoing property tax levy funding for the Street PMP
- In 2019, add another \$200,000 of ongoing property tax levy funding for the Street PMP, totaling an additional \$520,000 of ongoing property tax levy for Street PMP going forward

Of the \$830,000 total increase in annual ongoing funding for Street PMP over that 5-year period, about 63% comes from additional property tax levy funding and about 37% comes from repurposing existing property tax levy funds.

Park Facilities and PIP. Park Facilities are generally repaired, refurbished, or replaced through Park Facilities capital funding and the PIP (Park Improvement Program). Currently (as of the 2012/13 biennial budget plan), \$0 each year goes toward Park Facilities and \$40,000 per year goes toward the PIP. As noted above, the Park Renewal Plan addresses a backlog of near-term Park Facilities Costs. However, without additional funding, the next 20 years of Park Facility capital needs will be unfunded by about \$9.4 million.

The Subcommittee recommends using a combination of funding sources to address the shortfall, as follows:

- In 2016, add an additional \$160,000 of ongoing property tax levy funding for Park Facilities and PIP capital needs.
- In 2020, repurpose about \$650,000 of the \$825,000 total ongoing annual levy that goes to debt service on existing city hall and public works facility bond #27 when that bond is retired. (This leaves \$175,000 of that ongoing debt service levy to either apply to levy reduction or other needs that may become apparent by 2020.)

Of the \$810,000 total increase in annual funding for Park Facilities and PIP over that 5-year period, about 20% is from additional property tax levy funding and about 80% is from repurposing existing property tax levy funds.

Skating Center Facilities. Skating Center Facilities had been generally repaired, refurbished, or replaced through Park Facilities capital funding. However, due to the multi-purpose nature of the Skating Center, its funding is recommended to come from the Building Replacement Fund, which was otherwise addressed by the Facilities funding recommendations implemented in 2011. Currently (as of the 2012/13 biennial budget plan), \$0 each year goes toward Skating Center Facilities. Clearly, additional Facility funding for the Skating Center is required to meet its capital replacement needs. (As a note, the identified capital Facilities needs discussed here for the Skating Center are largely outside of the scope of the State bonding bill projects and the funding from the Guidant grant.)

The Subcommittee recommends using a combination of funding sources to address the shortfall, as follows:

- In 2014, add an additional \$200,000 of ongoing property tax levy funding for Skating Center Facility capital needs.
- In 2018, repurpose the \$335,000 ongoing annual levy that goes to debt service on existing skating center geothermal project equipment certificates when they are retired.

Of the \$535,000 total increase in annual funding for Skating Center Facilities capital needs over that 5-year period, about 37% is from additional property tax levy funding and about 63% is from repurposing existing property tax levy funds.

IT, Central Services, & Administration. These are additional areas of Equipment replacement needs that were not addressed by the actions implemented in 2011. IT equipment needs are those of the City and exclude those related to the provision of IT services to our Joint Powers partners. Central Services equipment needs are related to the several copiers the City owns or leases for various City facilities. Administration equipment needs come from the replacement of voting machines, which the City continues to own even with the contract with Ramsey County to administer our elections. Currently (as of the 2012/13 biennial budget plan), \$50,000 of property tax funding each year goes toward IT equipment needs (computers, routers, etc.) for the City of Roseville, and about \$5,000 goes toward Central Services or Administration equipment needs. Without additional funding, the fund balances in both IT and Central Services will disappear within 1-2 years.

The Subcommittee recommends using property tax levy funding to address the shortfalls, as follows:

- In 2013, add an additional \$160,000 of ongoing property tax levy funding for IT, Central Services, and Admin. capital needs.
- In 2014, add an additional \$75,000 of ongoing property tax levy funding, making the ongoing total additional funding level \$235,000 (100% of which comes from new property tax levy funding).

Pathways & Parking Lots PMP. The Pathways & Parking Lots PMP program is the annual scheduled repairs, refurbishment, or replacement of those City facilities in order to maintain a Pavement Condition Index of 75 or greater, which optimizes the life of the pavement. The PPPMP program is currently funded by an annual property tax levy amount of \$150,000. However, there is virtually no fund balance in this fund, and annual costs, with added pathways in the system as well as increased materials costs, etc., are expected to outpace the \$150,000 annual funding.

The Subcommittee recommends using additional property tax levy funding to address the shortfall, as follows:

- In 2015, add an additional \$80,000 of ongoing property tax levy funding for PPPMP needs.

Street Light Replacement. The City owns some street lights along our roadway system (although Xcel Energy owns most of them). The City has no fund balance or annual funding for replacement of the streetlights that we own, so a stable, dependable funding source would eliminate the ongoing use of General Fund reserves for that purpose.

The Subcommittee recommends using additional property tax levy funding to address the shortfall, as follows:

- In 2013, add an additional \$25,000 of ongoing property tax levy funding for Street Light replacement needs.

Total Impact of the 2012 CIP Subcommittee Recommendations

The table below illustrates the annual levy impacts of the proposed changes (independent of any other levy changes that may be required).

Biennium	Year	Total CIP Funding Increase	Funded by Cuts	Funded by Re-Purposed Existing Levy	Net Levy Increase Required	Approx. % Change to Levy for CIP Funding
2012/13	2012	\$800,000	\$306,500	\$237,500	\$256,000	1.8%
	2013	\$185,000	\$0	\$0	\$185,000	1.3%
2014/15	2014	\$200,000	\$0	\$0	\$200,000	1.2%
	2015	\$315,000	\$0	\$160,000	\$155,000	0.9%
2016/17	2016	\$310,000	\$0	\$150,000	\$160,000	0.9%
	2017	\$160,000	\$0	\$0	\$160,000	0.9%
2018/19	2018	\$495,000	\$0	\$335,000	\$160,000	0.9%
	2019	\$200,000	\$0	\$0	\$200,000	1.1%
2020/21	2020	\$650,000	\$0	\$650,000	\$0	-
	2021	\$0	\$0	\$0	\$0	-
Total of Changes:		\$3,315,000	\$306,500	\$1,532,500	\$1,476,000	~10%
% of Total Change:			9%	46%	45%	

Table 1. Annual Levy Impacts of 9-Year CIP Implementation. All figures are in 2012 dollars. Levy change percentages do not account for other types of levy impacts, such as operating cost increases.

Additional Recommendations

The CIP Subcommittee recommends strongly that the City Council adopt this plan by resolution, making it the policy of the City, inciting future City decision makers to follow through on these critical funding plans.

Further, the Subcommittee recommends adopting a change to the existing Capital Replacement Policy to require biennial reviews of the capital fund balance projections based on the latest 20-Year Capital Improvement Plan in order to be sure that the funding of capital needs keeps pace with changes in the plan as well as updates to costs based on inflation. The objective of the policy should be to make sure that sustainable positive fund balances can be projected in each fund over the coming 20 years, and that capital funding amounts in the tax levy and utility fees are adjusted to keep up with those requirements.

Additional Topic: New Pathway Construction

Not included in the above recommendations is a proposal to address new pathway construction. It is estimated that between \$300,000 and \$400,000 annually over the next 30 years would completely build out the current un-built Pathway Master Plan. Over the next 20 years, that totals about \$6.5 million in unfunded new pathway construction.

About \$2 million of new pathways are anticipated to be constructed in the next 4 years as part of the Park Renewal Plan that is underway. That makes a notable dent in the unfunded backlog.

The City Council may want to consider implementing in about 2016 an annual levy (currently estimated at about \$265,000) for the purpose of continuing to build out the Pathway Master Plan.

Memorandum

Date: June 20, 2011

To: Roseville Residents and Businesses, Fellow City Councilmembers, and City Staff

From: Mayor Dan Roe, City Councilmember Jeff Johnson, City Manager Bill Malinen, and Finance Director Chris Miller

Subject: Second Part of Capital Funding Plan and Preliminary Subcommittee Report

The Purpose of the Subcommittee

As stated in the June 13 subcommittee preliminary report memo, this subcommittee was established by the City Council as the result of the Council/Staff work plan discussions held earlier this year. The subcommittee was made up of Mayor Roe, Councilmember Johnson, City Manager Malinen, and Finance Director Chris Miller. The purpose of the subcommittee was to determine a path to a sustainable capital funding plan for the City in light of the ongoing under-funding of capital replacement needs, and propose a plan for consideration by the community and the City Council.

The Problem – A Reminder

As a refresher of information contained in the June 13 memo, in total, the capital needs for the City for the next 20 years have been estimated to amount to around \$218 million. Of that total, about \$148 million (68% - over two thirds) is un-funded by current sources as projected over the next 20 years. A graphic example of the current situation follows:

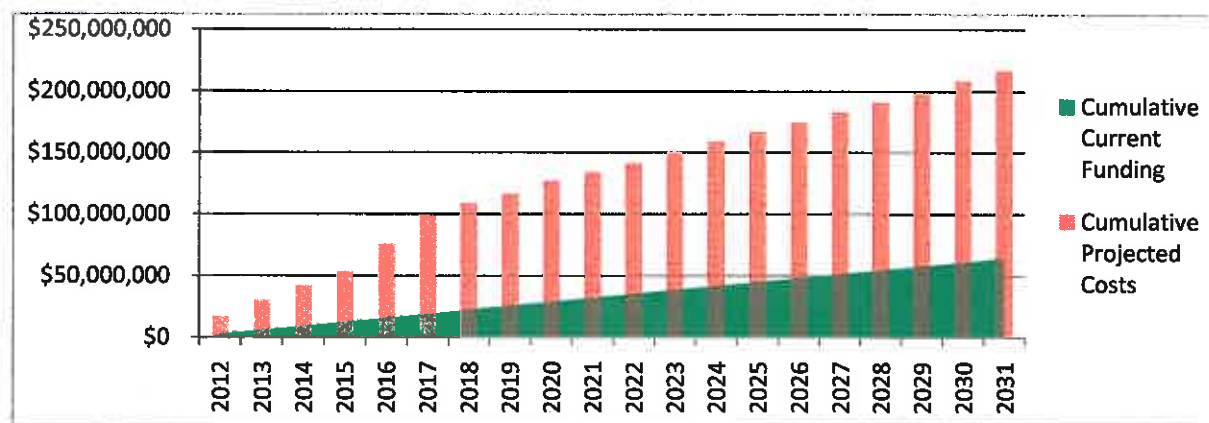


Figure 1. Current Situation - All Funds. The red bars represent cumulative annual capital costs, while the green area represents cumulative projected current annual budgeted capital funding. All figures are in 2011 dollars.

The Second Part of the Recommendation

Utility Needs.

Background. The fee-supported Utilities in the City with significant un-funded capital needs are the Water Utility, the Sanitary Sewer Utility, and the Stormwater Utility. These utilities all consist largely of underground piping systems that were installed over a period from the 1940's to the 1970's as the City developed. In addition, the Water Utility includes the City's water tower, and the Stormwater Utility includes a number of City-maintained stormwater management ponds. This capital infrastructure is provided by the City to deliver safe drinking water to the homes and businesses in the City, to take away sanitary sewer wastewater to the Metropolitan Council's sewer system and treatment facility for safe treatment, and to safely collect stormwater run-off, treat it, and deliver it to the environment via the streams, lakes, and other waterways of the area.

Much of the piping in these systems is approaching 50-60 years of age, and was made of materials that have been found to not last much longer than that, if even that long. The cast iron of the water mains is brittle and subject to leaking and breaks as the result of ground shifting, tree roots, etc. The clay tile of the sanitary sewer lines is similarly subject to leaks and breaking. Since the City pays St. Paul for drinking water, each leak or break in a line costs the City's residents and businesses higher rates to account for that un-used water we purchase. Leaks of raw sewage into the ground pose a danger to the environment.

In an effort to keep current and future costs down, the City is using new materials and technologies to replace or repair existing water and sewer mains. Where City streets are being completely replaced, the water and sewer lines are being replaced (as needed) with more durable materials. Where streets are not programmed for replacement for many years, the City is using re-lining technology that puts a new plastic pipe inside the existing pipe, and does not require excavation of the street.

The capital infrastructure funding gap over the next 20 years in these Utility funds is about \$47 million out of total projected costs of \$65 million. In other words, 72% of the projected costs are currently un-funded.

Recommendation. The subcommittee recommends a long-term solution for funding the significant capital replacement needs of these Utilities that is a combination of adding revenues and transferring existing funds.

The first part of the recommendation is to increase the annual utility base fees by a total of \$2.2 million in 2012, and to maintain that increase permanently going forward. Approximately \$850,000 of that amount would be dedicated to Water Utility capital funding, approximately \$830,000 to Sanitary Sewer Utility capital funding, and the remaining approximately \$500,000 would be dedicated to Stormwater Utility capital funding.

The second part of the recommendation is to transfer \$600,000 from the Storm water Fund to the Water Fund (which currently has a \$0 balance) in 2012, creating a sustainable fund balance in that fund.

The subcommittee recognizes that this recommendation represents a very significant year-one increase in the utility base fees, but for cash flow reasons prefers that to incremental increases, which delay projects and increase out-year costs, including maintenance costs for older infrastructure.

For reference, with implementation of these recommendations, the typical residential household would see their total utility base fee payment per quarter go up by \$44.28 in 2012. (Utility usage fees would not be impacted.)

The subcommittee believes that it is appropriate to refer these proposed rate changes to the Public Works, Environment, and Transportation Commission for their review and comment.

Total Impact of Recommendations.

The proposed subcommittee recommendations contained in the June 13 and June 20 memos are graphically represented, superimposed on the earlier graph of the problem (Figure 1 above), as follows:

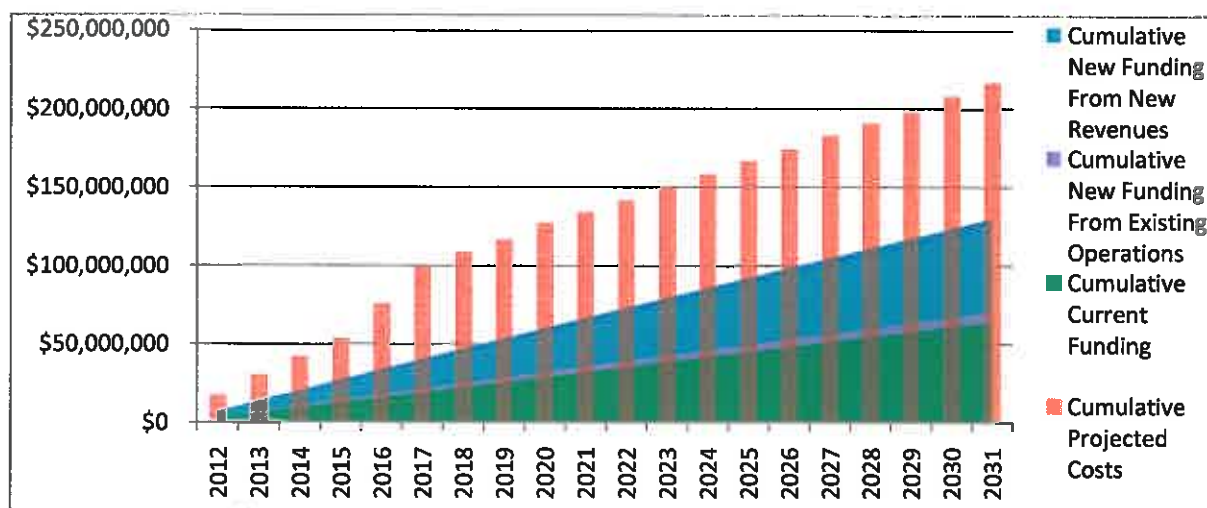


Figure 2. With Recommended Solutions - All Funds. The red bars represent cumulative annual capital costs, while the green area represents cumulative projected current annual budgeted capital funding. The light blue area represents cumulative projected new funding from new revenues. The narrow purple area between the green and light blue areas represents cumulative new funding from operational budget cuts. All figures are in 2011 dollars.

As can be seen, even with the subcommittee recommendations of both the June 13 and June 20 memos, significant work remains – primarily in the Parks and Streets capital funding areas, which are not addressed by these recommendations.

Memorandum

Date: June 13, 2011

To: Roseville Residents and Businesses, Fellow City Councilmembers, and City Staff

From: Mayor Dan Roe, City Councilmember Jeff Johnson, City Manager Bill Malinen, and Finance Director Chris Miller

Subject: Partial Capital Funding Plan and Preliminary Subcommittee Report

The Purpose of the Subcommittee

This subcommittee was established by the City Council as the result of the Council/Staff work plan discussions held earlier this year. The subcommittee was made up of Mayor Roe, Councilmember Johnson, City Manager Malinen, and Finance Director Chris Miller. The purpose of the subcommittee was to determine a path to a sustainable capital funding plan for the City in light of the ongoing under-funding of capital replacement needs, and propose a plan for consideration by the community and the City Council.

The Problem

In total, the capital needs for the City for the next 20 years have been estimated to amount to around \$218 million. Of that total, about \$148 million (68% - over two thirds) is un-funded by current sources as projected over the next 20 years. A graphic example of the current situation follows:

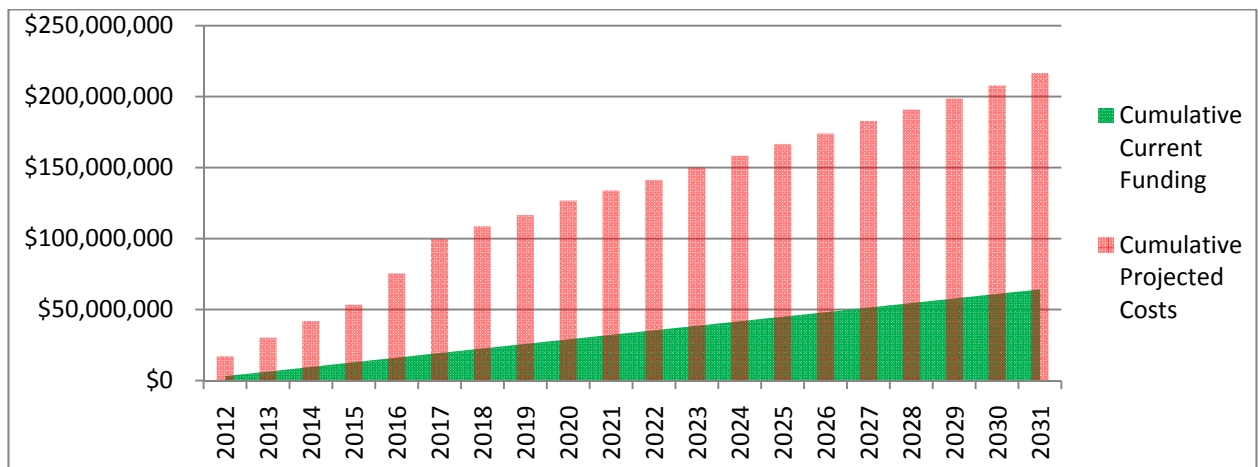


Figure 1. Current Situation - All Funds. The red bars represent cumulative annual capital costs, while the green area represents cumulative projected current annual budgeted capital funding. All figures are in 2011 dollars.

The Partial Recommendation

Tax-Supported Capital Needs. The tax-supported capital areas (other than Fire Station or Parks and Pathways needs) are Vehicles, Equipment, and Facilities. Vehicles represent City “rolling stock,” from police squad cars to fire trucks to snow plows to utility pick-up trucks. Equipment represents such things as firefighter turn-out gear, police firearms, office furnishings, and the like. Facilities capital needs generally do not include whole buildings, but rather major building systems, such as roof replacements or heating and air conditioning systems. These capital items are the “nuts and bolts” of doing City business on the tax-supported side of the ledger.

Over \$16 million (57%) of the \$28 million in general Vehicle, Equipment, and Facility needs is un-funded using current funding levels and projected costs over the next 20 years.

The subcommittee recommends a long-term solution for Vehicles, Equipment, and Facilities that is a combination of shifting funding from operational costs to capital costs, adding revenues, and transferring existing funds. This recommended solution addresses 100% of the \$16 million shortfall over the next 20 years, and leaves the associated fund balances and annual funding at sustainable levels beyond that time.

The first part of the recommendation is to shift approximately \$300,000 (about 2.0% of the current \$14.7 million levy) from current operating budget funding to capital funding in 2012, and to maintain that shift permanently going forward. Approximately \$115,000 of that amount would annually be dedicated to Vehicle funding, approximately \$115,000 to Equipment funding, and the remaining approximately \$70,000 would be dedicated to Facility funding.

The second part of the recommendation is to increase the annual property tax levy by \$500,000 (3.4% of the current \$14.7 million levy) in 2012, and to maintain that increase permanently going forward. Approximately \$192,000 of that amount would annually be dedicated to Vehicle funding, approximately \$192,000 to Equipment funding, and the remaining approximately \$116,000 would be dedicated to Facility funding.

The third part of the recommendation is to transfer \$750,000 from the General Fund to the Equipment Replacement Fund (which currently has a \$0 balance) in 2012, creating a sustainable fund balance in that fund.

These recommended actions would total an ongoing annual increase in capital funding for Vehicles, Equipment, and Facilities of \$800,000, creating a sustainable funding mechanism for at least the next 20 years. Approximately 40% of the increased funding comes from operating spending cuts and 60% from increased property taxes.

The subcommittee notes that, when anticipated inflationary type cost increases of approximately \$140,000 for 2012 are factored into the equation, assuming no increase in the levy to cover those cost increases, the operational budget cut totals \$440,000, or about 3.0% of the current \$14.7 million levy, bringing the ratio of cuts to new revenues closer to one-to-one (\$440,000 and \$500,000 respectively).

For reference, with implementation of these recommendations, the current City property tax for the median residential property in Roseville would increase from approximately \$588 to \$608, or by \$20 per year. (This estimate is based on a taxable value decrease of 3.7% (from \$214,200 to \$206,300), a tax capacity decrease of 3.7%, and the proposed 3.4% levy increase for capital funding purposes.)

Utility (Water, Sanitary Sewer, and Storm Sewer) Needs. (The subcommittee is still working on a recommendation with respect to the Utility Funds, which is expected to be made at the June 20, 2011, council meeting.)

Fire Station. The subcommittee did not make a specific recommendation as to funding a new fire station, which has no currently programmed funding source. That is because the planning for a new station is an ongoing process, and the likely primary funding source is borrowing (bonding). The subcommittee notes for reference that the annual cost to repay a bond issue of approximately \$7 million over 15 years (assuming that bond amount and term, and assuming a 4% rate) is about \$580,000 per year of additional tax levy and/or program reductions.

As an aside, the subcommittee notes that the Equipment and Facilities capital needs identified in this report *do not* include capital funding for maintaining the use of any of the existing fire stations. (In other words, there is not any “double-counting” in the area of fire station capital funding.)

Parks & Pathways Capital Needs. Another very significant area of under-funding is the area of Parks and Pathways. This has been the case for the last several years at least, and is projected to be so into the future, especially as the new Parks & Recreation System Master Plan implementation is begun. As stated earlier, because the review of the implementation of the Master Plan is currently underway, the subcommittee did not make any specific recommendations related to funding of Park and Pathway capital needs. (The subcommittee has included pathway funding with park capital funding, citing the links between those areas that were noted in the Master Plan.)

Until the Master Plan implementation process is complete, at a minimum the subcommittee recommends maintaining the Parks Improvement Program (PIP) funding at its current tax-supported level of \$185,000 per year.

Additionally, the subcommittee recommends that the Master Plan implementation process take into account the timing of the retirement (pay-off) of current City bond debt for the City Hall and Public Works Building project, which is scheduled to occur in 2018. The retirement of that debt will reduce the annual levy requirement for debt service by approximately \$900,000 per year from that time forward, potentially providing that amount of levy capacity for new borrowing at that time for park needs.

The subcommittee notes that the annual capital cost estimates for the Parks and Pathways areas as they are represented in this report do not yet reflect the recommendations of the Master Plan implementation process, but are rather best staff estimates at this point, although the totals involved represent the needs outlined in the Master Plan, and associated cost estimates.

Street Repair/Replacement and Street Lighting Capital Needs. While there is a significant funding shortfall projected for Streets and Street Lighting capital needs, the subcommittee does not recommend taking a specific action for at least 3 years to correct those shortfalls. This is at least partly because the primary source of funding is State MSA (Municipal State Aid – i.e. gas tax) money, which has been decreasing recently due to changes in driving habits, and which may be re-configured by the legislature in the coming years. In addition, the Street Maintenance Fund balance, which is typically maintained at about \$11 million in order to support the interest earnings that are applied to annual street projects, has grown to about \$13 million at this time, which allows for some time to consider a plan of action for street funding once any potential State funding changes are better known.

The subcommittee does recommend the following near-term actions related to Streets and Street Lighting capital funding: 1) Monitor any changes to MSA funding at the State level; 2) Consider revising the current policy with respect to Pavement Condition Index (PCI) standards for replacing City streets; and 3) Consider reviewing the ability to adjust the City assessment policy to provide some additional funding for street projects to make up for decreased MSA funding. All of these topics would be appropriate to charge to the Public Works, Environment, and Transportation Commission for study.

Other Recommendations. The subcommittee further recommends that, if the State follows through on a plan to re-work the Market Value Homestead Credit program for 2012 and beyond in such a manner that the City's approximately \$450,000 in current annual excess levy is no longer required to cover the lack of MVHC reimbursement from the State, that excess levy capacity be applied toward tax-supported capital funding needs – either to reduce the impacts of the recommendations in this report, or to fund other capital needs.

REQUEST FOR COUNCIL ACTION

Date: November 19, 2012
Item No.: 12.h

Department Approval

City Manager Approval



Item Description: Authorize issuing a Request For Proposals to Redesign the City's Website

BACKGROUND

This spring the Council adopted a Community Aspiration to be Engaged in Our Community's Success As Citizens, Neighbors, Volunteers, Leaders, and Businesspeople and specifically to Improve Communications with Residents. The Council also identified electronic communications as one of those avenues of communications to be improved.

At the August 20, 2012 meeting the Council directed staff to seek input from department heads on an RFP for a website redesign. Department heads filled out a needs assessment and reviewed it. They have agreed that it is complete. That needs assessment was then incorporated into an RFP which is attachment A.

POLICY OBJECTIVE

The Council approved a Community Aspiration to improve communications with residents. An enhanced and easier to use website will facilitate improved communications.

BUDGET IMPLICATIONS

There is money in the Communications budget for 2013 for website redesign. Communications is an enterprise fund, and the primary source of funding is cable television franchise fees. This project would not affect property taxes.

STAFF RECOMMENDATION

Authorize staff to issue a Request For Proposals for redesigning the City's website.

REQUESTED COUNCIL ACTION

A motion authorizing staff to issue a Request For Proposals for redesigning the City's website.

Prepared by: Tim Pratt, Communications Specialist
Attachments: A: Request For Proposals



Specifications and Request For Proposal for Evaluation, Redesign and Hosting of the City of Roseville's Website

November 21, 2012

Proposal accepted until 4:00 p.m.
Friday, December 21, 2012

Roseville City Hall
2660 Civic Center Drive
Roseville, MN 55113

I. SCOPE OF PROJECT

The City of Roseville, Minnesota, is seeking proposals from qualified consultants to improve the usability and effectiveness of the city's external website by conducting usability testing of the current site, develop a new website that includes website analytics, enhance civic engagement through electronic communications, develop a mobile-optimized site using responsive design, and improve the ease of use for staff posting material to the website. Consultant will:

- Determine what aspects of the current website are effective in communicating City information to residents.
- Develop a plan for creating and implementing a redesigned website.
- Upon approval of the plan – implementation.
- Provide a content management system (CMS) that allows City staff to easily manage content using PCs.
- Provide an email notification system which includes graphic design functionality similar to desktop publishing – preferable system includes analytics.
- Provide training session(s) for City staff on using the CMS and the website analytics program.
- Develop a website architecture that can be expanded to include interactive content including, but not limited to online reservations, online payments and mobile requests for service.
- Conduct user testing on the redesigned website.
- Work with staff to develop a website style guide.
- Develop a mobile version of the website using responsive design.
- Offer website hosting services.

II. PROJECT BACKGROUND

The main portions of the City of Roseville's website at www.ci.roseville.mn.us were redesigned in 2007. Content management is divided between seven departments and each assigned staff person has a varying degree of computer experience.

The website contains abundant information. However, information is often difficult for users to find.

Information is presented on static web pages with downloadable forms, applications and PDF documents. The site is hosted externally.

III. GOALS

The City of Roseville has established the following goals for this project:

- To simplify the content design of the website and increase the usability of the main site and a mobile site.
- Integrate request for service program with existing asset management software from Pub Works.
- To increase the ease of site administration by staff, including making it easy to load and place appropriately sized graphics, photos, etc.
- To use the website as effectively as possible as part of the City's wider communications plan.
- To incorporated interactivity and develop website architecture that can be expanded to add new modules and interactive features.
- Integrate third-party sites such as NeoGov and ActiveNet into the City's website.
- Meet as many staff desires that are expressed in the attached Needs Assessment developed by City staff.

IV. REQUIREMENTS

- A. A description of your company and its qualifications for conducting website redesigns.
- B. A description of specific experience with local government websites.
- C. A description of your company's abilities and experience in website evaluation and design.
- D. A description of how your company plans to assess the effectiveness of the city's current website and the redesigned website, including measuring how effectively the needs and wants of users are being met.
- E. A description of your content management system (CMS) including all modules.
- F. A description of your e-commerce, online reservation and mobile request for service programs.
- G. A description of how your site search and analytics programs function.
- H. A project timetable and a detailed description of the process proposed for this project.

- I. Designation of a principal of the firm who would be in charge of the project including all contact information, and the amount of time that person is expected to be involved. Please include resumes of all personnel who would be significantly involved in the project.
- J. Identification of any outside contractors that would be used on the project and a description of their qualifications.
- K. Names and contact information for references at other governmental organizations for which your firm has provided website services.
- L. Estimate the cost of providing the city with recommendations for its website, as described in Section III, Goals. Estimate shall delineate the cost for each of these individual services:
 - Usability testing
 - Website redesign
 - Staff training and style manual development
 - Mobile site design
 - Website hosting and other on-going fees
 - Refresher training

The City may choose to select individual services without selecting the entire proposal.

V. SELECTION

Proposals will be evaluated on a number of criteria, including but not limited to the following:

- A. Quality and thoroughness of the proposal.
- B. Past experience, expertise, and demonstrated ability to work with websites and government entities.
- C. References or recommendations from past clients.
- D. Cost estimate.
- E. Proposed project timetable.
- F. Online demonstration of your services including a question and answer session. Only finalists will be invited to give demonstrations.

The City of Roseville reserves the right to reject any and all proposals, and waive all technicalities. Further the City reserves the right to accept or reject portions of any proposal selected.

The company chosen will be required to enter into a Standard Professional Services Agreement with the city substantially similar to the draft copy attached to this Request for Proposals.

VI. SUBMITTAL DEADLINE

The submittal deadline is Friday, December 21, 2012 at 4:00 p.m. Proposals may be mailed or dropped off at:

City of Roseville
Attn: Tim Pratt
2660 Civic Center Drive
Roseville, MN 55113

Six written, hard copies of the proposal and all attachments shall be submitted. An electronic copy of the proposal in Word or converted PDF (not scanned) must also be submitted on a compact disc (or suitable alternative disc format) or emailed. Proposers are solely responsible for delivery of their proposals to the City before the deadline. Any proposal received after the deadline will not be considered. For more information, call Tim Pratt, Communications Specialist, at (651) 792-7027 or email tim.pratt@ci.roseville.mn.us.



Standard Agreement for Professional Services

This Agreement ("Agreement") is made on the _____ day of _____, 20____, between the City of Roseville, a municipal corporation (hereinafter "City"), and _____, a _____ (hereinafter "Consultant").

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 performance of professional services by the Consultant.

The City and Consultant agree as follows:

1. **Scope of Work Proposal.** The Consultant agrees to provide the professional services shown in Exhibit "A" attached hereto ("Work") in consideration for the compensation set forth in Provision 3 below. The terms of this Agreement shall take precedence over and supersede any provisions and/or conditions in any proposal submitted by the Consultant.
2. **Term.** The term of this Agreement shall be from _____, _____, through _____, _____, the date of signature by the parties notwithstanding.
3. **Compensation for Services.** The City agrees to pay the Consultant the compensation described in Exhibit B attached hereto for the Work, subject to the following:
 - A. Any changes in the Work which may result in an increase to the compensation due the Consultant shall require prior written approval of the City. The City will not pay additional compensation for Work that does not have such prior written approval.
 - B. Third party independent contractors and/or subcontractors may be retained by the Consultant when required by the complex or specialized nature of the Work when authorized in writing by the City. The Consultant shall be responsible for and shall pay all costs and expenses payable to such third party contractors unless otherwise agreed to by the parties in writing.

- 45
46 4. **City Assistance.** The City agrees to provide the Consultant with the following assistance
47 concerning the Work to be performed hereunder:
48
- 49 A. Depending on the nature of the Work, Consultant may from time to time require
50 access to public and private lands or property. To the extent the City is legally and
51 reasonably able, the City shall provide access to and make provisions to enable the
52 Consultant to enter upon public and private land and property as required for the
53 Consultant to perform and complete the Work.
54
- 55 B. The City shall furnish the Consultant with a copy of any special standards or criteria
56 promulgated by the City relating to the Work, including but not limited to design and
57 construction standards, that is needed by the Consultant in order to prepare for the
58 performance of the Work.
59
- 60 C. A person shall be appointed to act as the City's representative with respect to the
61 Work to be performed under this Agreement. Such representative shall have
62 authority to transmit instructions, receive information, interpret, and define the City's
63 policy and decisions with respect to the Work to be performed under this Agreement,
64 but shall not have the right to enter into contracts or make binding agreements on
65 behalf of the City with respect to the Work or this Agreement.
66
- 67 5. **Method of Payment.** The Consultant shall submit to the City, on a monthly basis, an
68 itemized invoice for Work performed under this Agreement. Invoices submitted shall be
69 paid in the same manner as other claims made to the City. Invoices shall contain the
70 following:
71
- 72 A. For Work reimbursed on an hourly basis, the Consultant shall indicate for each
73 employee, his or her name, job title, the number of hours worked, rate of pay for each
74 employee, a computation of amounts due for each employee, and the total amount
75 due for each project task. The Consultant shall verify all statements submitted for
76 payment in compliance with Minnesota Statutes Sections 471.38 and 471.391. For
77 reimbursable expenses, if provided for in Exhibit A, the Consultant shall provide an
78 itemized listing and such documentation of such expenses as is reasonably required
79 by the City. Each invoice shall contain the City's project number and a progress
80 summary showing the original (or amended) amount of the Agreement, current
81 billing, past payments and unexpended balance due under the Agreement.
82
- 83 B. To receive any payment pursuant to this Agreement, the invoice must include the
84 following statement dated and signed by the Consultant: "I declare under penalty of
85 perjury that this account, claim, or demand is just and correct and that no part of it has
86 been paid."
87

88
89 The payment of invoices shall be subject to the following provisions:
90

- 91 A. The City shall have the right to suspend the Work to be performed by the
92 Consultant under this Agreement when it deems necessary to protect the City,
93 residents of the City or others who are affected by the Work. If any Work to be
94 performed by the Consultant is suspended in whole or in part by the City, the
95 Consultant shall be paid for any services performed prior to the delivery upon
96 Consultant of written notice from the City of such suspension.
97
- 98 B. The Consultant shall be reimbursed for services performed by any third party
99 independent contractors and/or subcontractors only if the City has authorized the
100 retention of and has agreed to pay such persons or entities pursuant to Section 3B
101 above.
102
- 103 6. **Project Manager and Staffing.** The Consultant has designated
104 _____ and _____ (“Project Contacts”) to perform and
105 /or supervise the Work, and as the persons for the City to contact and communicate with
106 regarding the performance of the Work. The Project Contacts shall be assisted by other
107 employees of the Consultant as necessary to facilitate the completion of the Work in
108 accordance with the terms and conditions of this Agreement. Consultant may not remove
109 or replace Project Contracts without the prior approval of the City.
110
- 111 7. **Standard of Care.** All Work performed by the Consultant under this Agreement shall be
112 in accordance with the normal standard of care in Ramsey County, Minnesota, for
113 professional services of like kind.
114
- 115 8. **Audit Disclosure.** Any reports, information, data and other written documents given to,
116 or prepared or assembled by the Consultant under this Agreement which the City requests
117 to be kept confidential shall not be made available by the Consultant to any individual or
118 organization without the City’s prior written approval. The books, records, documents
119 and accounting procedures and practices of the Consultant or other parties relevant to this
120 Agreement are subject to examination by the City and either the Legislative Auditor or
121 the State Auditor for a period of six (6) years after the effective date of this Agreement.
122 The Consultant shall at all times abide by Minn. Stat. § 13.01 et seq. and the Minnesota
123 Government Data Practices Act, to the extent the Act is applicable to data, documents,
124 and other information in the possession of the Consultant.
125
- 126 9. **Termination.** This Agreement may be terminated at any time by the City, with or
127 without cause, by delivering to the Consultant at the address of the Consultant set forth
128 on page 1, a written notice at least seven (7) days prior to the date of such termination.
129 The date of termination shall be stated in the notice. Upon termination the Consultant
130 shall be paid for services rendered (and reimbursable expenses incurred if required to be
131 paid by the City under this Agreement) by the Consultant through and until the date of
132 termination so long as the Consultant is not in default under this Agreement. If however,
133 the City terminates the Agreement because the Consultant is in default of its obligations
134 under this Agreement, no further payment shall be payable or due to the Consultant
135 following the delivery of the termination notice, and the City may, in addition to any

other rights or remedies it may have, retain another consultant to undertake or complete the Work to be performed hereunder.

10. **Subcontractor.** The Consultant shall not enter into subcontracts for services provided under this Agreement without the express written consent of the City. The Consultant shall promptly pay any subcontractor involved in the performance of this Agreement as required by the State Prompt Payment Act.
11. **Independent Consultant.** At all times and for all purposes herein, the Consultant is an independent contractor and not an employee of the City. No statement herein shall be construed so as to find the Consultant an employee of the City.
12. **Non-Discrimination.** During the performance of this Agreement, the Consultant shall not discriminate against any person, contractor, vendor, employee or applicant for employment because of race, color, creed, religion, national origin, sex, marital status, status with regard to public assistance, disability, sexual orientation or age. The Consultant shall post in places available to employees and applicants for employment, notices setting forth the 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 Provision 12 in all of its subcontracts for Work done under this Agreement, and will require all of its subcontractors performing such Work to incorporate such requirements in all subcontracts for the performance of the Work. The Consultant further agrees to comply with all aspects of the Minnesota Human Rights Act, Minnesota Statutes 363.01, et. seq., Title VI of the Civil Rights Act of 1964, and the Americans with Disabilities Act of 1990.
13. **Assignment.** The Consultant shall not assign this Agreement, nor its rights and/or obligations hereunder, without the prior written consent of the City.
14. **Services Not Provided For.** No claim for services furnished by the Consultant not specifically provided for herein shall be paid by the City.
15. **Compliance with Laws and Regulations.** The Consultant shall abide with all federal, state and local laws, statutes, ordinances, rules and regulations in the performance of the Work. The Consultant and City, together with their respective agents and employees, agree to abide by the provisions of the Minnesota Data Practices Act, Minnesota Statutes Section 13, as amended, and Minnesota Rules promulgated pursuant to Chapter 13. Any violation by the Consultant of statutes, ordinances, rules and regulations pertaining to the Work to be performed shall constitute a material breach of this Agreement and entitle the City to immediately terminate this Agreement.
16. **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.
17. **Indemnification.** The Consultant agrees to defend, indemnify and hold the City, its Council, officers, agents and employees harmless from any liability, claims, damages,

costs, judgments, or expenses, including reasonable attorney's fees, resulting directly or indirectly from a negligent act or omission (including without limitation professional errors or omissions) of the Consultant, its agents, employees, and/or subcontractors pertaining to the performance of the Work provided pursuant to this Agreement and against all losses by reason of the failure of said Consultant to fully perform, in any respect, all of the Consultant's obligations under this Agreement.

18. **Insurance.**

A. General Liability. Prior to starting the Work, the Consultant shall procure, maintain and pay for such insurance as will protect against claims for bodily injury or death, and for damage to property, including loss of use, which may arise out of operations by the Consultant or by any subcontractor of the Consultant, 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 Provision 18 or required by law. Except as otherwise stated below, the policies shall name the City as an additional insured for the Work provided under this Agreement and shall provide that the Consultant's coverage shall be primary and noncontributory in the event of a loss.

B. The Consultant shall procure and maintain the following minimum insurance coverages and limits of liability with respect to the Work:

Worker's Compensation:	Statutory Limits
Employer's Liability	\$500,000 each accident
(Not needed for	\$500,000 disease policy limit
Minnesota based	\$500,000 disease each employee
Consultant):	
Commercial General Liability:	\$1,000,000 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.

C. The Commercial General Liability policy(ies) shall be equivalent in coverage to ISO form CG 0001, and shall include the following:

a. Personal injury with Employment Exclusion (if any) deleted;

- 228
229 b. Broad Form Contractual Liability coverage; and
230
231 c. Broad Form Property Damage coverage, including Completed Operations.
232
233
- 234 D. Professional Liability Insurance. The Consultant agrees to provide to the City a
235 certificate evidencing that it has in effect, with an insurance company in good
236 standing and authorized to do business in Minnesota, a professional liability insurance
237 policy. Said policy shall insure payment of damage for liability arising out of the
238 performance of professional services for the City, in the insured's capacity as the
239 Consultant, if such liability is caused by an error, omission, or negligent act of the
240 insured or any person or organization for whom the insured is liable. Said policy
241 shall provide an aggregate limit of \$_____. Said policy shall not name
242 the City as an additional insured.
243
- 244 E. Consultant shall maintain in effect all insurance coverages required under this
245 Provision 18 at Consultant's sole expense and with insurance companies licensed to
246 do business in the state in Minnesota and having a current A.M. Best rating of no less
247 than A-, unless otherwise agreed to by the City in writing. In addition to the
248 requirements stated above, the following applies to the insurance policies required
249 under this Provision:
250
- 251 a. All policies, except the Professional Liability Insurance policy, shall be written on
252 an "occurrence" form ("claims made" and "modified occurrence" forms are not
253 acceptable);
254
- 255 b. All policies, except the Professional Liability Insurance and Worker's
256 Compensation Policies, shall contain a waiver of subrogation naming "the City of
257 Roseville";
258
- 259 c. All policies, except the Professional Liability Insurance and Worker's
260 Compensation Policies, shall name "the City of Roseville" as an additional
261 insured;
262
- 263 d. All policies, except the Professional Liability Insurance and Worker's
264 Compensation Policies, shall insure the defense and indemnify obligations
265 assumed by Consultant under this Agreement; and
266
- 267 e. All policies shall contain a provision that coverages afforded thereunder shall not
268 be canceled or non-renewed or restrictive modifications added, without thirty (30)
269 days prior written notice to the City.
270
- 271 A copy of the Consultant's insurance declaration page, Rider and/or Endorsement, as
272 applicable, which evidences the compliance with this Paragraph 18, must be filed
273 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 Provision 18.

- F. If Consultant fails to provide the insurance coverage specified herein, the 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. Except to the extent prohibited by law, this indemnity applies regardless of any strict liability or negligence attributable to the City (including sole negligence) and regardless of the extent to which the underlying occurrence (i.e., the event giving rise to a claim which would have been covered by the specified insurance) is attributable to the negligent or otherwise wrongful act or omission (including breach of contract) of Consultant, its contractors, subcontractors, agents, employees or delegates. Consultant agrees that this indemnity shall be construed and applied in favor of indemnification. Consultant also agrees that if applicable law limits or precludes any aspect of this indemnity, then the indemnity will be considered limited only to the extent necessary to comply with that applicable law. The stated indemnity continues until all applicable statutes of limitation have run.

If a claim arises within the scope of the stated indemnity, the City may require Consultant to:

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

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

19. **Ownership of Documents.** All plans, diagrams, analysis, reports and information generated in connection with the performance of this Agreement ("Information") shall become the property of the City, but the Consultant may retain copies of such documents as records of the services provided. The City may use the Information for any reasons it deems appropriate without being liable to the Consultant for such use. The Consultant shall not use or disclose the Information for purposes other than performing the Work contemplated by this Agreement without the prior consent of the City.

- 320
- 321 20. **Dispute Resolution/Mediation.** Each dispute, claim or controversy arising from or
- 322 related to this Agreement or the relationships which result from this Agreement shall be
- 323 subject to mediation as a condition precedent to initiating arbitration or legal or equitable
- 324 actions by either party. Unless the parties agree otherwise, the mediation shall be in
- 325 accordance with the Commercial Mediation Procedures of the American Arbitration
- 326 Association then currently in effect. A request for mediation shall be filed in writing with
- 327 the American Arbitration Association and the other party. No arbitration or legal or
- 328 equitable action may be instituted for a period of 90 days from the filing of the request
- 329 for mediation unless a longer period of time is provided by agreement of the parties.
- 330 Cost of mediation shall be shared equally between the parties. Mediation shall be held in
- 331 the City of Roseville unless another location is mutually agreed upon by the parties. The
- 332 parties shall memorialize any agreement resulting from the mediation in a Mediated
- 333 Settlement Agreement, which Agreement shall be enforceable as a settlement in any
- 334 court having jurisdiction thereof.
- 335
- 336 21. **Annual Review.** Prior to each anniversary of the date of this Agreement, the City shall
- 337 have the right to conduct a review of the performance of the Work performed by the
- 338 Consultant under this Agreement. The Consultant agrees to cooperate in such review and
- 339 to provide such information as the City may reasonably request. Following each
- 340 performance review the parties shall, if requested by the City, meet and discuss the
- 341 performance of the Consultant relative to the remaining Work to be performed by the
- 342 Consultant under this Agreement.
- 343
- 344 22. **Conflicts.** No salaried officer or employee of the City and no member of the Board of the
- 345 City shall have a financial interest, direct or indirect, in this Agreement. The violation of
- 346 this provision shall render this Agreement void.
- 347
- 348 23. **Governing Law.** This Agreement shall be controlled by the laws of the State of
- 349 Minnesota.
- 350
- 351 24. **Counterparts.** This Agreement may be executed in multiple counterparts, each of which
- 352 shall be considered an original.
- 353
- 354 25. **Severability.** The provisions of this Agreement are severable. If any portion hereof is,
- 355 for any reason, held by a court of competent jurisdiction to be contrary to law, such
- 356 decision shall not affect the remaining provisions of this Agreement.
- 357
- 358 26. **Entire Agreement.** Unless stated otherwise in this Provision 26, the entire agreement of
- 359 the parties is contained in this Agreement. This Agreement supersedes all prior oral
- 360 agreements and negotiations between the parties relating to the subject matter hereof as
- 361 well as any previous agreements presently in effect between the parties relating to the
- 362 subject matter hereof. Any alterations, amendments, deletions, or waivers of the
- 363 provisions of this Agreement shall be valid only when expressed in writing and duly
- 364 signed by the parties, unless otherwise provided herein. The following agreements
- 365 supplement and are a part of this Agreement: None.
- 366

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

CITY OF ROSEVILLE

Mayor

City Manager

(CONSULTANT)

By: _____

Its: _____

City of Roseville Website Needs Assessment

1. Who are your target audiences?

1. Residents
2. Property owners
3. Potential residents/homeowners
4. Business owners and employees
5. Potential businesses/developers
6. Facility users
7. License Center customers
8. Job seekers/Internship seekers
9. Event participants
10. Researchers (students, historians, reporters, other units of government, educational institutions)
11. Contractors
12. City employees
13. Rental property owners
14. Recreation program participants
15. Community guests
16. Sponsors/volunteers

2. What do you want them to know?

1. Actions of Council and Commissions
2. How to contact Council and Commission members
3. How to apply for Commission
4. How to apply for a job
5. What services city departments offer/ other resources available
6. What's going on there – road work, re/development, projects
7. What's going on in their neighborhood - projects (road, park), public safety, development
8. Why and how to register a rental property
9. How to apply for a business license – requirements, process
10. How to get a license at the License Center
11. How to apply for a passport
12. How to apply for a permit
13. How to pay utility bill online
14. How to find information about their water bill
15. How to find information about their property taxes
16. How to request a service or a fix for a problem
17. Which city staff members to contact when and how to contact them
18. Information on various facilities – where, tours, rentals, amenities, hours
19. What's in the City Code
20. Rules and regulations – code compliance, snow plowing, police & fire
21. Safety information – crime/fire prevention, emergency preparedness, recreational fire rules
22. News about the City of Roseville
23. How to find records and reports
24. Resources they can use to improve the quality of their lives
25. Events - dates, times, locations, registration
26. Classes/Activities - dates, times, locations, registration
27. Outside resources – links to schools, community resources, other levels of government
28. Department functions and staff
29. Why/how to sponsor or exhibit at an event

- 30. How to donate
- 31. How to volunteer
- 32. Why Roseville is a great place to live
- 33. Recreational sports league information
- 34. Vision of where City is headed and why

- 35. Bids/RFPs available
- 36. About the City – location, history
- 37. Elections information
- 38. Where to find information on utilities:
garbage, recycling, electric, gas

3.What do you want them to do?

- | | |
|---|--|
| <ul style="list-style-type: none"> 1. Residents – live fulfilling lives engaged in their community 2. Businesses – locate/expand in Roseville and provide services 3. Find the information about the City they need 4. Find links to other resources 5. Conduct all of their business online, including submitting plans, filling out forms, and paying for the permit/application 6. Contact staff for more information or with questions or concerns 7. Access their utility billing account information and make online payments 8. Let us know when they are moving in and/or out along with a forwarding address 9. Apply for a business license 10. Find information quickly using an effective search engine 11. Use an effective site search tool 12. Sign up – events, activities, classes, leagues, email notifications, tours, rentals | <ul style="list-style-type: none"> 13. Pay fees online 14. Request services such as filling in a pothole through regular website and mobile website and/or mobile app 15. Report problems such as graffiti or code violation through regular website and mobile website and/or mobile app 16. Sponsor/donate/volunteer 17. Watch videos – meetings as well as feature videos 18. View photos 19. Find information about our facilities – amenities, rental info, hours, locations, photos and videos 20. Use our facilities – golf course, skating center, pathways, nature center, leaf compost site, etc. 21. Link to interactive elements – RCF, Facebook, Twitter, YouTube, crime mapping, blogs, online mapping 22. Provide feedback/input 23. Read Council/Commission agendas/minutes and packets – view meetings |
|---|--|

4.How will you provide information to them?

- | | |
|--|---|
| <ul style="list-style-type: none"> 1. Webpages 2. PDF documents 3. Fillable PDFs 4. Online forms 5. Videos 6. Podcasts 7. Photographs/slideshows, illustrations | <ul style="list-style-type: none"> 8. Links to brochures/fact sheets 9. Links to other websites 10. Links to social media sites 11. Blogs 12. Email/SMS notifications 13. RSS feeds |
|--|---|

5.How much staff time do you want to budget for your web work?

Varies by department from 1 hour a week to 25 hours a week.

6.What do you need to integrate your web work with your other promotional work?

1. Communications plans for every project that include key messages to be used across platforms
2. Having a payment gateway that easily connects with the online form used to register; being able to send e-mail confirmations
3. Make sure the website can integrate with other third parties such as our utility billing online payment system
4. Integration with sites such as Facebook & Twitter
5. Links for downloading of newsletters & documents (monthly reports, etc.)
6. On-line Scheduling assistant for scheduling tours and events
7. Knowledge of how to integrate the promotional work
8. Survey of users so we know who's coming to the site, why, and if they can easily find what they're looking for
9. Usability testing
10. Easy to use analytics program
11. Online donations portal
12. Integrate online program evaluation
13. Training on the use of social media to promote our department and share information with the public
14. Blogging filters
15. Easy to use e-newsletter function
16. Ability to add web coupons
17. More time in a day!

7.What additional web-related training would be helpful for your staff?

1. Quick steps to posting to website
2. Best practices/latest trends for web page layout
3. Teach and empower more staff people in each department to update the webpage themselves
4. Basic education regarding how to change the webpage to add/delete information
5. Whatever is needed to fully utilize the Web site's features and capabilities
6. More flexibility in templates
7. Better integration of multi-media and social networking
8. An annual refresher
9. Regular, hands-on training
10. How to use the style manual
11. How to use statistical analytics
12. Content style writing and webpage construction

8.What do you need to be able to evaluate the effectiveness of your web communications work?

1. Usability study
2. Resident survey
3. Track number of actions taken as a result of web posting

4. Where people are accessing from – referral sites and types of devices
5. What pages generate the most traffic – hit counts
6. How many people use the online access to complete their registrations
7. How many people use paper methods of registration because they cannot/will not use online function
8. Quantification of cost savings (in time and materials) using online registrations compared to the “old fashioned” way
9. Focus groups
10. A ‘feedback’ button where users can provide comments on the webpages they visited
11. Ability to track on-line event scheduling
12. It would be great to have something like Google Analytics to track things like the daily visits and to see how long people are spending on the different areas of the site
13. Survey on how often they use the internet for Roseville functions
14. Track data on functions such as online registration and conversely if there is a drop in phone calls
15. Click throughs from webpages to registration sites
16. A way to track use of website and correlate to participation numbers
17. Analytics that track email notifications that get opened.

9.What examples do you have (share a link) to a feature or function on a website that you would like to have on Roseville’s site?

1. I like “What People Read Most” as found at Woodbury
<http://www.ci.woodbury.mn.us/>
2. www.livingsmarter.org
3. www.edinamn.gov
4. I like a lot graphics. Too many words doesn’t look good.
5. We like the abilities of the Eden Prairie city/Fire department site
<http://www.edenprairie.org/index.aspx?page=128>
6. Tampa FL-
<http://www.tampagov.net/index.asp>
7. City of Austin-
<http://www.austintexas.gov/>
8. Lakewood CO-
<http://www.lakewood.org/#feature=news>
9. Los Angeles PD-
<http://www.lapdonline.org/>
10. Service request portal
11. Eden Prairie’s site-
<http://www.edenprairie.org/index.aspx?page=264>
12. Ability to add web coupons
13. Wide screen display
14. Mega menus
15. More videos – especially ones featuring our facilities
16. <http://www.applewoodhillsgolf.com/>
17. <http://Edinamn.gov>
18. www.ci.plymouth.mn.us/
19. <http://www.stlouispark.org/>
20. <http://www.ci.chanhassen.mn.us/>
21. <http://www.pueblo.us/>
22. Our users like using
www.skatetheoval.com
23. www.wildricefestival.org
24. Could have rolling pictures/movie clips of featured events going on in the city similar to sidebar ads you see on sites such as for the daily newspaper

REQUEST FOR COUNCIL ACTION

Date: November 19, 2012
Item No.: 12.i

Department Approval

City Manager Approval

WJ Malinen

Item Description: Consider Ethics Complaint Report

BACKGROUND

In early October, the City's Ethics Commission received a complaint alleging that the Human Rights Commission, the City Council and the City Manager violated the City's Ethics Code by inappropriately expending public funds when it urged citizens to vote on a state constitutional amendment.

In accordance with the City's Ethics Code, the complaint was sent to the City Attorney for review. The City Attorney researched the allegations and sent his report to the Ethics Commission for review at its November 14, 2012 meeting.

The report concluded that a "violation of Section 3.J of the Roseville Code of Ethics has not been established by clear and convincing evidence," and recommended that the complaint be dismissed and that no adverse action be taken.

The Ethics Commission adopted the report and recommended the Council adopt the report and recommendations, as presented.

POLICY OBJECTIVE

Ensure a full and fair review of ethics complaints are reviewed.

FINANCIAL IMPACTS

None

STAFF RECOMMENDATION

Receive the City Attorney's report and accept the Ethics Commission recommendation to accept the report which recommends dismissing the complaint.

REQUESTED COUNCIL ACTION

Receive the City Attorney's report and accept the Ethics Commission recommendation to accept the report which recommends dismissing the complaint.

Prepared by: William J. Malinen, City Manager
Attachments: A: Ethics Complaint
B: Report of the City Attorney

October 2, 2012

City of Roseville
Ethics Commission
2660 Civic Center Drive
Roseville, MN 55113

John M. Kysylyczyn
3083 Victoria Street
Roseville, MN 55113

Commission members:

I am filing a complaint with the Roseville Ethics Commission due to a violation of Resolution 10408, Section 3, J.

This section of the ethics resolution states the following:

J. Public Funds, etc. No Public Official shall use public funds, personnel, facilities, or equipment for private gain or political campaign activities, except as may be authorized by law.

This provision within the ethics resolution was violated numerous times by the Roseville City Council, the Human Rights Commission, and the City Manager, all Public Officials.

The discussion on the issue and instructing people to vote YES on a state constitutional amendment is clearly an act of being engaged in political campaign activity.

Public funds, personnel, and facilities were used for this activity and there is nothing in law that authorizes city resources to be used in this manner. While it may be acceptable to use public funds to educate the public in a fair and balanced manner on an issue that is related to the operation of city government, that was clearly not the case in this situation.

This is no different of a scenario than a school district using taxpayer resources to tell people to vote YES on a levy referendum. It is also no different than the city telling people to vote YES on a bond referendum or advocating for people to vote YES or NO to change the form of government. All of these activities are clearly unethical and possibly illegal.

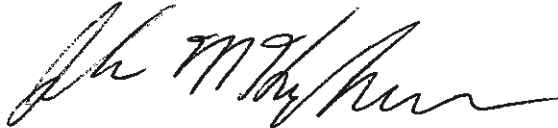
OCT 04 2012

There are numerous meeting minutes and videos of City Council and Human Rights Commission meetings that these issues were discussed along with numerous newspaper articles. This issue is well known throughout the community.

If it is acceptable to expend public funds telling citizens how to vote on issues, where is the line drawn? Should city resources be used to tell people which council candidates or legislative candidates to vote for? Should the city use public resources to tell people to vote NO on the upcoming school district levy referendum?

I would appreciate being invited to the Ethics Commission meeting when this complaint is being discussed and will be prepared to offer testimony.

Sincerely,

A handwritten signature in black ink, appearing to read "John M. Kysylyczyn", written in a cursive style.

John M. Kysylyczyn

REPORT OF THE CITY ATTORNEY
IN RE: ETHICS COMPLAINT DATED OCTOBER 2, 2012

This office received a resident complaint dated October 2, 2012, alleging a violation of the Roseville Code of Ethics. Pursuant to Section 5.E of the Ethics Code, this office has investigated the complaint. Under Section 5.E.2, this document constitutes our formal report and recommendations in the matter.

The complaint (copy attached) asserts a violation of Section 3.J of the Ethics Code. Section 3.J states:

Public Funds, etc. No Public Official shall use public funds, personnel, facilities, or equipment for private gain or political campaign activities, except as may be authorized by law.

The complaint alleges that the City Council, the Human Rights Commission, and the City Manager violated this provision of the Ethic Code. While the complaint fails to specifically identify the exact actions that purportedly violate Section 3.J, the complaint does state in pertinent part:

"The discussion on the issue and instructing people to vote YES (sic) on a state constitutional amendment is clearly an act of being engaged in political campaign activity...Public funds, personnel, and facilities were used for this activity and there is nothing in law that authorizes city resources to be used in this manner...There are numerous meeting minutes and videos of City Council and Human Rights Commission meetings that these issues were discussed along with numerous newspaper articles."

With this information, our office assumes that the complainant alleges that the Ethics Code violation arises from the following occurrences:

1. On May 16, 2012, after conducting several public meetings on the topic, the Human Rights Commission discussed and passed a resolution in which the advisory body publicly stated its collective opposition to a proposed state constitutional amendment regarding the definition of marriage and its encouragement to Roseville and Minnesota voters to vote "no" on the ballot question. (Copy of resolution attached.)
2. On August 27, 2012, the City Council discussed and passed a resolution in which the governing body publicly stated its collective opposition to the aforementioned proposed state constitutional amendment and similarly encouraged Roseville and Minnesota voters to vote no on the ballot question. (Copy of resolution attached.)

Applying these facts, which are not in material dispute, to the above-referenced Ethics Code provision, this office submits the following analysis and substantive conclusions. Further, because this is the first known complaint asserted under the City's Code of Ethics, this report also offers guidance regarding proper procedure to be used by both the Ethics Commission and City Council in this matter.

ANALYSIS

Section 3.J of the Ethics Code involves four distinct elements that must exist before a violation can occur. The four elements are:

- A. Conduct by Public Officials;
- B. Use of public funds, personnel, facilities, or equipment;
- C. Political campaign activity; and
- D. Lack of authorization by law.

Scrutiny of each element is necessary for a proper determination in this matter. If all four elements are found to exist in this matter, then a violation of the Ethics Code has been committed. If any of the four elements are not present, then a violation of the Ethics Code has not been committed. Under Section 5.F, the standard for decisions regarding allegations of ethical violations shall be by "clear and convincing evidence," as that phrase is defined by state law. In Minnesota, clear and convincing evidence requires more than a preponderance of the evidence but less than proof beyond a reasonable doubt. Clear and convincing evidence exists only where the truth of the facts asserted is "highly probable."

A. CONDUCT BY PUBLIC OFFICIALS

The Code of Ethics defines "Public Officials" as: members of the City Council and Mayor; the department head and assistant department head of each City department; members of any City commission, board, and task force; and the City Manager. The complaint asserts that actions by the City Council, the Human Rights Commission, and the City Manager constitute the alleged violation. To the extent that the complaint alleges a violation due to the discussion and passing of distinct resolutions, the Human Rights Commission and City Council are appropriately named. As such, the complaint sufficiently satisfies the first element of Section 3.J with regard to the Human Rights Commission and the City Council. The fact that the City Manager may have been present for one or both actions, however, does not equate to actual conduct by the City Manager. Therefore, the complaint does not satisfy the first element of Section 3.J with regard to the City Manager.

B. USE OF PUBLIC FUNDS, PERSONNEL, FACILITIES, OR EQUIPMENT

The complaint asserts that the alleged violations involved the use of an advisory commission's meetings and a regular meeting of the City Council, all or some of which presumably occurred at a public facility (City Hall). Further, the drafting and execution of the respective resolutions presumably required some involvement by City personnel and equipment. It can fairly be concluded, then, that public personnel, facilities or equipment were used in the commission of the alleged violation. Whether public funds were actually expended within the context of the alleged violation is less certain. It is difficult, if not impossible, to compute whether the amount of public funds required to support the personnel (salaries/wages/etc.), facilities (council chambers/etc.), or equipment (paper/copy machine/etc.) actually increased as a result of the alleged violation. Therefore, it cannot be said that public funds were expended in this matter.

However, to the extent the complaint alleges that City facilities, personnel, and equipment were used in this matter, the complaint sufficiently satisfies the second element of Section 3.J.

C. POLITICAL CAMPAIGN ACTIVITY

The Ethics Code does not define “political campaign activity.” According to the complaint, the discussion of and encouragement toward voters for a particular vote on a state constitutional amendment issue “is clearly an act of being engaged in political campaign activity.” The complaint is correct on this point. The third element of Section 3.J is satisfied by the complaint.

D. LACK OF AUTHORIZATION BY LAW

Finally, no violation of the Ethics Code exists under Section 3.J if the alleged activity is authorized by law. There is significant reason to believe that the actions by the Human Rights Commission and the City Council in this matter are authorized by law. First and foremost, the First Amendment affords freedom of speech to all citizens and associations, including governmental entities. Further, as far back as 1966, the Attorney General of the State of Minnesota has offered the opinion that governing bodies can individually and collectively voice their support or opposition for a ballot initiative. Again in 2006, the Attorney General stated:

“Public officials are generally free, individually and collectively to announce their views on matters of public interest. Furthermore, it is not likely that local governments or associations can be precluded from taking and publicizing positions on such matters, even in those circumstances where the matters are not within the jurisdictions of the governing bodies.”

With this background, the League of Minnesota Cities issued a bulletin this year in which it advised that a city council can legally adopt a resolution in support or opposition to a constitutional amendment. Further, this summer the Minnesota Supreme Court issued an opinion in Abrahamson v. St. Louis County School District, A10-2162 (Aug.10, 2012), in which a school board expended public funds to distribute newsletters and other publications in support of a school bonding referendum. The Supreme Court ruled that the school district was subject to campaign-finance requirements for the funds used in such advocacy---and, therefore, suggested that not only can a governing body advocate for a particular ballot question, but also that expenditure of public funds to do so is authorized under the law. In any event, the weight of authority supports the proposition that the Human Rights Commission and City Council acted under authorization of law in discussing a state constitutional amendment and advocating a particular vote on the issue, even taking into account the potential for nominal public funds to have been spent in doing so. Therefore, the final element of Section 3.J is not satisfied by the complaint.

CONCLUSION

This office concludes that a violation of Section 3.J of the Roseville Code of Ethics has not been established by clear and convincing evidence. This office recommends that the complaint be dismissed and that no adverse action be taken in this matter.

PROCEDURE

Section 5 of the Ethics Code provides a procedural framework for the handling of the present complaint. The process is as follows:

1. The City Attorney shall investigate the complaint.
2. The City Attorney shall issue a report that documents the results of the City Attorney's investigation.
3. The City Attorney's report shall be delivered to the Ethics Commission.
4. The Ethics Commission is authorized to convene and issue its own report and recommendation to the City Council.
5. Thereafter, the City Council shall take action as the Council deems appropriate.

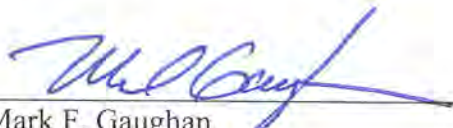
The Ethics Code provides no further procedural guidance. This office understands that the Ethics Commission will convene on November 14, 2012. The Commission will have three options to consider: (1) Adopt the report and recommendations of the City Attorney and forward the same to the City Council; (2) Reject the report and recommendations of the City Attorney, in whole or in part, and formulate its own report and recommendations to be forwarded to the City Council; or (3) Take no position on the report of the City Attorney and forward the matter to the City Council. The Commission is not authorized, under the Ethics Code or Section 206 of City Code, to undertake any additional actions.

Under the Ethics Code, the City Council's sole directive is to "take action as the Council deems appropriate." This office's recommendation is for the Council to receive the report and recommendations of the City Attorney (and, if applicable, the Ethics Commission) and take any appropriate action via motion after Council discussion. Because the task of investigation is vested within the City Attorney's office, no further information gathering is necessary.

Respectfully submitted,

Date: _____

11/9/2012


Mark F. Gaughan
City Attorney
Erickson, Bell, Beckman & Quinn, P.A.
110 Rosedale Tower
1700 West Highway 36
Roseville, Minnesota 55113

Date: November 19, 2012

Item: 13.a

City Manager Report of Annual
ICMA Conference

No Attachment

Date: November 19, 2012

Item: 13.b

Receive City Manager
Evaluation Report

No Attachment

REQUEST FOR COUNCIL ACTION

Date: 11/19/12

Item No.: 13.c

Department Approval

City Manager Approval

WJ Malinen

Item Description: Discuss the Use of Prevailing Wages on City Projects

1 **BACKGROUND**

2 Councilmember McGehee requested the Council discuss the use of prevailing wages on City
3 projects.

4 **STAFF RECOMMENDATION**

5 Discuss the use of prevailing wages on City projects.

6 **REQUESTED COUNCIL ACTION**

7 Discuss the use of prevailing wages on City projects.

Prepared by: William J. Malinen, City Manager